



TOWN OF DOVER

MAYOR & TOWN COUNCIL

REGULAR MEETING AGENDA

Town of Dover Town Hall

May 27, 2025 at 7:00PM

A) CALL MEETING TO ORDER / SUNSHINE STATEMENT – Mayor James P. Dodd to call meeting to order and read the Sunshine Statement:

“This meeting is being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6.” Notice of the meeting was sent to the Daily Record and Citizen on Thursday, January 2, 2025 and published in the Daily Record on Tuesday, January 7, 2025 and the Citizen on Wednesday, January 8, 2025. Notice was also posted on the Bulletin Board of the Municipal Building. These notices were sent within 48 hours prior to this meeting and were sent in sufficient time for the publications to publish them. A copy of said notice is on file with the Municipal Clerk.

It should be noted that an interpreter is present if a resident should need one.

At this time, please silence all electronic equipment.

B) PLEDGE OF ALLEGIANCE – Mayor James P. Dodd to lead those in attendance in the Pledge of Allegiance to the Flag

C) INVOCATION

D) ROLL CALL – Clerk to Conduct Roll Call:

Name	Present	Absent	Excused
Council Member Estacio			
Council Member Rodriguez			
Council Member Santana			
Council Member Scarneo			
Council Member Tapia			
Council Member Toro			
Council Member Velez			
Council Member Wittner			
Mayor Dodd			

E) APPROVAL OF MINUTES
NONE

F) REPORT OF COMMITTEES

G) PRESENTATIONS, MUNICIPAL CORRESPONDENCE

H) PUBLIC COMMENT ON AGENDA ITEMS ONLY—Three minutes per person

I) ORDINANCES FOR FIRST READING

- a. Ordinance 09-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Amending and Supplementing Chapter 189 § 11, Fire Prevention—Permit Fees
- b. Ordinance 10-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Amending and Supplementing Chapter 254, Noise
- c. Ordinance 11-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Amending and Supplementing Chapter 246, Massage, Bodywork and Somatic Therapy Establishments and Personnel
- d. Ordinance 12-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Amending and Supplementing Chapter 328, Smoking
- e. Ordinance 13-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Amending and Supplementing Chapter 189, Entitled “Fire Prevention” by Reintroducing Article I, Which Shall be Entitled “Knox Box”
- f. Ordinance 14-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Adopting a Safey Stick® Policy
- g. Ordinance 15-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Approving the PILOT Application and Authorizing the Mayor and Town Clerk to Execute a Financial Agreement with ALFA Assets 337 E. Blackwell Urbanan Renewal, LLC for Property Designated as Block 2307, Lots 1, 2, and 3 on the Official Tax Map of the Town of Dover, Located in the East Blackwell-Rutan Redevelopment Area
- h. Ordinance 16-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Amending Chapter 285 Property Maintenance of the Code of the Town of Dover
- i. Ordinance 17-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of New Jersey, Establishing the Town of Dover Parking Utility and Parking System

J) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION
NONE

K) APPROVAL OF BILLS

- a. Resolution 136-2025 Approval of Bills List

L) APPROVAL OF RESOLUTIONS

1) CONSENT AGENDA RESOLUTIONS

- a. Resolution 137-2025 Approving Taxis/Limos to be Licensed in the Town of Dover
- b. Resolution 138-2025 Approving Taxicab Driver Licenses
- c. Resolution 139-2025 Authorizing Tax Lien Redemption
- d. Resolution 140-2025 Authorizing a Morris County Trail Construction Grant Application
- e. Resolution 141-2025 Establishing Fees for EMS Services through a Contract with Coronis Health

- f. Resolution 142-2025 Approving Annual Dance License—Los Arrieros Bar
- g. Resolution 143-2025 Approving Annual Billiard Hall License—Los Arrieros Bar
- h. Resolution 144-2025 Authorizing Estimated Property Tax Billing for the 3rd Quarter 2025

2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

- a. Resolution 145-2025 Authorizing the Merger of Premier Car Services Corp. and Dover Express Taxi LLC
- b. Resolution 146-2025 Authorizing the Execution of a Shared Services Agreement with the Dover Free Public Library

M) OLD BUSINESS

N) NEW BUSINESS

- 1. New Business Items

O) PUBLIC COMMENT—Three minutes per person

The Town of Dover highly values the input of residents in making important decisions that affect the residents of our community. We also believe in the right of residents to observe Council Meetings. To ensure that all of our residents have the opportunity to offer a comment, each statement/comment shall be held to a time of three (3) minutes.

Please be courteous and mindful of the rights of others when providing comments. Comments may not be abusive, obscene, or threatening. All members of the public attending Mayor and Town Council meetings must treat each other and the Mayor and Council with respect. Individuals offering comments are not permitted to make personal attacks on any Town Employees, the Mayor or any Member of Town Government, other testifiers, or members of the public.

P) CLOSED/EXECUTIVE SESSION

Q) ACTIONS CONSIDERED FOLLOWING CLOSED SESSION

R) ADJOURNMENT



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 09-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 189 § 11, FIRE PREVENTION—PERMIT FEES

WHEREAS, the Mayor and Town Council of the Town of Dover (the “Town”) may make, amend, repeal, and enforce ordinances to adopt policies and procedures for the benefit of the municipality; and

WHEREAS, the Mayor and Town Council recognize that there is a need to amend the language of the Town Code, Chapter 189, to reflect the State laws and regulations; and

BE IT ORDAINED, by the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey, that Chapters 189 § 11 of the Town Code is hereby amended and readopted as follows:

CHAPTER A. PERMIT FEES

- A. The Application Fees for the permits listed in N.J.A.C.5:70-2.9 (c) shall be as provided by State Regulation. The Fire Official is authorized to waive fees for Town of Dover Non-Profit, Religious Organizations or Governmental Agencies. The permit fees established by the Uniform Fire Code shall be as follows:

- (1) Type 1: \$54.00
- (2) Type 2: \$214.00
- (3) Type 3: \$427.00
- (4) Type 4: \$641.00

CHAPTER B. PERMIT TYPES AND FEES

- B. Local Permit Types and Fees.

<u>Permit Type</u>	<u>Fee</u>
Open Flame	\$60.00
Welding	\$75.00
Bonfire	\$60.00
Torch	\$75.00
Cooking Suppression System	\$75.00
Mobile Vendor	\$75.00
Tent	\$60.00
Hazmat	\$641.00
Flammable liquids	\$641.00

Attest:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 10-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 254, NOISE

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

CHAPTER 254, entitled "Noise" is hereby amended as follows:

WHEREAS, excessive sound is a serious hazard to the public health, welfare, safety, and the quality of life; and,

WHEREAS, a substantial body of science and technology exists by which excessive sound may be substantially abated; and,

WHEREAS, the people of the Town of Dover have a right to, and should be ensured of, an environment free from excessive sound;

THEREFORE, it is the policy of Town of Dover to prevent excessive sound that may jeopardize the health, welfare, or safety of the citizens or degrade the quality of life.

This ordinance shall apply to the control of sound originating from sources within the Town of Dover.

II. Definitions

The following words and terms, when used in this ordinance, shall have the following meanings, unless the context clearly indicates otherwise. Terms not defined in this ordinance have the same meaning as those defined in N.J.A.C. 7:29.

"Construction" means any site preparation, assembly, erection, repair, alteration or similar action of buildings or structures.

"dBC" means the sound level as measured using the "C" weighting network with a sound level meter meeting the standards set forth in ANSI S1.4-1983 or its successors. The unit of reporting is dB(C). The "C" weighting network is more sensitive to low frequencies than is the "A" weighting network.

"Demolition" means any dismantling, destruction or removal of buildings, structures, or roadways.

"Department" means the New Jersey Department of Environmental Protection.

"Emergency work" means any work or action necessary at the site of an emergency to restore or deliver essential services including, but not limited to, repairing water, gas, electricity, telephone, sewer facilities, or public transportation facilities, removing fallen trees on public rights-of-way, dredging navigational waterways, or abating life-threatening conditions or a state of emergency declared by a governing agency.

"Impulsive sound" means either a single pressure peak or a single burst (multiple pressure peaks) that has a duration of less than one second.

"Minor Violation" means a violation that is not the result of the purposeful, reckless or criminally negligent conduct of the alleged violator; and/or the activity or condition constituting the violation has not been the subject of an enforcement action by any authorized local, county or state enforcement agency against the violator within the immediately preceding 12 months for the same or substantially similar violation.

"Motor vehicle" means any vehicle that is propelled other than by human or animal power on land.

"Muffler" means a properly functioning sound dissipative device or system for abating the sound on engines or equipment where such device is part of the normal configuration of the equipment.

"Multi-dwelling unit building" means any building comprising two or more dwelling units, including, but not limited to, apartments, condominiums, co-ops, multiple family houses, townhouses, and attached residences.

"Multi-use property" means any distinct parcel of land that is used for more than one category of activity. Examples include, but are not limited to:

1. A commercial, residential, industrial or public service property having boilers, incinerators, elevators, automatic garage doors, air conditioners, laundry rooms, utility provisions, or health and recreational facilities, or other similar devices or areas, either in the interior or on the exterior of the building, which may be a source of elevated sound levels at another category on the same distinct parcel of land; or
2. A building, which is both commercial (usually on the ground floor) and residential property, located above, below or otherwise adjacent to.

"Noise Control Officer" (NCO) means an employee of a local, county or regional health agency which is certified pursuant to the County Environmental Health Act (N.J.S.A. 26:3A2-21 et seq.) to perform noise enforcement activities or an employee of a municipality with a Department-approved model noise control ordinance. All NCOs must receive noise enforcement training as specified by the Department in N.J.A.C. 7:29 and is currently certified in noise enforcement. The employee must be acting within his or her designated jurisdiction and must be authorized to issue a summons.

"Noise Control Investigator" (NCI) means an employee of a municipality, county or regional health commission that has a Department-approved model noise control ordinance and the

employee has not received noise enforcement training as specified by the Department in N.J.A.C. 7:29. However, they are knowledgeable about their model noise ordinance and enforcement procedures. A Noise Control Investigator may only enforce sections of the ordinance that do not require the use of a sound level meter. The employee must be acting within his or her designated jurisdiction and must be authorized to issue a summons.

"Plainly audible" means any sound that can be detected by a NCO or an NCI using his or her unaided hearing faculties of normal acuity. As an example, if the sound source under investigation is a portable or vehicular sound amplification or reproduction device, the detection of the rhythmic bass component of the music is sufficient to verify plainly audible sound. The NCO or NCI need not determine the title, specific words, or the artist performing the song.

"Private right-of-way" means any street, avenue, boulevard, road, highway, sidewalk, alley or easement that is owned, leased, or controlled by a non-governmental entity.

"Public right-of-way" means any street, avenue, boulevard, road, highway, sidewalk, alley or easement that is owned, leased, or controlled by a governmental entity.

"Public space" means any real property or structures thereon that are owned, leased, or controlled by a governmental entity.

"Real property line" means either (a) the vertical boundary that separates one parcel of property (i.e., lot and block) from another residential or commercial property; (b) the vertical and horizontal boundaries of a dwelling unit that is part of a multi-dwelling unit building; or (c) on a multi-use property as defined herein, the vertical or horizontal boundaries between the two portions of the property on which different categories of activity are being performed (e.g., if the multi-use property is a building which is residential upstairs and commercial downstairs, then the real property line would be the interface between the residential area and the commercial area, or if there is an outdoor sound source such as an HVAC unit on the same parcel of property, the boundary line is the exterior wall of the receiving unit). Note- this definition shall not apply to a commercial source and a commercial receptor which are both located on the same parcel of property (e.g., a strip mall).

"Sound production device" means any device whose primary function is the production of sound, including, but not limited to any, musical instrument, loudspeaker, radio, television, digital or analog music player, public address system or sound-amplifying equipment.

"Sound reduction device" means any device, such as a muffler, baffle, shroud, jacket, enclosure, isolator, or dampener provided by the manufacturer with the equipment, or that is otherwise required, that mitigates the sound emissions of the equipment.

"Weekday" means any day that is not a federal holiday, and beginning on Monday at 7:00 a.m. and ending on the following Friday at 6:00 p.m.

"Weekends" means beginning on Friday at 6:00 p.m. and ending on the following Monday at 7:00 a.m.

III. Applicability

A. This model noise ordinance applies to sound from the following property categories:

1. Industrial facilities;
2. Commercial facilities;
3. Community service facilities;
4. Residential properties;
5. Multi-use properties;
6. Public and private right-of-ways;
7. Public spaces; and
8. Multi-dwelling unit buildings.

B. This model noise ordinance applies to sound received at the following property categories:

1. Commercial facilities;
2. Community service facilities (i.e. non-profits and/or religious facilities)
3. Residential properties;
4. Multi-use properties;
5. Multi-dwelling unit buildings.

C. Sound from stationary emergency signaling devices shall be regulated in accordance with N.J.A.C. 7:29-1.4, except that the testing of the electromechanical functioning of a stationary emergency signaling device shall not meet or exceed 10 seconds.

IV. Exemptions

- A. Except as provided in IX. and X. below, the provisions of this ordinance shall not apply to the exceptions listed at N.J.A.C. 7:29-1.5.
- B. Sound production devices required or sanctioned under the Americans with Disabilities Act (ADA), FEMA or other government agencies to the extent that they comply with the noise requirement of the enabling legislation or regulation. Devices which are exempted under N.J.A.C. 7:29-1.5 shall continue to be exempted.
- C. Construction and demolition activities are exempt from the sound level limits set forth in tables I and II and III except as provided for in IX. below.

V. Enforcement Officers

- A. Noise Control Officers shall have the authority within their designated jurisdiction to investigate suspected violations of any section of this ordinance and pursue enforcement activities.
- B. Noise Control Investigators shall have the authority within their designated jurisdiction to investigate suspected violations of any section of this ordinance that do not require the use of a sound level meter (i.e., plainly audible, times of day and/or distance determinations) and pursue enforcement activities.

- C. Noise Control Officers and Investigators may cooperate with NCOs and NCIs of an adjacent municipality in enforcing one another's municipal noise ordinances.

VI. Measurement Protocols

- A. Sound measurements made by a Noise Control Officer shall conform to the procedures set forth at N.J.A.C. 7:29-2, except that interior sound level measurements shall also conform with the procedures set forth in VIB of this ordinance and with the definition of "real property line" as contained herein.
- B. When conducting indoor sound level measurements across a real property line the measurements shall be taken at least three feet from any wall, floor or ceiling and all exterior doors and windows may, at the discretion of the investigator, be closed. The neighborhood residual sound level shall be measured in accordance with N.J.A.C. 7:29-2.9(b)2. When measuring total sound level, the configuration of the windows and doors shall be the same and all sound sources within the dwelling unit must be shut off (e.g., television, stereo). Measurements shall not be taken in areas which receive only casual use such as hallways, closets and bathrooms.

VII. Maximum Permissible Sound Levels

- A. No person shall cause, suffer, allow, or permit the operation of any source of sound on any source property listed in III.(A) above in such a manner as to create a sound level that equals or exceeds the sound level limits set forth in Tables I, II or III when measured at or within the real property line of any of the receiving properties listed in Tables I, II or III except as specified in VI(B).

B. Impulsive Sound

Between 7:00 a.m. and 10:00 p.m., impulsive sound shall not equal or exceed 80 dBA. Between 10:00 p.m. and 7:00 a.m., impulsive sound which occurs less than four times in any hour shall not equal or exceed 80 dBA. Impulsive sound which repeats four or more times in any hour shall meet the requirements as shown in Table I.

TABLE I
MAXIMUM PERMISSIBLE A-WEIGHTED SOUND LEVELS
WHEN MEASURED OUTDOORS

RECEIVING PROPERTY CATEGORY	Residential property, or residential portion of a multi-use property		Commercial facility, non-residential portion of a multi-use property, or community service facility
TIME	7 a.m.-10 p.m.	10 p.m.-7 a.m.	24 hours
Maximum A- Weighted sound level standard, dB	65	50	65

TABLE II
MAXIMUM PERMISSIBLE A-WEIGHTED SOUND LEVELS
WHEN MEASURED INDOORS

RECEIVING PROPERTY CATEGORY	Residential property, or residential portion of a multi-use property		Commercial facility or non- residential portion of a multi-use property
TIME	7 a.m.-10 p.m.	10 p.m.-7 a.m.	24 Hours
Maximum A- Weighted sound level standard, dB	55	40	55

Note: Table II shall only apply when the source and the receptor are separated by a real property line and they also share a common or abutting wall, floor or ceiling, or are on the same parcel of property.

TABLE III
MAXIMUM PERMISSIBLE OCTAVE BAND
SOUND PRESSURE LEVELS IN DECIBELS

Receiving Property Category	Residential property, or residential portion of a multi-use property		Residential property, or residential portion of a multi-use property		Commercial facility, non-residential portion of a multi-use property, or community service facility	Commercial facility or non-residential portion of a multi-use property
	OUTDOORS		INDOORS		OUTDOORS	INDOORS
Octave Band Center Frequency, Hz.	Octave Band Sound Pressure Level, dB		Octave Band Sound Pressure Level, dB		Octave Band Sound Pressure Level, dB	Octave Band Sound Pressure Level, dB
Time	7 a.m.-10 p.m.	10 p.m.-7 a.m.	7 a.m.-10 p.m.	10 p.m.-7 a.m.	24 hours	24 hours
31.5	96	86	86	76	96	86
63	82	71	72	61	82	72
125	74	61	64	51	74	64
250	67	53	57	43	67	57
500	63	48	53	38	63	53
1,000	60	45	50	35	60	50
2,000	57	42	47	32	57	47
4,000	55	40	45	30	55	45
8,000	53	38	43	28	53	43

Note: When octave measurements are made, the sound from the source must be constant in level and character. If octave band sound pressure level variations exceed plus or minus 2 dB in the bands containing the principal source frequencies, discontinue the measurement.

VIII. Sound Production Devices

No person shall cause, suffer, allow, or permit the operation of any sound production device in such a manner that the sound crosses a property line and raises the total sound levels above the neighborhood residual sound level by more than the permissible sound level limits set forth in Table IV when measured within the residence of a complainant according to the measurement

protocol in VI(B) of this ordinance. These sound level measurements shall be conducted with the sound level meter set for "C" weighting, "fast" response.

TABLE IV
MAXIMUM PERMISSIBLE INCREASE IN TOTAL SOUND LEVELS
WITHIN A RESIDENTIAL PROPERTY

Weeknights 10:00 p.m. - 7:00 a.m. Weekend nights 11:00 p.m. and 9:00 a.m.	All other times
3 dB(C)	6 dB(C)

IX. Restricted Uses and Activities

The following standards shall apply to the activities or sources of sound set forth below:

- A. Power tools, home maintenance tools, landscaping and/or yard maintenance equipment, excluding when used for emergency work, shall not be operated on a residential property between the hours of 8:00 p.m. and 8:00 a.m., unless such activities can meet the applicable limits set forth in Tables I, II and III. At all other times, the limits set forth in Tables I, II and III do not apply. All motorized equipment used in these activities shall be operated with an original, properly functioning, manufacture installed muffler and/or sound reduction device or an original equipment manufacturer (OEM) acoustically equivalent muffler and/or sound reduction device.
- B. Power tools, landscaping and/or yard maintenance equipment, excluding when used for emergency work, shall not be operated on a commercial facility, community service facility, industrial facility, or public space unless such activities can meet the applicable limits set forth in Tables I, II and III. All motorized equipment used in these activities shall be operated with an original, properly functioning, manufacture installed muffler and/or sound reduction device or an OEM acoustically equivalent muffler and/or sound reduction device.
- C. Construction and demolition activity, excluding emergency work, shall not be performed between the hours of 6:00 p.m. and 7:00 a.m. on weekdays, or between the hours of 6:00 p.m. and 9:00 a.m. on weekends and federal holidays, unless such activities can meet the applicable limits set forth in Tables I, II and III. At all other times, the limits set forth in Tables I, II or III do not apply. All motorized equipment used in construction and demolition activity shall be operated with an original, properly functioning, manufacture installed muffler and/or sound reduction device or an OEM acoustically equivalent muffler and/or sound reduction device.
- D. Motorized snow removal equipment shall be operated with a muffler and/or a sound

reduction device when being used for snow removal. At all other times the limits set forth in Tables I, II or III do not apply.

- E. All interior and exterior burglar alarms of a building or motor vehicle must be activated in such a manner that the burglar alarm terminates its operation within five (5) minutes for continuous airborne sound and fifteen (15) minutes for intermittent sound after it has been activated. At all other times the limits set forth in Tables I, II or III do not apply.
- F. Self-contained, portable, non-vehicular music or sound production devices shall not be operated on a public space or public right-of-way in such a manner as to be plainly audible at a distance of 50 feet in any direction from the operator between the hours of 8:00 a.m. and 10:00 p.m. Between the hours of 10:00 p.m. and 8:00 a.m., sound, operated on a public space or public right-of-way, from such equipment shall not be plainly audible at a distance of 25 feet in any direction from the operator;
- G. It shall be unlawful for any property owner or tenant to allow any domesticated or caged animal to create a sound across a real property line which unreasonably disturbs or interferes with the peace, comfort, and repose of any resident, or to refuse or intentionally fail to cease the unreasonable noise when ordered to do so by a Noise Control Officer or Noise Control Investigator. Prima facie evidence of a violation of this section shall include but not be limited to:
 - 1. Vocalizing (howling, yelping, barking, squawking etc.) for five (5) minutes without interruption, defined as an average of four or more vocalizations per minute in that period; or,
 - 2. Vocalizing for twenty (20) minutes intermittently, defined as an average of two vocalizations or more per minute in that period.

It is an affirmative defense under this subsection that the dog or other animal was intentionally provoked to bark or make any other noise.

X. Motor Vehicles

Violations of each paragraph of this section shall be considered purposeful and therefore non-minor violations.

(A) No person shall remove or render inoperative, or cause to be removed or rendered inoperative or less effective than originally equipped, other than for the purposes of maintenance, repair, or replacement, of any device or element of design incorporated in any motor vehicle for the purpose of noise control. No person shall operate a motor vehicle or motorcycle which has been so modified. A vehicle not meeting these requirements shall be deemed in violation of this provision if it is operated stationary or in motion in any public space or public right-of-way.

(B) No motorcycle shall be operated stationary or in motion unless it has a muffler that complies with and is labeled in accordance with the Federal Noise

Regulations under 40 CFR Part 205.

(C) Personal or commercial vehicular music amplification or reproduction equipment shall not be operated in such a manner that it is plainly audible at distance of 25 feet in any direction from the operator between the hours of 10:00 p.m. and 8:00 a.m.

(D) Personal or commercial vehicular music amplification or reproduction equipment shall not be operated in such a manner that is plainly audible at a distance of 50 feet in any direction from the operator between the hours of 8:00 a.m. and 10:00 p.m.

XI. Enforcement

(A) Violation of any provision of this ordinance shall be cause for a Notice of Violation (NOV) or a Notice of Penalty Assessment (NOPA) document to be issued to the violator by the Noise Control Officer or Noise Control Investigator.

(B) Any person who violates any provision of this ordinance shall be subject to a civil penalty for each offense of not more than the maximum penalty pursuant to N.J.S.A. 40:49-5, which is \$2,000 as of December 2014. If the violation is of a continuing nature, each day during which it occurs shall constitute an additional, separate, and distinct offense.

(C) Upon identification of a violation of this Ordinance the Noise Control Officer or Noise Control Investigator shall issue an enforcement document to the violator. The enforcement document shall identify the condition or activity that constitutes the violation and the specific provision of this Ordinance that has been violated. It shall also indicate whether the violator has a period of time to correct the violation before a penalty is sought.

(D) If the violation is deemed by the Noise Control Officer or Noise Control Investigator to be a minor violation (as defined in Section II of this ordinance) a NOV shall be issued to the violator.

1. The document shall indicate that the purpose of the NOV is intended to serve as a notice to warn the responsible party/violator of the violation conditions in order to provide them with an opportunity to voluntarily investigate the matter and voluntarily take corrective action to address the identified violation.
2. The NOV shall identify the time period (up to 90 days), pursuant to the Grace Period Law, N.J.S.A. 13:1D-125 et seq. where the responsible party's/violator's voluntary action can prevent a formal enforcement action with penalties issued by the (Health Department) _____. It shall be noted that the NOV does not constitute a

formal enforcement action, a final agency action or a final legal determination that a violation has occurred. Therefore, the NOV may not be appealed or contested.

(E) If the violation is deemed by the Noise Control Officer or Noise Control Investigator to be a non-minor violation, the violator shall be notified that if the violation is not immediately corrected, a NOPA with a civil penalty of not more than the maximum penalty allowed pursuant to N.J.S.A. 40:49-5, which is \$2,000 as of December 2014, will be issued. If a non-minor violation is immediately corrected, a NOV without a civil penalty shall still be issued to document the violation. If the violation occurs again (within 12 months of the initial violation) a NOPA shall be issued regardless of whether the violation is immediately corrected or not.

(F) The violator may request from the Noise Control Officer or Noise Control Investigator, an extension of the compliance deadline in the enforcement action. The Noise Control Officer or Noise Control Investigator shall have the option to approve any reasonable request for an extension (not to exceed 180 days) if the violator can demonstrate that a good faith effort has been made to achieve compliance. If an extension is not granted and the violation continues to exist after the grace period ends, a NOPA shall be issued.

(G) The recipient of a NOPA shall be entitled to a hearing in a municipal court having jurisdiction to contest such action.

(H) The Noise Control Officer or Noise Control Investigator may seek injunctive relief if the responsible party does not remediate the violation within the period of time specified in the NOPA issued.

(I) Any claim for a civil penalty may be compromised and settled based on the following factors:

1. Mitigating or any other extenuating circumstances;
2. The timely implementation by the violator of measures which lead to compliance;
3. The conduct of the violator; and
4. The compliance history of the violator.

XII. Consistency, Severability and Repealer

(A) If any provision or portion of a provision of this ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the

- ordinance shall not be invalidated.
- (B) All ordinances or parts of ordinances, which are inconsistent with any provisions of this ordinance, are hereby repealed as to the extent of such inconsistencies.
 - (C) No provision of this ordinance shall be construed to impair any common law or statutory cause of action, or legal remedy there from, of any person for injury or damage arising from any violation of this ordinance or from other law.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 11-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 246, MASSAGE, BODYWORK AND SOMATIC THERAPY ESTABLISHMENTS AND PERSONNEL

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

CHAPTER 246. “Massage, Bodywork and Somatic Therapy Establishments” is hereby renamed “Massage, Bodywork and Somatic Therapy Establishments and Personnel” and is amended and supplemented as follows:

Town of Dover Code, § 246-1 et seq.

Massage, Bodywork and Somatic Therapy Establishments and Personnel.

§ 246-1 Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

MASSAGE, BODYWORK AND SOMATIC THERAPIES

Any systems of activity of structured touch which include, but are not limited to, holding, applying pressure, positioning and mobilizing soft tissue of the body by manual technique and use of visual, kinesthetic, auditory and palpating skills to assess the body for purposes of applying therapeutic massage, bodywork or somatic principles. Such applications may include, but are not limited to, the use of therapies such as heliotherapy or hydrotherapy, the use of moist hot and cold external applications, external application of herbal or topical preparations not classified as prescription drugs, movement and neuromyofacial education and education in self-care and stress management. Massage, bodywork and somatic therapies do not include the diagnosis or treatment of illness, disease, impairment or disability.

MASSAGE, BODYWORK AND SOMATIC THERAPIST

Any person licensed pursuant to the provisions of the Massage, Bodywork and Somatic Therapist Certification Act, N.J.S.A. 45:11-60 et seq.

MASSAGE, BODYWORK AND SOMATIC THERAPY ESTABLISHMENT

Any establishment wherein massage, bodywork and/or somatic therapies are administered or are permitted to be administered, when such therapies are administered for any form of consideration.

§ 246-2 Permit required.

- A. Each massage, bodywork and somatic therapy establishment shall require a permit . No person, firm or corporation shall operate any establishment or utilize any premises in the Town of Dover as or for a massage, bodywork and somatic therapy establishment unless or until there has first been obtained a permit for such establishment or premises from the Town of Dover in accordance with the terms and provisions of this section.
- B. Each and every massage, bodywork and somatic therapist shall require a permit to work. No person shall, in the Town of Dover, shall practice massage or related therapies as a massage, bodywork or somatic therapist, employee or otherwise unless he or she has a valid and subsisting massage, bodywork and somatic therapist's license issued to him or her by the New Jersey Board of Massage and Bodywork Therapy pursuant to the terms and provisions of the Massage, Bodywork and Somatic Therapist Certification Act, N.J.S.A. 45:11-60 et seq. This provision shall not become effective until adoption by the New Jersey Board of Massage and Bodywork Therapy of the regulations necessary to obtain the license.

§ 246-3 Application for massage, bodywork and somatic therapy establishment permit; requirements.

Any person desiring a massage, bodywork and somatic therapy establishment permit shall file a written application with the Town of Dover Board of Health upon a form to be furnished by the Health Department. The application form shall contain the following information:

- A. The type of ownership of the business, i.e., whether individual, partnership, corporation or otherwise.
- B. The name, style and designation under which the business is to be conducted.
- C. The business address and all telephone numbers, including facsimile, where business is to be conducted.
- D. A complete list of the names and residence addresses of all massage, bodywork and somatic therapists and employees of the business and the name and residence address of the manager or other person principally in charge of the operation of the business.
- E. A sworn statement indicating that all massage, bodywork and somatic therapists employed or to be employed by the establishment or otherwise permitted to work at the establishment have been licensed by the State of New Jersey pursuant to the Massage, Bodywork and Somatic Therapist Certification Act., N.J.S.A. 45:11-60 et seq. This requirement shall not become effective until the State of New Jersey Board of Massage and Bodywork Therapy adoption of regulations for certification. Any existing establishments or new establishments will not have to comply with this provision until such time as regulations are adopted.
- F. The following personal information concerning the applicant, if an individual; concerning each stockholder holding more than 10% of the stock of the corporation, each officer and

each director, if the applicant is a corporation; concerning the partners, including limited partners, if the applicant is a partnership; and concerning the manager or other person principally in charge of the operation of the business shall be provided:

- (1) The name, complete residence address and residence telephone number.
- (2) The two previous addresses immediately prior to the present address of the applicant.
- (3) Written proof of age.
- (4) Height, weight, sex, color of hair and eyes.
- (5) Two front-face portrait photographs taken within 30 days of the date of the application and at least two inches by two inches in size.
- (6) The massage therapy or similar business history and experience, including, but not limited to, whether or not such person has previously operated, in this or another municipality or state, under a license or permit or has had such license or permit denied, revoked or suspended and the reason therefor and the business activities or occupations subsequent to such action or denial, suspension or revocation.
- (7) All criminal convictions other than misdemeanor traffic violations, fully disclosing the jurisdiction in which convicted and the offense for which convicted and circumstances thereof. The applicant shall execute a waiver and consent to allow a fingerprint and criminal background check by the Town of Dover Police Department. Failure to execute such a waiver and consent shall result in a denial of a permit. An establishment permit shall be denied to any person who has been convicted of any crime or disorderly persons offense, other than traffic violations.

§ 246-4 Massage, bodywork and somatic therapy establishment permit fee.

A. Every applicant for a permit to maintain, operate or conduct a massage, bodywork and somatic therapy establishment shall file an application with the Department of Health upon a form to be furnished by said a Department.. Each year, establishment owners are required to renew their business permit with the Town no later than January 31st and pay an annual fee as set forth below:

Size of Establishment

(square feet)	Annual Permit Fee
1 to 1,499	\$200
1,500 to 2,999	\$350
3,000 to 4,999	\$450
5,000 to 9,999	\$750
Over 10,000	\$1,000

Size of Establishment

(square feet)

Annual Permit Fee

Failure to renew permits by the identified deadline may result in penalties against the establishment, including fines or suspension of the business' permit.

B. Business permits are only valid for the individual to whom it was issued and for the location specified on the original application. Any transfer or change in business ownership or location must be approved by the Town of Dover. A new application, including payment of the applicable fee, must be submitted for any change of location or ownership interest. Failure to abide by the terms of this provision may result in the revocation of the establishment's permit.

§ 246-5 Building requirements; inspections.

The Department of Health, upon receiving an application for a massage, bodywork and somatic therapy establishment permit, shall refer the application to the Building Department, Fire Department, Police Department and Planning Department and shall inspect the premises proposed to be operated as such an establishment and shall make written recommendations to the Division of Licensing and Permits concerning compliance with the codes that it administers. No massage, bodywork, and somatic therapy establishment shall be issued a permit or be operated, established or maintained in the Town of Dover unless an inspection by the Health Officer, Building Inspector and Fire Inspector reveals that the establishment complies with the minimum requirements of the property maintenance building and health codes for businesses operating in the Town of Dover. In addition, the establishment must comply with each of the following minimum requirements:

- A. All massage tables, bathtubs, shower stalls, steam or bath areas and floors shall have surfaces which may be readily disinfected and shall be maintained in a sanitary condition and regularly cleaned and disinfected.
- B. Adequate bathing, dressing and locker facilities shall be provided for the patrons to be served at any given time. In the event that male and female patrons are to be served simultaneously, separate bathing, dressing, locker and massage room facilities shall be provided.
- C. The premises shall have adequate equipment for disinfecting and sterilizing non-disposable instruments and materials used in administering massages. Such non-disposable instruments and materials shall be disinfected after use on each patron.
- D. Adequate hand-washing facilities shall be provided at convenient locations as necessary to maintain clean hands and arms of all employees during hours of operation.

§ 246-6 Application for massage, bodywork and somatic therapist's permit; requirements.

- A. No massage, bodywork and somatic therapist shall perform a massage without first being licensed by the State's Division of Consumer Affairs and obtaining a permit from the Town and
- B. Any person desiring a permit shall make an application to the Town clerk on forms provided by the Town clerk. Each permit application is accompanied by an application fee of two hundred fifty dollars (\$250.00) for an initial license and a one hundred dollar (\$100.00) fee for each annual renewal. Each application shall contain the following:
- (1) The applicant's full legal name, complete telephone number and complete current residential address, in addition to all former addresses three years preceding the date of the application;
 - (2) The applicant's social security number and driver's license number, if any;
 - (3) Applicant's weight, height, and color of hair and eyes;
 - (4) Written proof that the applicant is at least eighteen (18) years of age;
 - (5) The applicant's business, occupation or employment history for the five years immediately preceding the date of application, including the businesses' addresses, telephone numbers, and the names of the applicant's supervisors;
 - (6) A statement indicating whether the applicant has ever been convicted of any crime or offense except minor traffic violations. If the answer is in the affirmative, an additional statement must be made giving the place and the court in which such conviction occurred and the specific charge and the sentence imposed as a result thereof, including details of any supervision ordered by any court;
 - (7) The chief of police/director of police, or his or her delegate, shall take fingerprints and a photograph of the applicant and shall confirm the information submitted;
 - (8) The applicant shall state whether or not he or she is a certified massage, bodywork and somatic therapist. If so, the application is accompanied by a copy of the applicant's diploma from an institution offering degrees and/or certifications in massage therapy and approved or accredited by the New Jersey Department of Education or the equivalent body from a state other than New Jersey; a certified copy of the applicant's academic transcript is forwarded directly to the Town clerk by the educational institution issuing the diploma. If the applicant is not a certified massage practitioner, the applicant shall provide the following information:
 - a. If the applicant works for a massage establishment located within the Town, the name of the certified massage, bodywork and somatic therapist for the massage establishment,
 - b. If the applicant works for a massage establishment located outside the Town, the name of the certified massage, bodywork and somatic therapist for the massage establishment, along with a copy of the certified massage practitioner's diploma or certificate or a certified copy of the certified massage, bodywork and somatic therapist's academic transcript, which is forwarded directly to the Town clerk by the educational institution issuing

the diploma. If the massage establishment has no certified massage, bodywork and somatic therapist associated with it, the applicant shall submit proof that he or she is currently enrolled in massage therapy courses at an educational institution offering courses in the area of massage therapy approved by the New Jersey Department of Education or the equivalent body from a state other than New Jersey,

- c. The applicant shall demonstrate five hundred (500) hours of documented experience as a practitioner and completion of the National Certification Examination for Therapeutic Massage and Bodywork.

(9) The applicant shall pay a separate fee for the cost of the state police fingerprints search;

(10) As to subsection (B)(2), social security number and driver's license number, and subsection (B)(6), prior convictions, the clerk's office keeps such information confidential and only disclose the same to government authorities or those individuals involved in the licensing process or as may be required by law.

C. A permit issued by the Town shall contain, amongst other things, the following:

1. The name of the practitioner;
2. Picture of the practitioner;
3. The birthdate of the practitioner;
4. The height, weight, gender and eye color of the practitioner;
5. The license number of the practitioner;
6. The term of the practitioner's license period.

D. The owner of a massage establishment shall be responsible for ensuring that all of its massage, bodywork and somatic therapists maintain a valid and up-to-date massage therapist licenses and are in compliance with all relevant state and local licensing requirements. Massage establishment owners shall be responsible for reporting any newly hired employees. Failure to abide by these terms may result in the suspension or revocation of either the massage therapist's permit or the establishment owner's permit.

§ 246-7 Suspension or revocation of permit.

A. Permits issued under this section may be revoked by the Health Officer, after written notice and a hearing, for any of the following causes:

- (1) Fraud, misrepresentation or false statement in the application for the permit.
- (2) Fraud, misrepresentation or false statement made in the course of carrying on the permitted business in the Town.
- (3) Any violation of this chapter.

(4) Conviction by the owner or any employee of an establishment of a crime involving moral turpitude, a felony, an offense involving sexual misconduct, keeping or residing in a house of prostitution, and any crime involving dishonesty.

(5) Conducting the permitted business in the Town of Dover in an unlawful manner or in such a manner as to constitute a menace to the health, safety or general welfare of the public.

B. Notice of the hearing for the revocation of a permit shall be given in writing, setting forth specifically the grounds of the complaint and the time and place of the hearing. Such notice shall be given personally or mailed to the permittee at his/her last known address at least five days prior to the date set for the hearing.

C. Such permit may, pending revocation proceedings, be suspended for not more than 10 days by the Health Officer if, in his/her opinion, the conduct of the permittee is detrimental to the health, safety and general welfare of the Town of Dover.

D. The Health Officer shall serve as hearing officer for any hearing pursuant to this subsection.

§ 246-8 Operating Regulations.

Every massage, bodywork, and somatic therapy establishment shall comply with the following:

A. Every portion of the massage, bodywork and somatic therapy establishment, including appliances and apparatus, shall be kept clean and operated in a sanitary condition.

B. Each massage establishment must identify clear operating hours for the business, including days and hours of operation.

C. Operating hours, services offered and their corresponding price rates shall be prominently posted in the reception area in a location available to all prospective customers.

D. All employees, including massage, bodywork and somatic therapists, shall wear nontransparent outer garments. Dressing rooms must be available on the premises. Doors to such dressing rooms shall open inward and shall be self-closing.

E. All massage, bodywork and somatic therapy establishments shall be provided with clean laundered sheets and towels in sufficient quantity which shall be laundered after each use thereof and stored in a sanitary manner.

F. The sexual or genital area of patrons must be covered by towels, cloths or undergarments when in the presence of an employee or massage, bodywork or somatic therapist.

G. It shall be unlawful for any person knowingly, in a massage, bodywork and somatic therapy establishment, to place his or her hand upon or touch with any part of his or her body, to fondle in any manner or to massage a sexual or genital area of any other person.

No massage, bodywork and somatic therapist, employee or operator shall perform or offer to perform any act which would require the touching of the patron's sexual or genital area.

H. All walls, ceilings, floors, pools, showers, bathtubs, steamrooms and all other physical facilities and surfaces shall be in good repair and maintained in a clean and sanitary condition. Wet and dry heat rooms, steam or vapor rooms or steam or vapor cabinets and shower compartments and toilet rooms shall be thoroughly cleaned each day the business is in operation. Bathtubs and showers shall be thoroughly cleaned after each use. When carpeting is used on the floors, it shall be kept dry, clean and sanitary.

I. Oils, creams, lotions and other preparations used in administering massage, bodywork and somatic therapies shall be kept in clean closed containers or cabinets. Establishments must regularly review and improve their sanitary practices, including the handling, storage and use of oils, creams, and lotions to ensure compliance with health and safety standards.

J. Animals, except for Seeing Eye dogs, shall not be permitted in the massage work area.

K. Each massage, bodywork and somatic therapist shall wash his or her hands in hot running water, using a proper soap or disinfectant before administering a massage, bodywork or somatic therapy to a patron.

L. Each establishment regulated hereunder shall prominently display its permit to operate issued by the Town of Dover.

M. All massage, bodywork and somatic therapists employed in an establishment shall wear a badge displaying their name, title and state license number at all times during work. This provision shall not take effect until the Board of Massage and Bodywork Therapy adopts the regulations for licensing.

N. Upon the effective date of this Chapter, no new license shall be issued for massage establishment desired to be within 1,000 feet of an existing massage establishment.

O. Signage specifying age restrictions, in addition to customer reporting and recordkeeping requirements must be posted in English, conspicuously displayed and clearly readable from the customer entrance of the establishment at all times.

§ 246-9 Recordkeeping.

Records must be kept for each and every client who receives services from the massage establishment. These records shall include at a minimum an intake form filled out by each customer which shall provide the client's name, address, phone number, date of birth, date of service, the specific service they've received, the modalities used and areas of focus on the body, physician prescriptions and referrals if provided, the massage therapist's full name, their NJ State Massage and Bodywork Therapist License number and the signature of the client. These records must be

stored on the premises and available for review by the Health Department during normal business hours for a period of not less than seven (7) years of the date the service was performed.

§ 246-10 Inspections.

The Department of Health, Police Department and/or the Building Department shall, from time to time, at least twice a year, make an inspection of each massage, bodywork and somatic therapy establishment granted a permit under the provisions of this chapter for the purpose of determining whether the provisions of this chapter are being complied with. Such inspections shall be made at reasonable times and in a reasonable manner. It shall be unlawful for any permittee to fail to allow such inspection officer access to the premises or to hinder such officer in any manner.

§ 246-11 Sleeping quarters prohibited.

No part of any quarters of any massage, bodywork and somatic therapy establishment shall be used for or connected with any bedroom or sleeping quarters, nor shall any person sleep in such massage, bodywork and somatic therapy establishment except for limited periods incidental to and directly related to a massage, bodywork or somatic therapy treatment or bath. This provision shall not preclude the location of massage, bodywork and somatic therapy establishment in separate quarters of a building housing a hotel or other separate businesses or clubs.

§ 246-12 Prohibited acts.

A. No owner or manager of a massage, bodywork and somatic therapy establishment shall tolerate in his or her establishment any activity or behavior prohibited by the laws of the State of New Jersey, particularly, but not limited to, laws proscribing prostitution, indecency and obscenity, including the sale, uttering or exposing and public communication of obscene material; laws which relate to the commission of sodomy, adultery and proscribing fornication, nor shall any owner or manager tolerate in his or her establishment any activity or behavior which violates this section.

B. Any conviction of any employee of a massage, bodywork and somatic therapy establishment of a violation of the aforementioned statutes and codes shall devolve upon the owner or manager of such establishment, it being specifically declared that following such conviction of an employee, the owner or manager of the establishment shall be prosecuted as an accessory to such violation, and the permits which have been issued shall be automatically revoked.

§ 246-13 Exceptions.

The provisions of this chapter shall not apply to massage, bodywork or somatic therapies given:

- A. In the office of licensed physician, chiropractor or physical therapist; or
- B. By a regularly established medical center, hospital or sanatorium having a staff which includes licensed physicians, chiropractors and/or physical therapists; or

C. By any licensed physician, chiropractor or physical therapist in the residence of his or her patient; or

D. By a licensed barber or cosmetologist/hairstylist limited to the areas of the face, neck, scalp or upper part of the body as set forth in the Cosmetology and Hairstyling Act of 1984, N.J.S.A. 45:5B-1 et seq.

§ 246-14 Violations and penalties.

In addition to the revocation or suspension of the permit granted under this chapter, any person who violates any provision of this chapter shall, upon conviction hereof, be punished by a fine not exceeding \$2,000 or by imprisonment for a term not exceeding 90 days, or both, in the discretion of the court.

§ 246-15 Patron or Customer Reporting.

The safety and wellbeing of the Dover community is paramount. The purpose of this provision is to establish a reporting system for patrons of massage establishments. Should any person have a concern regarding the health, safety or sanitary standards of a massage establishment in this Town, that person may submit a written complaint to the Health Department.

Complaints may concern, but are not limited to, unlicensed massage therapists, unsanitary or hazardous conditions, allegations of illegal activities such as trafficking or abuse, and potential violations of local, state, or federal zoning and labor laws. In the event a complaint is made wherein the complainant alleges the occurrence of unlawful activities, such as violations of sexual consent, a Town police officer shall be present during all inspections.

Upon receipt of the complaint, the Health Department may initiate an investigation. The investigation shall aim to assess the legitimacy of the reported violation and shall be conducted in a prompt manner. If the Health Department determines that a health and safety violation has occurred, the Town shall take appropriate enforcement action, which may include:

1. Issuance of fines or penalties;
2. Suspension or revocation of the business' permit; or
3. Referral to local or state law enforcement agencies or departments, if necessary.

Any person who knowingly or maliciously submits a false report may be subject to penalty, including fines.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 12-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 328, SMOKING

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

CHAPTER 328. "Smoking" is hereby amended and supplemented as follows:

§ 328-1 Definitions.

A. As used in this chapter, the following terms shall have the meanings indicated:

INTERNATIONAL NO-SMOKING SYMBOL

A pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section.

MUNICIPAL GOVERNMENT BUILDING

A building or a portion of a building owned or leased by the Town of Dover. This shall include the physical property and grounds of any Town-owned or leased parks, recreational facilities, schools, outdoor passenger pick-up and drop-off areas, or any other Town-owned buildings or properties.

SMOKING

The burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling or exhaling of smoke or vapor from an electronic smoking device.

SUPERVISOR

The person who ultimately controls, governs or directs the activities and conduct of employees.

§ 328-2 Prohibited acts.

No person, regardless of age, shall smoke or carry a lighted smoking instrument which contains tobacco or any other substance they intend to inhale in any municipal government building, as defined herein, notwithstanding any exception provided in N.J.S.A § 26:3D-59

§ 328-3 Signage Requirements

The person having control of an indoor public place or workplace shall place in every public entrance to the indoor public place or workplace a sign, which shall be located so as to be clearly visible to the public and shall contain letters or a symbol which contrast in color with the sign, indicating that smoking is prohibited therein, except in such designated areas. The sign shall also indicate that violators are subject to a fine. The person having control of the indoor public place or workplace shall post a sign stating "Smoking Permitted" in letters at least one inch in height or marked by the international symbol for "Smoking Permitted" in those areas where smoking is permitted.

§ 328-4 Enforcement.

- A. The primary enforcement authority for this chapter shall be the Dover Board of Health, the local Health Officer, and the Town of Dover Police Department.
- B. Any violation of this chapter may be prosecuted in the Municipal Court of the Town of Dover or as otherwise provided in N.J.S.A. § 26:3D-62(d). Any fine issued pursuant to this chapter shall be enforced and collected by a summary proceeding in accordance with the Penalty Enforcement Law (N.J.S.A. § 2A:58-1 et seq.)

§ 328-5 Rules governing smoking; discipline.

The Administrator of the town shall establish written rules governing smoking in municipal government buildings. The rules shall contain a written policy and procedure to protect the health, welfare and comfort of employees from the detrimental effects of tobacco smoke, which policy shall include designated nonsmoking areas but may include designated smoking areas. The rules must be given to all employees, and such employees and their elected representatives must have a right to be heard concerning those proposed rules. The rules cannot become effective until thirty (30) days after the delivery of the written notice to the employees. In addition, all town supervisors, as defined herein, shall be responsible for disciplining public employees who smoke in violation of this chapter in the building or that portion of the building for which the supervisor is responsible in accordance with the provisions of the Town's employee policies and procedures.

§ 328-6 Withholding of service.

Consistent with the provisions of N.J.S.A § 40:48-1, any supervisor shall have the right to withhold the service of the supervisor's department, division or agency to any member of the public who smokes in any municipal government building, provided that the supervisor shall first inform that person of this right. Services shall not be denied if the member of the public complies with the rules governing smoking after receiving this notice.

§ 328-7 Violations and penalties.

- A. Upon written complaint to any of Town officers identified herein, the officer shall, by written notification, advise the person having control of the place accordingly, and order

appropriate action to be taken. This initial written notification may serve as a warning to violators calling for corrective action to be taken.

- B. A person, after being so ordered, who smokes in violation of this chapter shall be subject to a fine not less than two hundred fifty (\$250.00) dollars for the first offense, a fine of not less than five hundred (\$500.00) dollars for the second offense, and a fine of one thousand (\$1,000.00) dollars for each subsequent offense. In addition to the penalty provided herein, the Town Municipal Court may order immediate compliance with the provisions of this chapter.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 13-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 189, ENTITLED “FIRE PREVENTION” BY REINTRODUCING ARTICLE I, WHICH SHALL BE ENTITLED “KNOX BOX”

WHEREAS, Public Safety Departments and Officers of the Town of Dover (hereafter referred to as the “Town”) are frequently called to the scene of activated alarms but are unable to access to structures; and

WHEREAS, the lack of access often leads to the necessity of the Town’s Fire Department having to forcibly enter structures not only causing consequential property damage, but, more importantly, posing a risk of injury to essential first responders; and

WHEREAS, the installation of a small, wall-mounted safe that holds building keys and which is referenced by the brand name “Knox Box” would eliminate such damage and risk of injury by allowing first responders access to a key to the property; and

WHEREAS, a growing number of New Jersey municipalities have elected to require the installation of “Knox Box” systems; and

WHEREAS, the Mayor and Town Council have determined that the health, welfare, and safety, of its first responders and the public are promoted by requiring certain structures to have a key Knox-Box® installed on the exterior of the structure to aid the Town’s Fire Department in gaining access to secured or otherwise unduly difficult to enter structures, either due to such structures being unoccupied or due to the occupants being unable to respond;

NOW THEREFORE, BE IT ORDAINED by the Mayor and the Town Council of the Town of Dover, in accordance with the aforesaid Recitals, which are incorporated herein by reference, as follows.

§ 189-2 Definitions.

For the purpose of this chapter, the following definitions apply:

KNOX-BOX

A secure rapid entry system that is designed to be used by Fire Department personnel in the event of an emergency to gain entry into a structure by using the enclosed owner-provided key(s). This box is usually mounted on the exterior of the building in a location that is specified by the Town Fire Official, Fire Chief, or Building Official. All boxes shall be UL (Underwriters' Laboratories) certified and approved by the Town Fire Official or Fire Chief.

SYSTEM ADMINISTRATOR

A member of the Fire Department who is recommended by the Fire Department with confirmation by the Mayor and Council of the Town of Dover who is in charge of the Knox-Box® program.

§ 189-3 Structures requiring key lockbox system; time limit for installation.

A. The following structures shall be equipped with a Knox-Box®, of a UL type and size approved by the Town Fire Official, Fire Chief, or System Administrator:

- 1) New commercial or industrial structures.
- 2) Existing commercial buildings equipped with an automatic fire detection and/or suppression system.
- 3) Existing commercial buildings making improvements. All existing commercial buildings constructing improvements that require Planning Board approval shall install a Knox-Box® prior to the issuance of the final certificate of occupation.
- 4) Multifamily residential structures, subject to inspection by the Department of Community Affairs.

B. All buildings that require a Knox-Box® shall install one within one year of the effective date of this chapter.

§ 189-4 Installation requirements.

- A. It will be the responsibility of the Town Fire Official, Fire Chief, or System Administrator to approve all purchases of Knox-Box® systems from the Knox-Box® manufacturer.
- B. The size and model of the Knox-Box® installed shall be determined by the number of keys to be placed in the box and the specifications set forth by the Knox-Box® manufacturer.
- C. The number of keys in the Knox-Box® cannot exceed the maximum number recommended by the box manufacturer.
- D. All Knox-Boxes® shall be installed to the side of the main business door.
- E. All Knox-Boxes® shall be mounted 50 to 60 inches from the ground and shall be kept free of any obstructions, including snow and ice.
- F. In the event that the Knox-Box® cannot be installed at the aforesaid location and/or height, the Town Fire Official or Fire Chief may designate in writing a different location and installation specifications.
- G. All Knox-Boxes® may have a tamper switch installed in the building as an intrusion/burglar alarm.
- H. Purchase and installation of the Knox-Box® will be the sole responsibility of the building owner.

§ 189-5 Notification of changes.

The operator of the building shall immediately notify the Town Fire Official or Fire Chief when any locks are added, changed or rekeyed which cannot currently be opened by the current key set in the Knox-Box®. Additional keys shall be added to the Knox-Box® immediately.

§ 189-6 Contents of lock box.

A. The contents of the lock box shall include (but not be limited to) the following:

1. Keys to locked points of ingress or egress, whether on the interior or exterior of such buildings.
2. Keys to all mechanical rooms.
3. Keys to all locked electrical and utility rooms.
4. Keys to elevators and their control rooms.
5. Keys to the fire alarm panels and fire suppression systems.
6. Keys to reset pull stations or other fire protective devices.
7. Building access cards, devices, or methods as needed.

§ 189-7 Fire Department responsibilities.

- A. Access to the Knox-Box® Master Key will be limited to the Fire Chiefs and the System Administrator.
- B. No fire personnel shall carry a Knox-Box® Master Key unless at an emergency scene.
- C. All fire personnel having access to the Knox-Box® Master Key will be subject to a comprehensive background check annually or until they have relinquished the position and no longer have access to the key.
- D. All fire personnel with access to the Knox-Box® Master Key must notify the Chief of Police immediately of any charges pending, whether civil or criminal, or any other event that would jeopardize their ability to have access to the key.
- E. All Knox-Box® Master Keys shall be installed in a Knox KeySecure® or similar system installed in the fire apparatus.

§ 189-8 Violations and penalties.

Any person who is convicted of a violation of this chapter shall be punishable as provided in § 1-15 of this Code ("General Penalty").

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 14-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY ADOPTING A SAFETY STICK® POLICY

WHEREAS, the Town of Dover Town Council (the “Town” or “Council”) has identified a need to combat and reduce the incidence of illegal on-street parking in the Town; and

WHEREAS, N.J.S.A. § 40:48-1 permits the Town to regulate traffic, parking, and the enforcement of local laws; and

WHEREAS, Safety Sticks™ are solar-powered device designed to enforce safety regulations in designated areas such as no parking zones, bike lanes, crosswalks, bus stops, and designated fire and first responder lanes; and

WHEREAS, the Parking Utility of the Town of Dover (the “Parking Utility”) is empowered to regulate on-street parking and enforce the Town’s parking regulations and issue certain summons and violations as established by the Town; and

WHEREAS, the Town Council finds that adopting a policy which enables the regulation of standing, stopping and parking of motor vehicles in certain locations throughout the Town is in the best interest of the Town, its residents, and in furtherance of public safety; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Dover hereby approves the adoption of a Safety Stick® policy (hereafter referred to the “Policy”), to be enforced by the Police Department of the Town of Dover and the Town of Dover Parking Utility, as follows:

Purpose.

The Town of Dover has deployed Safety Stick® technology at various locations to monitor parking activity and enforce parking regulations in certain no-parking zones such as fire hydrants, bus stops, crosswalks, and loading zones.

Violations and penalties.

Any person who violates the provisions of this policy shall be punished by a fine of sixty dollars (\$60). A separate offense shall be deemed committed on each day the vehicle remains parked in violation of this resolution. No court appearance is necessary.

Removal of vehicles.

Any unoccupied vehicle parked or standing in violation of this Policy shall be deemed a nuisance and a menace to the safe and proper regulation of traffic, and any peace officer may provide for

the removal of such vehicle. The owner shall pay the reasonable costs of the removal and storage, which may result from such removal, before regaining possession of the vehicle.

Enforcement.

Enforcement of this Policy and further rules and regulations as may be promulgated from time to time shall be under the jurisdiction of the Police Department of the Town of Dover in collaboration with the Town of Dover Parking Utility.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 15-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY APPROVING THE PILOT APPLICATION AND AUTHORIZING THE MAYOR AND TOWN CLERK TO EXECUTE A FINANCIAL AGREEMENT WITH ALFA ASSETS 337 E BLACKWELL URBAN RENEWAL, LLC FOR PROPERTY DESIGNATED AS BLOCK 2307, LOTS 1, 2 AND 3 ON THE OFFICIAL TAX MAP OF THE TOWN OF DOVER, LOCATED IN THE EAST BLACKWELL-RUTAN REDEVELOPMENT AREA

WHEREAS, the Town Council of the Town of Dover (the “Town Council”) considered it to be in the best interest of the Town to have the Town Planning Board conduct an investigation of certain property located in the Town commonly known as 333, 337 and 341 East Blackwell Street, and shown on the official Tax Map of the Town of Dover as Block 2317, Lots 1, 2 and 3 (collectively, the “Property”), to determine whether such Study Area, or any portions thereof, is a non-condemnation area in need of redevelopment pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (the “Redevelopment Law”); and

WHEREAS, on August 13, 2024, the Town Council adopted resolution No. 215-2024 declaring the Property a non-condemnation “area in need of redevelopment” and authorizing and directing John McDonough Associates, LLC to prepare a redevelopment plan for the Study Area; and

WHEREAS, John McDonough Associates, LLC prepared a redevelopment plan for the Property entitled “East Blackwell-Rutan Redevelopment Plan, Block 2317, Lots 1, 2, & 3, 333, 337, & 341 East Blackwell Street, Town of Dover, Morris County, New Jersey” (the “Redevelopment Plan”), which was adopted by Town Council on October 28, 2024 pursuant to Ordinance No. 19-2024; and

WHEREAS, Alfa Investments, LLC (the “Owner”) is the fee owner of the Property; and

WHEREAS, the Owner and the Town entered a Redevelopment Agreement, dated December 10, 2025, governing the Owner’s redevelopment of the Property and designating the Owner as redeveloper of the Property; and

WHEREAS, on or about on or about March 20, 2025, the Owner received site plan approval for the Property to construct a 19-unit multi-family building with related site improvements (collectively, the “Project”); and

WHEREAS, on or about May 11, 2025, Alfa Assets 337 E Blackwell Urban Renewal LLC, an affiliate of the Owner (the “Entity”) submitted an application for the approval of a Project, as such term is used in the Long Term Tax Exemption Law, attached to which is a proposed form of Financial Agreement, all in accordance with N.J.S.A. 40A:20-8 (the “Exemption Application”); and

WHEREAS, the Entity was created for the purposes of acquiring, owning, holding developing, maintaining, financing, mortgaging, improving, operating, leasing, managing, using, refinancing, selling, subdividing, or otherwise dealing with the Property; and

WHEREAS, pursuant to and in accordance with the provisions of the Long Term Tax Exemption Law, N.J.S.A. 40A:20-1 et seq. (the “Long Term Tax Exemption Law”), the Town is authorized to provide for tax abatement within a redevelopment area and for payments in lieu of conventional property taxes; and

WHEREAS, the Exemption Application and Financial Agreement request a long terms tax exemption for the Project for a term of 30-years and requiring payment of an Annual Service Charge based on 10% of annual gross revenue (for years 1 through 10), 11% of annual gross revenue (for years 11 through 20), and 12% of annual gross revenue (for years 21 through 30); and

WHEREAS, the relative stability and predictability of the payments and service charges to be paid by the Entity to the Town under the Financial Agreement will allow stabilization of the Project operating budget, allowing a high level of urban design, aesthetics and amenities as well as the use of high-quality materials which will maintain the appearance of the buildings over the life of the Project, which will ensure the likelihood of the success of the Project and insure that it will have a positive impact on the surrounding area; and

WHEREAS, the Town Council has reviewed the information provided in the Exemption Application and Financial Agreement and has deemed approval of same warranted and acceptable under the Long Term Tax Exemption Law and further finds that the Financial Agreement will provide significant and long-term benefits to the Town.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Mayor and Council of the Town of Dover, County of Morris, New Jersey, as follows:

Section 1. The Town acknowledges that Towpath Urban Renewal Company, LLC, by effectuating the redevelopment, will provide significant and long-term benefits to the Town.

Section 2. The Town makes the following findings:

- A. The relative benefits of the Project when compared to the costs:
 1. The Property currently generates \$27,523 in property taxes, of which the Town receives 48% or \$13,211. At stabilization (Year 3) with the requested tax abatement, the Project will pay approximately \$54,035, of which the Town would receive approximately \$44,433, inclusive of a 2% administrative fee. This represents an increase of \$31,222, which is an increase of 136% over the amount currently received by the Town.
 2. The projected Annual Service Charge over the 30-year term would generate an average annual revenue, inclusive of a 2% administrative fee, to the Town of approximately \$81,895.00.
 3. It is estimated that the Project will create jobs during construction and up to 33 person years of contraction jobs.
 4. The Project should stabilize and contribute to the economic growth of existing local business, which will serve the new residents and attract additional people to Dover.
 5. The Project will further the redevelopment objectives of the Redevelopment Plan for the Redevelopment Area.
 6. The clearance and remediation of the Property will greatly improve the neighborhood.
 7. The Town has determined that the benefits of the Project significantly outweigh the costs to the Town.

B. The assessment of the importance of the Tax Exemption defined in obtaining development of the Project and influencing the locational decisions of probable occupants:

1. The relative stability and predictability of the Annual Service Charge will make the Project more attractive to investors and lenders needed to finance the Project.
2. The relative stability and predictability of the Annual Service Charge will allow stabilization of the Project operating budget, allowing a high level of urban design, aesthetics and amenities as well as the use of high quality materials which will maintain the appearance of the buildings over the life of the Project, which will insure the likelihood of the success of the Project and insure that it will have a positive impact on the surrounding area.

Section 3. The Exemption Application is hereby accepted and approved, and the Mayor and Tow Council find that the Project represents an undertaking permitted by the Long Term Tax Exemption Law, and constitutes improvements made for the purposes of clearance, replanning, development or redevelopment of an area in need of redevelopment within the Town, as authorized by the Redevelopment Law and the Long Term Tax Exemption Law.

Section 4. The Financial Agreement shall be for a term of 30-years and requiring payment of an Annual Service Charge based on 10% of annual gross revenue (for years 1 through 10), 11% of annual gross revenue (for years 11 through 20), and 12% of annual gross revenue (for years 21 through 30) in accordance with the Long Term Tax Exemption Law.

Section 5. The Financial Agreement is hereby authorized to be executed and delivered on behalf of the Town by the Mayor substantially in the form attached hereto. The Town Clerk is hereby authorized and directed to attest to the execution of the Financial Agreement by the Mayor and to affix the corporate seal of the Town to the Financial Agreement. Upon execution of the Financial Agreement, the Town Clerk shall submit a copy of the Financial Agreement to the Town Tax Assessor, the Division of Local Government Services of the NJ Department of Community Affairs and the County of Morris in accordance with Section 12 of the Long Term Tax Exemption Law.

Section 6. If any part(s) of this ordinance shall be deemed invalid, such part(s) shall be severed and the invalidity thereby shall not affect the remaining parts of this ordinance.

Section 6. All ordinances and resolutions or parts thereof inconsistent with this Ordinance are hereby rescinded.

Section 7. This Ordinance shall take effect in accordance with applicable law.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER **MAYOR & TOWN COUNCIL**

ORDINANCE NO. 16-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY AMENDING CHAPTER 285 PROPERTY MAINTENANCE OF THE CODE OF THE TOWN OF DOVER.

WHEREAS, the Mayor and Town Council of the Town of Dover (the "Town"), made a recommendation to amend Chapter 285 of the Town Code of the Town of Dover; and

WHEREAS, the Committee reviewed, commented and approved any amendments and suggested changes; and

WHEREAS, the Mayor and Town Council hereby finds and declares that it is in the best interest of the Town of Dover and its residents to amend the language of the Town Code Chapter 285 and adopt the amendments to same.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Town Council of the Town of Dover, County of Morris, and State of New Jersey, that Chapter 285 of the Town Code entitled Administration of Government is hereby amended and readopted as follows:

Section 1.

Chapter 285 of the Code of the Town of Dover is hereby amended and restated as follows:

§ 285-1 Adoption of standards; availability of copies.

A certain document, three copies of which have been placed on file in the office of the Municipal Clerk of the Town of Dover, being marked and designated as the "Property Maintenance Code," dated May 2025, be and is hereby adopted as the Property Maintenance Code of the Town of Dover, in the County of Morris and in the State of New Jersey, for the control of buildings and structures as therein provided, and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code are hereby referred to, adopted and made a part hereof, as if fully set out in this chapter.

§ 285-2 Effect on existing proceedings.

Nothing in this chapter or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court or any rights acquired or liability incurred or any cause or causes of action acquired or existing under any act or ordinance hereby repealed; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this chapter.

§ 285-3 Violations and penalties; repeat offender.

- A. Any person, firm or corporation who or which shall violate any of the provisions of this chapter shall be subject to one or more of the following: a fine not exceeding \$1,250, a term of imprisonment not exceeding 90 days or a period of community service not exceeding 90 days.
- B. Any person who is convicted of violating this chapter within one year of the date of a previous violation of this chapter and who was fined for the previous violation, shall be sentenced to an additional fine as a repeat violator. The additional fine imposed by the Court upon a person for a repeated offense shall not be less than the minimum nor exceed the maximum fine fixed for a violation of this chapter but shall be calculated separately for the fine imposed for the violation of this chapter.
- C. The Mayor and Town Council may waive the imposition of an additional fine upon a person for a repeated violation of the provisions of this chapter by a duly adopted resolution of the Mayor and Town Council.

Section 2. Severability.

If any portion of this ordinance shall be deemed invalid by any court of competent jurisdiction, the remainder shall survive in full force and effect.

Section 3. Repealer.

All ordinances and parts of ordinances or resolutions inconsistent herewith are hereby repealed.

Section 4. When Effective.

This ordinance shall be effective immediately upon adoption and publication in accordance with law.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 17-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, THE STATE OF NEW JERSEY ESTABLISHING THE TOWN OF DOVER PARKING UTILITY AND PARKING SYSTEM

WHEREAS, in June 2024, the Mayor of the Town of Dover and the Town's Planning & Economic Development Department issued a comprehensive "Parking Assessment" report; and

WHEREAS, that report makes significant findings and recommendations to promote availability and accessibility of parking in the Town for its residents, commuters and visitors; and

WHEREAS, N.J.S.A. § 40:60-25.1(D) empowers municipalities to establish a single publicly owned and operated utility or enterprise, namely a "Public Parking System"; and

WHEREAS, N.J.S.A. § 39:4-197(1)(g) authorizes municipalities to pass, adopt and amend ordinances regulating the parking of vehicles upon land owned or leased and maintained by the municipality or a parking authority; and

WHEREAS, N.J.S.A. § 39:4-138.4 authorizes municipalities to issue permits which authorize the parking of motor vehicles in front of private driveways; and

WHEREAS, the Mayor and Town Council finds and declares that it is in the best interest of the Town of Dover and its residents for that system to be regulated and maintained by the Town of Dover's Parking Utility, as defined herein; and

BE IT ORDAINED, the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey, modify the Town's Code in accordance with the below provisions to amend portions of Chapter 337, and establish Chapters 54 and 373 of the Town Code are hereby amended, established and adopted as follows:

CHAPTER 54 – PARKING UTILITY

Section 1.

Chapter 54 of the Code of the Town of Dover is hereby established as follows:

§ 54-1 Establishment.

It is hereby created and established under the terms of this Chapter, a Town-owned utility which shall be known as the Town of Dover Parking Utility. The Parking Utility shall maintain and operate the Town's Parking System, as established in Chapter 373 of this Code, which shall include all real and personal property related to parking operations within the Town.

§ 54-2 Purpose.

The purpose of the Parking Utility shall be to provide:

1. Operate and manage all aspects and functions of the Town's Parking System as established in Chapter 373;
2. Enforce all parking regulations, as specified throughout the Town's Code, and as set forth in Chapter 373 entitled ("Vehicles, Traffic and Parking"); and
3. Perform all such reasonable and necessary functions in connection with collection of fees resulting from penalties and violations of such regulations to the extent permitted by the law.

§ 54-3 Governing Regulations.

The Parking Utility shall be governed by relevant statutes, the administrative Code, ordinances, and resolutions adopted by the Town's council.

§ 54-4 Operation.

A. General

The Parking Utility shall be under the administration, operation and control of the Executive Director (hereafter referred to as "Director") as appointed by the Mayor.

B. Finances

1. As set forth in § 2-8 of the Code, the Town Administrator, in consultation with the Director and Municipal Auditor, shall be responsible for the annual operating and capital budgets of the Parking Utility. The Director shall oversee the collection of fees, management of all capital, and all other financial operations related to the administration of the Parking Utility.
2. The Parking Utility, its Director, and its agents, shall have authority to charge and collect monies for the use of the Parking Utility's facilities, whether they be user charges, rental fees, or lease payments, and for violations of the Town's parking regulations, in accordance with N.J.S.A. § 39:5-41. The Parking Utility shall not have the authority to establish any fees, charges, or other assessments without the approval of Mayor and Council. The Town may use this income for the acquisition of lands, buildings and facilities, to equip the facilities, and to pay current expenses and to pay the interest and principal on notes and bonds.
3. In accordance with N.J.S.A. 40A:5-15, all monies received by or on behalf of the Parking Utility shall be paid to the Department of Finance who shall deposit all such receipts within forty-eight (48) hours.
4. Pursuant to N.J.S.A. 40A:4-62, all money derived from the operation or support of the Parking Utility shall be kept in a separate fund, and, except as provided in N.J.S.A. 40A:4-35, and shall be applied only to the payment of the operating and upkeep costs, and the interest and debt redemption charges upon the indebtedness incurred for the creation of the utility.

- C. The Department of Public Works or Engineering Department shall be responsible for maintenance, construction and improvement of all capital operations of the Parking Utility.

§ 54-5 Appointment of certain employees; Salaries and Compensation.

- A. Consistent with the provisions of § 2-3(a)(1) of the Code, the Town Administrator or the appointing authority according to any pertinent civil service requirements, shall have the full authority to appoint and employ all necessary employees for the Parking Utility.
- B. Salaries of the employees will be in accordance with classification and salary ordinances duly adopted by the Town Council.
- C. Part-Time Employees
 1. Portions of salaries of existing employees may be pro-rated based on the amount of time spent on parking operations compared to the full-time Parking Utility employees.

Section 2. Severability.

If any portion of this ordinance shall be deemed invalid by any court of competent jurisdiction, the remainder shall survive in full force and effect.

Section 3. Repealer.

All ordinances and parts of ordinances or resolutions inconsistent herewith are hereby repealed.

Section 4. When Effective.

This ordinance shall be effective immediately upon adoption and publication in accordance with law.

Chapter 337 – STREETS AND SIDEWALKS

Section 1.

Chapter 337, Article XI of the Code of the Town of Dover is hereby amended as follows to delete the stricken (i.e. ~~strikethrough~~) language:

~~Article XI – Parking of Certain Vehicles~~

~~§ 337-47. Definitions.~~

~~As used in this article, the following terms shall have the meanings indicated:~~

~~COMMERCIAL VEHICLE~~

~~Includes every type of motor/driven vehicle used for commercial purposes on the highways, such as the transportation of goods, wares, and merchandise, excepting such vehicles as are run only upon rails or tracks and vehicles of the passenger car type used for touring purposes or the carrying of farm products and milk, as the case may be.~~

~~NONCOMMERCIAL TRUCK~~

~~Every motor vehicle designed primarily for transportation of property and which is not a commercial vehicle.~~

~~PARKING~~

~~The standing or waiting on a street, road or highway of a vehicle not actually engaged in receiving or discharging passengers or merchandise, unless in obedience to traffic regulations or traffic signs or signals.~~

~~PERSON~~

~~Includes natural persons, firms, co-partnerships, associations and corporations.~~

~~RECREATION VEHICLE~~

~~A self-propelled or towed vehicle equipped to serve as temporary living quarters for recreational, camping, or travel purposes and used solely as a family or personal conveyance.~~

~~ROAD TRACTOR~~

~~Every motor vehicle designed and used for drawing other vehicles and not so constructed as to carry any load thereon either independently or any part of the weight of a vehicle or load so drawn.~~

~~SEMITRAILER~~

~~Every vehicle with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle.~~

~~TRAILER~~

~~Every vehicle with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing of vehicle.~~

~~TRUCK~~

~~Every motor vehicle designed, used or maintained primarily for the transportation of property.~~

~~TRUCK TRACTOR~~

~~Every motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of vehicle and load so drawn.~~

~~VEHICLE~~

~~Every device in or upon or by which a person or property is or may be transported upon a highway, excepting devices moved by human power or used exclusively upon stationary rails or tracks or motorized bicycles.~~

~~§ 337-48 Prohibited parking.~~

~~No person shall park on any street within the Town of Dover between the hours of 9:00 p.m. through 7:00 a.m. any:~~

- ~~A. Commercial or noncommercial motor vehicle or truck with more than four wheels/tires.~~
- ~~B. Road tractor.~~
- ~~C. Trailer.~~
- ~~D. Semi trailer.~~
- ~~E. Truck tractor.~~
- ~~F. Recreational vehicle.~~

~~§ 337-49 Exemptions.~~

- ~~A. Exempt from this article are commercial vehicles that are parked to deliver services or goods or are performing approved construction related activities to a site within the Town of Dover, provided that they first notify the Town of Dover Police Department of their location and the time period.~~
- ~~B. Also exempt from this article are two axle pickup trucks with no more than four wheels/tires on the rear axle.~~
- ~~C. Exempt from this article, for a limited time period, are recreational vehicles and noncommercial trailers, which may be parked on the public street for up to 24 hours without a permit or up to 72~~

~~hours with a permit obtained from the Town of Dover Chief of Police. The permit may be issued based upon the reasonable need to park the recreational vehicle or noncommercial trailer on the public roadway, e.g., preparation for a trip or repair work to the private property prohibiting the parking of the recreational vehicle or noncommercial trailer on private property.~~
~~[Added 5-8-2007 by Ord. No. 15-2007]~~

~~§ 337-50 Sign posting.~~

~~There shall be posted an appropriate sign on each street entering the Town of Dover, at or near the Town's municipal boundary line, giving notice of the terms of this article.~~

~~§ 337-51 Enforcement.~~

~~This article shall be enforced by the Police Department of the Town of Dover.~~

~~§ 337-52 Penalty.~~

~~Any person, firm or corporation who or which shall violate any of the provisions of this article shall be subject to one or more of the following: imprisonment in the county jail or in any place provided by the municipality for the retention of prisoners, for a term not exceeding 90 days; or by a fine not exceeding \$1,250; or by a period of community service not exceeding 90 days.~~

Section 2. Severability.

If any portion of this ordinance shall be deemed invalid by any court of competent jurisdiction, the remainder shall survive in full force and effect.

Section 3. Repealer.

All ordinances and parts of ordinances or resolutions inconsistent herewith are hereby repealed.

Section 4. When Effective.

This ordinance shall be effective immediately upon adoption and publication in accordance with law.

CHAPTER 373 – VEHICLES, TRAFFIC AND PARKING

Section 1.

Chapter 373 of the Code of the Town of Dover is hereby amended and restated as follows:

Article I- Definitions.

§ 373-1 Definitions

BUSINESS EMPLOYEE PARKING PERMIT

A parking permit issued by the Parking Utility to individuals who are employed by a business located within the Town of Dover. This permit authorizes the holder to park in specific areas allocated for employees during typical business hours.

COMMERCIAL VEHICLE

A type of motor vehicle used for commercial purposes, including the transportation of goods, materials, and merchandise, used to transport passengers for hire, or to provide services that demonstrates registered commercial tags, decals or other licensed commercial-use identification.

DESIGNATED AREA

A specific location, municipal lot or zone within a lot that is marked or set aside for a particular type of parking or use. This area is established by the Parking Utility and may include, but is not limited to, zones for business employees, commuters, seniors, or visitors.

DOWNTOWN DOVER

The Area as delineated on the Town of Dover Parking Map located in Appendix I. Streets located within are to be metered parking and no overnight parking shall be allowed. Residents who reside within the Downtown Dover area shall be eligible for overnight parking permits in the municipal lots after completion of all required permit documents/forms.

OVERSIZED VEHICLE

Any motor vehicle for that exceeds a GVWR of 10,000 pounds or more, or a vehicle exceeding 20 feet in length, 8 feet in width, or 10 feet in height. This includes both personal and commercial vehicles, but is not limited to, semi-trailers, box trucks, flatbed trucks, dump trucks, buses, construction vehicles, and any other vehicles classified as Class 4 or above by the Federal Highway Administration. Specialized vehicles with commercial equipment, such as cranes or mobile workstations, are also considered large commercial vehicles. Recreational vehicles (RVs) and smaller delivery vans with a GVWR below 10,000 pounds are excluded unless used for commercial purposes.

ON-STREET OVERNIGHT RESIDENTIAL PARKING PERMIT

A parking permit issued by the Parking Utility to residents of the Town of Dover authorizing the holder to park a vehicle on residential streets located outside the Downtwon Area within the regulated timeframe, 8:00pm to 8:00am.

MUNICIPAL LOT OVERNIGHT RESIDENTIAL PARKING PERMIT

A parking permit issued by the Parking Utility to residents of the Town of Dover authorizing the holder to park in the Town's Municipal Parking Lots and Facilitates as identified in the Town of Dover Parking Map in Appendix I. Such permit shall authorize 24/7 parking privileges.

PARKING UTILITY

The administrative entity or department responsible for the management, regulation, and enforcement of parking operations within the Town of Dover. This includes overseeing the issuance of parking permits, maintaining parking facilities, implementing parking regulations, collecting fees, and ensuring compliance with the parking ordinance. The Parking Utility is tasked with coordinating parking services, addressing parking-related issues, and enforcing rules and policies related to parking within the Town of Dover, alongside the Town Police Department.

PARKING RESTRICTIONS

The regulations established by the Town of Dover governing the parking of vehicles. These may include limitations on parking duration, designated parking zones, no-parking areas, time-specific

parking allowances, permit requirements, and any other conditions set forth to manage and control parking within the town's jurisdiction.

PARKING LOT OR FACILITY

A designated area, either paved or unpaved, intended for the parking of vehicles.

PARKING ENFORCEMENT

The actions taken by authorized personnel to monitor, regulate, and ensure compliance with the parking regulations established by this ordinance. This includes, but is not limited to, issuing citations, fines, and warnings, as well as arranging for the towing or immobilization of vehicles that are in violation of the ordinance.

PARKING PERMIT

A permit issued by the Parking Utility that grants the holder the right to park a vehicle in designated areas and/or during specified times, within specific locations as outlined by the permit's terms and conditions. The permit shall be categorized based on its intended use, such as for residents and business employees. To obtain a Parking Permit, applicants must meet the eligibility criteria established by the Parking Utility, provide necessary documentation, and adhere to all applicable regulations and requirements. The permit shall be displayed in the vehicle as required to facilitate enforcement and compliance.

PARKING SYSTEM

A system consisting of Town-owned on-street, off-street or other parking areas or facilities or any parking meters maintained by the Parking Utility on behalf of the Town.

REDEVELOPMENT AREA

Any area in the Town of Dover that meet that statutory criteria as defined in the New Jersey Local Redevelopment Housing Law N.J.S.A. 40A:12A-1 et seq.

ROAD TRACTOR

Every motor vehicle designed and used for drawing other vehicles and not so constructed as to carry any load thereon either independently or any part of the weight of a vehicle or load so drawn.

SEMITRAILER

Every vehicle with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle.

TRAILER

Every vehicle with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing of vehicle

TRUCK

Every motor vehicle designed, used or maintained primarily for the transportation of property.

TRUCK TRACTOR

Every motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of vehicle and load so drawn.

VISITOR PERMITS

Permits issued to visitors of Dover residents that seek parking accommodations. Permits issued shall not exceed three (3) consecutive days without express written authorization from the executive director.

VEHICLE

Any device by which a person or property may be transported upon a highway, including but not limited to automobiles, motorcycles, trucks, trailers, recreational vehicles, and bicycles, whether motorized or non-motorized.

VEHICLE REGISTRATION

The official record of a vehicle, including its make, model, year, vehicle identification number (VIN), and ownership details, as maintained by the Department of Motor Vehicles or an equivalent authority. This record confirms the vehicle's eligibility to be operated on public roads and is required for obtaining parking permits in the Town of Dover.

Article II- General Provisions.

§ 373-2 Prohibited Parking in Downtown Dover.

No person shall park on any street within the Downtown Dover area between the hours of 2:00 a.m. through 6:00 a.m.

- A. Exempt from this Article are commercial vehicles that are parked to deliver services or goods or are performing approved construction related activities to a site within the Town of Dover, provided that they first notify the Town of Dover Police Department and the Parking Utility of their location and the time period.

§ 373-3 Prohibited Parking in Residential Zone.

- A. Residential Streets and Properties
 - 1. Residential Streets: The parking or storage of boats, campers, recreational vehicles (RVs), Oversized Vehicles as defined in this Chapter, including but not limited to trucks, trailers, and other similar vehicles, is strictly prohibited on all residential streets within the Town of Dover.
 - 2. Residential Properties: See § 236-43(N). Off street parking and loading.

- B. Parking of Commercial and Oversized Vehicles on Residential Streets

The parking or storage of Commercial and Oversized Vehicles as defined herein, including but not limited to trucks, trailers, and other similar vehicles, is prohibited on all residential streets except as follows:

- 1. Loading and Unloading: Commercial and Oversized vehicles may park on residential streets during business hours for the sole purpose of active loading or unloading of goods or materials,

or as necessary to provide certain services to Dover residents. Such activity must be completed within a reasonable time frame, and may not be left overnight unless a longer time period is expressly approved by the appropriate municipal authority.

2. Permitted Commercial Vehicles, that do not meet the definition of Oversized Vehicles as provided herein, may be parked on residential streets overnight.

§ 373-4 Signage.

Appropriate signage shall be posted on each street entering the Town of Dover, at or near the Town's municipal boundary line, giving notice of the terms of this Chapter.

§ 373-5 Enforcement.

This article shall be enforced by the Police Department of the Town of Dover and the Parking Enforcement officers of the Town's Parking Utility.

§ 373-6 Penalty.

Any person, firm or corporation who or which shall violate any of the provisions of this article shall be subject to one or more of the following: imprisonment in the county jail or in any place provided by the municipality for the retention of prisoners, for a term not exceeding ninety (90) days; or by a fine not exceeding \$1,250; or by a period of community service not exceeding ninety (90) days.

Article III- Permitted Parking

§ 373-7 Authority.

- A. The Parking Utility and its agents reserve the right to issue certain Parking Permits for the utilization of the Town's Parking Lots and Facilities or for the enjoyment of On-Street Overnight parking privileges in the Town's residential neighborhoods, during specified times, as outlined by the terms and conditions provided on such permit. There shall be four (4) types of available Parking Permits:
 - 1) Municipal Lot Overnight Residential Parking Permit ("MLORP")
 - 2) Business Employee Parking Permit ("BEP")
 - 3) On-Street Overnight Residential Parking Permit ("OORP")
 - 4) Visitor Parking Permit ("V")

The Parking Utility reserves the right to request payment of fees, as subject to change from time to time, for such parking privileges. The Parking Utility is empowered to issue non-moving parking violations and summons for violations under this Article and all other non-moving violations as provided under the Town's Code.

- B. The Parking Utility shall not be authorized to issue or authorize any obligations, to approve or enter into any contracts or to take any other actions which may impair or affect the Town's operation of the Parking Lots Permits, Meters, and any other such and Facilities without the prior consent of the Town as evidenced by a resolution of the Town Council; provided, however, the Parking Utility may pay its legally due debt and bills incurred in the ordinary course without the prior consent of the Town, and, provided further, that this provision will not affect the Parking Utility's obligations under its existing contracts or its obligations to the holders of its bonds.

§ 373-8 Duration of Permit and Renewal Process.

- A. Parking Permits issued by the Parking Utility or its agents for utilization of the Town's Downtown Municipal Parking Lots and Facilities shall be valid for a period of not more than six (6) months.

There shall be two (2) Parking Permit Cycles for Municipal Lot Overnight & Business Employee Parking Permits:

1. January 1 – June 30
 2. July 1 – December 31
- B. Parking Permits issued by the Parking Utility or its agents authorizing On-Street Overnight Parking in Dover's residential zones shall be valid for a period of one (1) year, starting and ending on January 1 of each year.
- C. The application or renewal process period ("Application Period") for all Town Parking Permits shall begin thirty (30) days prior to the aforementioned Permit Cycles.
- D. Parking Permits requested after the Application Period shall be valid only for the remainder of the Permit Cycle in which the resident seek parking privileges.

§ 373-9 Application Criteria for Issuance Parking Permits.

The Executive Director of the Parking Utility, or his/her designee(s), shall issue Parking Permits for the Town's Parking Lots and Facilities in accordance § 373-2.

- A. Individuals seeking to obtain a municipal parking permit shall submit a complete application for a Parking Permit, which shall contain sufficient information, including but not limited to the following:
1. Applicant's driver's license;
 2. A copy of the applicant's Vehicle Registration for the Vehicle that will be parked in the municipal lot (*Vehicles must be registered in the state of New Jersey and reflect a current Dover address*);
 3. Proof of valid Vehicle insurance; and
 4. Applicant's most recent utility bill, if applicable.
- B. Applicants seeking a Municipal Lot Overnight Residential Parking Permit or On-Street Overnight Residential Parking Permit shall also provide:
1. Property Owners:
 - i. A valid Certificate of Compliance issued by the Town's Department of Code Enforcement, with corresponding registered names; and
 - ii. A deed as to owners of real property or tax bill.
 2. Tenants:
 - i. A written notarized statement by the owner demonstrating a valid existing lease agreement; and
 - ii. A valid Certificate of Compliance issued by the Town's Code Enforcement Department, with corresponding registered names.

- iii. Tenants residing in Dover's Redevelopment Area shall provide a letter from their Landlord stating that the parking facilities available at the leasing property are full to capacity.
- C. Applicants seeking a Business Employee Permit shall also provide:
 - 1. The Applicant's most recent tax return (*If there is no tax return as of the date of the application, new hires shall submit a valid paystub upon completion of first pay period.*);
 - 2. The Applicant's most recent paystub (*If there is no available paystub at the time of Application, the Employment letter shall substitute the paystub until the paystub may be provided*); and
 - 3. A written and signed letter of employment from the owner of the business where the Applicant works (*such letter shall include the owner's contact information*).
- D. Visitor Parking Permits shall be available for any individual temporarily staying in the Town of Dover for a period not to exceed three (3) consecutive days. Individuals seeking a Visitor Parking Permit shall provide the following information:
 - 1. Name and Address of the Individual or Entity intended to be visited;
 - 2. Driver's License;
 - 3. Copy of Insurance; and
 - 4. Vehicle Registration
- E. Applications shall be available at the Town Clerk's Office or the Parking Utility Main Office.

§ 373-10 Permit Fees

- A. All On-Street Overnight Residential Parking Permits for the Town shall be available for purchase for the payment of \$50 annually with the total amount due at the time of the application's approval. Applicants applying for On-Street Overnight Residential Parking Permit after the Permit Cycle has begun shall not be entitled to pro-rated fees.
- B. All Municipal Lot Overnight Residential Parking Permits and Business Employee Parking Permits shall be available for purchase at the rate of \$300 per Permit Cycle. The total Parking Permit fee for such applications shall be due at the time of application's approval. After the Permit Cycle has begun, such applicants may purchase Parking Permits for a pro-rated monthly fee.
- C. Residents in Owner-Occupied properties may obtain one (1) free Parking Permit upon completion and submission of the appropriate Parking Permit application form.
- D. Residents in Owner-Occupied Properties that do not maintain a driveway may obtain two (2) free Parking Permits upon completion and submission of the appropriate Parking Permit application form. This shall exclude all rental units and properties.
- E. Tenants residing in Redevelopment Areas shall first seek a permit through their applicable leasing office before applying for a Municipal Lot Parking Permit. Tenants residing in a dwelling located in a Redevelopment Area shall pay the rate of their leasing property's parking permits for any Town-issued Parking Permit.
 - a. However, should any property within a Redevelopment area not maintain on-site parking for their tenants, such residents may apply for and obtain a Town-issued Parking Permit at the rate at which they are typically available
- F. Visitor passes shall be available upon application to the Parking Utility.

§ 373-11 Parking Permit Appeals

All Parking Permits shall be issued based on the purpose, availability, and preference as indicated in each application. Should a request for a parking permit be denied, an applicant may submit a written request for an appeal, which shall be accepted and reviewed by the Town Administrator within thirty (30) days of its receipt.

§ 373-12 Display of a Valid Parking Permit Decal Sticker on Vehicle.

Parking Permit decals issued by the Parking Utility shall be placed unobstructed on the driver's side upper left corner of the rear window.

The transfer of Parking Permit decals from the Vehicle listed on the application to another is prohibited under this Article and shall be subject to penalty as deemed appropriate by Parking Utility.

Parking within Town, whether on-street or off-street, except as provided for visitor parking, without a valid Parking Permit shall be a violation under this Article, subject to the penalties and fines as established by the Town. Failure to properly display valid permit decal may result in the issuance of a summons and/or revocation of permit.

§ 373-13 Maps and Signs for off-street and on-street parking.

The Parking Utility shall ensure the placement of certain maps and signs identifying relevant Parking Lots and Facilitates and required permitting for each lot, prohibited Overnight On-Street parking areas, as identified by the Town, in addition to the penalties for the violations under this Chapter thereof shall be placed upon all Parking Lots and Facilities operated by Parking Utility.

§ 373-14 Form of Summons for violation of Article; Uniform Traffic Ticket.

The summonses issued under this Article shall be in the form of the uniform traffic ticket or such other summonses as may be from time to time designated by the Administrative Director of the Courts as the uniform traffic ticket.

§ 373-15 Enforcement.

This Article shall be enforced by the Town of Dover's Police Department and its Officers, and the Town's Parking Enforcement Officers.

§ 373-16 Violations and Penalties.

A violation of this Chapter or any other Article of the Town Code referenced herein, shall result in a penalty as outlined in Appendix II, unless supersede Statute.

§ 373-17 Towing and booting of vehicles with outstanding summonses.

A. In addition to any other penalty provided by state law or under this Article, any motor vehicle parked in violation of this Article and any motor vehicle whose owner has three (3) or more outstanding parking tickets from the Town of Dover Municipal Court may be:

1. Booted; or
2. Towed from its parking space and impounded by the Parking Utility, at the owner's expense.

- B. No motor vehicle which has been booted or towed away and impounded shall be released until all of the charges in connection with booting or towing and impounding have been paid.
- C. A copy of such fee schedule shall be filed with the Office of the Town Clerk.

§ 373-18 Towing and booting of vehicles whose owners have failed to appear in response to traffic tickets.

Notwithstanding any other penalty provided by law, or any previous authorization given to the Town of Dover Parking Utility, no motor Vehicle parked in violation of the Town's Code, or parked in violation of any other law, regulation, or ordinance, including any Vehicle parked in violation of N.J.S.A. § 39:4-138 may be booted; or towed from its parking space and impounded by the Town or the Parking Utility unless the owner of the Vehicle has three (3) or more outstanding parking tickets and/or has received failure to appear notices from the Dover-Victory Gardens Shared Municipal Court on such parking tickets provided, however, that any vehicle may be towed in an emergency, or when the vehicle is unreasonably impeding vehicular or pedestrian traffic, or when the vehicle is deemed a hazard to persons or property.

§ 373-19 Failure to Respond; Suspension of License.

If the owner of a Vehicle fails to respond to a failure to appear upon issuance of a summons or pay fines from violations under this Article, the Municipal Court may notify the Commission and request the suspension of the owner's motor vehicle license in accordance with N.J.S.A. § 39:4-139.10. Such individuals shall be given the opportunity to be heard before the suspension is executed.

Article IV- Municipal Lot Parking and Permits.

§ 373-20 Permit Required.

No person shall park a vehicle in a Town-owned lot or facility without a valid parking permit or paying the required fee at the nearby metering stations.

The Parking Utility or his/her designee, shall issue Parking Permits for the Town's Municipal Lots and Facilitates on a bi-annual basis (i.e. every 6 months).

A resident motor vehicle or employee vehicle which displays a valid Municipal Lot Overnight Parking Permit as provided for herein shall be permitted to stand or be parked in the permit parking zone for which the permit has been issued as limited by time restrictions or area prohibitions established herein.

Article V Parking Restrictions in Residential Zones.

§ 373-21 Permit Required.

- A. A resident motor vehicle which displays a valid On-Street Overnight Residential Parking Permit shall be permitted to stand or be parked on a residential street located within the Town as limited by time restrictions or area prohibitions established herein. Permits shall be valid for a period of up to one (1) year and shall be available to residents of the Town of Dover only. Permits are not location specific and shall not guarantee any individual a particular or certain parking spot.
- B. Residents with vehicles that do not meet the overnight on-street parking criteria for permitting—such as Commercial Vehicles and invalid registered vehicles—will be directed to use designated municipal lots. Municipal lot permit rates shall apply.

- C. An On-Street Overnight Parking Permit shall not guarantee or reserve to the holder thereof an on-street parking space within a designated area for residential parking.

§ 373-22 Revocation of Overnight On-Street Residential Parking Permit.

- A. The Director of the Parking Utility is authorized to revoke an Overnight On-Street Parking Permit of any person found to be in violation of this Article II or this Article, upon written notification thereof, said person shall surrender such permit to the Director or his designee. Failure when requested to surrender said permit shall constitute a violation of this Article.

Section 2. Severability.

If any portion of this ordinance shall be deemed invalid by any court of competent jurisdiction, the remainder shall survive in full force and effect.

Section 3. Repealer.

All ordinances and parts of ordinances or resolutions inconsistent herewith are hereby repealed.

Section 4. When Effective.

This ordinance shall be effective immediately upon adoption and publication in accordance with law.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____





TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 136-2025 BILLS LIST RESOLUTION

WHEREAS, the Mayor and the Town Council 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 the Town Council 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:	\$5,525.32
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$1,609,635.85
GENERAL CAPITAL ACCT claims in the amount of:	\$425.00
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$14,699.68
WATER CAPITAL ACCT claims in the amount of:	\$0.00
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$1,302.69
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$10.80
RECYCLING TRUST ACCT claims in the amount of:	\$0.00
COAH TRUST claims in the amount of:	\$2,755.70
TRUST/OTHER ACCT claims in the amount of:	\$41,953.78
EVIDENCE ACCT claims in the amount of:	\$0.00
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$1,676,308.82

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
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
GENERAL CAPITAL ACCT WIRE claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$600.00
CURRENT APPROPRIATIONS WIRE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$756.00
WATER UTILITY CAPITAL claims in the amount of:	\$0.00
TOTAL CLAIMS PAID	\$1,356.00
TOTAL BILL LIST RESOLUTION	\$1,677,664.82

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED 5/27/2025



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 137-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER APPROVING TAXIS/LIMOS TO BE LICENSED IN THE TOWN OF DOVER

WHEREAS, the following companies, have applied for a taxi/limo license to operate the vehicle(s) listed below 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); and

WHEREAS, the taxicab(s)/limo(s) have passed the Police Department Inspection to ensure the vehicle functions as intended and is equipped with the mandatory safety equipment

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council 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.

DOVER TAXI & LIMO SERVICE LLC

2016 HYUNDAI ELANTRA	OT394H	5NPDH4AE1GH687966	Renewal	TAXI #27
2016 KIA OPTIMA	OT517J	5XXGT4L31GG008801	Renewal	TAXI #31
2015 LINCOLN MKC	OT513J	5LMTJ2AH6FUJ35956	Renewal	TAXI #32

PREMIER CAR SERVICES CORP.

2016 TOYOTA CAMRY	OT519J	4T1BF1FKXGU122899	Renewal	TAXI #61
2016 TOYOTA CAMRY	OT518J	4T1BF1FK3GU176691	Renewal	TAXI #67
2016 TOYOTA SIENNA	OT852H	5TDKK3DC6GS698744	Renewal	TAXI #69
2015 TOYOTA SIENNA	OT404C	5TDYK3DC6FS541918	Renewal	TAXI #72
2016 LINCOLN MKT	OT855H	2LMHJ5NK0GBL00850	Renewal	TAXI #74
2013 NISSAN SENTRA	OT117K	3N1AB7AP5DL618994	New	TAXI #75
2017 TOYOTA CAMRY	OT523J	4T1BF1FK3HU679901	Renewal	TAXI #80

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 138-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING TAXICAB DRIVER LICENSES

WHEREAS, applications for taxicab driver's licenses have been made by the people listed below;
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 Town Council of the Town of
Dover, County of Morris and State of New Jersey that the following taxi driver licenses are hereby
approved:

GEO'S TAXI LLC

Edward Gonzalez – New

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 139-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING TAX LIEN REDEMPTION

WHEREAS, at the Municipal Tax Sale held on October 19, 2023 a lien was sold on Block 607 Lot 12, also known as 151 West Clinton Street A&B, Dover, New Jersey for delinquent 2022 taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate No. 22-00004 was sold to Phoenix Funding, Inc. and;

WHEREAS, redemption fees for Certificate 22-00004 were received in full.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey are hereby authorized to issue a check in the amount of \$47,818.88 for redemption payment and premium payable to Phoenix Funding, INC., 1148 Springfield Avenue, Mountainside, NJ 07092.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 140-2025

RESOLUTION AUTHORIZING A MORRIS COUNTY TRAIL CONSTRUCTION GRANT APPLICATION

WHEREAS, the County, created the Morris County Open Space, Recreation, Farmland, and Historic Preservation Trust Fund ("Trust Fund"), in accordance with P.L. 1997, c24 (N.J.S.A. 40:12-15.1 et seq.), and any subsequent amendments thereto; and,

WHEREAS, on November 4, 2014, the voting electorate of Morris County approved the ballot question to permit trail construction as an allowable use under the Trust Fund, and on April 27, 2016, the County, adopted the Morris County Trail Construction Grant Program, hereinafter referred to as the "Program"; and

WHEREAS, the Program will provide funding for the rehabilitation and expansion of existing as well as the construction of new motorized, non-motorized, or diversified recreational trails; and,

WHEREAS, the Town of Dover wishes to apply for and obtain a grant through the 2025 Morris County Trail Construction Grant Program in the amount of \$60,000.00 for the Town of Dover Mountain Trail Design Project.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Town Council of the Town of Dover do hereby authorize the preparation and submission of a 2025 Morris County Trail Construction Grant Application on behalf of the Town of Dover; and

BE IT FURTHER RESOLVED, that the Mayor and Town Council of the Town of Dover authorize the expenditure of the required 20% match for this grant through matching funds and/or in-kind contributions in the amount of \$15,000.00; and

BE IT FURTHER RESOLVED, that the Mayor and Town Council of the Town of Dover acknowledge the grant program will operate on a reimbursement basis only, and agree to provide full advance funding to complete the project; and

BE IT FURTHER RESOLVED, that upon receipt of the Grant Agreement, authorizes the Mayor, to execute such agreement on behalf of the Town of Dover and that this signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 141-2025

**RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER
ESTABLISHING FEES FOR EMS SERVICES THROUGH A CONTRACT WITH
CORONIS HEALTH**

WHEREAS, the Town of Dover has an established contract with Coronis Health, RMC, LLC for third party billing for EMS Service; and

WHEREAS, the current fees being used by Coronis Health were established in 2020; and

WHEREAS, Coronis Health has provided suggested fees to be used to update our schedule; and

WHEREAS, a check of the fees related to other EMS Providers in Morris County has been made to compare suggested fees provided by Coronis Health; and

WHEREAS, the Fire Department is recommending that the attached fees be established for use by our Third Party Billig Company effective June 1, 2025.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

Revenue Guard Fee Update March 2025

Description	HCPCS	Charges	
Emergency Medical Ambulance	A0429	\$1200.00	
Ground Mileage	A0425	\$20.00	
Ground Mileage Medicare	A0425	\$20.00	
Aspirin	G8598	\$3.00	
Cervical Collar, Disposable	L0140	\$45.00	
CPAP Administration	W0601	\$150.00	
EPI-Pen Administration	J0171	\$210.00	
Naloxone, Narcan Dose	J2310	\$210.00	
Oxygen Administration	A0422	\$75.00	
Pronouncement	A0429	\$400.00	
Refused Medical Assistance	A0998	\$200.00	
St Clares CAID ALS Interface	A0429	\$200.00	
St Clares ALS Mileage	A0425	\$3.77	
St Clares Care ALS Interface	A0429	\$250.86	
Extra Attendant Required	A0424	\$400.00	Bariatrics



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 142-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING ANNUAL DANCE LICENSE

WHEREAS, the application for Annual Dance license have been made as listed on Schedule A;
and,

WHEREAS, the appropriate fees have been paid and the license shall be prominently displayed
at the location; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of
Dover, County of Morris, and State of New Jersey that the Annual Dance licenses is hereby
approved.

SCHEDULE A

Los Arrieros Bar
34 West Clinton Steet
Dover, NJ 07801
License Renewal

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 143-2025

**RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING ANNUAL BILLIARD
HALL LICENSE**

WHEREAS, applications for Billiard Hall Licenses has been made as listed on Schedule A; and

WHEREAS, the appropriate fees have been paid and the license shall be prominently displayed;
and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of
Dover, County of Morris and State of New Jersey that the Billiard Hall Licenses for pool tables
is hereby approved.

SCHEDULE A

Los Arrieros Bar
34 West Clinton Street
Dover, NJ 07801
1 Pool Table
License Renewal

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 144-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING ESTIMATED PROPERTY TAX BILLING FOR THE 3RD QUARTER 2025

WHEREAS, the Morris County Board of Taxation has not certified the General Tax Rate throughout Morris County for 2025 and the Town of Dover Tax Collector will be unable to mail the Town's 2025 tax bills on a timely basis; and

WHEREAS, the Town of Dover Tax Collector in consultation with the Town of Dover Chief Financial Officer has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3, and they both signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated tax levies; and

WHEREAS, in accordance with Chapter 72, P.L. 1994, the Mayor and Town Council approves the estimated tax levy to enable the Town to meet its financial obligations, maintain the tax collection rate, and provide uniformity for tax payments and save the unnecessary cost of interest expenses on borrowing; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey on this 27th day of May 2025 as follows:

1. The Town of Dover Tax Collector is hereby authorized and directed to prepare, and issue estimated tax bills for the Town's third installment of 2025 taxes. The Tax Collector shall proceed and take such actions as are permitted and required by P.L. 1994, c72 (N.J.S.A. 54:4-66.2 and 54.4-66-3)
2. The entire estimated tax levy for 2025 is hereby set at \$44,040,000.00 with the estimated tax rate of 3.371. In accordance with the law, the third installment of 2025 taxes shall not be subject to interest until the later of August 10th or the twenty fifth (25th) calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 145-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE MERGER OF PREMIER CAR SERVICES CORP. AND DOVER EXPRESS TAXI LLC

WHEREAS, Chapter 349 of the Code of the Town of Dover regulates the licensing and operation of taxicab businesses within the Town of Dover; and

WHEREAS, Premier Car Services Corp., located at 230 U.S. Highway 46 East, Dover, NJ 07801 has submitted a formal request to acquire and merge with Dover Express Taxi LLC, located at 15 South Salem Street, Dover, NJ 07801 under the corporate name of Premier Car Services Corp.; and

WHEREAS, the merger will result in the combined operation of a fleet of regulated vehicles not exceeding forty (40), in accordance with the limitations set forth in §349-5(C) of the Code as amended; and

WHEREAS, Premier Car Services Corp. has represented that it will comply with all applicable provisions of Chapter 349, including the submission of insurance policies, vehicle registrations, and other required documentation, and has agreed to adhere to all obligations related to driver notifications, inspections, and decal display requirements; and

WHEREAS, Dover Express Taxi LLC is in good standing and the Town has reviewed and approved the merger application.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Dover, County of Morris, and State of New Jersey that the merger of Dover Express Taxi LLC into Premier Car Services Corp. is hereby approved.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 146-2025

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, THE STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE DOVER FREE PUBLIC LIBRARY

WHEREAS, the New Jersey Uniform Shared Services and Consolidation Act, N.J.S.A. 40:65-1 et seq., empowers local units to enter into such agreements; and

WHEREAS, the Mayor and Town Council (the “Council”) of the Town of Dover (the “Town”) desires to enter into a Shared Services Agreement for the provision of landscaping services and landscape management at the Dover Free Public Library; and

WHEREAS, the Town of Dover Town Council and the Dover Free Public Library have agreed that the citizens of Dover can be better served, at a reduced expenditure of scarce tax dollars, by arranging for the joint provision of certain governmental services; and

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

1. That the Mayor and the Town Clerk are hereby authorized to execute the Shared Services Agreement between the Town of Dover and the Dover Free Public Library, for landscaping services by the Town of Dover Department of Public Works for a term to commence June 1, 2025 through May 31, 2026, a copy of which is annexed hereto.
2. A copy of the Agreement shall be available on file in the office of the Town Clerk for inspection by the public.
3. This resolution shall take effect immediately.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____

SHARED SERVICES AGREEMENT FOR LANDSCAPING SERVICES

BY THIS AGREEMENT (“Agreement”), made on this ____ day of ____, 2025 by and between the **TOWN OF DOVER**, (the “Town”), a municipal corporation of the State of New Jersey with an office located at 37 North Sussex Street, Dover, New Jersey; and the **DOVER FREE PUBLIC LIBRARY**, (the “Library”) (collectively, “Parties”), with office located at 32 East Clinton Street, New Jersey.

WHEREAS, the Library requires landscaping services in order to ensure the health and safety of residents and visitors of the Dover Free Public Library; and

WHEREAS, The Town has the means to provide said services to the Library; and

WHEREAS, N.J.S.A. 40A:65-4 et seq. allows the Town and the Library to enter into a Shared Services Agreement for a period of one (1) year upon agreement of the parties.

NOW THEREFORE, in consideration of the mutual promises herein contained, the parties hereby agree as follows:

1. Term of Agreement

This Agreement shall be effective from June 1, 2025 through May 31, 2026.

2. Scope of Services

A. Designation as General Agent

The Town of Dover Department of Public Works (“DPW”) is hereby designated the agent of the Town to furnish landscaping services at the Library.

B. Services to be Performed and Provided

On behalf of the Town, DPW staff shall provide grass cutting, edging, blowing, hedge trimming, mulch and leaf clean up at the Library. DPW shall address the landscaping needs of the Library based on the meteorological Season (i.e. Spring, Summer, Fall, etc.). All services shall be furnished by the Town, shall be provided by trained operators who possess the necessary skills to provide these types of services.

3. Town’s Obligations

In furtherance of this Agreement, the Town shall:

- A. Timely respond during normal working hours (7:30 A.M. to 3:30 P.M., Monday through Friday) to routinely perform the landscaping services.
- B. Ensure the timely completion of necessary and requested landscaping services provided by DPW.
- C. All work at the Library will result in a neat and clean manner when completed and the debris will be picked up by the Town and shall be transported to the DPW Work Site/ Facility.

4. Payment

- A. In consideration of these services, the Library shall pay the Town \$____ per month. The total amount of \$6,600 shall be payable to the Town by the Library for the period of June 1, 2025 through May 31, 2026.
- B. The Library shall ensure there are sufficient funds in its budget to cover contract costs.
- C. If the Library fails to timely pay the Town in two (2) consecutive months, it may be subject to cancellation of service by the affirmative vote of the majority of the Town Council and shall be responsible for all costs incurred to the date of termination.
- D. From time to time, the Library may wish to have additional work performed by DPW employees. Upon agreement of the Parties, DPW may perform additional services to the Library as mutually agreed upon by the Parties.

5. Unanticipated Events

- A. Non-routine problems, questions or issues of service will be reported by the Library Director to Town Administrator of the Town of Dover;
- B. In those cases when the equipment is out of service, the Town will make every effort to repair the equipment and Library will be notified. Any costs incurred for this procedure shall be the responsibility of the Town.
- C. In those cases where weather/emergencies or road repairs limit the ability of the staff to perform the function of landscaping or delays the process, the Town shall not be responsible for any such acts. The Town will not extend any extra credit or compensation to do these events.

6. Enforcement Actions

- A. The Library shall be solely responsible for its own enforcement actions. The cost of enforcement activities, including, but not limited to, legal actions and collection of any fines and/or penalties assessed as a result of a legal action, shall be borne solely

by the Library. The Town shall only be responsible for ensuring that the Operator and/or other department personnel are available to testify and for providing documentation substantiating any investigation undertaken and the results thereof.

7. Termination

This Agreement may be terminated upon the happening of any of the following events:

- A. Upon mutual agreement, at a date identified by the Parties.
- B. The Parties may terminate the Agreement with sixty (60) days written notification to the other.

8. Insurance

Each party will maintain their separate insurance coverage for automobile liability, general liability and worker's compensation for their respective employees.

9. Administrative and Legal Supervision

To the extent that is appropriate to matters pertaining to the Library, the Town's personnel shall remain the exclusive responsibility of the Town and all matters of discipline, compensation, attendance will remain under the sole control of the Town in regard to all persons serving under this Agreement.

10. Other Contracts

The Parties recognize that this is not an exclusive Agreement, and that the Town shall be permitted to enter into similar agreements with other entities to provide the same services as specified herein.

TOWN OF DOVER

James P. Dodd, Mayor

ATTEST:

Tara M. Pettoni, Municipal Clerk

DOVER FREE PUBLIC LIBRARY

Timothy Domick, Library Director

ATTEST: