

# TOWN OF DOVER PLANNING BOARD

- Rafael Rivera –
- Scott Miller –
- William Isselin
- Eric German
- David Garland
- James Visioli
- Thomas Incera

COUNTY OF MORRIS  
Mailing Address  
37 NORTH SUSSEX STREET  
DOVER, NEW JERSEY 07801  
Office Location  
100 Princeton Avenue  
Water Works Park

- James P. Dodd - Mayor
- - Mayor's Rep
- AB Santana - Council Member
- Edward Correa - Alternate I
- - Alternate II
- Glenn C. Kienz - Board Attorney
- Tamara E. Bross - Clerk/Secretary
- Stephen Hoyt PE– Board Engineer

Telephone: 973-366-2200 (Ext. 2141)  
Secretary email: [tbross@dover.NJ.US](mailto:tbross@dover.NJ.US)

## **MINUTES** **JANUARY 18, 2024 REORGANIZATION MEETING**

**CALL TO ORDER:** Ms. Bross called the meeting to order at 7:30PM.

**ROLL CALL:**

**PRESENT:** Commissioners Isselin, Garland, German, Visioli, Incera, Council Member Santana, Mayor Dodd, Vice Chairman Miller and Chairman Rivera

**ABSENT:** Commissioner Correa (Alt I)

**ALSO PRESENT:** Tamara E. Bross, Board Secretary, Glenn Kienz Esq. Board Attorney and Stephen Hoyt PE, Board Engineer.

**PLEDGE OF ALLEGIANCE** was recited by all.

**ADEQUATE NOTICE OF MEETING** was read by Ms. Bross. *Adequate notice of this meeting held at the Town of Dover Town Hall located at 37 N. Sussex Street with a start time of 7:30pm has been provided and included in the Annual Notice of the Planning Board scheduled meetings; copies of which were posted on the Municipal Bulletin Board on the main floor of the municipal building, presented to the Town Clerk and sent to the Citizen and the Daily Record with legal publication on February 1, 2023. As a reminder there is no smoking in this building, there are 2 exits in case of emergency and this meeting is streaming live on the Town of Dover Facebook page.*

**ELECTION OF OFFICERS:**

Ms. Bross opened the floor for nominations for Chairman of the Board. Mr. Miller nominated Mr. Rivera with a second by Commissioner Isslin. No other nominations offered.

All in favor vote by all – none opposed **APPROVED 9-0**

Chairman Rivera thanked the Board, the meeting was handed over to him and asked for nominations for Vice Chairman.

Mayor Dodd nominated Mr. Miller for Vice Chairman with a second by Commissioner Isselin. No other nominations offered.

All in favor vote by all – none opposed **APPROVED 9-0**

Chairman Rivera made a motion to adopt resolution appointing Tamara Bross as Secretary of the Board with a second by Commissioner Isselin.

**APPROVED 9-0**

Vice Chairman Miller made a motion to adopt resolution appointing Glenn Kienz Esq. as Board Attorney with a second by Commissioner Garland.

**APPROVED 9-0**

Mayor Dodd made a motion to adopt resolution appointing Stephen Hoyt as Board Engineer with a second by Council Member Santana.

**APPROVED 9-0**

**COMMITTEES:**

- Chairman Rivera will appoint as needed

**RULES & REGULATIONS OF THE TOWN OF DOVER PLANNING BOARD**

A motion was made to adopt the *RULES & REGULATIONS OF THE TOWN OF DOVER PLANNING BOARD- last revised 6/26/2014* by Mayor Dodd and seconded by Commissioner Isselin.

All in favor vote by all – none opposed **APPROVED 9-0**

**DATE AND TIME OF REGULAR MEETINGS**

7:30 PM regular meeting meeting on the third Thursday of each month.

A motion was made to adopt the *Proposed Meeting Schedule* by Chairman Rivera and seconded by Council Member Santana.

All in favor vote by all – none opposed **APPROVED 9-0**

**DESIGNATED NEWSPAPERS AND MEMBERSHIPS**

Commissioner Miller made a motion to designate the Daily Record, Star Ledger and the Citizen of Morris County and approve memberships to NJPO and NJAPZA with a second by Commissioner Garland.

All in favor vote by all – none opposed **APPROVED 9-0**

James Visioli and Thomas Incera were welcomed and sworn in as Class IV members by Mr. Kienz prior to meeting start.

Commissioner German made a motion to adjourn reorganization meeting with a second by Commissioner Isselin.

Meeting adjourned 7:47PM

Respectfully submitted

  
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Tamara E. Bross, Planning Board Secretary

Date Approved:

2/15/2024