



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## REGULAR MEETING MINUTES ELECTRONIC MEETING JANUARY 19, 2021 7:00 P.M.

It was announced that due to COVID-19, that the meeting was being recorded and streamed live on YouTube.

Mayor Carolyn Blackman called the January 19, 2021 Regular Meeting of the Mayor and Board of Aldermen to order at 7:08p.m. The Mayor stated that the meeting was being recorded and read the Sunshine Statement that the meeting was 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 Star Ledger on January 10, 2021 and published in the Record and Ledger on January 13, 2021. Notice was also posted on the Bulletin Board, in the Lobby and Entrance Doors of the Municipal Building and on the Town of Dover website.”

The Mayor then led those in attendance in the salute to the flag. Acting Municipal Clerk Schmidt then conducted the roll which resulted in the following:

Name	Present	Absent	Excused
Alderman Correa	X		
Alderman Tapia	X		
Alderman Ballesteros	X		
Alderwoman Rugg	X – 7:14p.m.		
Alderwoman Cruz	X		
Alderman Valencia	X		
Alderman Quinones	X		
Alderwoman Wittner	X		
Mayor Blackman	X		

Also in attendance was Interim Business Administrator John O. Bennett, Acting Municipal Clerk John P. Schmidt, Interim CFO John Gross and Municipal Attorney Tim Downs.

### APPROVAL OF MINUTES

Alderman Ballesteros made a motion to approve, second by Alderwoman Wittner the minutes of December 29, 2020

#### December 29, Regular Meeting Minutes

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>									
<b>Second</b>			X					X	
<b>Yes</b>	X	X	X		X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

## **E) REPORT OF COMMITTEES**

The December 29, 2020 minutes were approved 8-0.

### **PRESENTATIONS, MUNICIPAL CORRESPONDENCE**

The Board of Aldermen then received the below correspondence and presentation.

- 1) Correspondence from Acting Municipal Clerk Regarding Fire Department Ceremony and 2020 Police Officer of the Year
- 2) Correspondence from JIF - 2020-2021 Elected Officials Risk Management Seminar: Employment Practices Liability
- 3) Presentation by Water Commission Regarding Water Procedures and Billings

Alderwoman Rugg joined the meeting at 7:14p.m.

There was a presentation by the Water Commission regarding the billing process and procedure. Mayor Blackman introduced Bob Kinsey, the Water Superintendent and Andy DuJack the President of the Water Commission. Also on the call was Bryan Burdalski who is the Water Commission's meter vendor. They explained the process and how the meters are read. It was mentioned that that the Commission has not raised rates in some time and that they are hoping to get all meters' updates. The Commission explained rates can go up if there is excessive use such as lawn watering or leaks in such as toilet leaks, which has been a big issue recently. Mr. Kinsey also commented that the Water and Sewer bills are combined on one bill.

Alderman Quinones asked if it was possible instead of bills being mailed, could they be sent electronically. Mr. Kinsey stated that they could look into it but was not aware of anything out there.

Alderwoman Wittner asked if there are late fees being assessed. Mr. Kinsey stated there is no interest on water.

Alderman Correa asked how old the meters were. Mr. Kinsey stated they are gradually replacing old meters and there were about 3000 new meters installed in 2017, which have a life span of ten years. They are trying to get rid of manual meters.

They Mayor recognized Bill Isselin, who is the Town's representative to the RVRSA concerning sewerage rates. Mr. Isselin stated there was a huge increase in 2020 and that billing is based on the last 3-year average. Mr. Isselin stated that in years with heavy rain falls, that can increase sewerage rates. He also stated that in 2021 there should be a slight decrease.

### **APPROVAL OF BILLS**

The Board then considered the approval of the Bills List – Res. 47-2021. A motion was made by Alderman Correa to approve, second by Alderman Ballesteros.

**Resolution 47-2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>			X						
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>	X – PO#20-02482 and #20-02481								

The Bills List was approved 9-0, with the exception of items #20-02482 and #20-02481 which were approved 8-0-1.

**APPROVAL OF RESOLUTIONS**

**CONSENT AGENDA RESOLUTIONS** – The Board then acted upon the consent agenda resolutions.

- 1) Res. 48-2021 – Res. Confirming the Appointment of Firefighter Bryan Falato
- 2) Res. 49-2021 – Res. Appointing Firefighter Thomas M. McAndrew
- 3) Res. 50-2021 – Res. Approving a Curb Opening Permit for 61 Watson Drive
- 4) Res. 52-2021 – Res. Authorizing Lien Redemption Regarding Block 1329, Lot 5, also known as 25 Hudson St. in the Town of Dover, Certificate No. 19-00007
- 5) Res. 53-2021 – Res. Authorizing Lien Redemption Regarding Block 1412, Lot 1.01, also known as 63 Guy Street in the Town of Dover, Certificate No. 19-00009
- 6) Res. 54-2021 – Res. Approving David Pennella of David C. Pennella Esq., as Special Council with a Contract Not to Exceed \$17,000
- 7) Res. 55-2021 – Res. Appointing Henry J. Freidel of Henry J. Freidel Architect LLC to Provide Consulting Architectural Services for the Year 2021 Through the Fair and Open Process in Accordance with N.J.S.A. 19:44A-20.5 et. seq.
- 8) Res. 56-2021 – Res. Amending Res. 31-2021
- 9) Res. 57-2021 – Res. Authorizing Lien Redemption Regarding Block 1402, Lot 3, also known as 44 Parker Street in the Town of Dover, Certificate No. 19-00008

A motion was made to adopt Res. 48-2021 to 49-2021 and Res. 52-2021 to Res. 57-2021 by Alderwoman Wittner, second by Alderwoman Rugg

**Resolutions 48 to 49 & 52 to 57 2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>				X					
<b>Yes</b>	X	X	X		X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The consent agenda was adopted 8-0. Alderwoman Rugg lost connection during the roll call vote at 7:51p.m.

The Board then considered Res. 50-2021. Res. 50-2021 – Res. Approving a Curb Opening Permit for 61 Watson Drive. A motion was made by Alderman Correa, second by Alderwoman Cruz.

**Resolution 50-2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>					X				
<b>Yes</b>	X	X	X		X	X	X	X	
<b>No</b>									
<b>Abstain</b>									X

Res. 50-2021 was adopted 7-0-1.

**RESOLUTIONS FOR DISCUSSION AND CONSIDERATION**

The Board then acted upon Res. 51-2021 – Res. Approving Taxis/Limos to be Licensed in the Town of Dover. A motion was made by Alderwoman Wittner to adopt, second by Alderman Tapia.

**Resolution 51-2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>								X	
<b>Second</b>		X							
<b>Yes</b>		X	X		X	X	X	X	X
<b>No</b>									
<b>Abstain</b>	X								

Res. 51-2021 was adopted 7-0-1.

The Board then considered Res. 58-2021 – Resolution Condemning the January 6, 2021 Siege on the U.S. Capitol Building. Acting Municipal Clerk Schmidt read the Resolution in full into the record. A motion was made by Alderman Correa, second by Alderwoman Wittner.

**Resolution 58-2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>								X	
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

Alderwoman Rugg rejoined the meeting at 7:55p.m.

Res. 58-2021 was adopted 9-0.

The Board then considered Res. 59-2021 – Resolution Authorizing a Shared Service Agreement with the Township of West Orange for the Years 2021 and 2022 for Chief Financial Officer Services – Financial Administration

Mayor Blackman asked Interim Administrator Bennett stated that John Gross who is the West Orange CFO has been serving as our CFO for the past few months. This resolution allows us to enter into a shared service for the services of Mr. Gross. Mr. Gross responded to the question that the shared service is for his position and that there will be three individuals who he will supervise. Mr. Schmidt stated that the term Financial Administration is a term he used in the resolution to mean CFO services. Mayor Blackman also thanked John Gross for coming in and for his help the past few months.

A motion was made by Alderwoman Cruz, second by Alderwoman Wittner to adopt the Resolution.

**Resolution 59-2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>					X				
<b>Second</b>								X	
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

Res. 59-2021 was adopted 9-0.

The Board then considered Res. 60-2021 – Resolution Authorizing the Competitive Contracting Process for Various Services – Computer Network and Hardware Maintenance; Human Capital Management Services (Payroll, Time Management, etc); Financial Management of Police Extra Duty Employment.

John Gross explained this Res. is required to allow the time to explore procuring these services in a way to allow us to consider costs as well as experience. Under BIDS, costs are the main factor but for some services the statute allows costs and experience as factors. Mr. Gross explained it is somewhat of a house keeping matter.

Alderman Ballesteros asked if we had committee members in place to evaluate the proposals. Mr. Gross stated that the committee would have to be town employees who are familiar with the process and services and a report would be given to the Board of Alderman. Alderman Ballesteros asked if there will be any external participants. Mr. Gross responded that if there was not someone with experience then a subject matter expert may be bought in. He stated that a member of the Board of Aldermen would not be on it because they are going to review the

report. Mr. Gross also stated he believes that there are individuals with the Town that have the experience.

**Resolution 60-2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>								X	
<b>Second</b>			X						
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

Res. 60-2021 was adopted 9-0.

The Board then conserved Res. 61-2021 – Resolution Appointing Construction Official. Mr. Schmidt explained the salary component in the resolution, which is a savings of \$25,000. Alderman Ballesteros asked what the savings is from. The savings is due to the fact that the new Construction Official will be the Fire Sub-Code Official when we end the Shared Services Agreement which we are paying \$25,000 for.

A motion was made by Alderman Correa, second by Alderwoman Wittner.

**Resolution 61-2021**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>								X	
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

Res. 61-2021 was adopted 9-0.

**OLD BUSINESS**

It was announced by that for the year 2021, the Personnel committee will include Alderman Valencia, Alderman Correa and Alderwoman Rugg in addition to Mayor Blackman. Alderman Ballesteros asked if any of the other committees will be expanded in the future. The Mayor stated that she cannot answer that at this time and will see how it goes in 2021.

**NEW BUSINESS**

Mr. Bennett gave an Administrator’s Report. He updated the Board concerning recent union meetings. He also provided an update on the COVID-19 vaccine. Our Firefighters have been vaccinated and residents at Regency Grande have received the vaccine as well. He also provided an update regarding the redevelopment at the Harry Lorry’s building on Bassett Highway and on the Newberry’s Building. A walkthrough is scheduled. Mr. Bennett also reported that Meridia closed and the outstanding BANDS can now be paid off. The Town received the money by

December 31, 2020 from the closing. He also spoke about personnel promotions in the Fire Department.

Mr. Isselin, Chief Code Enforcement Officer thanked the Board for appointing the new construction official.

Alderwoman Rugg reported on the January 11, 2021 Board of Health Reorganization meeting. There was a new member who was sworn in and Darlene Kasko was elected President and Sandra Scarneo was elected Vice President. She also spoke about the COVID-19 testing which was well attended.

John Gross gave an update on the 2019 audit. To date 10 of the 21 issues have been addressed and 7 are in the process of being addressed. The other four issues are budget related and will be discussed during the budget process. Mr. Gross also thanked the Board for their support since he has been here. It has been a lot of work but has been rewarding. He also thanked West Orange as well for approving the interlocal Shared Service Agreement, which he believes is good government.

Mayor Blackman applauded the work done to address the issues in the audit.

Fire Chief Filosa reported that in 2020 there were 1,489 ambulance calls that the Town was able to bill for and were able to collect \$252,000 at no cost to the taxpayers.

With no other comments, Mayor Blackman thanked our Tax Collector who worked in 2020 for a portion of the year alone and was able to have a collection rate of 97.8%. The Mayor wanted to recognize the Tax Collector for the great job she is doing. The Mayor also spoke about Martin Luther King's birthday and also wished the best to our new President and Vice President.

**PUBLIC COMMENT:**

Acting Municipal Clerk Schmidt read the procedures for public comment and the meeting was opened to the public.

**Speaker:** Antonio Acosta

**Address:** 130 Madison Street, Dover NJ

**Municipality/County:** Dover / Morris County

Mr. Acosta agreed with the comments regarding MLK and comments about our new President. He spoke about the schools still being closed which marks one year out kids have not been in school. He stated we are the only Town that is not back in class. He has bought his complaint to the Board of Education but if we don't do anything we are all complicit. He stated we should all be upset and he believes that the kids have been hit the hardest. Mayor Blackman thanked him for his comments and believes everyone understands his concerns about the schools not being opened. He stated that she will be having a meeting with the Superintendent and Mr. Bennett about getting the schools open.

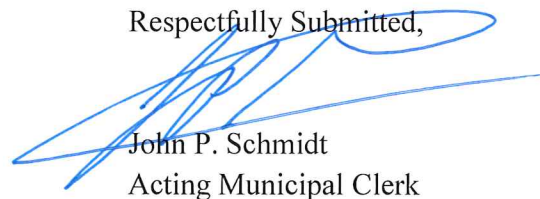
**Speaker:** Penelope Sikolas  
**Address:** 37 Elizabeth Street, Dover NJ  
**Municipality/County:** Dover / Morris County

Ms. Sikolas thanked the Board for approving the curb opening on Watson Drive.

With no other members of the public wishing to address the governing body, Mayor Blackman closed that portion of the meeting.

Mayor Blackman then asked for a Motion to adjourn at 8:40p.m. A motion was made by Alderman Ballesteros, second by Alderman Cruz to adjourn the meeting with the following members in favor: Aldermembers Correa, Tapia, Ballesteros, Rugg, Cruz, Valencia, Quinones, Wittner and Mayor Blackman.

Respectfully Submitted,



John P. Schmidt  
Acting Municipal Clerk