



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
August 25, 2015 7:00 PM

The Caucus Meeting of the Mayor and Board of Aldermen was held in council chambers, 37 N. Sussex Street, Dover, New Jersey.

Mayor Dodd called the meeting to order at 7:00 pm

All joined in the Pledge of Allegiance to the Flag.

ROLL CALL:

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

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

Municipal Clerk Margaret Verga stated adequate notice was given to the official newspaper

SUNSHINE LAW STATEMENT

In accordance with the provisions set forth in the Open Public Meeting Law, notification of this meeting has been sent to all officially designated Town newspapers and notice is posted in the Town Hall.

MUNICIPAL CORRESPONDENCE:

1. Ordinance from the Township of Mine Hill re: Amending Chapter 310, "Land Use", and providing Lot Grading and Land Disturbance Standards
2. Public Hearing Notice – Planning Board of the Town of Dover – 15 E. Blackwell Street
3. Public Hearing Notice – NJ Natural Gas – Approval and Authorization to Construct and Operate the Southern Reliability Link
4. Letter from State of New Jersey Department of Transportation announcing the acceptance of applications for the FY 2016 State Aid Programs
5. Letter from John "JP" Perry from Henry O. Baker Insurance Group thanking the Mayor and Board of Aldermen for police presence in the downtown area.

CONSENT AGENDA

1. Resolution Removing Paige Schoch from the Dover Volunteer Fire Department
2. Resolution Identifying the CDBG Fair Housing Officer for Public Facilities Reconstruction Project
3. Resolution Approving the CDBG Fair Housing Officer for Housing Rehabilitation Projects
4. Resolution Approving the Citizen Participation Plan for Public Facilities Reconstruction Project
5. Resolution Approving the Citizen Participation Plan for Housing Rehabilitation Projects
6. Resolution Approving Grant Management Plan for Public Facilities Reconstruction Project
7. Resolution Approving Grant Management Plan for Housing Rehabilitation Projects
8. Resolution Approving the Housing Rehabilitation Policy and Procedure Manual

ORDINANCE FOR INTRODUCTION

1. Ord. No. 19-2015 – Repealing Handicapped Parking Spaces at Various Locations/Ald. Toth
2. Ord. No. 20-2015 – Providing for Handicapped Parking Space at 43 Liberty Street/Ald. MacDonald
3. Ord. No. 21-2015 – Amending Chapter 20 – Fire Department, Volunteer/Ald. Romaine

AGENDA ITEMS:

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving Limos - Schedule A
3. Resolution Approving Mayor & Board of Aldermen Meeting Minutes – July 14, 2015
4. Resolution Approving Mayor & Board of Aldermen Meeting Minutes – July 28, 2015
5. Resolution Approving Mayor & Board of Aldermen Meeting Minutes – August 11, 2015
6. Resolution Approving Liquor License Renewals
7. Resolution Authorizing Credit for Certain Sewer Fees
8. Resolution Approving Personnel Action
9. Resolution Authorizing a Shared Service Agreement with Jeffrey R. Surenian & Associates, LLC
10. Resolution Authoring Meridia, College Campus Urban Renewal, Dover, LLC's to submit a site plan

application

Mayor Dodd stated that the limousine companies have found a loophole in getting around the town's taxi ordinance and it's starting to be a serious problem in the Town of Dover. He noted that limousines are governed by state statute but asked the board to take a different approach. Mayor Dodd stated that the situation in our town has become unsafe and the drivers are prohibiting the traffic flow. There are over 180 licensed limousines in the Town of Dover and he asked the board to deny any limo licenses. Mayor Dodd stated that it was a matter of time before someone gets hit by a taxi or limousine because the drivers are so concerned about picking up a fare. Mayor Dodd stated that while he has never denied anyone the right to make an income, it is now about safety and protecting our pedestrians. Mayor Dodd stated that he would be voting "no" on the taxi and limousine licenses and he encourages the board to do the same.

Alderman Picciallo stated that he would like to abstain from invoice 15-01915 and 15-01963 on the bills list. He also stated that years ago the aldermen would survey the taxis and limos. Now, there are too many and he feels that 90% of the limousines act as taxis in that they are not prearranged rides, they drive like maniacs and they make U-turns in the middle of North Sussex St. and he will also be voting "no" on resolution # 2 – Approving Limos.

Alderman Visioli wanted to reiterate his position in the past and stated that there is a difference between a taxi and a limousine and that he's been voting "no" for several months. Alderman Visioli stated that he would vote "yes" when limousines perform like limousines and taxis perform like taxis, until then he will continue to vote "no".

Alderman Noriega stated that she will abstain from invoice 15-01685 on the bills list.

Alderman Rutan abstained from the July 14th meeting minutes. Alderman Rutan stated that the limos do not have the required child seats when dropping off kids at the different schools.

Mayor Dodd stated that the taxis and limos are not required by law to have child seats but that the Town of Dover passed an ordinance several years ago that stated a taxi needed to have these seats in case a young child got into the car that needed one.

Alderman Romaine stated that she thought everyone had to have child seats including taxis. Alderman Romaine stated how she has had a hard time getting out of her parking spot at the train station because the drivers of the taxis are hanging out of their window asking people if they needed rides, blocking traffic. She has videotaped them and taken pictures of the license plates.

Mr. Downs noted that there are state statutes that regulate height and weight requirements for child seat for proceeding vehicles. He noted that drivers can be charged with child endangerment if they don't supply the required child seat in their vehicle.

REGULAR MEETING MINUTES
August 25, 2015

The Regular Meeting of the Mayor and Board of Aldermen was held in council chambers, 37 N. Sussex Street, Dover, New Jersey.

The meeting was called to order by Mayor Dodd at 7:06 pm

ROLL CALL

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

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

Municipal Clerk Margaret Verga stated adequate notice was given to the official newspaper.

Mayor Dodd opened the meeting to the public on any agenda items. Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public.

Mayor Dodd changed the order of the agenda.

Mayor Dodd provided a background on George Glander's work and training experience. Clerk Verga provided the oath of office. Chief Warner explained the interview process.

RESOLUTION APPROVING PERSONNEL ACTIONS

BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover, approved the following personnel action subject to applicable N.J. Department of Personnel regulations medical and background checks:

NEW HIRE(S):

George Glander	Fire Fighter	\$ 36,414	09/08/15
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Alderman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman Visioli and passed by the following roll call vote.

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

Michael Hantson commented that the proposal before the board is to give recommendation of approval prior to going the planning board for site plan approval for a change of use of that building (retail on the first floor, residential on the second and third floors, façade upgrades). He noted that this is phase II of the Meridia project. A presentation was provided by Albert Arencibia from CPA Architecture.

RESOLUTION APPROVING MERIDIA, COLLEGE CAMPUS URBAN RENEWAL, DOVER, LLC'S REDEVELOPMENT CONCEPT PLAN FOR A COLLEGE CAMPUS PROJECT UNDER THE DOWNTOWN REDEVELOPMENT PLAN

WHEREAS, in April 2014, the Mayor and Board of Aldermen issued a Request for Proposals (the "RFP") in accordance with the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq., (the "LRHL") for the redevelopment project(s) located on existing public parking lots in the downtown for mixed-use Transit Oriented Development; and

WHEREAS, on or about May 16, 2014, the Mayor and Board of Aldermen received responses to the RFP, including a proposal from the Capodagli Property Company, LLC ("Capodagli"); and

WHEREAS, the Mayor and Board of Aldermen determined that the proposal submitted by Capodagli most closely reflected the goals and objectives of the Town with respect to this portion of the downtown area and would most likely result in a project that was beneficial to the community; and

WHEREAS, on October 28, 2014, the Mayor and Board of Aldermen adopted Resolution #245-2014, designating the following properties as a "non-condemnation" redevelopment area, pursuant to the LRHL: Block 1216, Lot 3; Block 1217, Lots 9 & 20; Block 1208, Lot 7; and Block 1902, Lots 22, 23 & 24, as identified on the Official Tax Map of the Town of Dover (the "Study Area"); and

WHEREAS, on December 16, 2014, the Mayor and Board of Aldermen enacted Ordinance #26-2014, adopting the *Scattered Site Redevelopment Plan*, dated November 4, 2014 (the "Redevelopment Plan"); and

WHEREAS, the Mayor and Board of Aldermen serve as an instrumentality and agency of the Town pursuant to the LRHL for the purpose of implementing the Redevelopment Plan and carrying out redevelopment projects within the Town; and

WHEREAS, N.J.S.A. 40A:12A-8 authorizes the Town to enter into contracts or agreements for the planning, construction or undertaking of any development project or redevelopment work in an area in need of redevelopment; and

WHEREAS, Capodagli has submitted a proposed project for the phased development of a portion of the Study Area comprised of the following properties: Block 1216, Lot 3; Block 1217 and Lots 9 & 20 (the “**Phase 1A Property**”); Block 1208, Lot 7 (the “**Phase 1B Property**”) and Block 1902, Lots 22, 23 & 24 (the “**Phase 2 Property**”) (the Phase 1A, Phase 1B and Phase 2 Properties referred to collectively herein as the “**Property**”), and has demonstrated its credentials and its ability to perform as the Redeveloper of the Property; and

WHEREAS, Capodagli has formed single purpose urban renewal entities to implement each Project and has demonstrated to the Town its credentials, experience and financial capability to design and construct the Project; and

WHEREAS, pursuant to N.J.S.A. 40A:12A-9, the Mayor and Board of Aldermen designated Meridia, Transit Plaza Urban Renewal, Dover, LLC, Meridia, Campus Center Urban Renewal, Dover, LLC and Meridia, Gateway Urban Renewal, Dover, LLC, each affiliates of Capodagli Property Company, LLC, as redeveloper for the Property and authorized the execution of a Redevelopment Agreement for the Property; and

WHEREAS, Meridia, Campus Center Urban Renewal, Dover, LLC has been working with the Town administration, planner, engineer and legal counsel, who have reviewed and commented upon the plans and designs for the Phase 1B Property, as set forth more specifically in a submittal package on file in the Town of Dover Engineering Department (the “Submittal Package”); and

WHEREAS, Meridia, Campus Center Urban Renewal, Dover, LLC presented to the Mayor and the Board of Aldermen its concept plans for the redevelopment of the Phase 1B Property, as set forth in the Submittal Package; and

WHEREAS, the Mayor and Board of Aldermen find the redevelopment concept plan for the Phase 1B Property set forth in the Submittal Package to be consistent with the Redevelopment Plan.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover that:

1. The Mayor and Board of Aldermen hereby approve the concept plan for the redevelopment of the Phase 1B Property, as set forth in Exhibit A attached hereto and incorporated herein.

2. Meridia, Campus Center Urban Renewal, Dover, LLC is hereby authorized to submit a site plan application to the Town of Dover Planning Board for the Phase 1B Property, consistent with the concept plans contained in Exhibit A hereto.

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

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

MAYOR’S REPORT: Report Reserved

ATTORNEY REPORT: Report reserved

CONSENT AGENDA

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
REMOVING PAIGE SCHOCH FROM THE ROLLS OF THE DOVER VOLUNTEER
FIRE DEPARTMENT**

WHEREAS, Section 20-5 provides that any member of the Dover Volunteer Fire Department with less than 10 consecutive years of active service who is not in good standing for two consecutive years shall be recommended to be removed by the Board of Engineers from the rolls of the Dover Volunteer Fire Department or Rescue Squad; and

WHEREAS, Paige Schoch is not in good standing; and

WHEREAS, the Dover Volunteer Fire Department recommends their removal from the rolls of the Dover Volunteer Fire Department and or Rescue Squad; and

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

1. Paige Schoch is hereby removed from the rolls of the Dover Volunteer Fire Department.

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

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

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
IDENTIFYING A CDBG FAIR HOUSING OFFICER FOR A PUBLIC FACILITIES RECONSTRUCTION
PROJECT**

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs (hereinafter DCA) for a *public facilities reconstruction project* within the Town of Dover; and

WHEREAS, the public facilities project will be constructed in the First Street, Second Street, Third Street and Penn Avenue area; and

WHEREAS, the Town of Dover must make efforts to affirmatively further fair housing; and

WHEREAS, the Town of Dover has made assurances in the grant agreement that:

1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that Donald Travisano, Administrator shall be designated as the Fair Housing Officer for the Town of Dover.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the US HUD Regional Office of Housing and Equal Opportunity and the NJ Division of Civil Rights, inform those agencies of his appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Town of Dover; and

BE IT FURTHER RESOLVED that the Town of Dover will publish in the local newspaper of record and post at the Town Hall a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

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

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

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
IDENTIFYING A CDBG FAIR HOUSING OFFICER FOR HOUSING REHABILITATION PROJECTS**

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs (hereinafter DCA) for *housing rehabilitation projects* within the Town of Dover; and

WHEREAS, these housing rehabilitation projects will be constructed throughout the Town and directly benefit qualified low to moderate income residents; and

WHEREAS, the Town of Dover must make efforts to affirmatively further fair housing; and

WHEREAS, the Town of Dover has made assurances in the grant agreement that:

1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that Donald Travisano, Administrator shall be designated as the Fair Housing Officer for the Town of Dover.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the US HUD Regional Office of Housing and Equal Opportunity and the NJ Division of Civil Rights, inform those agencies of his appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair Housing advisory services and assistance and referral advice to persons requesting such assistance from the Town of Dover; and

BE IT FURTHER RESOLVED that the Town of Dover will publish in the local newspaper of record and post at the Town Hall a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

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

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

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF
DOVER APPROVING THE CITIZEN PARTICIPATION PLAN FOR PUBLIC
FACILITIES RECONSTRUCTION PROJECTS**

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs for Town of Dover *public facilities projects*; and

WHEREAS, the Grant Agreements require the Town of Dover to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Town of Dover has reviewed the Citizen Participation Plan prepared for Small Cities Community Development Block Grant grantees; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Alderman of the Town of Dover, County of Morris and State of New Jersey, that:

The Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Town of Dover; and

The Town of Dover will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

This is to certify that the foregoing Resolution was duly adopted at a regular meeting of the Board of Aldermen held on August 25th, 2015.

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

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

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
APPROVING THE CITIZEN PARTICIPATION PLAN FOR HOUSING REHABILITATION PROJECTS

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs for Town of Dover *housing rehabilitation projects*; and

WHEREAS, the Grant Agreements require the Town of Dover to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Town of Dover has reviewed the Citizen Participation Plan prepared for Small Cities Community Development Block Grant grantees; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Alderman of the Town of Dover, County of Morris and State of New Jersey, that:

The Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Town of Dover; and

The Town of Dover will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

This is to certify that the foregoing Resolution was duly adopted at a regular meeting of the Board of Aldermen held on August 25th, 2015.

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN
OF DOVER APPROVING A GRANT MANAGEMENT PLAN FOR A PUBLIC
FACILITIES RECONSTRUCTION PROJECT

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs for a *public facilities reconstruction project*; and

WHEREAS, the Grant Agreement requires the Town of Dover to comply with all federal regulations with respect to grant management; and

WHEREAS, the Town of Dover has reviewed the Grant Management Plan prepared for Small Cities Community Development Block Grant submission; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Alderman of the Town of Dover, County of Morris and State of New Jersey, that:

The Grant Management Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Town of Dover; and

The Town of Dover will follow all regulations set forth in that document throughout the term of the Grant Agreement.

This is to certify that the foregoing Resolution was duly adopted at a regular meeting of the Board of Alderman held on August 25th, 2015.

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
APPROVING A GRANT MANAGEMENT PLAN FOR HOUSING REHABILITATION PROJECTS

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs for *housing rehabilitation projects*; and

WHEREAS, the Grant Agreement requires the Town of Dover to comply with all federal regulations with respect to grant management; and

WHEREAS, the Town of Dover has reviewed the Grant Management Plan prepared for Small Cities Community Development Block Grant submission; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Alderman of the Town of Dover, County of Morris and State of New Jersey, that:

The Grant Management Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Town of Dover; and

The Town of Dover will follow all regulations set forth in that document throughout the term of the Grant Agreement.

This is to certify that the foregoing Resolution was duly adopted at a regular meeting of the Board of Alderman held on August 25th, 2015

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
APPROVING THE HOUSING REHABILITATION POLICY AND PROCEDURE MANUAL

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs for housing rehabilitation projects; and

WHEREAS, the Grant Agreement requires the Town of Dover to comply with all federal regulations with respect to grant management, and the adoption of a Housing Rehabilitation Policy and Procedures Manual; and

WHEREAS, the Town of Dover has reviewed the Housing Rehabilitation Policy and Procedures Manual which has been prepared for Small Cities Community Development Block Grant submission; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Alderman of the Town of Dover, County of Morris and State of New Jersey, that:

The Housing Rehabilitation Policy and Procedures Manual developed by the Town of Dover for the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Town of Dover; and

The Town of Dover will follow all regulations set forth in that document throughout the term of the Grant Agreement.

This is to certify that the foregoing Resolution was duly adopted at a regular meeting of the Board of Alderman held on August 25th, 2015

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

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

ORDINANCE FOR INTRODUCTION

ORDINANCE NO. 19-2015

**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AMENDING AND SUPPLEMENTING ARTICLE XXVII OF THE REVISED GENERAL CODE
OF THE TOWN OF DOVER ENTITLED "PARKING" HANDICAPPED PARKING "SPACES" BY
REPEALING HANDICAPPED PARKING SPACES AT VARIOUS LOCATIONS**

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

SECTION 1. The following locations were designated as Handicapped parking spaces by Ordinances as listed below are hereby repealed:

47 Guy St. – Ord. No. 10-2009

24 Lincoln Ave. – Ord. No. 27-1995

SECTION 2. This ordinance shall take effect in accordance with law.

**Alderman Toth has moved the ordinance be adopted and duly seconded by Alderman Rutan
and passed for first reading by the following roll call vote.**

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

Nays: None Absent: None Abstained: None

ORDINANCE NO. 20-2015

**ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
PROVIDING FOR HANDICAPPED PARKING SPACE AT 43 LIBERTY STREET**

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

SECTION 1. Description for handicap parking space to be located at 43 Liberty Street

Said handicap parking space shall be located along the northeasterly curb line of Liberty Street beginning at a point 494 feet southeast of the northeasterly curb line intersection of Thompson Avenue and Liberty Street thence continuing in a southeasterly direction for a distance of 25 feet to a point. (End Description)

SECTION 2. All ordinances or parts of ordinances inconsistent with this within ordinance are hereby repealed to the extent of such inconsistencies.

SECTION 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. The Ordinance shall take effect in accordance with law.

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

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

Nays: None Absent: None Abstained: None

ORDINANCE NO. 21-2015

**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AMMENDED CHAPTER 20: VOLUNTEER FIRE DEPARTMENT**

CHAPTER 20: Volunteer Fire Department

ARTICLE I Organization and Procedures

§ 20-1. Fire companies.

The Volunteer Fire Department of the Town of Dover shall consist of four companies: the Protection Hook and Ladder Co. No. 1, Dover Fire Engine Co. No. 1, Vigilant Engine Co. No. 2 and the Board of Fire Wardens.

§ 20-2. Definitions.

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

BOARD OF OFFICERS - Line officers of the Volunteer Fire Department consisting of the Chief, Deputy Chief, Truck Captain, Engine Captain, Rescue Captain and EMS Captain.

BOARD OF PAST CHIEFS - The Board of Past Chiefs will consist of all past Chiefs of the Volunteer Fire Department currently on the active roles. Any past Chief who is currently serving as a Chief or Deputy Chief cannot serve on the Board of Past Chiefs. The Board of Past Chiefs will have a chairperson and a Clerk (secretary), who will be chosen by simple majority of the total members of the Board of Past Chiefs.

NOMINATING COMMITTEE - shall be the Board of Past Chiefs. The nominating committee shall meet in September and report to the full department meeting the last Tuesday of October, where the vote shall be held.

GOOD STANDING- A member of the Dover Volunteer Fire Department is in good standing if the member has maintained 60 percent attendance comprised of fires, department drills, department memorial services, department inspection, and community events, as directed by the Board of Officers

MEMBERSHIP COMMITTEE - Shall be appointed annually by the Chief of the Department.

TRAINING COMMITTEE – The Training Committee shall consist of members appointed by the Chief of the Department.

§ 20-3. Organizations within Fire Department; number of members.

A. **Emergency Squad.** There may be formed within the Volunteer Fire Department an Emergency Squad comprised of members of the various companies of the Volunteer Fire Department. An applicant may enroll as a Dover Emergency Squad member without becoming a member of the Town's fire companies. All applicants must meet the membership requirements within the fire department. The scope of emergency and firematic operations of such an Emergency Squad shall, at all times, be under the jurisdiction of the Chief of the Department.

B. **Association.** There may be formed within the Volunteer Fire Department an association, comprised of the members of the various companies and squad of the Volunteer Fire Department, to be known as the "Dover Volunteer Firemen's Association."

C. **Number of members in companies.**

(1) **Active members:** The Protection Hook and Ladder Co., No. 1 shall consist of not more than 25 members; Dover Engine No. 1 shall consist of not more than 25 members; Vigilant Engine Co. No. 2 shall consist of not more than 25 members; and the Board of Fire Wardens shall consist of not more than 25 members.

(2) **Clerk (Secretary).** Each company shall annually elect one member to serve as Clerk (Secretary), who shall perform the duties hereinafter prescribed in this article.

(3) **Chaplains.** Each company of the Volunteer Fire Department may appoint a member of the company or a member of the clergy to serve as Chaplain of said company, with all the rights and privileges of an active member, except that, should the Chaplain be a member of the clergy and not an active member of the company, the chaplain shall not have a vote or hold elective office in the company.

§ 20-4. Qualifications for membership in Fire Department.

A. **Residency and age.**

(1) No person shall become a member of the Fire Department unless he or she lives within three miles of the corporate border of the Town of Dover, measured as the crow flies. The applicant shall be between 18 and 45 years of age, not including the 45th birthday.

(2) If any Volunteer Fire Department member who has at least one full year of membership in the Town of Dover Fire Department moves his or her domicile and stays within a three-mile radius, measured as the crow flies, of the Town boundaries, upon his or her request, and upon his or her company's

recommendation, such member may retain membership in the Volunteer Fire Department upon approval of the Members Company and is in Good Standing with the Department.

- B. Each applicant must have a valid New Jersey driver's license or a state issued identification card. If a member's driver's license is revoked or suspended, the member must report same to the Chief within 24 hours of such occurrence.

Each applicant must be able to pass a background check

- C. Exams.

An applicant must pass a general physical examination, including a chest x-ray, within 90 days prior to confirmation as a firefighter. The cost of such physical examination and x-ray shall be paid for by the Town of Dover. The applicant shall also promise to perform the duties of a fireman as they are now or may hereafter be prescribed by law or the ordinances of the Town of Dover.

- D. Membership in other Fire Departments

- (1) Any member from another fire department who wishes to become a member of the Dover Volunteer Fire Department or Rescue Squad shall be allowed to and remain a member of both Volunteer Fire Departments or Rescue Squads.
- (2) No member of dual departments may become a chief officer of the Dover Volunteer Fire Department if he or she is chief officer in another department.

§ 20-5. Term of membership.

- A. Any member who changes residence to a location beyond the Three-mile radius limit of the Town of Dover may request a waiver of the residency requirement for a period not to exceed one year. The waiver request shall be forwarded to the Board of Officers and if the member is found to be in good standing, the residency requirement may be waived for the period requested. If the member fails to reestablish residency within the 3-mile limit of the Town of Dover within the time period requested, the Chief of Department shall recommend to the Mayor and Board of Aldermen to remove the member from the rolls of the Volunteer Fire Department.
- B. Any member with less than ten consecutive years of active service who is not in good standing for two consecutive years shall be recommended to be removed by the Board of Officers from the rolls of the Dover Volunteer Fire Department. The member being recommended to be removed shall have the right to appeal to the Board of Past Chiefs within ten business days of notification of their removal. The Board of Past Chiefs shall or may recommend to the Mayor and Board of Aldermen the removal of any member found to be in violation with this section.

20-6. Probationary period.

Each applicant hereafter confirmed as an active Volunteer Fire Department member shall serve a probationary period of one year. Probationary period may be extended by the membership committee and or the Board of Officers not, to exceed a total of two years. During this probationary period, the member shall be required to attend the prescribed course conducted by the Training Committee of the Volunteer Fire Department. The member must also complete and pass both the written and practical test for the State Certified Firefighter I course and squad only members must pass the New Jersey EMT course at the direction of the Board of Officers. The membership committee shall review the progress of probationary members quarterly. Failure to comply with the applicable sections of this article will result in a recommendation to the Mayor and Board of Aldermen that the member be dropped from the rolls of the Volunteer Fire Department.

§ 20-7. Line officers.

- A. The line officers of the Volunteer Fire Department shall consist of the Department Chief, Deputy Chief, and four Captains. All Line Officers shall be voted for by membership of the department at large.
- B. No Career member of the Dover Fire Department can be a line officer.
- C. Officers seeking the positions as defined shall submit in writing and provide proof of proper training to the Chairman of the Board of Past Chiefs. This shall be completed by the last day of August.

§ 20-8. Chain of command

In the absence of the Chief of the Department at an alarm of fire or other emergency to which the Volunteer Department has been called, the Deputy Chief shall assume command of the Department. The order of command following the Deputy Chief shall be as follows: the first Captain to respond. The most senior qualified member on scene will assume command, if no department officers responded. If an officer responds to the scene where command has been established, that officer may assume command or leave the incident commander in charge and render assistance

§ 20-9. Qualifications for Chief Officers.

To be eligible for the office of Chief, or Deputy Chief, a member must be an active exempt firefighter in good standing and must have held the position of Captain for at least one full term prior to the date of installation. The candidate must provide certifications of New Jersey Firefighter One, New Jersey Firefighter Two, Incident Management Systems Level 3, Fire Officer One, and be knowledgeable for the Chiefs position the candidate is seeking. Any past chief of the Dover Fire Department may be exempted from the New Jersey Firefighter 2 requirement.

§ 20-10. Qualifications for Captains.

The position of Captains shall be Engine Captain, Truck Captain, Rescue Captain and EMS Captain. To be eligible for the office of Captain, the member must be in good standing at the time of nomination and must have completed five years within the fire service. The candidate must provide certifications of New Jersey Firefighter One, New Jersey Firefighter Two, Incident Management Systems Level 1, Fire Officer One, and be knowledgeable for the Captains position the candidate is running for. The EMS Captain shall possess a current EMT Certification, Current CPR card, and I-200 to be eligible to run for the office of EMS Captain.

§ 20-11. Terms of office.

The words "term" or "term of office" wherever appearing in this article shall mean a period of twenty-four consecutive months commencing on January 1st. Such term of office is subject to an affirmative vote of the membership prior to the commencement of the second twelve months of the 24 month term.

§ 20-12. Election and confirmation of officers.

- (1) Officers of the Volunteer Fire Department shall be elected by the department collectively at a meeting in October. All line officers shall be appointed by the Mayor and Board of Aldermen. All candidates must meet the requirements set forth in this article.
- (2) Members of the department seeking an officer position shall submit their intention and credentials / qualifications in writing to the Nominating Committee no later than August 31st. The Nominating committee shall be the Board of Past Chiefs. The nominating committee shall meet in September and report to the full department meeting the last Tuesday of October, where the vote shall be held.
- (3) Nominations shall be accepted from the floor at the October meeting provided that all credentials / qualifications are presented at the time of nomination.

§ 20-13. Vacancy in office of Chief of the Department

If a vacancy in the office of Chief of the department should occur the Board of Past Chief's will meet and consider recommending to the Mayor and Board of Alderman that the Deputy Chief be elevated to the office of Chief or that a qualified Past Chief be selected to serve the remainder of the term. If the Deputy Chief is selected then a special meeting of the department will be held within 45 days to select a Deputy Chief in accordance with the procedures established in Section 20-9 of this ordinance.

§ 20-14. Vacancy in Office of Captain.

If a vacancy in the office of Captain should occur, the Board of Past Chief's will appoint a replacement to complete the remainder of vacant term. The member appointed shall be required to meet the provisions of § 20-11 of this article.

§ 20-15. Powers, Duties and Responsibilities of the Chief of Department

- A. The Chief of the Department in all cases of emergency within the Town, shall take prompt and efficient measures and use all means at the disposal of the Volunteer Fire Department to remediate same and shall at such times and on occasion of emergency have sole and absolute command over all members of the Fire Department and over all fire apparatus and persons aiding or assisting the Volunteer Fire Department in cases of all emergency to which the department has been summoned.

- B. The Chief of the Department shall have, upon request, in all cases of actual emergency, the use of any equipment or vehicles owned by the Town and the assistance of any Town employee necessary to operate such vehicles or equipment. The Chief may also, in cases of actual emergency, employ the services of any person or equipment which the Chief deems necessary for the extinguishment of a fire or restoring the building or area to a safe condition.
- C. The Chief of the Department shall cause to be examined daily the fire apparatus, hose and equipment and shall keep a record of such examinations, noting any unusual conditions.
- D. The Chief of the Department shall order all ordinary and necessary repairs to the fire apparatus and other fire equipment consistent with the Local Public Contracts Law and the Town's Purchasing Manual.
- E. The Chief of the Department shall keep an accurate record with the names of the officers and members of the Volunteer Fire Department and of all appointments, transfers, resignations and removals of volunteer firefighters, as the same shall take place from time to time. Such record shall exhibit the names of the volunteer firefighter belonging to each company, the commencement of their term of service and such other particulars as may be necessary and proper.
- F. The Chief of the Department shall keep a record of all emergencies which may occur within the Town of Dover, with the cause thereof whenever the same can be ascertained, together with a description of the building or buildings damaged or destroyed, the names of the owner or owners and occupants thereof, the amount of loss in each case and also the amount of insurance, if any, as can be ascertained on careful and diligent inquiry. The Chief of the Department shall also keep a record of all the members who attend each fire or answer to the alarm thereof, as reported by the Officer In-charge. The Chief of the Department shall also keep a record of all violations of the Town's Ordinance dealing with the Volunteer Fire Department and the prevention and extinguishment of fires which may come to his knowledge and shall, without delay, report such violations to the Town Administrator.
- G. The Chief of the Department shall schedule a meeting of the Board of Officers in each of the calendar months. The date of such meeting shall be posted on the departmental bulletin board.
- H. The Chief of the Department may, from time to time, issue such general or emergency orders as deemed necessary. These orders shall be posted on the departmental bulletin board with the effective date for each order.
- I. It shall be the responsibility of the Chief of the Department, upon assuming office, to post a list of all officers and relief drivers on the departmental bulletin board.
- J. In the event of a planned absence of the Board of Officers from the corporate limits of the Town, the Chief shall designate, in a general order, the member or members to be in charge of the Department during the absence of the Board of Officers and notify the Town Administrator of same.
- K. The Chief of the Fire Department shall be in charge of all day to day operations for the volunteer division and the uniformed fire department.

§ 20-16. Powers, Duties and Responsibilities of the Captains of Department

A. Captain. It shall be the duty of each Captain to respond to alarms of emergency and report to the Chief of the Department or officer in charge of the fire or emergency. Each Captain shall carry out, or cause to be carried out, all orders given by superior officers. Captains shall report in writing to the Chief of the Department any loss, damage or malfunction of the apparatus or equipment assigned to the respective Captain. At the termination of the fire or emergency, each Captain shall supervise the necessary maintenance to restore the apparatus to readiness. Each Captain shall preserve order and discipline in the department at all times and shall assume command at an alarm of fire or emergency as provided in §20-9. A Captain shall perform such other duties as assigned by the Board of Officers.

§ 20-17. Powers and duties of company Clerk (Secretary)

- A. The Clerk (Secretary) of each company shall keep a record of the proceedings of the company. Each Clerk shall also keep a record of all appointments, resignations or removal of firefighters attached to such company and report such actions, in writing, promptly to the Chief of Department.

- B. The Clerk shall make such reports to the Board of Officers as may be requested from time to time by the Chief of Department.

§ 20-18. Powers and duties of all firefighters.

- A. It shall be the duty of every member of the Volunteer Fire Department to respond to each alarm of fire or emergency within the Town.
- B. Each volunteer firefighter shall perform such duties as may be ordered by the Board of Officers and shall at all times work to the best of his or her skill and ability to protect life and property at the scene of the fire or emergency.
- C. No volunteer firefighter shall be released from duty at an alarm of fire or emergency until all apparatus is back in service at the fire headquarters or at the discretion of the officer in charge of the incident.
- D. It shall be the duty of every volunteer firefighter to attend all drills or training sessions called by the Training Committee.
- E. It shall be the duty of all volunteer firefighters at all times to observe and abide by the general orders that may be issued from time to time by the Chief of the Department.
- F. Each volunteer firefighter shall complete any training that may be required by the State of New Jersey.
- G. Resignations should be submitted to the Chief of the department when a member is resigning from the department.
- H. It is the duty of each member to return all town and association issued property within ten days of termination from the department.

§ 20-19. Annual inspection.

It shall be the duty of each member of the Volunteer Fire Department to be present in full dress uniform and stand inspection on the second Saturday of October each year at the call of the Chief of Department. This inspection shall be held at fire headquarters.

§ 20-20. Duty uniforms.

- A. Each member of the Board of Officers shall wear an approved protective helmet, white in color. The frontal piece of the helmet shall bear the word "Chief" in prominent letters. In the center of the frontal piece of the helmet shall be a gold-colored Chief's emblem badge designating his or her position as Chief or Deputy Chief.
- B. Each Captain shall wear a helmet frontal, red in color. The frontal piece of the helmet shall have white lettering in color and bear the word "Captain" in prominent letters in addition to the name of Truck, Engine, and Rescue Captain. The EMS Captain shall have a helmet to be Blue in Color with a red frontal piece with white lettering bear the word "Captain".
- C. Except as specified in this article, all members shall wear approved and required personal protective equipment at the scene of any incident.

§ 20-21. Badges.

Badges bearing the words "Dover Fire Department" and bearing distinctive numbers shall be provided for each member of the Volunteer Fire Department. Badges will be issued by the Chief of Department and it shall be his responsibility to see that badges are returned within 10 days following the resignation or removal of a member. Badges shall be worn on the left breast of the dress uniform as specified by the regulations for wearing of uniforms of the Dover Volunteer Firemen's Association.

§ 20-22. Dress uniforms.

The dress uniform of the Dover Fire Department shall be specified by the Dover Volunteer Firemen's Association. Dress uniform shall be worn when ordered by the Chief of the Department.

§ 20-23. Department records.

All records referred to in § 20-19 shall be the property of the Town of Dover. These records shall remain within the confines of the Municipal Building at all times.

§ 20-24. Certificates of exemption.

Certificates of exemption shall be issued in accordance with the laws of the State of New Jersey to those members meeting the stated requirements.

§ 20-25. Expenses of Board of Officers

Stipends for the Board of Officers shall be subject to availability of funds in each calendar year budget adopted by the Mayor and Board of Aldermen. The Chief of the Department shall receive, at a minimum, a stipend of \$3,000, the Deputy Chief shall receive, at a minimum, a stipend of \$2,000 and Captains shall receive a stipend of \$400.00 all payable on a quarterly basis.

§ 20-26. Expenses of firemen.

Volunteer firemen who meet the following criteria shall receive in December of each year a stipend consistent with the availability of funds in the adopted municipal budget: (1) attended and answered the alarm of at least 60 percent of all multiple alarms or of emergency and Department drills during the year; (2) A maximum of 20 department drills may be used in computing the percentage; (3) When an active firefighter has served seven years, one credit shall be given towards his or her percentage for every year of active service. The stipend for volunteer firemen shall be at a minimum \$250. An incentive at a minimum of \$100 shall be provided to any member who responds to 25 percent of all emergency calls or 15 percent of all EMS calls.

§ 20-27. Insurance.

- A. Life insurance. The Town of Dover shall make available and pay the full premium for each member of the Volunteer Fire Department's participation in a group life insurance program with minimum benefits of \$10,000, until age 70 and then the benefit is reduced to \$6,500. Upon retirement from active service after 25 years of satisfactory active service, the Town of Dover shall continue to pay the full annual premium for life insurance coverage for the retired member. There shall be a waiting period of six months, unless said firefighter or EMT is already trained and begins service immediately.
- B. Workmen's compensation. Members of the Volunteer Fire Department shall be covered by workmen's compensation.
- C. Liability insurance. The Town of Dover shall provide liability coverage for each of the members of the Volunteer Fire Department.

§ 20-28. Complaints against members; procedures, hearings and punishment

A. Complaints against members of the Volunteer Fire Department

- (1) Any one witnessing an infraction of this Ordinance or the duly posted general order or oral order of the Chief of the Department by a member of Volunteer Fire Department while on fire duty, during a training session or drill, any dereliction of duty, or for the good cause at any time, may file a written, signed complaint thereof with the Volunteer Fire Chief. Each member complained of shall be considered as a separate complaint.
- (2) Each complaint must include the name and, if available, the badge number of the member complained of, the date, time, and location of the occurrence and a description of the incident. The complaint must be filed within ten business days of the date of the incident. The postmarked date of a mailed complaint shall be considered as the filing date.

B. Procedure.

- (1) Upon receipt of a complaint, the Chief of the Department will notify the Board of Officers and before any action is taken thereon, mail a copy of the complaint to the member complained of within ten business days. This shall be done by certified mail, regular mail, or personal service and the date of the service shall constitute the date of notice.

(2) Should the Chief of the Department decide to file a complaint himself, he must notify the Board of Officers and the member complained of before any action what so ever is taken thereof.

(3) Any complaint against the Chief of the Department by a member of the Volunteer Fire Department shall be addressed to The Board of Past Chiefs and a copy of same shall be forwarded to the Town Administrator.

C. Hearing Process

- (1) Within ten business days following the date of the receipt, the Chief shall schedule a hearing before the Board of Officers at which time the person making the complaint and the member complained of can be heard. If the complaint is against the Chief of the Department the Board of Past Chiefs will schedule a hearing within ten business days.
- (2) The Board of Officers can impose discipline against a member as follows: verbal reprimand, written reprimand, suspension, or expulsion. If the member does not agree with the discipline imposed, the member may file an appeal with the Board of Past Chiefs within five business days. If the Board of Past Chiefs reprimands the Chief of the Department, then he can appeal to the Town Administrator. There must be a simple majority of the total members of the Board of Past Chiefs present during the time of the hearing. A verbal reprimand cannot be appealed.
- (3) If an appeal is made to the Board of Past Chiefs within 10 business days a hearing will be scheduled within twenty days from the date of receipt of the appeal. The member complained of shall receive at least seven days notice prior to the hearing with the Board of Past Chiefs. Witnesses may be called and be heard and evidence may be presented. Should a member complained of fail to appear at this hearing without good cause shown, the hearing may be conducted in the absence of the member charged.
- (4) The Board of Past Chiefs can dismiss the charges against the member if they find the charges have not been proved. The Board of Past Chiefs may affirm or modify the discipline imposed.
- (5) The Board of Past Chiefs can recommend to the Mayor and Board of Aldermen to dismiss a member from the Volunteer Fire Department should they find the charges warranted.
- (6) If the Chief of the Department is reprimanded, the Town Administrator shall be notified the next business day.
- (7) All decisions by the Board of Past Chiefs are final except as provided in this section.

D. Constituent Complaints

- (1) Complaints received by Town Officials against a member of the Volunteer Fire Department shall be forwarded to the Chief of the Department for his action.
- (2) Complaints against the Chief of the Department shall be filed with the Town Administrator for his or her action.
- (3) The Chief of the Department may appeal to the Mayor and Board of Aldermen the discipline imposed, if any, by the Town Administrator.

§ 20-29. The current Chief Officers will serve the remainder of their term of office.

For Chief Officers effective January 1, 2016 the current First Assistant Chief will be elevated to Department Chief. The Current 2nd Assistant Chief will be elevated to Deputy Chief.

For Chief Officers effective January 1, 2017 the Deputy Chief will be elevated to Department Chief. Elections for Deputy Chief will follow procedures as established elsewhere in this ordinance.

The positions and procedures for election of Captains for 2016 as outlined elsewhere in this ordinance and will take effect upon passage of this ordinance. Excepting the requirement of Fire Officer and Firefighter 2 training. This requirement will be required beginning January 1, 2018.

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

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

RESOLUTIONS

BILL LIST RESOLUTION

WHEREAS, the Mayor and Board of Aldermen of the Town of Dover have examined all bills presented for payment; and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds in the account(s) to which respective bills have been charged.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover do hereby approve the bills as listed; and

BE IT FURTHER RESOLVED that the proper officials are hereby authorized to sign the checks for payment of same.

RESERVE ACCT claims in the amount of:	\$0.00
CURRENT ACCT claims in the amount of:	\$3,178,577.76
GENERAL CAPITAL ACCT claims in the amount of:	\$128,866.82
WATER UTILITY ACCT claims in the amount of:	\$395,767.91
WATER UTILITY RESERVE ACCT claims in the amount of:	\$2,750.00
WATER CAPITAL ACCT claims in the amount of:	\$28,464.00
PARKING UTILITY ACCT claims in the amount of:	\$54,732.36
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$0.00
EVIDENCE TRUST ACCT claims in the amount of:	\$0.00
RECYCLING TRUST ACCT claims in the amount of:	\$367.50
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	\$0.00
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$16,928.99
COAH TRUST Acct claims in the amount of:	\$2,000.00
TOTAL CLAIMS TO BE PAID	\$3,808,455.34

BE IT FURTHER RESOLVED that the following claims have been paid prior to the Bill List Resolution in the following amounts:

CURRENT ACCT claims in the amount of:	\$338,925.95
WATER UTILITY ACCT claims in the amount of:	\$25,645.38
PARKING UTILITY ACCT claims in the amount of:	\$3,206.37
PAYROLL AGENCY ACCT claims in the amount of:	\$376,738.15
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$76.67
TOTAL CLAIMS PAID	\$744,592.52
TOTAL BILL LIST RESOLUTION	\$4,553,047.86

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

Alderman Picciallo stated that he would like to abstain from invoice 15-01915 and 15-01963 on the bills list.
Alderwoman Noriega stated that she will abstain from invoice 15-01685 on the bills list.

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

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

WHEREAS, the following companies, have applied for a license to operate the vehicle(s) listed below on Schedule A hereto and made a part hereof as taxicab(s)/limo(s) in the Town of Dover; and

WHEREAS, the appropriate municipal departments have reviewed the application(s) as required and have no objections to same being licensed as taxicabs/limos;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey that the taxicab(s)/limo(s) listed below are hereby approved for taxi/limo license(s) in the Town of Dover.

Schedule A

CITY LIMO & TAXI, INC.

2006 Lincoln	1LNHM82W56Y6011567	OL7723J	TRANSFER
2004 Lincoln	1LNHM81W14Y664559	OL7732J	INITIAL

ELITE LIMO AND TAXI SERVICE LLC

2006 Dodge	1D4GP24R46B670505	OL5501J	RENEWAL
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FIRST CLASS OF DOVER, INC

2008 Lincoln	2LNHM82W38X642177	OL7738J	INITIAL
2008 Toyota	4T1BE46K78U199557	OL7221J	INITIAL
2003 Dodge	1D4GP24383B247675	OL7720J	INITIAL
2007 Ford	2FAHP71W77X151445	OL5504J	RENEWAL
2006 Ford	2FAHP71W76X124678	OL5505J	RENEWAL
2008 Toyota	5TDBK23C38S009109	OL5500J	RENEWAL
2005 Dodge	1D4GP25E85B242673	OL2547J	RENEWAL
2004 Lincoln	1LNHM83W34Y611908	OL6354J	RENEWAL

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

Ayes: None

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

Absent: None Abstained: None

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
FOR APPROVAL OF MINUTES

WHEREAS, In accordance with the provisions set forth in the Open Public Meeting Law, annual notice has been provided for all Mayor and Board of Aldermen meetings; and

WHEREAS, The Mayor and Board of Aldermen of the Town of Dover held their Public Meetings, and minutes of those meetings were transcribed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey for approval the minutes for the following meetings:

July 14, 2015 – Caucus & Regular Meeting

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

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

Nays: None Absent: None Abstained: Aldermen Romaine and Rutan

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
FOR APPROVAL OF MINUTES

WHEREAS, In accordance with the provisions set forth in the Open Public Meeting Law, annual notice has been provided for all Mayor and Board of Aldermen meetings; and

WHEREAS, The Mayor and Board of Aldermen of the Town of Dover held their Public Meetings, and minutes of those meetings were transcribed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey for approval the minutes for the following meetings:

July 28, 2015 – Caucus & Regular Meeting

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
FOR APPROVAL OF MINUTES

WHEREAS, In accordance with the provisions set forth in the Open Public Meeting Law, annual notice has been provided for all Mayor and Board of Aldermen meetings; and

WHEREAS, The Mayor and Board of Aldermen of the Town of Dover held their Public Meetings, and minutes of those meetings were transcribed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey for approval the minutes for the following meetings:

August 11, 2015 – Caucus & Regular Meeting

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

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

RESOLUTION APPROVING LIQUOR LICENSE RENEWALS

WHEREAS, the herein named duly filed applications for renewal of their Alcoholic Beverage Licenses for their respective premises as shown on Schedule A for July 1, 2015 to June 30, 2016; and

WHEREAS, no objections have been received from the public; and

WHEREAS, the required fees have been paid and all premises have been inspected and approved by the Police Department, Board of Health and the Bureau of Fire Prevention.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover that said applications be approved and that the respective licenses be granted; and

BE IT FURTHER RESOLVED that the Town Clerk or Director in the case of a conflict license be and hereby is authorized to issue license certificates accordingly as listed below.

SCHEDULE A
2015/2016 LIQUOR LICENSES

MY PLACE LOUNGE, INC

JAI ALAI RESTAURANT
73-75 W. BLACKWELL ST.

1409-33-001-006

DOVER ENTERTAINMENT, LLC (POCKET)	XCLUSIV LOUNGE AND RESTAURANT 337 E. BLACKWELL ST.	1409-33-002-008
THE BASKET OF CHEER LTD.	AMANDEEP INC. 380 U.S. HIGHWAY 46, P.O. Box 542	1409-44-003-003
JUST A BAR CORP	LOS ARRIEROS BAR 9 W. CLINTON ST.	1409-33-004-006
AC DOIT CORP.	UNIQUE BAR & GRILL 97 E. BLACKWELL ST.	1409-33-005-006
IE & ANGIE LLC	CELEBRITY BAR & LIQUORS 260 ROUTE 46 EAST	1409-33-006-006
BLACKWELL STREET CAFE, INC.	MURRAY'S 111 E. BLACKWELL ST.	1409-33-008-004
CAFL HOSPITALITY INC.	TABLE 42 42 N. SUSSEX ST.	1409-32-010-007
SU CASA COLOMBIA REST INC	SU CASA COLOMBIA RESTAURANT 112 E. BLACKWELL ST.	1409-33-012-004
SHANTIVAN LIQUORS, INC.	NEIGHBORHOOD DELI 263 E. BLACKWELL ST	1409-44-015-006
QUIET MAN INC., THE	QUIET MAN, THE 62-64 E. Mc FARLAN ST.	1409-33-016-003
DIXIT JR, CORP	DOVER LIQUORS 10 W. BLACKWELL ST.	1409-44-018-006
TOVAR ENTERPROSES INC.	TEQUILA'S 55 BISTRO GRILL 55 E. BLACKWELL ST.	1409-33-019-007
PANCHO VILLA RODEO INC	PANCHO VILLA RODEO 142 E. BLACKWELL ST.	1409-33-020-004
LAKE HOPATCONG CLASSICS, LLC	BASSETT PUB 8 BASSETT HWY.	1409-33-021-006
19 BASSETT CORP.	SABOR LATINO RESTAURANT 19 BASSETT HWY	1409-33-023-005
SHIV LIQUOR LLC	SAM'S LIQUOR WINE & DELI 325 W. CLINTON ST.	1409-44-026-005
NATASHA JR CORP.	THOMAS LIQUORS 26 S. MORRIS ST.	1409-44-027-007
AT THE HOP INC.	AT THE HOP 14 N. MORRIS ST.	1409-33-030-005
MARK MONT INC.	CHARLOTTE'S WEB 39 W. CLINTON ST.	1409-33-031-003
WILLIAM HEDGES BAKER POST #27 AMER. LEGION	AMERICAN LEGION POST #27 2 LEGION PLACE	1409-31-032-001
CASA PUERTO RICO INC	CASA PUERTO RICO 50 W. BLACKWELL ST. - P.O. BOX 486	1409-31-033-002
DOVER HILLTOP ATHLETIC CLUB INC.	DOVER HILLTOP A.C. 17 GRANT ST.	1409-31-034-001

ROCKAWAY TWP. DOVER LODGE DOVER MOOSE LODGE 541 1409-31-039-001
LODGE 541 LOYAL ORDER OF MOOSE 21 SAMMIS AVE.

MCRS DOVER TENANT LLC HILTON HOMEWOOD SUITES 1409-36-042-003
2 COMMERCE CENTER DR.

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

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

RESOLUTION AUTHORIZING CREDIT OF CERTAIN SEWER FEES

WHEREAS, the owners as listed below have contacted Dover Water Commission seeking a credit for Sewer Charges because of a water leak; and

WHEREAS, the owners have corrected the leaks and it was verified that the loss of water had not entered the sewer system; and

WHEREAS, they are requesting an adjustment on the sewer portion of their utility bill; and

WHEREAS, the Dover Water Board Commissioners recommend that the owners of the below listed properties receive credits for the sewer portion of their utility bills.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover that a sewer credit be issued in the amounts listed below.

ADDRESS	ACCT. #	AMOUNT
27 ½ Park Ave	311360-0	\$ 495.15
85 Linwood Ave.	301430-0	\$ 315.39
21 Losey St.	201000-0	\$ 403.28

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

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

RESOLUTION AUTHORIZING A SHARED SERVICE AGREEMENT

BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that the Mayor and Clerk are hereby authorized to sign a shared service agreement with Jeffrey R. Surenian and Associates, LLC to obtain information regarding the development of Housing Obligations and to enter into an agreement with Rutgers, The State University of New Jersey for that purpose in an amount not to exceed \$2,000.00.

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

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

PUBLIC COMMENTS

Robin Foster – 90 Penn Ave. – Mr. Foster commented that he notices items that have been dumped by people by the Salvation Army. He asked if a donation container could be left outside the fence so that people could donate the items and not just leave them on the ground.

Mayor Dodd responded that he will ask the Administrator to set up an appointment with the Salvation Army and ask them to provide something so that people can leave donations.

Joey (last name inaudible) – He has become aware that the P.A.L. has donated a sign and that they are just waiting for some type of approval. He was wondering if the approval can be possible prior to September 9th which is opening day for football.

Mayor Dodd explained that the Dover PBA has donated a score board for the football field which is an excellent and kind gesture however the PBA never consulted with the town. They did not anticipate the installation of the sign which requires a footing, foundation and electrical work. He noted that the sign is very heavy and he will not allow just anyone to install the sign unless they are certified and carry insurance. The town has an obligation for the safety perspective of the installation of the sign. Mayor Dodd noted that the project will not be done by September 9th but expressed that the wheels are in motion.

Connie Sibona-Foster – 90 Penn Ave. - Mrs. Sibona-Foster asked if her pictures pertaining to the downtown redevelopment could be put on the website because she talks to a lot of people about the progress and would like to direct them to the website to see the pictures.

Mrs. Sibona-Foster asked if the ice cream mobile vendor at Crescent Field could be spoken to about parking in the crosswalk, where it's not supposed to be.

James Farley – 99 Randolph Ave. – Mr. Farley spoke about the traffic and speeding on Randolph Avenue and also noted that he has not seen police presence in that area.

Donald Travisano responded that he has authorized the police department to have more of a continued presence in the area specifically with regard to speeding and he will reiterate that to the Police Department.

Mayor Dodd stated that he requested a police car to be parked at the top of the hill to deter speeders.

James Farley spoke about a loud truck that continually parks on the street and just idles. Mr. Farley also spoke about his sister purchasing a house on James Street and that there is only one stop sign on that road when there should be another one because his sister has a hard time getting in and out of her driveway.

Mayor Dodd responded that it's a simple fix because it's a local street and we have jurisdiction so he asked the administrator to have a sign installed on the street.

Mayor Dodd spoke about the autograph sale which will take place on Monday night from 7pm to 10pm to benefit the Dover Library Children's Programs and he reminded everyone that the senior picnic will be on September 3rd.

Maria Tambini – 6-16 E. Blackwell St. – Mrs. Tambini asked if the dance contest held at the senior picnic can be done by categories rather than just picking the best dancer.

Alderman Blackman reminded everyone that it will be the last movie night of the season and they will be preparing the kids to go back to school by opening movie night with the song "Happy".

**Motion to adjourn made by Mayor Dodd at 8:00 pm,
and duly seconded by Alderman Romaine passed by the following voice vote.**

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

Respectfully submitted,

Margaret Verga, Municipal Clerk