



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
October 22, 2013 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, Yzarnotegui and Mayor Dodd

Also present were Attorney Downs, Town Administrator Close and Municipal Clerk Verga

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

PRESENTATION: NEW JERSEY HIGHLANDS COUNCIL

The Highlands Water Protection and Planning Act (Highlands Act) divided the 859,267 acres (1,343 square mile) Highland Region into two segments, the Preservation Area (414,936 acres), and the Planning Area (444,331 acres). The Preservation Area is extremely constrained for any construction for NJ Department of Environmental Protection (NJDEP), NJDEP enforces that area and its they who make the rules and the Highland Council reviews the plan and determines if it is consistent with Highlands or not. The Planning Area, which Dover is located in, is not required to comply with any regulations of the Highlands, it's purely voluntary.

Mr. Gene Feyl, Executive Director expressed that he sees exciting opportunities for Dover and noted that the town would really benefit by participating with the Highlands Council. They would help with the planning and regional planning. Their goal is to not to impose a plan or impose any regulations but to help Dover envision and build what you would like to build. He noted that Dover is a unique town because it has a train "terminal", great housing and a beautiful river. Mr. Feyl asked the board to consider participating with the Highlands.

Ms. Margaret Nordstrom noted that they are tasked primarily with the protection of water resources but they are also a regional planning entity and they're very interested in helping the town. Ms. Nordstrom explained the assets in participating in the program. The following topics were discussed:

1. Receiving Zones: offers the opportunity to address improvements and other needs in the community. Receiving Zones can be anywhere in the state, the program is voluntary and grant funding is available to explore the different possibilities.
2. Transfer of Development Rights (TDR) Receiving Zones: is a land use tool that helps regions transfer development potential from areas identified for preservation (sending zones) to area where growth is desired (receiving zones). Ms. Nordstrom noted that there were significant changes to the TDR Receiving Zones since Dover last visited the Highlands Act.
3. Highlands Centers Designation: Highlands Centers are intended to support balance in the Highlands Region by providing for sustainable economic growth while protecting critical natural and cultural resources.
4. Incentives: Incentives include enhanced planning grants up to \$250,000, reimbursement for costs of amending local ordinances, authority for the use of impact fees up to \$15,000 per unit, and priority status for state infrastructure spending.

Alderwoman Romaine wanted to know who pays the impact fees and it was noted that the developer does. Alderman Visioli thanked Mr. Feyl and Ms. Nordstrom for their time. Mayor Dodd spoke on the redevelopment in Dover and noted the effect that COAH had on the redevelopment of Bassett Highway.

*Information was provided from the 2012 Annual Report

MUNICIPAL CORRESPONDENCE:

1. Resolution from the Board of Chosen Freeholders to merge the Mosquito Extermination Commission into the newly formed Department of Planning and Public Works
2. Notice of Public Hearing–Randolph’s Planning Board – Patricia E. Plonski– 176 W. Hanover Ave, Randolph
3. Notice of Public Hearing–Randolph’s Planning Board – Misurelli Realty, LLC–296 Route 10, Block 137 Lot 23
4. Invitation from the Morris County Board of Chosen Freeholders re: the formal dedication of the expansion of the County’s Public Safety complex

CONSENT AGENDA

1. Resolution Approving Limo Licenses (Schedule A)
2. Resolution Approving Mayor & Board of Aldermen Meeting Minutes for October 8, 2013
3. Resolution Approving Tax Redemption for 25 Millbrook Avenue - Block 1707 Lot 25

AGENDA ITEMS:

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution for Renewal of Membership in the Morris County Municipal Joint Insurance Fund
3. Resolution Authorizing Award of Contract for Library Roof Repairs and Lead Dust/Mold Remediation
4. Resolution Authorizing Submission and Execution of Grant Application for NJ Department of Transportation for Dover Highway Safety Grant 2013
5. Resolution Approving Liquor License Transfer – CAFL Hospitality, Inc.
6. Resolution Rejecting all Bids for the Town Hall Sprinkler System Installation

Alderman Picciallo abstained from line item #13-02094 from the bills list.

REGULAR MEETING MINUTES
October 22, 2013

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 7:42 pm

ROLL CALL

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

Also present were Attorney Downs, Town Administrator Close and Municipal Clerk Verga

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

Mayor Dodd opened the meeting to the public.

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

MAYOR'S REPORT:

- The Recreation Commission and the Board of Aldermen will hold the 2nd annual Halloween Trunk or Treat, Parade and Costume Contest on Saturday, October 26th. The parade will start at 12:30pm at Bassett Highway and end at the parking lot at Crescent Field for a costume contest and trunk or treating.
- He commended the engineering department, led by Mike Hantson, on the Complete Streets Policy Award from NJ Department of Transportation.
- The Town of Dover will receive an Energy Allocation based on the Letter of Intent submitted by the staff and grant consultant for two generators under the Hazard Mitigation Grant Program for Super storm Sandy. The grant amount is \$140,000 and would provide two new generators, one for town hall and one for the Department of Public Works.
- Once again, the town will be partnering with the Turkestanian American Association to provide free Thanksgiving meals to the residents of the community. Residents are required to sign up and delivery service will be provided to seniors or those persons who are homebound due to a medical disability.
- Curbside leaf collection began this week and will run thru the week of December 6th.

ATTORNEY'S REPORT – He reserved his report. He thanked everyone on the board for their generous support that they've shown for his father and family.

CONSENT AGENDA

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 AND TAXI INC

'02 Chevy Ven	1GNDU03E02D306101	OL3576J
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ELITE LIMO & TAXI SRCV LLC

'03 Lincoln	1LNHM84W63Y643944	OL3257H
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FIRST CLASS OF DOVER, INC

'05 Lincoln	1LNHM82WX5Y631706	OL3730J
'06 Lincoln	1LNHM82V26Y623446	OL3578J
'06 Lincoln	1LNHM82V37Y606236	OL3579J

Alderman Romaine 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, Yzarnotegui and Mayor Dodd
Nays: None 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:

October 8, 2013 – Caucus & Regular

Alderman Romaine 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, Yzarnotegui and Mayor Dodd
Nays: None Absent: None Abstained: None**

RESOLUTION

WHEREAS, at the Municipal Tax Sale held on December 19, 2007, a lien was sold on Block 1707 Lot 25 also known as 25 Millbrook Avenue, Dover, New Jersey for delinquent 2006 taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate 06-00016 was sold to Park Finance, LLC.; and,

WHEREAS, redemption fees for Certificate No.06-00016 were received in full.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen, Town of Dover, County of Morris, State of New Jersey that the Treasurer be authorized to issue a check in the amount of \$57,299.86 for redemption payment, payable to Park Finance, LLC., P.O. Box 109, Cedar Knolls, New Jersey 07927.

BE IT FURTHER RESOLVED that two certified copies of this resolution be returned to the Tax Collector.

Alderman Romaine 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, Yzarnotegui 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:	\$1,403,180.22
GENERAL CAPITAL ACCT claims in the amount of:	\$225,291.26
WATER UTILITY ACCT claims in the amount of:	\$14,445.86
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER CAPITAL ACCT claims in the amount of:	\$261.12
PARKING UTILITY ACCT claims in the amount of:	\$254.10
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:	\$0.00
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	\$0.00
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$52,287.91
COAH TRUST Acct claims in the amount of:	\$2,000.00
TOTAL CLAIMS TO BE PAID	\$1,697,720.47

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:	\$313,489.31
WATER UTILITY ACCT claims in the amount of:	\$24,903.71
PARKING UTILITY ACCT claims in the amount of:	\$2,785.64
PAYROLL AGENCY ACCT claims in the amount of:	\$107,114.84
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$26.15
TOTAL CLAIMS PAID	\$448,319.65
TOTAL BILL LIST RESOLUTION	\$2,146,040.12

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

Alderman Picciallo abstained from line item #13-02094 from the bills list.

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

RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the **Town of Dover** is a member of the Morris County Municipal Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2013 unless earlier renewed by agreement between the Municipality and the Fund; and

WHEREAS, the Municipality desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Town of Dover agrees to renew its membership in the Morris County Municipal Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Mayor and Clerk shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Morris County Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

Alderman Romaine 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, Yzarnotegui and Mayor Dodd
Nays: None Absent: None Abstained: None

**RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR
LIBRARY ROOF REPAIRS AND LEAD DUST / MOLD REMEDIATION**

WHEREAS, N.J.S.A. 40A:11-6 permits the awarding of contracts without competitive bidding where an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or performance of services; and

WHEREAS, the Dover Library facility has sustained significant storm damage requiring immediate repair; and

WHEREAS, it has been determined that the Dover Library is unsafe for public use, and the interior air quality poses an imminent threat to the health, safety and welfare of employees and contractors due to the existence of lead dust and mold throughout the facility; and

WHEREAS, further threats to public health, safety and welfare will be exacerbated without the immediate elimination of lead dust / mold at the Library facility; and

WHEREAS, the Administrator has advised the Mayor and Board of Aldermen of the existence of such emergency resulting from the threats to public health, safety and welfare identified at the Dover Library, and the Mayor and Board of Aldermen have accepted same; and

WHEREAS, Synatech, Inc. has submitted a proposal to the insurance carrier for the Town of Dover indicating that the firm will undertake the required repairs to the facility and remediation of lead dust / mold and any other hazardous condition that may be found within the Dover Library; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that as a result of the emergency as set forth above, a contract be and is hereby awarded to Synatech Inc. in an amount of \$170,000.00 to perform repairs to the facility and remediation of lead dust / mold and any other hazardous substance found in the Dover Library to eliminate the immediate threats to public health, safety and welfare.

The Mayor and Board of Aldermen hereby authorize William E. Close, Administrator of the Program, to execute the documents necessary to effectuate the Dover Library Roof Repair and Lead Dust / Mold Remediation project.

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, Yzarnotegui and Mayor Dodd
Nays: None Absent: None Abstained: None

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR DOVER HIGHWAY SAFETY GRANT 2013**

NOW, THEREFORE, BE IT RESOLVED that Council of the Town of Dover formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as HSF2013-Dover Town-00037 to the New Jersey Department of Transportation on behalf of the Town of Dover.

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

Alderman Rutan 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, Yzarnotegui and Mayor Dodd
Nays: None Absent: None Abstained: None

RESOLUTION

WHEREAS, an application has been filed for a Person-to-Person and Place-to- Place Transfer of Plenary Retail Consumption License Number 1409-32-010-007, heretofore issued to Dover Liquor License, LLC which is an inactive license with the mailing address of 622 Eagle Rock Avenue, West Orange, New Jersey; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, as well as pertinent local ordinances and conditions consistent with Title 33; and; and

WHEREAS, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business; and

WHEREAS, proper advertisement has been made and no objections have been filed with the Town Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, does hereby approve, effective October 23, 2013, the transfer of the aforesaid Plenary Retail Consumption License to CAFL Hospitality, Inc. for premises located at 40-42 N. Sussex Street, Dover, New Jersey and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: “This license, subject to all its terms and conditions, is hereby transferred to CAFL Hospitality, Inc., effective October 23, 2013.

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

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

**REJECTING BIDS FOR THE TOWN HALL BASEMENT
SPRINKLER SYSTEM INSTALLATION PROJECT**

WHEREAS, bids were received for the Town Hall Basement Sprinkler System Installation Project, as prescribed by law; and

WHEREAS, after review of the bid proposals it was determined that the bids received for the project were non-responsible because they did not comply with all requirements in the bid specifications; and

WHEREAS, the Local Public Contracts law requires a municipality to reject all bids that do not meet the requirements in the bid specifications; and

NOW, THEREFORE, BE IT RESOLVED by Mayor and Board of Alderman of the Town of Dover, in the County of Morris, New Jersey, that all bids received for the Town Hall Sprinkler System Installation Project be and they are hereby rejected in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-13.2.

Alderman Romaine 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, Yzarnotegui and Mayor Dodd
Nays: None Absent: None Abstained: None**

PUBLIC COMMENTS

No public comments

**Motion to adjourn made by Alderman Rutan at 7:13 pm,
and duly seconded by Alderman Romaine passed by the following voice vote.**

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

Respectfully submitted,

Margaret J. Verga, Municipal Clerk