

TOWN OF DOVER <u>MAYOR AND BOARD OF ALDERMEN</u> CAUCUS MEETING MINUTES October 28, 2008 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 and prayer was given asking for guidance and strength to do what is right for our town and our citizens.

ROLL CALL:

Present: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd Absent: Alderman Fahy

Also present were Attorney Pennella and Clerk Verga

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

MUNICIPAL CORRESPONDENCE:

1. Invitation from Jay Webber, Assemblyman - NJ General Assembly for a briefing by the Partnership to fight Chronic Disease & the Mayors Wellness Campaign on October 29.

AGENDA ITEMS:

ORDINANCE(S) FOR INTRODUCTION

1. Ordinance #32-2008 Creating the Position of Municipal Department Head/Ald. Visioli

Mayor Dodd noted a correction in Section F of Ordinance #32-2008. The paragraph states the following: "The powers and duties of the Municipal Department Head shall include supervision of maintenance and repair of streets and roads; supervision of the *construction*, maintenance and repair of public buildings…" However, Mayor Dodd made a correction to have the word "construction" removed. (Attached Ordinance #32-2008 has been corrected)

Alderman Donofrio wanted to know if the Municipal Department Head (DPW) would be given any direction to explore shared services as part of his responsibilities. Mayor Dodd expressed that the individual's position would be to have oversight of the maintenance of buildings. Mayor Dodd is encouraging all department heads to look at shared services as a cost savings measure to the taxpayers. He explained that he's working diligently on shared services for the Town of Dover but he's not at liberty to discuss them at this time because negotiations are ongoing.

Alderman Donofrio wanted to know why the word construction was removed from the paragraph. Mayor Dodd explained that the word "construction" was removed, since the duties of construction require a Professional Engineer's Degree which the current employee does not have.

ORDINANCE(S) FOR SECOND READING

 Ordinance #31-2008 Right of Way Discontinuance by Morris County to the Town of Dover (Section So. Salem St)/Ald. Visioli

RESOLUTIONS

- 1. Approving Bills List
- 2. Approving Mayor & Board of Aldermen Special Meeting Minutes (July 24, 2007 & August 3, 2007)
- 3. Approving Mayor & Board of Aldermen Meeting Minutes for October 14, 2008
- 4. Accepting SHARE Grant for a Feasibility Study on Shared Court Services
- 5. Rescheduling the Mayor & Board of Aldermen Meeting from November 11, 2008 to November 10, 2008
- 6. Approving Taxi Drivers Licenses

REGULAR MEETING MINUTES October 28, 2008

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 7:05 pm

ROLL CALL

Present: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd Absent: Alderman Fahy

Also present were Attorney Pennella and Clerk Verga

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

Mayor Dodd opened this portion of the meeting to the public for agenda items only.

Mayor Dodd's Report – Mayor Dodd has been attending numerous shared services meetings with surrounding towns to try to reduce the expenses for our taxpayers. Mayor Dodd noted that they have had numerous personnel committee meetings and are interviewing administrator candidates. Mayor Dodd attended an event at Millpond Towers which was hosted by Attilio's Tavern. He thanked and commended Attilio's Tavern for their programs. He noted that Attilio's Tavern has a program called "Bridging the Gap" which brings young teens and seniors from Millpond Towers to work together on special projects. Mayor Dodd attended the rededication of the JJ Rich Building and expressed John Rich does a phenomenal job with their landscaping.

ALDERMEN/COMMITTEE REPORTS -

Alderman Fahy – Absent

Alderman Picciallo – Alderman Picciallo attended several personnel committee meetings. He noted that persistence with NJ Transit has paid off. NJ Transit has been cleaning up the rail yard (painting, and other improvements). He attended Sgt. O'Rourke's retirement dinner and expressed that it was a great tribute to an important asset of the police department. Mayor Dodd commended Alderman Picciallo for his efforts with NJ Transit.

Alderman Poolas – Alderman Poolas attended Sgt. O'Rourke's retirement dinner which was a great event and a great tribute. Alderman Poolas, Alderman Picciallo, Alderman Delaney and Robin Foster (Shade Tree Commission) addressed a tree/branch complaint which was then forwarded to the town attorney since the property has been in foreclosure since 1986. Alderman Poolas & Alderman Picciallo assisted a resident to take down some shades and outdoor things to help weatherize the resident's home.

Alderman Donofrio – Alderman Donofrio attended the Board of Health Meeting and noted that there's a concern with residents putting out mattresses for others to take which poses a health risk (bed bugs). He expressed that there should be some awareness put out about these mattresses. He noted that the Flu Vaccination Program was a big success. Alderman Donofrio noted another area of interest that was expressed by the Board of Health which had to do with OEM and situations that might come under the perview of OEM and there was some inclinations to have Scott Warner give a presentation.

Alderman Timpani – Alderman Timpani thanked Louie Acevedo, Superintendent of DPW for his quick assistance when he reported a fallen tree. Alderman Timpani reminded the public to vote next week.

Alderman Delaney – Alderman Delaney noted that Attilio's owner drove to PA (Amish Country) to purchase the pumpkins used in the special project for the seniors at Millpond Towers. He attended the rededication of John Rich's Senior Housing and he expressed that a beautiful job was done to the building. Alderman Delaney attended the Fire Committee, Share Services Committee and Sgt. O'Rourke's Retirement Dinner.

Alderman Visioli – Alderman Visioli wanted to know from Alderman Donofrio (Liaison of the Bd. Of Health) if garbage pick-up that was skipped due to inclement weather, would it be picked up on the next scheduled date or the next day. Alderman Donofrio noted that he was not sure and would provide him an update in reference to the garbage schedule. Alderman Visioli provided an update with the reverse 911 system and noted that Scott Warner (OEM) would be present at the next town meeting. Alderman Visioli expressed that the interviewing process for administrator continues.

Alderwomen Romaine – Alderwoman Romaine reminded the public about the Halloween Costume Contest. She noted that the Recreation Dept. has arranged for another trip to NYC on December 5th (Botanical Gardens, Holiday Train Show & Rockefeller Center). She has been working with Alderman Visioli and Aldermen Picciallo with the interviews and reviewing resumes. She attended the rededication of the JJ Rich Building and expressed she would like to see more activities for their seniors.

Attorney Pennella Report – He noted that there has been no change in status of litigation.

CONSENT AGENDA

ORDINANCE(S) FOR INTRODUCTION

<u>ORDINANCE NO. 32-2008</u> <u>AN ORDINANACE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER</u> <u>CREATING THE POSITION OF MUNICIPAL DEPARTMENT HEAD</u>

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. There is hereby established in the Code of the Town of Dover a new Section 2.23 entitled Municipal Department Head. The position of Municipal Department Head shall be an unclassified title under Civil Service:

A. The Municipal Department Head shall be appointed by a majority of the governing body.

B. The term of office is at the pleasure of the Mayor and Board of Aldermen.

C. The Municipal Department Head shall receive as a salary such sums as may be fixed and adopted by the Salary Ordinance of the Town of Dover.

D. Qualifications of the Municipal Department Head shall be an engineer by training and maintain other certifications as are required to oversee streets, roads, public buildings and grounds, parks, playgrounds and the municipal water system.

E. The Municipal Department Head shall report to the Administrator and shall be responsible to the Mayor and Board of Aldermen for the proper and efficient administration of the Department overseen by the Municipal Department Head.

F. The powers and duties of the Municipal Department Head shall include supervision of maintenance and repair of streets and roads; supervision of the maintenance and repair of public buildings and public grounds, including parks and playgrounds; supervision of maintenance and repair of municipal parking lots; supervision of storm water management; provide memorandum and reports to the Administrator and governing body on municipal infrastructure including short term and long range plans for municipal improvement and recommendations on prioritization of municipal improvement and infrastructure projects; supervise and direct all workers dealing with roads, streets, sewer and water systems, repair and maintenance of public buildings, playgrounds and parks, sanitation operations, and traffic signs and signals.

G. Prepare a budget for the calendar year to the Administrator providing estimates of revenues and expenditures and other supporting data relating to the activities under the authority of the Municipal Department Head. Attend meetings of the Mayor and Board of Aldermen upon request and meetings of committees of the Mayor and Board of Aldermen upon request.

H. Keep the Administrator informed as to the conduct of the activities under the control and supervision of the Municipal Department Head on a daily basis and provide such written reports as are requested by the Administrator or by the Mayor and Board of Aldermen.

J. Review daily any complaints concerning the functions and activities under the supervision of the Municipal Department Head made by any of its residents and maintaining a permanent record thereof, notifying the Administrator and taking such action as is necessary to address those complaints.

K. Perform such other duties as may be assigned by the Mayor and Board of Aldermen.

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd
Nays: NoneAbsent: Alderman FahyAbstained: None

ORDINANCE(S) FOR SECOND READING

ORDINANCE NO. 31-2008 AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY VACATING A PORTION OF SOUTH SALEM STREET

WHEREAS, by a Resolution adopted by the Morris County Board of Chosen Freeholders at their September 24, 2008 regular meeting, such Board declared that a portion of South Salem Street situated in the Town of Dover, County of Morris and State of New Jersey had been discontinued as a county road and returned to the jurisdiction and control of the Town of Dover; and

WHEREAS, the portion of the roadway discontinued is not needed by the Town of Dover for the public purpose of a roadway;

NOW, THEREFORE, be it ORDAINED by the Mayor and Board of Aldermen of the Town of Dover, Morris County, New Jersey as follows:

1. The portion of South Salem Street in the Town of Dover, County of Morris and State of New Jersey described in the attachment entitled "Metes and Bounds Description Discontinued Right of Way Strip, South Salem Street (C.R. 665), Town of Dover, Morris County, New Jersey" is hereby vacated, such attached description being in accordance with a map entitled "South Salem Street Bridge Replacement Approach Realignment – County Discontinuance Area," dated April 24, 2008, prepared by James A. Baker, P.L.S., 209 Eyland Avenue, Succasunna, New Jersey.

2. There is hereby reserved an easement upon the vacated portion of roadway for all utilities, including but not being limited to electric, gas, sewer and cable television; and

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

4. 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.

5. The Ordinance shall take effect in accordance with law.

Mayor Dodd opened the meeting to the public for a hearing, seeing no hands and hearing no voices he then closed this portion of the meeting,

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd
Nays: NoneAbsent: Alderman FahyAbstained: None

RESOLUTIONS

BILL LIST

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:	
CURRENT ACCT claims in the amount of:	\$1,609,110.08
CAPITAL ACCT claims in the amount of:	
WATER UTILITY ACCT claims in the amount of:	
WATER UTILITY RESERVE ACCT claims in the amount of:	
WATER CAPITAL ACCT claims in the amount of:	
PARKING UTILITY ACCT claims in the amount of:	\$82.39
PARKING UTILITY RESERVE ACCT claims in the amount of:	
PARKING CAPITAL ACCT claims in the amount of:	
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$4,712.00
EVIDENCE TRUST ACCT claims in the amount of:	
RECYCLING TRUST ACCT claims in the amount of:	\$108.00
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	
TRUST/OTHER ACCT claims in the amount of:	\$16,238.74
DOVER MARKETPLACE INC TRUST ACCT claims in the amount of:	
TOTAL CLAIMS TO BE PAID	\$1,630,251.21

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

\$274,478.93
\$23,924.88
\$2,988.45
\$113,521.53
\$17.56
\$414,931.35

TOTAL BILL LIST RESOLUTION

\$2,045,182.56

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd
Nays: NoneAbsent: Alderman FahyAbstained: None

<u>RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN</u> <u>OF THE TOWN OF DOVER FOR APPROVAL OF MINUTES</u>

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 24, 2007 – Special Meeting August 3, 2007 – Special Meeting

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio (for the July 24, 2007 special meeting), Picciallo, Timpani, and Mayor Dodd

Nays: NoneAbsent: Alderman FahyAbstained: Alderwoman Romaine,Alderman Donofrio abstained to the Approval of August 3, 2007 special meeting minutes

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 14, 2008 - Caucus and Regular

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd
Nays: NoneAbsent: Alderman FahyAbstained: None

<u>RESOLUTION OF THE MAYOR & BOARD OF ALDERMEN OF THE TOWN OF DOVER</u> <u>ACCEPTING SHARE GRANT FOR A FEASIBILITY STUDY ON COURT SHARED SERVICES</u>

WHEREAS, the Governing Body of The Town of Dover received notice from the SHARE Program of its eligibility to receive a SHARE Grant in the amount of \$5,025.00; and

WHEREAS, the purpose of the award is for a Feasibility Study to identify potential financial benefits for the consolidation of up to five(5) Morris County municipalities - Dover Town, Mine Hill Township, Mount Arlington Borough, Rockaway Borough, and Wharton Borough.

BE IT FURTHER RESOLVED, that the Chief Executive Officer of the Town of Dover be and hereby is authorized to execute a Grant Agreement with the New Jersey Department of Community Affairs on behalf of the Town of Dover and all other local units that are party to the SHARE Grant Agreement, and upon execution of said agreement, the Town of Dover does accept the Terms and Conditions specified in the Agreement in connection to this grant award.

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd
Nays: NoneAbsent: Alderman FahyAbstained: None

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER CHANGING THE NOVEMBER 11TH MEETING DATE TO NOVEMBER 10TH FOR THE YEAR 2008

WHEREAS, the Mayor and Board of Aldermen designated meeting dates by resolution at the Reorganization Meeting of January 1, 2008; and

WHEREAS, the regular meeting dates for the Town of Dover are normally the second and fourth Tuesdays of the month; and,

WHEREAS, the meeting date of November 11, 2008 is Veteran's Day; and

WHEREAS, the Mayor and Board of Aldermen wish to change this meeting date;

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 meeting dates for November 11, 2008 shall be changed to November 10, 2008.

BE IT FURTHER RESOLVED that the regular public caucus meetings of the Mayor and Board of Alderman shall be held at 7:00 p.m. and the regular public meeting shall be held immediately following the conclusion of the caucus meeting at the Dover Town Hall, 37 N. Sussex Street.

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING TAXICAB DRIVER LICENSES

WHEREAS, applications for taxicab drivers licenses have been made by the people listed on Schedule A attached hereto and made a part hereof; and

WHEREAS, the Police Department of the Town of Dover has reviewed their applications and has advised that there is no prohibition to the issuance of their license; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey that the taxi driver licenses for those people listed on Schedule A attached hereto and made a part hereof are hereby approved.

Schedule A

First Class Taxi - Felipe Feliz-Reyes

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd
Nays: NoneAbsent: Alderman FahyAbstained: None

PUBLIC COMMENTS – Three Minutes per Person

<u>Connie Sibona-Foster</u> - 90 Penn Avenue – Ms. Sibona-Foster noted that the planters that Dover Renaissance bought for the town were moved from the front to the side. Mayor Dodd noted that they were moved to the side to make room for the corn husks and flowers. He noted that the planters would be moved to the front. She reminded the public that a box has been placed by the front entrance for food donations for Dover's food pantry. She noted that this Saturday is the 16th Annual 5K Dover Renaissance Race and Attilio's has 22 people in the race. Ms. Sibona-Foster expressed that the JJ Rich Building looks nice and her church provides programs to their seniors.

<u>Marie Tambini</u> – 6-16 E. Blackwell Street – She expressed that they are trying to keep their building up to par however its breaking them financially. She noted that there are two shopping carts by Goodale and wanted to know who picks them up. She also contacted the Police Department to notify them of numerous bikes that were tied to trees. Her call was unsuccessful because the police dept. doesn't know who the bikes belong too, etc. but she noted that there's an ordinance. She wanted to know who's responsible for the bicycles. Mayor Dodd noted that there is an ordinance and requested for the clerk to follow up with the department(s) responsible for the bicycle. Mayor Dodd noted that DPW is instructed to pick-up the carts and return them to the store. Clerk Verga noted that the supermarkets once picked them up but they are now refusing too and explained that DPW picks them up and scraps them.

Motion made by Alderman Poolas to adjourn at 7:31 p.m., Seconded by Alderwoman Romaine and passed by the following voice vote.

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine and Mayor Dodd
Nays: NoneAbsent: Alderman FahyAbstained: None

Respectfully submitted,

Margaret J. Verga, Municipal Clerk