



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
December 13, 2011 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, Picciallo, Timpani, Romaine (7:05PM), Blackman, Downs and Mayor Dodd

Also present were Attorney Pennella, Administrator Close and Clerk Verga

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

PRESENTATION: DOVER TIGERS FLAG & VARSITY FOOTBALL CHAMPIONS 2011

Mayor Dodd welcomed everyone and presented certificates of award to each player on the flag football and varsity football teams.

Coach Scott Mack thanked the Mayor and Board of Aldermen and also the Board of Education for all their support.

MUNICIPAL CORRESPONDENCE:

1. Ordinance from Rockaway Township re: Supplementing Chapter LIV, Land Use and Development
2. Invitation from Morris County Board of Chosen Freeholders to the official swearing in of Margaret Nordstrom, as Freeholder and to their Reorganization Meeting
3. Invitation from the Morris County Prosecutor's Office to their 5th Annual Holiday Open House on 12/16/11
4. Notice of Hearing on Application for JP Investment Properties, LLC for premises designate as 311 E. Blackwell St. to relocate and install a 3,000 gallon storage tank and spill containment area, and a 30 by 40 foot storage facility
5. Notice of Hearing on Application for C&M Metals Recycling, LLC for premises designated as 160 Richards Ave for the repaving of existing asphalt and concrete paving and installation of storm drainage improvements
6. Notice of Public Hearing on the Dept. of Environmental Protection's FY2012 Annual Fee Report
7. NJ State League of Municipalities' membership advisory re: Invitation to attend the 20th Annual Mayors' Legislative Day on February 8, 2012
8. NJ State League of Municipalities' membership advisory re: Executive Leadership Training for Mayor's and Council Presidents on February 25, 2012
9. NJ State League of Municipalities' membership advisory re: League Professional Development Seminar – Best Practices in Electronic Records Management
10. NJ State League of Municipalities' Legislative Bulletin – November 2011
11. NJ State League of Municipalities' Orientation for Municipal Officials that are newly elected, re-elected, or experienced
12. NJ Dept. of Environmental Protection's Notification Suspected Hazardous Substance Discharge notification for 200 W. Clinton St.
13. Letter from NJ Dept. of Environmental Protection re: State Appeals Court Dismisses Challenge to DEP's Comprehensive Black Bear Management Policy
14. Letter from NJ Dept. of Environmental Protection re: Week-Long Bear Hunting Season Begins in Northwestern New Jersey
15. Letter from NJ Dept. of Environmental Protection re: DEP Launches Capital Projects Website
16. Letter from Chief Valentine re: Modification of the current take home vehicle assignment
17. Letter of Commendation from Chief Valentine Re: Officer Timothy Thiel
18. Thank you letter from Dorothy M. Barton re: Thanksgiving Dinner

Alderman Visioli commented that the applications for correspondence #4 & #5 have been tabled till next month.

CONSENT AGENDA

1. Resolution Appointing Crossing Guards – Edward Diaz
2. Resolution Approving Raffle License – Schedule A
3. Resolution Approving submission of a grant application and execution of a grant contract with NJ Dept. of Transportation for Dover Safe Corridor Project
4. Resolution Amending Small Cities Grant Funding 10-0595-00 - Providing for infrastructure for Segur, Sanford, Hinchman, Hoagland, and N. Sussex St.
5. Resolution Amending Small Cities Grant Funding 10-0596-00 - Providing for infrastructure for Segur, Sanford, Hinchman, Hoagland, and N. Sussex St.

ORDINANCE FOR SECOND READING

1. Ordinance #21-2011 – Amending Chapter 57 of the Code of the Town of Dover, entitled “Police Department”

AGENDA ITEMS:

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving Terminal Leave for Construction Code Official
3. Resolution Approving Special Permit for Social Event for Casa Puerto Rico to be held on 12/31/11
4. Resolution Approving Mayor & Board of Aldermen Meeting Minutes for 11/22/11
5. Resolution Approving Dover Entertainment LLC for a catering permit for an event to be held at Dover Boxing Club on 1/6/12
6. Resolution Approving Salary Resolution
7. Resolution Approving Blue Shield Contract
8. Resolution Approving Phone System Contract - Johnston Communications
9. Resolution Directing the Administrator to submit a layoff plan to NJ Civil Service Commission for the position of Public Safety Telecommunications Operator
10. Resolution Authorizing the Mayor & Board of Aldermen to enter into executive session – Personnel Issues

Alderman Picciallo will abstain from the bills list (item # 11-02729 & 11-02665/line #2)

Mayor Dodd commented on #2, noting that a resignation letter was received from Robert Young, our longtime construction official. He thanked Mr. Young for his years of service. (Resolution #2 on Agenda Items)

Mayor Dodd commented on #6 which is a salary resolution for the Chief of Police and noted that by law the Chief's salary must be higher than the next lower ranking officer.

Mayor Dodd commented on #7, noting that the contract will allow for the policy and procedures manual to be updated. He explained that the town's insurance company (JIF) requires the manual to be updated every two (2) years. Mr. Close provided additional information on the procedure.

Mayor Dodd commented on #8 explaining that the phone system is antiquated and it's necessary for the system to be replaced.

Mayor Dodd commented on #9. He noted that the town entered into an agreement with the County of Morris for dispatch services in July, and at that time, the town made it known that the town would no longer provide positions for dispatchers in the community. The plan is to receive approval from the NJ Civil Service Commission to go ahead with the layoff.

Mayor Dodd noted that there's a resolution to enter into executive session which can be entered into prior to voting on the agenda items.

REGULAR MEETING MINUTES
December 13, 2011

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 7:50 pm

ROLL CALL

Present: Aldermen Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd

Also present were Attorney Pennella, Administrator Close and Clerk Verga

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

Mayor Dodd opened the meeting to public.

JOHN BARBARULA, ESQ. – Butler, NJ – (Representing the Chief of Police) Mr. Barbarula wanted to know when the discussion for the need of ordinance #21-2011 took place. He also wanted to know the legislative intent on the two affects listed in the ordinance (“to better the police department” and “to service those customers and clients who utilize the service”). Mayor Dodd noted that the concept came out of a personnel committee meeting and it was also discussed at a finance committee meeting along with the resolution on the use of municipal vehicles, in a way to improve efficiency in the community and reduce expenses. Mayor Dodd explained that they looked at the cost of officers on outside detail (superior officers vs. police officers) noting that it’s a higher expense to pay for a superior office than a police officer. Mayor Dodd noted that the idea behind the ordinance is to reduce the cost while still allowing police officers to provide a service (outside detail) to the community. He noted that the chief of police is a non-union position so the board has the ability to address it through ordinance. He explained that the intent is to have an ordinance which applies to all superior officers not just the chief of police. Mr. Barbarula wanted dates of the meetings where the discussions took place. He also wanted to know if there were any complaints from outside vendors. It was noted that complaints were received constantly but there were no records on file.

DANIEL MARTINEZ – 57 Spring St. – Mr. Martinez wanted to know if the layoff was automatic or if it was decided as a board. Mayor Dodd explained that when the board decides to take an action, it requires an approval from the NJ Civil Service Commission. The resolution allows for the layoff plan to be sent to the state for their approval. Discussions continued on the position of dispatcher. Mr. Martinez is concerned that a police officer would be taken off the road to address the public, when they come in to headquarters, during regular business hours.

EMILIANO LEMOS – 48 Second St. – Mr. Lemos wanted to know how long the town has been receiving complaints. Mayor Dodd explained for a very long time. Mr. Lemos commented that he finds it very strange and believes the ordinance to prohibit the chief from working outside detail was established due to political reasons. Mayor Dodd disagreed with Mr. Lemos’s comments. Mr. Lemos noted that the community would be affected since (seventy) 70% of the population is Latino. Mayor Dodd expressed that there are several bilingual police officers in the police department. Discussion continued on the dispatcher’s position

MAYOR’S REPORT: Mayor Dodd will postpone his report till the next meeting.

ATTORNEY’S REPORT: Attorney Pennella wished the public a happy holiday and prosperous New Year. There has been no change in the status of litigation since the last report.

Attorney Pennella provided the board with a definition on “abstention” from a resolution or an ordinance.

CONSENT AGENDA

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
APPOINTING CROSSING GUARDS FOR THE TOWN OF DOVER

BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover that the following be and hereby are appointed *CROSSING GUARD*(s) for the Town of Dover for a term of one (1) year commencing January 1, 2011.

Edward Diaz

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 Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE TOWN OF DOVER APPROVING OF RAFFLE LICENSES**

WHEREAS, the below listed organizations have applied for a Raffle/Bingo License; and

WHEREAS, such licenses have been reviewed by the appropriate departments and found to meet with all of the requirements and conditions of the municipality;

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:

The below listed raffles for the date set forth following their names are hereby approved:

Schedule A

NEW JERSEY LATINO FOUNDATION, INC.
To be held on Thursday, April 5, 2012 at 7:00pm
(Off Premise Merchandise)

MILLPOND TOWERS RESIDENT ASSOC.
To be held on Thursday, January 12, 2012 from 10:00am to 2:00pm
(50/50)

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 Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

**TOWN OF DOVER
RESOLUTION NO. 290-2011
RESOLUTION: APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A
GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION
FOR DOVER SAFE CORRIDOR PROJECT.**

NOW, THEREFORE, BE IT RESOLVED that Council 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 HSF2011-Dover Town-00038 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 Visioli has moved the foregoing resolution be adopted and duly seconded by Alderwoman Romaine and passed by the following roll call vote.

**Ayes: Aldermen Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

Resolutions to amend small cities grant funding were removed from the consent agenda and placed on the regular agenda.

RESOLUTION AMENDING SMALL CITIES GRANT FUNDING 10-0595-00
PROVIDING FOR INFRASTRUCTURE FOR SEGUR, SANFORD,
HINCHMAN, HOAGLAND, AND N. SUSSEX ST.

Whereas, the Town of Dover desires to obtain a grant from the New Jersey Department of Community Affairs for approximately \$186,767.00 to carry out a project to provide for infrastructure reconstruction for Segar, Sanford, Hinchman, Hoagland and N. Sussex Streets.

Be it therefore RESOLVED,

- 1) That the Governing Body of the Town of Dover does hereby authorize the application for such grant; and
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement for the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Governing Body of the Town of Dover and the New Jersey Department of Community Affairs.

Be it further RESOLVED that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

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

Ayes: Aldermen Delaney, Poolas, Visioli, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: Alderman Picciallo

RESOLUTION AMENDING SMALL CITIES GRANT FUNDING 10-0596-00
PROVIDING FOR INFRASTRUCTURE FOR SEGUR, SANFORD,
HINCHMAN, HOAGLAND, AND N. SUSSEX ST.

Whereas, the Town of Dover desires to obtain a grant from the New Jersey Department of Community Affairs for approximately \$313,233.00 to provide for infrastructure reconstruction for Segar, Sanford, Hinchman, Hoagland and N. Sussex Streets.

Be it therefore RESOLVED,

- 1) That the Governing Body of the Town of Dover does hereby authorize the application for such grant; and
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement for the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Governing Body of the Town of Dover and the New Jersey Department of Community Affairs.

Be it further RESOLVED that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

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

Ayes: Aldermen Delaney, Poolas, Visioli, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: Alderman Picciallo

Mayor Dodd asked if the board wanted to enter into executive session prior to making a decision on Ordinance No. 21-2011.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE TOWN OF DOVER FOR EXECUTIVE SESSION**

WHEREAS, the Open Public Meeting Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, The Mayor and Board of Aldermen of the Town of Dover wish to discuss:

1. **PERSONNEL ISSUES** such as: any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public office officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

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, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: Alderman Poolas & Picciallo Absent: None Abstained: Alderman Delaney**

MOTION TO RETURN FROM EXECUTIVE SESSION

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 Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

Mayor Dodd commented on the position of dispatcher and expressed that the board has an obligation to eliminate the position since the Town of Dover entered into an agreement with County of Morris for dispatch services. Mayor Dodd has instructed the Administrator to work in conjunction with the Chief of Police to possibly come up with an alternative position for the individual being discussed tonight.

ORDINANCE FOR SECOND READING

**ORDINANCE NO. 21-2011
AN ORDINANCE AMENDING CHAPTER 57 OF THE CODE OF THE TOWN OF DOVER,
ENTITLED "POLICE DEPARTMENT"**

WHEREAS, the Town Code of the Town of Dover (the "Town") currently contains Chapter 57, entitled "Police Department," which authorizes the outside employment of Town police officers while off duty; and

WHEREAS, the Town desires to amend Chapter 57 (Police Department) of the Code to limit outside employment while off-duty to all officers below the rank of Chief of Police; and

WHEREAS, the goal of said ordinance is to allow the Police Department to operate in a more efficient and cost-effective manner and to better serve the residents and guests of the Town.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey, that Chapter 57 of the Town Code entitled, "Police Department" is hereby amended as follows (additions underscored):

1. Chapter 57, Section 16 (Purpose) shall be amended as follows:
For the convenience of those persons and entities which utilize the services of off-duty law enforcement officers of the Dover Police Department and to authorize the outside employment of

Town police while off duty, the Town hereby establishes a policy regarding the use of said officers:

A.

All members of the Police Department, below the rank of Chief of Police, shall be permitted to accept police-related employment for private employers or school district only during off-duty hours and at such time as will not interfere with the efficient performance of regularly scheduled or emergency duty for the Town.

B.

Any person or entity wishing to employ off-duty police shall first obtain the approval of the Chief of Police, which approval shall be granted if, in the opinion of the Chief, such employment would not be inconsistent with the efficient functioning and good reputation of the Police Department and would not unreasonably endanger or threaten the safety of the officer or officers who are to perform the work.

2. Chapter 57, Section 18 (Rates of compensation; administrative fee; payment) shall be amended as follows:

A.

Rates of compensation for contracting the services of off-duty law enforcement officers shall be based on the regular rates of the officer working the detail.

B.

An additional 20% per hour for any person or entity and 10% per hour for non-profit organizations is hereby established to cover administrative costs, overhead and out-of-pocket expenses of the Town of Dover. The Town of Dover Board of Education is exempt from the administrative fee.

BE IT FURTHER ORDAINED, that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provisions so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective; and

BE IT FURTHER ORDAINED, that any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict; and

BE IT FURTHER ORDAINED, that this Ordinance shall take effect upon passage and publication in accordance with applicable law.

Mayor Dodd opened the meeting to the public for a hearing and the following comments were made.

DANIEL MARTINEZ – 57 Spring St. – Mr. Martinez asked if the Board of Education can be exempt from the fees. Mayor Dodd noted that it would have to be discussed during contract negotiations.

JOHN BARBARULA, ESQ. – He wanted to know how the ordinance would make the department operate in a more efficient and cost effective manner.

Attorney Pennella commented that the public has the right to comment but the Mayor is not under cross examination and suggested that Mayor Dodd just thank Mr. Barbarula for his comments.

EMILIANO LEMOS – 48 Second St. – Mr. Lemos wanted clarification on ordinance #21-2011. Mayor Dodd has made his comments in previous response.

Mr. Close commented that section 2B of ordinance #21-2011 eliminates the 20% administrative for the Board of Education.

Seeing no hands and hearing no voices Mayor Dodd closed the meeting to the public and called for the vote.

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 Visioli, Romaine, Blackman, Downs and Mayor Dodd

Nays: Alderman Poolas, Picciallo, Timpani

Absent: None

Abstained: Alderman Delaney

RESOLUTIONS

BILLS 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:	\$495.63
CURRENT ACCT claims in the amount of:	\$593,214.95
CAPITAL ACCT claims in the amount of:	\$25,782.93
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:	\$3,040.05
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:	\$3,631.56
EVIDENCE TRUST ACCT claims in the amount of:	
RECYCLING TRUST ACCT claims in the amount of:	
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:	\$132.61
COAH TRUST Acct claims in the amount of:	
DOVER MARKETPLACE INC TRUST ACCT claims in the amount of:	
TOTAL CLAIMS TO BE PAID	\$626,297.73

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:	\$327,262.36
WATER UTILITY ACCT claims in the amount of:	\$21,904.55
PARKING UTILITY ACCT claims in the amount of:	\$2,495.92
PAYROLL AGENCY ACCT claims in the amount of:	\$155,483.54
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$15.75
TOTAL CLAIMS PAID	\$507,162.12

TOTAL BILL LIST RESOLUTION **\$1,133,459.85**

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, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: Alderman Delaney, Poolas, Picciallo & Timpani,

RESOLUTION APPROVING TERMINAL LEAVE FOR CONSTRUCTION CODE OFFICIAL

WHEREAS, the Construction Code Official/Fire Sub Code Official/Building Inspector has notified the Mayor and Board of Aldermen of his intention to retire as of December 31, 2011; and

WHEREAS, established town policy is that 75% of accumulated sick time be granted as time off with pay plus 100% accumulated vacation time; and

WHEREAS, under current policy the Town will be required to pay the accumulated sick time and vacation time as well as the salary of the replacement for the Construction Code Official/Fire Sub Code Official/Building Inspector; and

WHEREAS, in order to lessen the financial impact of the Construction Code Official/Fire Sub Code Official/Building Inspector, he has offered to accept compensation for the accumulated sick time and vacation time over a period of years after he is off the payroll rather than requiring that the Town pay this amount out over a period of approximately 12 months, as per the current town policy, which would thus cause a significant financial hardship to the Town in dealing with its budget in 2012.

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

1. The accumulated time for sick days and vacation days for Robert Young has been calculated as of the proposed retirement date identified above and has been valued at his present salary level for a total payment due of \$26,651.24.
2. The value of the accumulated time shall be paid in two annual lump sum installments of \$13,325.62 beginning on July 1, 2012, thereafter until all monies due are paid ending on July 1, 2013.
3. Should Robert's Young's death occur before the balance due is paid, any balance due will be paid to his estate in accordance with the established payment schedule.

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 Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

RESOLUTION

WHEREAS, Casa Puerto Rico, Inc., filed an application for their **eleventh** Special Permit for a Social Affair to be held at the 50 W. Blackwell Street; and

WHEREAS, Casa Puerto Rico, Inc., a non-profit organization is permitted to have twenty-five events per year; and

WHEREAS, the Police Chief will determine what special conditions if any are needed.

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 following applications for Alcoholic Beverage Social Affair Permit(s) be approved:

1. Casa Puerto Rico is approved for an event to be held on Saturday, December 31, 2011 (**#11**) from 8:00 pm through 5:00 am.
2. This approval is conditioned upon security satisfactory to the Town of Dover Chief of Police being in place for this event.

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

**Ayes: Aldermen Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

RESOLUTION
APPROVING CATERING PERMIT

WHEREAS, Dover Entertainment LLC located at 337 E. Blackwell Street, Dover, New Jersey has submitted an application for a Catering Permit to be held on January 6, 2012 from 6:00pm to 11:00pm at Dover Boxing Club located at 79B Bassett Highway; and

WHEREAS, Dover Boxing Club will be holding boxing matches as fundraising at said event; and

WHEREAS, the Police Chief what special conditions if any are needed.

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 following application for Alcoholic Beverage Catering Permit be approved:

1. Dover Entertainment LLC, license number 1409-33-002-007 is hereby approved for a Catering Permit for an event to be held at Dover Boxing Club, 79B Bassett Highway on January 6, 2012 from 6:00pm to 11:00pm.
2. This approval is conditioned upon security satisfactory to the Town of Dover Chief of Police being in place for this event.

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 Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs 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:

November 22, 2011 – Caucus & Regular

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

**Ayes: Aldermen Delaney, Visioli, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: Alderman Poolas, Picciallo & Timpani**

SALARY RESOLUTION

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

1. That the annual, hourly salaries and wages as set forth hereunder be and hereby are established for the officials and listed employees of the Town of Dover at the respective sums shown following their names and or position designation following their name listed below.
2. This resolution directs the Treasurer of the Town of Dover to withhold such monies from individual salaries and wages so there is no advance payment of salaries and wages and annual sums may be adjusted through December 31, 2011.

<u>Non Union</u>		
Harold Valentine, Police Chief	\$ 129,764	01/01/11

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

**Ayes: Aldermen Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: Alderman Delaney**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR CONSULTING SERVICES FOR BLUE SHIELD CONSULTING, LLC**

WHEREAS, the Town of Dover is desirous to have municipal policies and procedures for its employees directing and controlling the actions of said employees; and

WHEREAS, the Town of Dover acknowledges that in directing the actions of its employees and there is an inherent benefit to have professionals prepare those policies and procedures in a timely fashion; and

WHEREAS, the hiring of a consulting firm will reduce the amount of time and staff that have skills, knowledge and expertise in the area which will result in a savings to the Town; and

WHEREAS, there exists a belief that well written policies will make our employees safer from accidents and injuries, more effective and consistent in providing service to the public; and

WHEREAS, on the recommendation of the Mayor and Board of Aldermen of the Town of Dover, authorized the execution of a contract with Blue Shield Consulting, LLC for conducting and supplying Policies and Procedures to the Town of Dover in the total amount of \$3,750.00; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40 A:11-1 et seq.) authorize the execution of services contracts without competitive bidding; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover authorizes the Mayor and Municipal Clerk to enter into a contract with Blue Shield Consulting, LLC as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

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

**Ayes: Aldermen Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
AUTHORIZING THE PURCHASE OF A PHONE SYSTEM**

WHEREAS, the Town of Dover received quotes for a phone system; and

WHEREAS, the quote of \$70,847.00 is within the amount budgeted by the town for the phone system; and

WHEREAS, the project will be funded Capitol Account #C-04-55-919-006; and

WHEREAS, the Municipal Administrator recommends awarding the contract to Johnston Communications Voice & Data located at PO Box 390, Kearny, New Jersey 07032 in the amount of \$70,847.00;

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. The Mayor and Board of Aldermen approve the purchase of a new phone system for the amount of \$70,847.00.

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 Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

RESOLUTION

WHEREAS, the Town of Dover entered into an interlocal services agreement with the County of Morris for dispatching services; and

WHEREAS, it is necessary to file a lay off plan to New Jersey Civil Service Commission for the position of Public

Safety Telecommunications Operator;

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

1. This resolution directs the administrator to submit a layoff plan to New Jersey Civil Service Commission for the position of Public Safety Telecommunications Operator.

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, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: Alderman Poolas Absent: None Abstained: Alderman Delaney**

PUBLIC COMMENTS

MAX HUBERT – W. Blackwell St – Mr. Hubert wanted to know who oversees the Route 46/15 construction project in the Town of Dover. Mayor Dodd noted that project is solely handled by the NJ Department of Transportation (NJDOT) and expressed that the Town of Dover is in constant communication with NJDOT. Mayor Dodd provided a summary of the activities that have taken place during the project. Discussion continued on the construction project.

EDWARD CORREA – 88A E. Blackwell St. – Mr. Correa thanked Alderman Poolas and Alderman Delaney for their many years of service on the board.

EMILIANO LEMOS – 48 Second St. – Mr. Lemos thanked the officer (dispatcher), who was being discussed at tonight’s meeting, for his hard work and for serving our country. Mayor Dodd expressed that his position is not to have the individual lose his job. He noted that the board’s intention was, to live up to their obligation, to have the County of Morris provide dispatching services to the Town of Dover as per the agreement.

GEORGE LAURIE – Hillside Ave – Mr. Laurie thanked the businessman (Mr. Max Hubert) for his comments that Dover is a good town. He invited the public to attend the open house at the Dover History Museum (Historical Society).

JON SPERRY – 67 N. Bergen St. – Mr. Sperry expressed that there was never any outrage when he lost his job after 28 years and noted that this is not the first time an employee has lost their job.

NATALIE MARTINEZ – 57 Spring St. – Mrs. Martinez is very concerned with the safety in Dover. She believes it’s not the time to play politics or games by proposing a layoff plan for an officer. Mayor Dodd expressed that the person being discussed is not a police officer but a Public Safety Telecommunications Operator. Mayor Dodd resents her remarks about playing politics with the police department. Mayor Dodd noted if someone could tell him how to finance for additional police officers, he would do it tomorrow.

DANIEL MARTINEZ – 57 Spring St. – Mr. Martinez expressed that its time to realize the issues that occur in the town of Dover. He noted that its time to reevaluate the budget and the priorities.

Mayor Dodd thanked the aldermen, that won’t be back in January, for serving the community. He noted that the board takes security very seriously and there are people that always think they can do it better.

He wished all a Merry Christmas.

**Motion to adjourn made by Alderwoman Romaine at 9:21 p.m.,
and duly seconded by Alderman Visioli passed by the following voice vote.**

**Ayes: Aldermen Delaney, Poolas, Visioli, Picciallo, Timpani, Romaine, Blackman, Downs and Mayor Dodd
Nays: None Absent: None Abstained: None**

Respectfully submitted,

Margaret J. Verga, Municipal Clerk