



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
March 11, 2014 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 Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald and Mayor Dodd

Absent: Alderman Visioli and Alderwoman Yzarnotegui

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 the Property Maintenance Code for the Township of Mine Hill
2. Ordinance from the Township of Mine Hill Re: Amending Township Land Use and Development Regulations To Provide For Planned Age-Restricted Communities as a Conditional Overlay Use in the Single Family Zone
3. Ordinance from the Township of Randolph Re: Amending Section 15-95.3, 15-96 and 15-97.1 of Article VIII, Stormwater Control Ordinance, of the Land Development
4. Information Packet on Adult Mosquito Control Products from the Dept. of Planning & Public Works, Division of Mosquito Control
5. Public Hearing for Headstart Community Program of Morris County, Inc. – 18 Thompson Avenue on March 12, 2014 – Dover’s Zoning Board of Adjustment

CONSENT AGENDA

1. Resolution Authorizing Agreement for Public Health Nurse Services
2. Resolution Appointing A Fund Commissioner for the Morris County Municipal Joint Insurance Fund

ORDINANCE FOR SECOND READING

1. Ord. #06-2014 – Establishing an Energy Aggregation Program Pursuant to the Government Energy Aggregation Act of 2003
2. Ord. #07-2014 – Amending and Supplement Article 38 of the Revised Ordinance of the Town of Dover, 1969, Saved from Repeal – Designating Certain Service Lanes as One-Way
3. Ord. #08-2014 –Establishing a Four-Way Stop at Baker and North Streets
4. Ord. #09-2014 – Amending Chapter 337, Streets and Sidewalks
5. Ord. #10-2014 – Amending the North Sussex Street Landfill Redevelopment Area Redevelopment Plan

AGENDA ITEMS:

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving Limos – Schedule A
3. Resolution Approving Mayor & Board of Aldermen Meeting for January 28, 2014
4. Resolution Appointing Margaret Verga as Interim Administrator

Alderman Picciallo abstained from line items 14-00145 and 14-00381 from the bills list.

REGULAR MEETING MINUTES

March 11, 2014

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 Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald and Mayor Dodd

Absent: Alderman Visioli and Alderwoman Yzarnotegui

Also present were Attorney Downs, 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: Mayor Dodd made the following announcements:

- Snow Ordinance: The board was sent a draft ordinance for alternate side of the street parking for those streets that have parking on both sides. The streets with parking on one side such as Prospect and South Morris Streets will have no parking at all during snow covered. However, parking permits will be available for residents (Prospect and S. Morris Street) that can prove residency to park in the municipal lots to help alleviate the parking situation. Mayor Dodd requested any recommendations from the board and he hopes to have the snow ordinance introduced at the next town meeting. Mayor Dodd feels that this ordinance is long overdue, the current ordinance has presented difficulties for the police and fire departments and overall it's a public safety concern.
- Berkeley College flags will be installed on every other pole around the college area (downtown area). He noted that it's important to show that the town supports the college and believes the flags will brighten up the downtown area.
- The Department of Public Works and the Mayor's Labor Assistance Program have been working in the downtown area with spring clean-up.
- The construction at the Hurd Park Pavilion will start soon with a completion date of May 1st.
- Mayor Dodd noted that National Recreation Park Association (NRPA) has announced that Macy's will be participating in a donation program to support local parks which includes Hurd Park. Donations can be made at your local Macy's and can be designated to your local park which will help support the park, including staffing, infrastructure, programming, investment banking and/or any other means of support. Mrs. Hooper was very instrumental in recommending Hurd Park. Mayor Dodd thanked Mrs. Hooper for her efforts.
- The Easter Egg Hunt will be held on April 12th at 10:00am at JFK Park.
- Flea Market: Mayor Dodd noted that the contract has expired and the flea market has been offered an alternate location since he and the board feel that they have outlived its location on Blackwell Street. Mayor Dodd noted that they should be recognized for their efforts.

ATTORNEY'S REPORT – Attorney Downs thanked Mr. Close for his efforts and assistance with closing out several projects.

CONSENT AGENDA

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER AUTHORIZING AGREEMENT FOR PUBLIC HEALTH NURSE SERVICES

WHEREAS, the Town of Dover Board of Health requires the services of a nurse to fulfill its obligations under the rules and regulations of the State of New Jersey; and

WHEREAS, Dover has determined it to be in the best interest of the community in providing for the public health needs of the residents of Dover to enter into an agreement with Claudia Choto, RN,BSN for public health nursing services (hereinafter referred to as "services"); and

WHEREAS, the entry into such agreement is without competitive bidding as it is an exception under the Local Public Contracts Law, N.J.S.A. 40A:11-5 (1)(a)(i) "Professional Services"; and

WHEREAS, the Chief Financial Officer of the Town of Dover has certified sufficient funds available to enter into this agreement; and

WHEREAS, Choto agrees to render public health nursing services to the Town of Dover for a minimum of 15 hours per week at an hourly fee of \$41.00 per hour; and

WHEREAS, the Town of Dover Board of Health has determined and certified in writing that the value of the service will not exceed \$29,520.00; and

WHEREAS, the anticipated term of this contract is for one year from March 1, 2014 to December 31, 2014; and

WHEREAS, Choto is being awarded this contract outside a “Fair and Open Process” pursuant to N.J.S.A. 19:44A-20.4 *et. seq.*; and

WHEREAS, Choto attests that she has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission in the one-year period preceding the award of this agreement, nor will it make a reportable contribution during the term of the agreement to any political party committee in the Town of Dover or to any candidate committee; and

WHEREAS, the terms of the agreement are for less than one year;

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 Municipal Clerk are hereby authorized to execute an agreement for public health nurse services with Claudia Choto, RN, BSN upon the terms hereinabove stated.

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
APPOINTING A FUND COMMISSIONER FOR
THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, there exists a need for a Fund Commissioner and Alternated Fund Commissioner for the Town of Dover under the Morris County Municipal Joint Insurance Fund; 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 Kelly N. Toohey be and is hereby appointed Fund Commissioner and Margaret J. Verga is hereby appointed as an Alternate Fund Commissioner for the Town of Dover under the Morris County Municipal Joint Insurance Fund.

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

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

ORDINANCE FOR SECOND READING

ORDINANCE NO. 06-2014
AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY
OF MORRIS AND STATE OF NEW JERSEY ESTABLISHING AN ENERGY AGGREGATION PROGRAM
PURSUANT TO THE GOVERNMENT ENERGY AGGREGATION ACT OF 2003, N.J.S.A. 48:-93.1 TO -98

WHEREAS, the State of New Jersey has been engaged in a process to establish a competitive market place through deregulation and restructuring the electric utility market; and

WHEREAS, the establishment of a government aggregator and an energy aggregation program to purchase electric generation service pursuant to N.J.S.A. 48:3-93.1 *et seq.* and N.J.A.C. 14:4-6.1 *et seq.* will increase competition for the provision of electric power to residential and non-residential users, thereby increasing the likelihood of lower electric rates for these users without causing any interruption in service; and

WHEREAS, under the aggregation process the residential and non-residential ratepayers may likely receive a direct reduction in their electric bills; and

WHEREAS, the citizens of the Town of Dover have a substantial economic and social interest at stake; and

WHEREAS, the Governing Body of the Town of Dover hereby finds that it is in the best interests of residential and non-residential electric ratepayers to enter into an aggregation agreement in order to seek substantial savings on electric rates;

NOW, Therefore **BE IT RESOLVED** by the Governing Body of the Town of Dover as follows:

1. The Town of Dover publicly declares it is a participating member of the Passaic County Energy Cooperative Pricing System per Resolution dated **January 28, 2014**.
2. That the Town of Dover desires to participate in the Passaic County Cooperative's Government Energy Aggregation Program and aggregate energy supply service on behalf of its residential and non-residential users of energy pursuant to the Government Energy Act of 2003, N.J.S.A. 48:3-91.3 to -98, and implementing regulations.
3. That Passaic County as the Lead Agency will seek bids on behalf of the Cooperative from licensed and appropriate Third Party Suppliers. If such winning bid is selected and agreement executed, individual residential consumers would retain the option not to participate and to choose any alternatives they desire, while non-residential ratepayers would also have the right to participate.
4. The Mayor and Clerk are authorized to execute any documents necessary to carry out the purpose of the Ordinance.
5. The fully executed agreement shall be kept on file and available for public inspection with the Town of Dover's Clerk's Office.
6. All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

This Ordinance shall become effective immediately upon passage and publication as provided by law.

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

Mayor Dodd opened the meeting to public for a hearing on Ord. 06-2014. Seeing no hands and hearing no voices, Mayor Dodd closed the hearing to the public.

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

ORDINANCE NO. 07-2014
OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AMENDING AND SUPPLEMENTING ARTICLE 38 OF THE REVISED ORDINANCES OF
THE TOWN OF DOVER, 1969, SAVED FROM REPEAL ORDINANCE
DESIGNATING CERTAIN SERVICE LANES AS ONE-WAY

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:

1. The Town Engineer has reviewed certain Service Lanes within the Town of Dover and has concluded that based on current traffic conditions, the safety of the public is best served and the it is in the Town's best interests to convert certain Service Lanes from Two-Way traffic flow to One-Way traffic flow, and;
2. The Town Engineer has recommended that the Mayor and the Board of Aldermen adopt his conclusions, and;
3. The Mayor and Board of Aldermen have determined that it is in the best interests of public safety and in the best interests of the Town to accept the recommendations of the Town Engineer and adopt this Ordinance as follows:

SECTION 1. Service Lane No. 1: The existing Service Lane located behind Block 712, Lots 1-17 shall be

designated as a One-Way lane in a Southerly direction from its beginning at Lemar Street to its end at Parker Street.

SECTION 2. Service Lane No. 2: The existing Service Lane located behind Block 711, Lots 1-36 shall be designated as a One-Way lane in a Southerly direction from its beginning at Lemar Street to its end at Parker Street.

SECTION 3. Service Lane No. 3: The existing Service Lane located behind Block 607, Lots 1-7 and along the Westerly side of Lot 1 shall be designated as a One Way lane in a Westerly and Northerly direction from its beginning at Baker Street to its end at Lemar Street.

SECTION 4. Service Lane No. 4: The existing Service Lane located behind Block 1402, Lots 1-8 shall be designated as a One Way lane in an Easterly direction from its beginning at Baker Street to its end at Parker Street.

SECTION 5. The effectiveness of this Ordinance is contingent upon signs being erected as required by law.

SECTION 6. The Superintendent of Public Works is hereby authorized to purchase and install signs to implement this Ordinance.

SECTION 7. This Ordinance shall be submitted to the Municipal Engineer and he shall, under his seal as a Licensed Professional Engineer, certify to the governing body of Dover that the all necessary signs and their placement have been reviewed and approved after investigation of the circumstances, and that such designated Service Lane promotes the interests of public safety and expeditious movement of traffic on the public highways.

SECTION 8. To the extent that this Ordinance repeals, amends or alters any or all of the Code of the Town of Dover, the language of this Ordinance shall be controlling and in full force and effect. Any and all ordinances or rules or regulations of the Town of Dover, which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of such inconsistency.

SECTION 9. If any Chapter, Article, Section or Subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction such decisions shall not effect the remaining portions of this Ordinance.

SECTION 10. This Ordinance shall take effect upon passage and publication according to law.

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

Mayor Dodd opened the meeting to public for a hearing on Ord. 07-2014. Seeing no hands and hearing no voices, Mayor Dodd closed the hearing to the public.

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

ORDINANCE NO. 08-2014

**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN ESTABLISHING
A FOUR-WAY STOP AT BAKER AND NORTH STREETS**

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:

1. The Town Engineer has reviewed traffic flow at the intersections of Baker Street and North Street within the Town of Dover and has concluded that based on current traffic conditions, the safety of the public is best served and the it is in the Town's best interests to convert this intersection to a Four-Way Stop intersection, and
2. The Town Engineer has recommended that the Mayor and the Board of Aldermen adopt his conclusions, and
3. The Mayor and Board of Aldermen have determined that it is in the best interests of public safety and in the best interests of the Town to accept the recommendations of the Town Engineer and adopt this Ordinance as follows:

SECTION 1. Pursuant to the provisions of NJSA 39:4-140, the intersections described herein are hereby designated as *Stop Intersections*. Stop Signs (R1-1 with "All Way" plaques (R1-3P) shall be installed:

INTERSECTION:
Baker Street and North Street

STOP SIGNS ON:
Baker Street (both sides)
North Street (both sides)

SECTION 2. The effectiveness of this Ordinance is contingent upon signs being erected as required by law.

SECTION 3. The Superintendent of Public Works is hereby authorized to purchase and install signs to implement this Ordinance.

SECTION 4. This Ordinance shall be submitted to the Municipal Engineer and he shall, under his seal as a Licensed Professional Engineer, certify to the governing body of the Town of Dover that the all necessary signs and their placement have been reviewed and approved after investigation of the circumstances, and that such designated Four-Way Stop promotes the interests of public safety and expeditious movement of traffic on the public highways.

SECTION 5. To the extent that this Ordinance repeals, amends or alters any or all of the Code of the Town of Dover, the language of this Ordinance shall be controlling and in full force and effect. Any and all ordinances or rules or regulations of the Town of Dover, which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of such inconsistency.

SECTION 6. If any Chapter, Article, Section or Subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction such decisions shall not effect the remaining portions of this Ordinance.

SECTION 7. This Ordinance shall take effect upon passage and publication according to law.

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

Mayor Dodd opened the meeting to public for a hearing on Ord. 08-2014. Seeing no hands and hearing no voices, Mayor Dodd closed the hearing to the public.

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

ORDINANCE NO. 09-2014
ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE
TOWN OF DOVER AMENDING CHAPTER 337, STREETS AND SIDEWALKS.

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

Section 1

The Code of the Town of Dover, Chapter 337, STREETS AND SIDEWALK, Article II, Street Opening Permits, is replaced with the following.

Article II. Right of Way Encroachments and Permits

§337-4. Purpose.

The public right-of-way is a unique public resource held in trust for the benefit of the public. This physically limited resource requires proper management to maximize its efficiency and minimize the costs to taxpayers, to protect the capital investment made by the Town of Dover in the public right-of-way, and to minimize the inconvenience to and negative effects on the public from use of the public right-of-way by contractors and utility companies.

To achieve the purpose of this chapter, the Town of Dover shall endeavor to coordinate its Capital Improvement Programs with those of utility companies and franchisees with facilities in, on, under or above the public right-of-way. Information about any planned work in the right-of-way shall be shared at the earliest possible time. Utility owners and franchisees are encouraged to coordinate their street encroachments so that all work is done simultaneously with the Town of Dover and/or other Utilities.

§337-5. Definitions.

As used in this chapter:

"Encroach or Encroachment" means constructing or placing temporary or permanent structures, improvements, facilities or materials in, on, over, or under any public right-of-way or using any right-of-way so as to prevent, obstruct, or interfere

with the normal use of that way, including but not limited to the performance of any of the following acts:

- A. Excavating or disturbing the public right-of-way;
- B. Erecting or maintaining any post, sign, pole, fence, scaffolding, guard-rail, wall, pipe, conduit, well casing, cable, wire, communication service equipment, or other facility or structure, whether permanent or temporary, on, over, or under a public right-of-way;
- C. Planting any tree, shrub, grass, or other growing thing, whether permanent or temporary within the public right-of-way;
- D. Placing or leaving on the public right-of-way any rubbish, brush, earth, or material;
- E. Constructing, placing, or maintaining on, over, under, or within a public right-of-way, whether permanent or temporary, any pathway, sidewalk, driveway, or other surfacing; any culvert or other surface drainage or subsurface drainage facility; or any pipe, conduit, cable, well casing wire, communication service equipment or facility, or cable;
- F. Constructing, placing, planting, or maintaining any structure, embankment, excavation, tree, or other object, whether permanent or temporary, adjacent to the public right-of-way which causes or may cause an encroachment.

"Engineer" means the Town of Dover Engineer, his or her designee.

"Excavation" means any trench cuts within the street right-of-way to access or install a utility line or any related facility. All such excavations shall require an encroachment permit.

"Excavator" means the applicant/permittee to whom an encroachment permit is issued for the purposes of excavation.

"Facility" means any fiber optic, coaxial, or copper cable; communication service equipment; telephone, telecommunications, electric or other wire, line or equipment; utility structure; oil, gas, or other pipeline; duct; conduit; cabinet; tunnel; vault; drain; manhole; splice box; surface location marker; pole; subsurface tiebacks; soil nails; stairs; access ramps; subsurface foundations; landscape features, including curbs around planter areas; planter boxes; clocks; bus shelters; phone booths; bike racks; fencing; retaining walls; benches; stockpiles; building materials; and other appurtenances or tangible things located in, upon, above, beneath, or across any public right-of-way.

"Permittee" means any person, contractor, utility or special district that has been issued a permit pursuant to this chapter, including any lawful successor, transferee, or assignee of the original permittee. All obligations, responsibilities, and other requirements of the permittee shall be binding on successors in interest of the original permittee.

"Person" means any natural person, firm, joint venture, joint stock company, partnership, association, club, company, corporation, business trust, organization, or the manager, lessee, agent, servant, officer, or employee of any of them or any other entity which is recognized by law as the subject of rights or duties, not including the Town of Dover, the Richmond Community Redevelopment Agency, or the Town of Dover's or Agency's officers, employees, or agents.

"Prohibition street" means streets that have been reconstructed or resurfaced within the past five (5) years (see Section §337-6., below).

"Public right-of-way" means the area in, upon, above, beneath, or across any land or interest which by deed, conveyance, agreement, easement, dedication, usage, or process of law is reserved for or dedicated to the use of the general public for travel, and includes any public street, road, highway, freeway, bridge, lane, court, alley, boulevard, sidewalk, median, parkway, or emergency vehicle easement.

"Public street" means the full width of the surfaced or travel portion, including shoulders, of any road, street,

path, lane, or alley dedicated to, reserved for, or used by or for the general public when those roads, streets, paths, lanes, and alleys have been accepted as and declared to be part of the Town of Dover system of public streets, except those under the jurisdiction of the County of Morris and the New Jersey Department of Transportation.

“Lane width” means, on a two way street, the width of one half of the paved width of the street from the face of curb (or edge of pavement where no curb exists) to the centerline of the street. On a One way street it means the full paved width of the street from the face of curb (or edge of pavement where no curb exists) on one side to the face of curb (or edge of pavement where no curb exists) on the opposite side.

"Street overlay" means one or more courses of asphalt construction on an existing pavement; usually greater than 1 inches in thickness; generally includes an asphalt leveling course to correct the contour of the old pavement.

"Structure" means any physical alteration or improvement, including but not limited to a building, post, cabinet, fence, vault, sign, pole, guard rail, wall, facility, pedestrian walking path, sidewalk, driveway, track, surfacing, culvert, drainage facility, pipe, embankment, or excavation.

"Utility" means any person or entity providing Town of Dover electric, gas, telephone, telecommunications, water, or other services to customers, and which pursuant to state law or local franchise is entitled to install its facilities in the public right-of-way.

"Wearing surface defects" mean the defects in the surface of a roadway that is in direct contact with traffic and that resists the resulting abrading, crushing, or other disintegrating action.

§337-6. - Prohibition period.

A. Newly constructed or resurfaced streets shall be termed "prohibition streets" within this section. Permission to excavate in prohibition streets will not be granted for five (5) years after the completion of street overlays. Utilities shall plan well enough in advance to determine alternate methods of making necessary repairs to avoid excavating in newly resurfaced streets. Exceptions to the above policy are as follows:

- (1) Emergencies that endanger life or property.
- (2) Interruption of essential utility service.
- (3) Work that is mandated by local, state, or federal law.

The Town Engineer or his designee shall maintain a list of all “Prohibition Streets” indicating the location limits, the date of the overlay and the date the prohibition expires. Said list shall be made available to the public and be kept current.

B. Approval by the Town Engineer or his designee shall be obtained prior to any excavation in a prohibition street under the exceptions listed above. To request a waiver, the applicant must submit a written request to the Town Engineer or his designee immediately, or within 24 hours under an eminent hazard condition where time is of the essence. In granting the waiver, the Town Engineer or his designee shall consider the following:

- (1) The location of the excavation.
- (2) Description of the work to be performed.
- (3) The reason(s) the work was not performed before the street was paved.
- (4) The reason(s) the work cannot be deferred until after the prohibition period.
- (5) The reason(s) the work cannot be performed at another location.
- (6) The reason(s) it is justified as an emergency to excavate the prohibition street.
- (7) The Town Engineer or his designee will verify that the applicant has analyzed all feasible alternatives to make the necessary repairs using a trenchless method in prohibition streets to avoid excavating a newly resurfaced street whenever possible

C. Any person seeking a waiver for any other reason than those listed in the Exceptions listed above, shall require approval from the Mayor & Board of Aldermen. The Mayor & Board of Aldermen shall only grant a waiver after determining that the waiver is deemed in the best interest of Town of Dover and that the waiver is necessary for unforeseen circumstances not anticipated in this chapter.

§337-7. – Encroachment Permits.

A. Any and all Encroachments as defined herein, within the public right-of-way shall require an Encroachment Permit. Anyone doing excavation work within the Town of Dover of County of Morris public right-of-way shall obtain a Right of Way Encroachment Permit for the purpose of excavation in addition to any other

- required permits. The contractor performing the work shall apply for the permit.
- B. The permit application may be obtained from the Town of Dover Engineering Department.
- C. The permit application shall be accompanied by the following
- (1) An Application Fee in as indicated below:

Encroachment Type	Application Fee
Excavating or disturbing the Public Street portion of the public right-of-way	\$200.00
Erecting or maintaining any post, sign, pole, fence, scaffolding, guard-rail, wall, pipe, conduit, well casing, cable, wire, communication service equipment, or other facility or structure on, over, or under a public right-of-way, whether permanent or temporary, without excavating or disturbing the Public Street portion of the public right-of-way	\$150.00
Constructing, placing, or maintaining on, over, under, or within a public right-of-way, outside the limits of the Public Street, whether permanent or temporary, any pathway, sidewalk, driveway, or other surfacing; any culvert or other surface drainage or subsurface drainage facility; or any pipe, conduit, well casing, cable, wire, communication service equipment or facility, or cable	\$100.00
Planting any tree, shrub, grass, or other growing thing, whether permanent or temporary, within the public right-of-way	\$50.00
Constructing, placing, planting, or maintaining any structure, embankment, excavation, tree, or other object, whether permanent or temporary, adjacent to the public right-of-way which causes or may cause an encroachment	\$50.00

- (2) A cash deposit equal to the estimated cost of restoration, but not less than five hundred dollars (\$500) as a performance bond. Utility Companies working under an annual guarantee (bond) are not required to post the cash deposit.
- (3) A certificate of insurance specifically naming the Town of Dover as “Additionally Insured” shall be provided to the Town of Dover, 37 N. Sussex St., Dover, New Jersey 07801, which meets or exceeds the following coverage and includes the following information:
- (a) Workmen's Compensation and Employer's Liability Insurance the Contractor shall take out and maintain during the life of this Contract adequate Workmen's Compensation and Employer's Liability Insurance for all employees employed in connection with the work, and in case any work is sublet, the Contractor shall require each Subcontractor similarly to provide Workmen's Compensation and Employer's Liability Insurance for the employees of the latter, unless such employees are covered by the protection afforded by the Contract. Employee's Liability insurance shall have limits not less than \$500,000 per accident, or for disease \$100,000 per claim.
 - (b) Public personal injury liability and property damage liability, including contingent liability and contractual liability and independent contractors.
 - Any one occurrence \$1,000,000
 - Annual Aggregate \$3,000,000
 - (c) Automobile Liability Insurance:
 - Per Occurrence Limit of..... \$1,000,000
 - (d) The policy number and period.
 - (e) A description of work for which the certificate covers.
 - (f) Name and address of insured.
- (4) 24-hour phone number for emergencies.
- (5) The name, telephone number, and mailing address (fax number, cell phone, and e-mail address if available) of the person who will receive all office correspondence from the Town of Dover.
- (6) Individual property owners performing work within the public right of way, but outside the Public Street, shall be exempt from providing a performance bond and Workmen's Compensation & Employer's Liability Insurance. All other insurance requirements shall be met.
- D. All applications shall include plans and details indicating the following:
- (1) Name of the street to be encroached and the nearest cross street.
 - (2) Distance of proposed encroachment from the face of curb or edge of pavement.
 - (3) Distance of proposed encroachment from the intersection.
 - (4) The size of the encroachment (length and width).
 - (5) The location of any above ground facilities to be installed, showing:
 - (a) Distance from curb or edge of pavement and any street facilities/furnishings.
 - (b) Purpose of the facility.
 - (c) Size of the facility.
 - (d) Location of doors and door swings.

- (6) The location of any existing underground facilities and the location of underground facilities to be installed showing:
 - (a) Conduit vaults, maintenance holes, pipes, etc.
 - (b) Structural detail and additional information for structures to be installed such as vaults and maintenance holes.
 - (c) The construction method of the structure to be installed.
 - (d) Construction detail, location, size, design criteria and the purpose of the facility to be installed.
- (7) Cross section of a typical trench indicating:
 - (a) The approximate depth of the facility to be installed.
 - (b) Trench backfill depth, compaction and layer depths.
 - (c) Pavement section detail (type and depths).
 - (d) Plans, structural details, and trench cross section must be signed and stamped by a licensed civil engineer, when legally required.
- (8) The plan may show the approximate location of the encroachment provided that on an "as-built" plan, the exact location of the encroachment is shown. The "as-built" plan shall be submitted prior to the permit being closed out.
- (9) A traffic control plan.
- (10) Property owners performing sidewalk repair and/or replacement work shall be exempt from submitting items (3), (5), (6), (7) and (8), but shall construct/replace any sidewalk in accordance with the standard details provided by the Town of Dover Engineering Department.
 - E. All encroachment permit fees are due at the time the permit is issued. These fees represent the value of staff time in processing a permit application and are non-refundable.
 - (1) All past due fees, fines and penalties owed by the applicant must be paid before a permit will be issued.
 - (2) If a permit violation occurs no other application will be processed until the fines and penalties have been paid and all permit conditions are met.
 - F. If an account for an Encroachment Permit is past due or not in good standings, a permit cannot be issued until the account is brought into good standing. To bring the account to good standing, all fees and fines must be paid.
 - G. As a condition of the permit to excavate, the applicant shall provide evidence the Underground Facility Protection Act, better known as the "One Call Law," has been adhered to by calling the One-Call Center (1-800-272-1000 or 811) and providing all the required information, not less than three (3) nor more than ten (10) business days before the start of any excavation, by providing the date and confirmation number given by the One Call Center. Work lasting more than 45 days from the date of the notifying the One Call Center will require additional One Call Notifications.
 - H. Permittees and excavators shall pay close attention to the location and alignment of all Mark-Outs while performing their work and hand dig within 2 feet of markouts before using mechanized equipment.

Mark-Out Codes are as follows:

Electric	Red
Gas, Oil, Dangerous Materials, Product and Steam Lines	Yellow
CATV Communication	Orange
Water	Blue
Sewer	Green
Proposed Excavation	White

- I. If an excavator damages other facilities during their excavation work the excavator will need an additional Encroachment Permit if additional excavation and trenches are needed to repair the damaged facility. The original permittee shall maintain the site and restore the pavement and any affected signage or striping.
- J. Except in an emergency, Encroachment Permits shall be taken out at least five (5) business days in advance of excavation work. An emergency is considered to exist only when life or property is endangered or when an essential utility service is or may be interrupted during weekends, holidays, or between 4:30 p.m. and 8:30 a.m. of normal working days.
- K. In the event of an emergency, the excavator shall notify the Town of Dover and apply for a Encroachment Permit for "emergency work" within four (4) hours after the Town of Dover's office opens.

L. Pre-construction meeting:

- (1) A pre-construction meeting shall be held for all projects that are scheduled to take longer than 15 working days to complete.
- (2) The owner, contractor, any other agency that is involved and the Town of Dover shall attend this meeting.
- (3) For projects that are supposed to be completed within 15 days, and are not completed within the allowed time, the Town of Dover may issue Notice of Violations if a pre-construction meeting was not held.
- (4) The traffic control plan shall be approved prior to the pre-construction meeting.

M. Permit duration shall be indicated on the permit:

- (1) All permits shall include estimated start and completion dates. A permit is valid from the construction start date specified on the approved permit until the specified completion date.
- (2) Encroachment permits are not valid if other required permits are not obtained or required notifications are not given.
- (3) No disruption of traffic is allowed after 4:00 p.m. and before 8:30 a.m. unless specifically approved and noted in the permit.
- (4) Some permits may be valid on specific dates. They may be approved with special conditions specifying dates:
 - (a) When work shall be done.
 - (b) When work shall be completed.
 - (c) Before which work shall not start.
- (5) Permits expire and become void, unless otherwise amended:
 - (a) Sixty (60) days after the start date, if no work has begun.
 - (b) If the work is not diligently proceeding and there are delays of more than four (4) working days after the work has started, unless the delays are caused by weather or other circumstances beyond the permittee's control.
 - (c) When the encroachment, including the trench restoration, is completed or on the date specified on the permit as the expiration date.
- (6) The work is determined to be proceeding diligently if:
 - (a) After a project begins, work continues on a regular basis, except for weekends, holidays, inclement weather, labor disputes, or any emergency beyond the control of the permittee.
 - (b) The permittee ensures that all necessary materials and supplies are on hand and ready for use so as not to delay the encroachment and the prompt restoration of the public right-of-way.

N. A valid permit may be extended by requesting an extension prior to the expiration date by specifying the dates that need to be changed and explaining the reason for the extension. The Town Engineer or his designee reserves the right to deny a request for extension.

O. If an application has been withdrawn or an approved permit is cancelled prior to the start of work the applicant or permittee may request a refund of the bond funds; all other permit fees are non-refundable.

- (1) To request a refund, submit a written request to the Town Engineer or his designee.
- (2) The request shall include:
 - (a) The reason for cancellation or withdrawal.
 - (b) The permit number.

P. By accepting an Encroachment Permit, the permittee and the owner of the facility(ies) for which the permit has been issued agree:

- (1) To follow all laws, rules, regulations, and permit conditions.
- (2) To assure that their employees, contractors, and subcontractors, comply with all laws, rules, regulations, and permit conditions.
- (3) To indemnify the Town of Dover against all claims for personal injury or property damage that may arise in connection with the work.

Q. The encroachment permit shall be available during work periods at the encroachment site, until the project is completed and approved by the Town Engineer or his designee. Permit(s) shall be shown to the Town of Dover employees upon request.

R. The excavator shall provide public notifications when excavating in the street portion of the public right-of-way.

- (1) Minor projects lasting longer than 48 hours but less than 15 working days shall provide 11" x 17" posters with 1-inch minimum letters at the beginning and end of the project and every 300 feet between the beginning and the end of the project. Notes must contain:
 - (a) The names, address, and telephone number of the owner and the permittee.
 - (b) The start and completion dates of the project.
- (2) Major projects lasting 15 working days or longer, the excavator shall:
 - (a) After the permit has been issued and at least five but no more than 30 calendar days before the anticipated start date of work, mail or deliver written notice to:

- [1] Residents and occupants along the affected street.
 - [2] Schools, churches, and other assembly uses within 300 feet of the affected street.
 - [3] The Town of Dover Engineering Department and Public Works Departments.
- (b) At least five calendar days but not more than 15 calendar days prior to starting work, post and maintain 11" × 17" notices in accordance with paragraph (r)(1) above. The notices must contain:
- [1] The name, address, and telephone number of the owner and the permittee.
 - [2] A description of the project.
 - [3] The start and completion dates of the project.
 - [4] The name, address and 24-hour telephone number of a contact person.

§337-8. – Excavation material.

- A. Pavement shall be cut to a straight, neat, vertical line prior to excavation.
- B. All excavated material shall be removed from the job site within twenty-four (24) hours. Any excavated material removed from the job for deposit within the Town of Dover will require a separate Soil Disturbance permit in accordance with Chapter 236, Article VII of the Code of the Town of Dover.
- C. Every trench must be backfilled and topped with temporary asphalt or covered by trench plates the same day. The Town of Dover may issue Notice of Violations or pursue any other legal remedy if the trenches are not properly covered or backfilled in a timely manner. Backfill must meet the requirements of the details provided by the Town Engineer or his designee.

§337-9. – Backfill.

- A. Trenches shall be backfilled with in details provided by the Town Engineer or his designee.
- B. When undermining occurs, remove existing pavement as required to properly compact the backfill and restore the pavement.
- C. Compaction tests may be required at the direction of the Town Engineer or his designee, and shall be certified by an independent laboratory and submitted to the Town Engineer or his designee, who may require the contractor to recompact and retest until the test results show that proper compaction is being achieved.

§337-10. – Paving.

- A. Excavations shall be milled and paved for the entire lane(s) width of the excavation and/or disturbance for a minimum of twelve (12) inches beyond the limit of the excavation/disturbance, in accordance with details provided by the Town Engineer or his designee
To allow for proper placement of the new pavement section, damaged pavement outside of the original trench cut lines shall be removed by cutting in lines perpendicular to or parallel to the original trench lines. No diagonal cuts are to be made. Undamaged pavement of three (3) feet or less between two damaged areas shall also be removed.
- B. Excavations in concrete streets shall be repaved with concrete. The thickness of the new pavement shall be equal to the thickness of the existing pavement with the minimum thickness to be six (6) inches in the roadway. Steel reinforcing shall be provided in accordance with Town of Dover Standard Plans and Specifications.
- C. Trenches in streets shall be surfaced after properly backfilling with not less than 2 inches of Hot Mix Asphalt 9.5M64 Surface Course over 4 inches of Hot Mix Asphalt 19M64 Base Course over 4 inches of Dense Graded Aggregate Base Course.
- D. Final restoration by milling and paving shall be completed not sooner than 30 days, not later than 90 days from the time the entire trench is backfilled, unless delay is excused due to circumstances beyond the contractor's control, such as inclement weather.
- E. On all streets steel plates shall be used to facilitate traffic flow and to protect the excavation until backfill and temporary pavement is installed. Steel plates used to bridge a street opening shall be ramped to the elevation on the adjacent pavement and secured against movement in any direction. Temporary ramps shall be constructed of asphalt in accordance with details provided by the Town Engineer or his designee.
- F. All damaged pavement markings and striping shall be replaced and restored in accordance with details provided by the Town Engineer or his designee.

§337-11. – Defects.

- A. Depressed trench pavement shall be repaired in accordance with details provided by the Town Engineer or his designee
- B. Work not in compliance with the above requirements shall be rejected, removed, and redone by the permittee to the satisfaction of the Town Engineer or his designee.
- C. The owner of the facility/utility company is responsible for any roadway defects in the area over and adjacent to the trench appearing after the permittee restores the trench. The owner is responsible for maintenance, repair or

reconstruction of the encroachment site's affected area until the Town of Dover releases the required Maintenance Bond.

- D. If there is a trench-related failure after the Town of Dover reconstructs, repaves, or resurfaces the street, the owner of the facility/utility company is responsible for its repair if the failure occurs within the Maintenance Bond period.
- E. When the Town of Dover determines that an encroachment or a defect is hazardous or constitutes a public nuisance or other imminent threat to public health, safety, or welfare, the Town Engineer or his designee may order the responsible party to remedy the condition immediately.
If the responsible party refuses or fails to make the needed repairs immediately, the Town of Dover will make the repairs and:
 - (1) The responsible party will be charged all the actual costs including administration, construction, consultant fees, equipment, inspection, notification, and remediation made necessary by the action or inaction of the permittee.
 - (2) The repair or restoration by the Town of Dover does not relieve the responsible party from liability for future pavement failures.
 - (3) If the responsible party fails or refuses to pay the restoration cost, the Town of Dover may use any legal means to recover the costs, including but not limited to property liens and/or court action.

§337-12. – Maintenance Bond.

After the final inspection and prior to acceptance of the repaired excavation by the Town Engineer or his designee, the permittee shall post a Maintenance Bond equivalent to 15 percent of the value of the Performance Bond. The Maintenance Bond shall be for a period beginning on the date of the acceptance of the work by the Town Engineer or his designee and terminating:

- A. Five (5) years later for an encroachment made within the pavement area, or
- B. Three (3) years later for an encroachment made outside the pavement area.

Property owners performing sidewalk repair and/or replacement work shall be exempt from providing a Maintenance Bond, but shall be responsible for maintenance and repair of the work under the Town of Dover Property Maintenance Code.

§337-12.1. – Violations

- A. Any person, firm or corporation violating any provision of this article shall be subject to one or more of the following: a fine outlined in the table below, a term of imprisonment not exceeding 90 days or a period of community service not exceeding 90 days. This shall be in addition to any other remedies available to the Town to enforce this article.

VIOLATIONS	ACTION / FINE
1. Working without a permit.	Notice of Violation, stop work, and apply and pay for the required permit followed by a \$750.00 Fine if non-compliant within 7 days
2. Encroachment without providing public notice.	Notice of Violation and stop work followed by a \$500.00 Fine if non-compliant within 2 days
3. Beginning a "Major Project" without having a pre-construction meeting.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
4. Violation of permit conditions.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
5. Improper site protection: improper plating, path of travel, barricading, etc.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day
6. No permit on site.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day
7. Improper trimming of trench.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
8. Any trench left open after the allowed work hours that is not backfilled and covered.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day
9. Improper public notice: no notice sign, wrong information on sign/notice.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day

10. Non-compliance with trench restoration requirements.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 7 days
11. Improper housekeeping: failure to remove spoil, dirty site, no sweeping, etc.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
12. Other encroachment code violations.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days

The above fines, when assessed, may be deducted from the cash deposit required by §337-7.E.(1) of this section or will be paid by the applicant if there is not a cash deposit.

- B. Suspension. Whenever the Town Engineer or his designee finds that a suspension of an encroachment permit is necessary to protect the public health or safety from imminent danger, the Town Engineer or his designee may immediately suspend any such permit pending a hearing for remedial action or revocation. The Town Engineer or his designee shall, within three (3) working days of the emergency suspension, give a written notice of such suspension to the permittee, by personal service or by first class mail, postage prepaid, to the last known address of the permittee. The permittee may, within fifteen (15) days after service of such a written notice of suspension, file with the Town of Dover Administrator a request for hearing regarding the suspension. The Town of Dover Administrator or his or her designee shall schedule a hearing on the suspension within five (5) working days of receipt of a request for hearing. If the Town of Dover Administrator or his or her designee, after the hearing, finds that the public health or safety requires correction or alteration of any condition caused by, or existing on the site of the encroachment, he or she shall issue one or more of the following:

- (1) An order to correct any particular noncompliance.
- (2) A revocation of the encroachment permit.
- (3) A continued suspension of the encroachment permit, until such time as the dangerous condition is corrected.
- (4) A modification or reinstatement of the encroachment permit, with conditions as necessary to prevent harm to the public.

The Town of Dover Administrator or his or her designee shall, within ten (10) days of the hearing, render a written opinion, stating the findings upon which the decision is based, and the action taken. The decision of the Town of Dover Administrator or his or her designee shall be final, except a decision to revoke the permit which may be appealed to the Town of Dover Governing Body.

- C. Revocation. The Town Engineer or his designee may recommend that the Town of Dover Administrator revoke a permit where he or she finds that:

- (1) The permittee has violated any provision of this Code or conditions of the permit; or
- (2) The permittee has failed to pay any required fees, or to post or maintain any bond or insurance required by this chapter; or
- (3) The encroachment for which the permit was granted adversely affects the safety, capacity, or integrity of the Town of Dover's public right-of-way or increases the Town of Dover's liability exposure; or
- (4) The encroachment is causing the Town of Dover to incur substantial additional maintenance costs; or
- (5) Material misrepresentations, omissions, or inaccuracies were made in the application for the permit.

The Town Engineer or his designee shall give the permittee at least ten (10) days' written notice of a hearing before the Town of Dover Administrator or his or her designee on the proposed revocation of a permit issued pursuant to this chapter, setting forth the grounds for such action. If, after reviewing all evidence presented before or at the public hearing, the Town of Dover Administrator or his or her designee makes any one of the five findings set forth above, he or she may revoke the permit. The Town of Dover Administrator or his or her designee shall, within ten (10) days after the close of the hearing, render a written opinion, stating the findings upon which the decision is based, and the action taken. The decision of the Town of Dover Administrator or his or her designee may be appealed to the Town of Dover Governing Body.

Section 2

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

Section 3

If any article, section, subsection, paragraph, phrase or sentence is, for any reason, held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

Section 4

This ordinance shall take effect immediately upon final publication as provided by law.

Alderman Rutan has moved the ordinance be adopted and duly seconded by Alderman Picciallo

and passed for second reading by the following roll call vote.

Mayor Dodd opened the meeting to public for a hearing on Ord. 09-2014. Seeing no hands and hearing no voices, Mayor Dodd closed the hearing to the public.

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

ORDINANCE NO. 10-2014
ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AMENDING THE “NORTH SUSSEX STREET LANDFILL REDEVELOPMENT AREA
REDEVELOPMENT PLAN”, TOWN OF DOVER, MORRIS COUNTY, NEW JERSEY”.
ADOPTED BY THE TOWN OF DOVER BOARD OF ALDERMEN ON DECEMBER 14, 1999
AND LAST REVISED BY ORDINANCE 8-2005 ON APRIL 13, 2005

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

Section 1

Section 2.2 entitled “Schedule of land use and development requirements,” the Table entitled, “Bulk Requirements,” is amended as follows:

The Criteria “Side setback (tract boundary)” is amended to read “Setback to Tract Boundary” and “Side Yard” setback is added.

The Criteria “Maximum F.A.R.” is deleted.

The Table is amended as follows:

	Redevelopment Plan Requirement	
Lot Frontage	150’, however, the lot frontage may be reduced to 50’ if a common entrance driveway is shared with an adjacent lot.	
Setback to Tract Boundary	70’	
Side Yard Setback	20’	
Min. distance between buildings	40’ if buildings share a common driveway access and/or parking; otherwise 50’	
Maximum building coverage	15%	
Parking	<u>Use</u>	<u>Requirement</u>
	Hotels with facilities limited to the exclusive use of guests	1.0 spaces per sleeping room
	Hotels with facilities not limited to the exclusive use of guests	1.0 spaces per sleeping room, plus the number of spaces required in the Town of Dover Zoning, Chapter 236-43 Table 1 for restaurants, banquet facilities and other retail services or recreational uses included in a hotel building or grounds, that are not limited to the exclusive use of guests
	Office (Commercial)	1.0 spaces per 350 SF of GFA
	Office (Medical)	1.0 spaces per 225 SF of GFA
	All Other Uses	In accordance with the Town of Dover Zoning, Chapter 236-43 Table 1

Section 2

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

Section 3

If any article, section, subsection, paragraph, phrase or sentence is, for any reason, held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

Section 4

This ordinance shall take effect immediately upon final publication as provided by law.

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

Mayor Dodd opened the meeting to public for a hearing on Ord. 10-2014. Seeing no hands and hearing no voices, Mayor Dodd closed the hearing to the public.

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

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:	\$1,087.14
CURRENT ACCT claims in the amount of:	\$274,452.64
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$51,068.24
WATER UTILITY RESERVE ACCT claims in the amount of:	\$1,509.02
WATER CAPITAL ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$3,493.13
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:	\$4,517.50
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:	\$10,349.42
COAH TRUST Acct claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$346,477.09

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:	\$353,394.75
WATER UTILITY ACCT claims in the amount of:	\$34,955.23
PARKING UTILITY ACCT claims in the amount of:	\$3,339.02
PAYROLL AGENCY ACCT claims in the amount of:	\$173,563.07
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$349.02
TOTAL CLAIMS PAID	\$565,601.09

TOTAL BILL LIST RESOLUTION \$912,078.18

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

Alderman Picciallo abstained from line item 14-00145 and line item 14-00381 from the bills list.

Ayes: Aldermen Picciallo, Romaine, Blackman, Rutan, MacDonald and Noriega
Nays: None Absent: Aldermen Visioli & Yzarnotegui 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

ELITE LIMO & TAXI SRCV LLC

'03 Lincoln Towncar	1LNHM81WX3Y638542	OL4903H
'03 Chrysler Voyager	IC4GJ25303B250664	OL4020J
'03 Lincoln Towncar	1LNHM81W03Y610376	OL4007J
'03 Lincoln Towncar	1LNHM82V46Y625165	OL4021J
'07 Lincoln Towncar	1LNHM81W67Y623221	OL4019J

FIRST CLASS OF DOVER, INC

'05 Lincoln Towncar	1LNHM84W25Y659691	OL6642G
'06 Honda Ody	5FNRL38296B076199	OL4601J

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

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

January 28, 2014 – Caucus & Regular

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

RESO
LUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
APPOINTING MARGARET J. VERGA AS INTERIM ADMINISTRATOR

WHEREAS, the administrator of the Town of Dover has resigned his office; and

WHEREAS, a search for a new administrator has begun; and

WHEREAS, during the interim it is necessary for an administrator to be appointed to continue the conduct of the business of the municipality; and

WHEREAS, Margaret J. Verga is the Municipal Clerk of the Town of Dover and is well qualified to fill this role; and

WHEREAS, appointment of an interim administrator is being made pursuant to N.J.S.A. 40A:9-9 and N.J.S.A. 40A: 9-157; 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. Margaret J. Verga is hereby appointed effective March 15, 2014 to be interim administrator of the Town of Dover.

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

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

Mayor Dodd appointed Doug Svoboda as Deputy OEM (Office of Emergency Management).

Mayor Dodd announced that tonight's meeting would be Mr. Close's last meeting as administrator for the Town of Dover. Mayor Dodd expressed that Mr. Close is a true professional in the industry and he's sad to see him go but wishes him all the luck in the world. The board presented Mr. Close with a plaque and a personalized gift. Mr. Close thanked the board for the opportunity and expressed that Dover is a great place!

PUBLIC COMMENTS

Mayor Dodd opened the meeting to the public, seeing no hands or hearing no voices, he closed the meeting to the public.

Motion to adjourn made by Alderman Rutan at 7:39 pm,
and duly seconded by Alderwoman Romaine passed by the following voice vote.

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

Respectfully submitted,

Margaret J. Verga, Municipal Clerk