



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
September 22, 2009 7:00 PM

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

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

All joined in the Pledge of Allegiance to the Flag and prayer was given asking for guidance and strength to do what is right for our town and our citizens.

ROLL CALL:

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

Also present were Administrator Close, Attorney Pennella, and Clerk Verga

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

MUNICIPAL CORRESPONDENCE:

1. Resolution from the Town of Boonton re: Opposing the proposed changes to the Health Care System
2. Ordinance from Borough of Wharton re: Adding to Chapter 165 of the revised general ordinances
3. Letter from the Department of the Army: re: Class 1 RCRA Permit Modification to NJ Dept. of Environmental Protection
4. Letter from Jersey Central Power & Light re: Notification & Public Outreach Program-Demonstration of Compliance
5. Letter from Pennjersey Environmental Consulting, Inc. re: Notification & Public Outreach Compliance-12 W. Clinton Street
6. NJ League of Municipalities presents NJ's Economy: Status of Gloom & Prospects for Bloom
7. Notification from NJ Dept. of Environmental Protection re: 246-248 Route 46
8. Invitation from Morris County Prosecutor's Office-Community Affairs Unit to the Hispanic Heritage Month Celebration
9. August 2009 Health Department's Garbage-Recycling Report
10. August 2009 Tax Collector's Report
11. Letter & brochure from NJ Natural Gas re: Speaker's Bureau Programs
12. Morris County Green Table host "Open Space Funding: Time to Renew" on 9/30/2009
13. Letter from Jersey Central Power & Light re: Notification of Environmental Investigation & Cleanup-Dover Former Manufactured Gas Plant Site

CONSENT AGENDA

1. Resolution Approving Bills List
2. Resolution Approving Chapter 159-Grant money for H1N1 Public Health Emergency Response Grant
3. Resolution Approving Mayor & Board Meeting Minutes – September 8, 2009
4. Resolution Approving Raffle License for El Primer Paso LTD. to be held on December 22, 2009

Mayor Dodd commented that the grant money that was received is for the amount of \$65,102 (resolution #2) and explained that the resolution is to approve the insert of the money into the budget.

Alderman Donofrio attended the county league's presentation on H1N1 and noted that the municipality's involvement is very important. He will be supporting the grant for H1N1 response grant.

AGENDA ITEMS:

RESOLUTIONS

1. Authorizing postponement of SNAP Mortgage for Vasquez
2. Approving Limos - Axel's Express Limo & Taxi
3. Authorizing Surveying Services for King Field Baseball Complex
4. Authorizing the award of a non-fair & open contract for interpreter/translator for the Dover Joint Court

Mayor Dodd commented that the little league fields will be rehabilitated and the surveying to have the fields installed correctly will be performed by Keller & Kirkpatrick.

REGULAR MEETING MINUTES
September 22, 2009

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 7:25 pm

ROLL CALL

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

Also present were Administrator Close, Attorney Pennella and Clerk Verga

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

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

MAYOR DODD – Mayor Dodd commented that he has been working with the Engineering Department and Administrator Close concerning renovations for King Field Complex. Mayor Dodd expressed that Home Depot will be sponsoring the work on the concession stand. He noted that a lot of detailed plans are being drafted for the entire complex of baseball fields. He expressed that they are very excited to host a “Team Depot” project in the Town of Dover and noted that it will be a community event. Mayor Dodd asked Alderwoman Blackman to report on the Hispanic Heritage Month Celebration which was hosted by Morris County Prosecutor’s Office Community Affairs Unit on which she attended.

ALDERWOMAN BLACKMAN- commented that the Hispanic Heritage Month Celebration which was organized by Detective Keisha Higgs from the Morris County Prosecutor’s Office. She noted that the event was well attended and well organized. She commented that Guadalupe Correa of Dover St. Clare’s Hospital Health System, Reverend Luis Carrasquillo of Dover & Morristown and Sgt. Richard Gonzalez were recognized.

Mayor Dodd congratulated Sgt. Gonzalez. He reminded the board that Regency Grande will be hosting a BBQ event on Sunday, September 27, 2009.

ADMINISTRATOR CLOSE – Mr. Close thanked the Department of Public Works (DPW) and Code Enforcement for their assistance with the maintenance needed on foreclosed properties in town. He congratulated Capt. Ugalde who graduated from the FBI Academy. He stated that Don Constanzo, Health Officer and Nurse Patricia Merritt are prepared to assist with the swine flu vaccinations; also our OEM Office headed by Scott Warner is also ready. He noted that King Field Baseball Complex plans are coming to fruition.

ATTORNEY PENNELLA – Attorney Pennella noted that the last phase of the taxi case is coming up, he is confident that the town will be successful. He noted that tax appeals are in the discovery process.

ALDERMAN POOLAS – Alderman Poolas commented that “Poppa Son” from Don’s Cleaners on Bassett Hwy. and Warren Street has passed away. Alderman Poolas asked the board to check the internet for complaints on Global Reach International and expressed that if the complaints are true then it’s an organization that the town shouldn’t support. Alderman Poolas noted that at 11 River Street there’s a refrigerator on the porch with the doors still on. Mayor Dodd asked Mr. Close to have the street sweeper go through River Street.

CONSENT AGENDA

Bill List

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

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

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

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

RESERVE ACCT claims in the amount of:

CURRENT ACCT claims in the amount of:

\$2,402,294.45

CAPITAL ACCT claims in the amount of:	
WATER UTILITY ACCT claims in the amount of:	
WATER UTILITY RESERVE ACCT claims in the amount of:	
WATER CAPITAL ACCT claims in the amount of:	
PARKING UTILITY ACCT claims in the amount of:	\$3,105.93
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$5,677.50
PARKING CAPITAL ACCT claims in the amount of:	
ANIMAL CONTROL TRUST ACCT claims in the amount of:	
EVIDENCE TRUST ACCT claims in the amount of:	
RECYCLING TRUST ACCT claims in the amount of:	\$223.50
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:	\$76,208.02
COAH TRUST Acct claims in the amount of:	
DOVER MARKETPLACE INC TRUST ACCT claims in the amount of:	
TOTAL CLAIMS TO BE PAID	\$2,487,509.40

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:	\$303,811.68
WATER UTILITY ACCT claims in the amount of:	\$21,724.46
PARKING UTILITY ACCT claims in the amount of:	\$3,720.60
PAYROLL AGENCY ACCT claims in the amount of:	\$88,965.07
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$65.38
TOTAL CLAIMS PAID	\$418,287.19

TOTAL BILL LIST RESOLUTION **\$2,905,796.59**

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

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

CHAPTER 159 RESOLUTION

WHEREAS, N.J.S. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made by law and the amount thereof was not determined at the time of adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Town of Dover hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2009 in the sum of \$65,102.00; which item is now available as revenue from the State of NJ, Department of Health and Senior Services pursuant to the provisions of statute, and

BE IT FURTHER RESOLVED that a like sum of \$65,102.00 be and the same is hereby appropriated under the caption of:

Public and Private Programs Offset by Revenues:
H1N1 Public Health Emergency Response Grant

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

Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine, Blackman 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:

September 8, 2009 – Caucus and Regular

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

**Ayes: Aldermen Delaney, Poolas, Visioli, Donofrio, Picciallo, Timpani, Romaine, Blackman 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 LICENSE**

WHEREAS, the below listed organization has applied for a Raffle License; and

WHEREAS, such license has 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:

1. The below listed raffle for the date set forth following their name is hereby approved:

El Primer Paso LTD to be held on December 22, 2009
(Raffle)

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

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AUTHORIZING POSTPONEMENT OF SNAP MORTGAGE FOR VASQUEZ**

WHEREAS, the Town of Dover has issued mortgages for home improvements through the Strategic Neighborhood Assistance Program (SNAP); and

WHEREAS, Ana Vasquez currently owes the Town of Dover \$5,001.00 and \$6,716.00 on two SNAP perpetual loans for property she owns at 111 Prospect Street, Dover, New Jersey; and,

WHEREAS, Ms. Vasquez currently has a first mortgage in the face amount of \$130,500 and wishes to increase such first mortgage to \$189,763.00; and

WHEREAS, Ms. Vasquez wishes to refinance her existing first mortgage loan to consolidate all her debt to obtain a lower interest rate and reduce her monthly payment by \$1,429.00; and

WHEREAS, the appraised value of \$285,000.00 results in a loan to value ration of 66.6% leaving sufficient equity to protect the Town's SNAP loans;

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 municipal attorney is hereby authorized to prepare a postponement of mortgage for Ana Vasquez for her property at 111 Prospect Street, Dover, NJ 07801 postponing the existing SNAP mortgages in the amount of \$5,001.00 and \$6,716.00 to a new loan to be issued in the amount of \$189,763.00; and

2. The municipal administrator, William Close, is hereby authorized to execute same.

Alderman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman Timpani and failed to pass by the following roll call vote.

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

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, Axel's Express Limo & Taxi, has applied for a license to operate the vehicle(s) listed below 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 taxicab(s)/limo(s);

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 license(s)/(limo(s) in the Town of Dover.

1. 1999 Plymouth Voyager (Limo) Passengers: 7 Color: Black VIN 55800 Plate# OL8351G

Alderman Timpani 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, Donofrio, Picciallo, Timpani, Romaine, Blackman and Mayor Dodd
Nays: None **Absent: None** **Abstained: None**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AUTHORIZING SURVEYING SERVICES FOR THE RECONSTRUCTION OF
KING FIELD COMPLEX, BALL FIELD RECONSTRUCTION

WHEREAS, the Town of Dover is in need of engineering/surveying services; and

WHEREAS, Keller & Kirkpatrick, Inc. 301 Gibraltar Drive, Suite 2A, Morris Plains, NJ 07950 can provide Professional Engineering/Surveying Services needed for the reconstruction of King Field Complex, Ball Field Reconstruction; and

WHEREAS, such agreement would be exempt from the public contracts law as it is below the bid threshold pursuant to N.J.S.A. 40A:11-3; and

WHEREAS, the cost of the service to be acquired is below the \$17,500.00 threshold of the "Pay to Play" law, N.J.S.A. 19:44A-20.4 et.seq. and therefore exempt from its requirements; and

WHEREAS, the services required are specialized requiring expertise in Engineering and Surveying services rendering this an extraordinary, unspecifiable service; and

WHEREAS, the anticipated term of the contract is six months; and

WHEREAS, Keller & Kirkpatrick, Inc. has submitted a proposal dated September 21, 2009 indicating that they will provide the service for the lump sum of \$16,800; and

WHEREAS, Keller & Kirkpatrick, Inc., although not required, has completed and submitted a Business Entity Disclosure Certification certifying that they have not made any reportable contributions to a political or candidate committee in the Town of Dover in the previous one year, and that the entry into the contract with the Town of Dover will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer certifies that there are sufficient funds to make this award;

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 hereby authorize the entry into a contract with Keller & Kirkpatrick, Inc. for engineering and surveying services.
2. The agreement shall not exceed \$16,800.
3. The Mayor and Clerk are hereby authorized to execute such contract for the services to be rendered.
4. The Business Entity Disclosure Certification and the Determination of the Value is to be placed on file with this resolution.

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

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

***RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
INTERPRETER/TRANSLATOR FOR THE DOVER JOINT COURT***

WHEREAS, the Town of Dover has a need to acquire Interpreter/Translator Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5

WHEREAS, the CFO has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one (1) year; and

WHEREAS, Leda C. Gonzalez has submitted a proposal indicating she will provide the service for **\$145.00 for a two hour minimum court session and \$60.00 for each additional hour needed**; and

WHEREAS, Leda C. Gonzalez has completed and submitted a Business Entity Disclosure Certification which certifies that she has not made any reportable contributions to a political or candidate committee in the Town of Dover with the Mayor and Board of Aldermen, in the previous one year, and that the contract will prohibit Leda Gonzalez from making any reportable contributions through the term of the contract; and

WHEREAS, the CFO has certified that funds are available for this award – N.J.A.C. 5:30-5.4.

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 **Leda C. Gonzalez** 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.

BE IT FURTHER RESOLVED, the appointment as Interpreter/Translator for the Town of Dover is made without competitive bidding as it is a “professional service” under the provisions of the Local Public Contracts Law, because attorneys are a recognized profession, licensed and regulated by law.

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

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

PUBLIC COMMENTS – Three Minutes per Person

LUIS GOMEZ – 172 So. Morris Street – Mr. Gomez commented that a street light is out on New Street and Boonton Street. Mayor Dodd asked for the street light’s pole number to process the request. He complained that stray dogs are in the area and he has found dog droppings on his property. Mayor Dodd noted that the town has a contract with Randolph’s Animal Control

and he should notify the police department if stray dogs are in the area. Mr. Gomez agrees with the board that the liens for the housing rehab program should be paid back.

DENISE RIDNER – Recreation Chairwoman – Thanked Alderman Donofrio for his senior picnic donation and for helping at the picnic. She thanked the Mayor, Board of Aldermen and Administrator for their work on King Field.

MARIBEL GARLAND – 138 Oram Drive – She invited that board to the Halloween event at Hooley Park. She explained that there will be a costume contest and parade. Alderwoman Blackman commented that a resident will lead the event. Alderman Blackman commented that the wood fencing at Hooley Park was painted by the Mayor’s Assistance Program and the fire hydrants will be painted in the upcoming days. She noted that they will help the Department of Public Works with the clean-up at Hooley Park.

WARREN DARNULC – 151 Grant Street – Asked if board members read the minutes before voting on same. Mayor Dodd answered yes. He then stated that minutes should be prepared soon after the meeting and he doesn’t feel they are prepared soon enough if at the 9/22/09 meeting the board is approving minutes from the 9/08/09 meeting. Mayor Dodd explained the minutes are prepared and the clerk e-mails them to board members for review and a resolution is prepared for the next meeting. Clerk Verga stated minutes do not become official until the Mayor and Board approves them and that, cannot be done until the next meeting.

**Motion made by Alderwoman Romaine to adjourn at 7:42 p.m.,
Seconded by Alderman Poolas and passed by the following voice vote.**

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

Respectfully submitted,

Margaret J. Verga, Municipal Clerk