



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
September 8, 2015 7:00 PM

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

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

All joined in the Pledge of Allegiance to the Flag.

ROLL CALL:

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

Also present were Municipal Clerk Margaret Verga, Administrator Donald Travisano and Attorney Timothy Downs

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

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. Letter from Township of Montville re: Jersey Central Power & Light – Montville – Whippany 230 kV Transmission Project
2. Public Hearing Notice In the Matter of the Provision of Basic Generation Service for the Period Beginning June 1, 2016

CONSENT AGENDA

1. Resolution Executing the Town of Dover's Application through the FEMA Hazard Mitigation Grant Program
2. Resolution Changing the Custodian of Petty Cash Fund
3. Resolution Rescinding Various Petty Cash Funds
4. Resolution Appointing Crossing Guard

ORDINANCE FOR INTRODUCTION

1. Ord. No. 22-2015 – Amending & Supplementing Article 38 Entitled “Streets, Gutters and Sidewalk, Chapter G, entitled “One Way Streets”

ORDINANCE FOR SECOND READING/PUBLIC HEARING

1. Ord. No. 19-2015 – Repealing Handicapped Parking Spaces at Various Locations
2. Ord. No. 20-2015 – Providing for Handicapped Parking Space at 43 Liberty Street
3. Ord. No. 21-2015 – Amending Chapter 20 – Fire Department, Volunteer

AGENDA ITEMS:

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving Limos - Schedule A
3. Resolution Providing the Cancellation of Various Grant Balances
4. Resolution Approving Personnel Action – Domingos Saldida, Public Safety Director

Mayor Dodd added the fourth resolution approving personnel action – Domingos Saldida, Public Safety Director. He stated that the position for a Public Safety Director has been vacant for some time and the personnel committee unanimously agreed on the top candidate and the agreement was finalized this morning which is why the resolution was just added to the agenda. Mayor Dodd then proceeded to distribute a copy of the resolution.

Mayor Dodd thanked Alderwoman Romaine and Alderman Visioli. Alderman Visioli is the chair of the police committee and he played an instrumental role in the process to hire a Public Safety Director

Mayor Dodd presented Domingos (Dominic) Saldida as the Public Safety Director, who was present with his wife and son. Mayor Dodd read a biography on Mr. Saldida noting that he graduated from Essex Catholic High School and earned a degree of technology from NJ RETS Institute of Technology in Nutley, NJ. He continued to state that at age 22 Mr. Saldida joined the City of Newark Police Department, against his father's wishes, and since then dedicated the next 26

years to police service holding every position in the police department from Patrolman to Deputy Chief. Mayor Dodd stated that Mr. Saldida has extensive knowledge in the field of major crimes, police management, homeland security, incident command systems, emergency management and public safety. Mr. Saldida is fluent in Portuguese and has a good command of the Spanish language. Mayor Dodd stated that Mr. Saldida is an active member of the Chief of Police Association of New Jersey, the Fraternal Order of Police (FOP) and Patrolmen's Benevolent Association (PBA) and is one of the founding fathers of the Portuguese-American Police Association of NJ.

In closing, Mayor Dodd stated that Mr. Saldida has the best credentials to fill the position and looks forward to working with him.

Alderman Visioli stated that the process to fill the Public Safety Director position was a well thought out plan by the personnel committee, Mayor and Administrator. Alderman Visioli stated that he had an objective opinion that they have the right candidate and he welcomed Mr. Saldida and his family to Dover.

Alderwoman Romaine stated that it was a pleasure and that she felt like she knew Mr. Saldida from the moment they started communicating with him.

Mayor Dodd spoke on the resolution approving limousines and stated that he's taking a tough position and he encourages the board to do the same. Mayor Dodd stated that the taxi and limos have gotten out of control, it's a problem, a safety concern and it's only a matter of time before somebody gets hurt or killed in our community. Mayor Dodd reiterated the difference between a taxi and a limousine and a lot, not all, of the companies are registering their cars as limousines to beat the system and until the State of New Jersey gets involved he will continue to take the position of denying the taxi/limo license renewals.

Alderman Picciallo stated that he noticed on North Sussex Street, now that school is open, a lot of drivers go up to the high school and North Dover transporting children. There are a lot of smaller children who are not accompanied by their parents and a lot of them do not have car seats and believes that the situation is a detriment to the safety of the children in town. Alderman Picciallo stated that he will be voting "no" on this resolution until it gets resolved.

Alderman MacDonald gave a visual on the amount of vehicles in town noting that if they were to park on Blackwell Street, they will expand from the Presbyterian Church to the end of South Salem Street by the senior home.

Mayor Dodd stated that he was going to ask to have the ordinance changed where it allows the drivers to take the limousine home.

Margaret Verga stated that the changes to the ordinance were being worked on.

REGULAR MEETING MINUTES
September 8, 2015

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 7:18 pm

ROLL CALL:

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

Also present were Municipal Clerk Margaret Verga, Administrator Donald Travisano and Attorney Timothy Downs

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

Mayor Dodd opened the meeting to the public for comment.

John Sperry – 67 N. Bergen Street, Dover – In reference to the ordinance change for the Fire department, Mr. Sperry stated that the fire department met to discuss the changes but nothing was amended to what the membership wanted. There were a few things that didn't come through the way that it was stated. Mr. Sperry stated that there was nothing discussed about the insurance change. Mr. Sperry also expressed that the membership is down and nothing was being done to improve the membership noting that there's only one sign in front of town hall seeking volunteers. Mr. Sperry stated that he feels that membership should sit down and have a review.

Mayor Dodd stated that he understands some of the concerns and that the difficulty is that we are limited financially. This doesn't mean that there can't be any future changes but for now this is the compromise.

Dominick Timpani – 2 Elm Street, Dover – Mr. Timpani questioned chapter 20 in the ordinance for the fire department and asked about the rule that anyone over the age of 45 was not allowed to become a member. Mr. Timpani thought it was removed from the ordinance but he sees that it's been put back in the ordinance and he doesn't understand because he thought you couldn't discriminate over age.

Mayor Dodd stated that he didn't think it was ever removed from the ordinance but this ordinance was brought in front of the entire Fire Department membership and it wasn't voted on by one or two people to make the decision.

Mr. Timpani also questioned the requirements needed to become a Fire Chief. He asked if the ordinance became in effect immediately, once it passed.

Mayor Dodd responded no because there was a moratorium and we needed to give the membership time to certify.

MAYOR'S REPORT: Mayor Dodd reserved his report but spoke on the Senior Picnic. The theme was "The Roaring 20's" a lot of time and effort was put into the picnic and it was great. Mayor Dodd thanked everyone and especially Alderwoman Blackman for her work. He thanked Alderman Visioli for inviting the car club to come in and bring their Model A and Model T cars to the picnic.

Alderwoman Blackman stated that some of the sponsors for the picnic were present at the meeting such as Axel's Taxi & Limo and Mr. Sperry from G. Sperry & Sons and she wanted to thank them for their donations to the picnic.

Mayor Dodd wanted to also thank Henry O. Baker, which is the oldest insurance company in town, and was the main sponsor who donated \$2,500.

ATTORNEY REPORT: Mr. Downs stated that he was happy to report that the judge signed off on an order for foreclosure on Losey St. so now it just needs to be completed and closed. Attorney Downs stated that Alderman Picciallo should be recognized for his fund raising efforts with the library. He stated that his office is involved because the library, by statute, can only raise money in certain ways and fundraising is not one of the ways so he helped create an organization which is capable of accepting donations during fund raising efforts. The first effort is the photograph sale which was put together with the assistance of Alderman Picciallo.

Alderman Picciallo stated that he belonged to a web site called Star Archive and letters were written out to about 250 authors for famous signatures. He stated he was also active with the Children's Miracle Network and had some famous signatures left over from a previous fundraiser that those were donated to the library.

CONSENT AGENDA

**RESOLUTION EXECUTING THE TOWN OF DOVER'S APPLICATION THROUGH THE
FEMA HAZARD MITIGATION GRANT PROGRAM**

WHEREAS, the Town of Dover has applied for funding through the FEMA Hazard Mitigation Grant Program- Energy Allocation Initiative for the acquisition of emergency backup power generators; and

WHEREAS, the generator to be acquired will be installed at "critical" facilities for Town Hall located at 37 North Sussex Street, Dover NJ in order to ensure the provision of "life-saving" services during power outages.

NOW THEREFORE BE IT RESOLVED, that the governing body of the Town of Dover does hereby authorize the application for such a grant and authorize the execution of a grant agreement if and/or when a grant award is bestowed upon the Town of Dover.

BE IT FURTHER RESOLVED, that the signature of the Mayor and the Municipal Clerk approves the execution of this project.

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

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

RESOLUTION CHANGING THE CUSTODIAN OF PETTY CASH FUND

WHEREAS, Joan P. Cornine was custodian of the Treasurer's Office Petty Cash Fund, and

WHEREAS, in accordance with N.J.S.A. 40:5-21, Joan P. Cornine has been retired as of 2004 and the new custodian is Kelly N. Toohey; and

WHEREAS, Kelly N. Toohey is bonded in the amount of \$1,000,000.00 by virtue of a surety bond.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris hereby authorizes such action and two copies of the resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

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

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

RESOLUTION RESCINDING VARIOUS PETTY CASH FUNDS

WHEREAS, it is the desire of the Mayor and Board of Aldermen of the Town of Dover, County of Morris that the following petty cash funds listed on the DLGS website be rescinded.

Water Clerk	E. Nelson	\$ 50.00	02/19/36
Administrative	R. Anderson	\$ 100.00	12/06/68
Public Assistance	E. Walbrecht	\$ 3,000.00	12/28/76

NOW THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris hereby authorizes such action and two copies of the resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

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

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

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 commencing September 9, 2015.

Paul F. Hemingway

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

ORDINANCE FOR INTRODUCTION

ORDINANCE NO. 22-2015
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

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. Article 38, entitled "Streets, Gutters and Sidewalks, Chapter G, entitled "One-Way Streets" of the Revised Ordinances of the Town of Dover, 1969, Saved from Repeal under the Code of the Town of Dover is hereby amended and supplemented as follows:

Highland Avenue between Grace Street to the south and White Street to the north, shall be made a one way street in the northbound direction. Signage shall be installed in accordance with Plans prepared by the Town Engineer and under his direction by the Contractor hired to do the associated roadway improvements.

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

3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

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

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

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

ORDINANCE FOR SECOND READING/PUBLIC HEARING

ORDINANCE NO. 19-2015
AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AMENDING AND SUPPLEMENTING ARTICLE XXVII OF THE REVISED GENERAL CODE
OF THE TOWN OF DOVER ENTITLED "PARKING" HANDICAPPED PARKING "SPACES" BY
REPEALING HANDICAPPED PARKING SPACES AT VARIOUS LOCATIONS

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

SECTION 1. The following locations were designated as Handicapped parking spaces by Ordinances as listed below are hereby repealed:

47 Guy St. – Ord. No. 10-2009

24 Lincoln Ave. – Ord. No. 27-1995

SECTION 2. This ordinance shall take effect in accordance with law.

Alderman Toth 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 the public on ordinance 19-2015. Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public.

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

ORDINANCE NO. 20-2015

**ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
PROVIDING FOR HANDICAPPED PARKING SPACE AT 43 LIBERTY STREET**

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

SECTION 1. Description for handicap parking space to be located at 43 Liberty Street

Said handicap parking space shall be located along the northeasterly curb line of Liberty Street beginning at a point 494 feet southeast of the northeasterly curb line intersection of Thompson Avenue and Liberty Street thence continuing in a southeasterly direction for a distance of 25 feet to a point. (End Description)

SECTION 2. All ordinances or parts of ordinances inconsistent with this within ordinance are hereby repealed to the extent of such inconsistencies.

SECTION 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. The Ordinance shall take effect in accordance with law.

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

Mayor Dodd opened the meeting to the public for a hearing on ordinance 20-2015. Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public.

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

ORDINANCE NO. 21-2015

**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AMMENDED CHAPTER 20: VOLUNTEER FIRE DEPARTMENT**

CHAPTER 20: Volunteer Fire Department

ARTICLE I Organization and Procedures

§ 20-1. Fire companies.

The Volunteer Fire Department of the Town of Dover shall consist of four companies: the Protection Hook and Ladder Co. No. 1, Dover Fire Engine Co. No. 1, Vigilant Engine Co. No. 2 and the Board of Fire Wardens.

§ 20-2. Definitions.

As used in this article, the following terms shall have the meanings indicated:

BOARD OF OFFICERS - Line officers of the Volunteer Fire Department consisting of the Chief, Deputy Chief, Truck Captain, Engine Captain, Rescue Captain and EMS Captain.

BOARD OF PAST CHIEFS - The Board of Past Chiefs will consist of all past Chiefs of the Volunteer Fire Department currently on the active roles. Any past Chief who is currently serving as a Chief or Deputy Chief cannot serve on the Board of Past Chiefs. The Board of Past Chiefs will have a chairperson and a Clerk (secretary), who will be chosen by simple majority of the total members of the Board of Past Chiefs.

NOMINATING COMMITTEE - shall be the Board of Past Chiefs. The nominating committee shall meet in September and report to the full department meeting the last Tuesday of October, where the vote shall be held.

GOOD STANDING- A member of the Dover Volunteer Fire Department is in good standing if the member has maintained 60 percent attendance comprised of fires, department drills, department memorial services, department inspection, and community events, as directed by the Board of Officers

MEMBERSHIP COMMITTEE - Shall be appointed annually by the Chief of the Department.

TRAINING COMMITTEE – The Training Committee shall consist of members appointed by the Chief of the Department.

§ 20-3. Organizations within Fire Department; number of members.

A. **Emergency Squad.** There may be formed within the Volunteer Fire Department an Emergency Squad comprised of members of the various companies of the Volunteer Fire Department. An applicant may enroll as a Dover Emergency Squad member without becoming a member of the Town's fire companies. All applicants must meet the membership requirements within the fire department. The scope of emergency and firematic operations of such an Emergency Squad shall, at all times, be under the jurisdiction of the Chief of the Department.

B. **Association.** There may be formed within the Volunteer Fire Department an association, comprised of the members of the various companies and squad of the Volunteer Fire Department, to be known as the "Dover Volunteer Firemen's Association."

C. **Number of members in companies.**

(1) **Active members:** The Protection Hook and Ladder Co., No. 1 shall consist of not more than 25 members; Dover Engine No. 1 shall consist of not more than 25 members; Vigilant Engine Co. No. 2 shall consist of not more than 25 members; and the Board of Fire Wardens shall consist of not more than 25 members.

(2) **Clerk (Secretary).** Each company shall annually elect one member to serve as Clerk (Secretary), who shall perform the duties hereinafter prescribed in this article.

(3) **Chaplains.** Each company of the Volunteer Fire Department may appoint a member of the company or a member of the clergy to serve as Chaplain of said company, with all the rights and privileges of an active member, except that, should the Chaplain be a member of the clergy and not an active member of the company, the chaplain shall not have a vote or hold elective office in the company.

§ 20-4. Qualifications for membership in Fire Department.

A. **Residency and age.**

(1) No person shall become a member of the Fire Department unless he or she lives within three miles of the corporate border of the Town of Dover, measured as the crow flies. The applicant shall be between 18 and 45 years of age, not including the 45th birthday.

(2) If any Volunteer Fire Department member who has at least one full year of membership in the Town of Dover Fire Department moves his or her domicile and stays within a three-mile radius, measured as the crow flies, of the Town boundaries, upon his or her request, and upon his or her company's recommendation, such member may retain membership in the Volunteer Fire Department upon approval of the Members Company and is in Good Standing with the Department.

B. Each applicant must have a valid New Jersey driver's license or a state issued identification card. If a member's driver's license is revoked or suspended, the member must report same to the Chief within 24 hours of such occurrence.

Each applicant must be able to pass a background check

C. **Exams.**

An applicant must pass a general physical examination, including a chest x-ray, within 90 days prior to confirmation as a firefighter. The cost of such physical examination and x-ray shall be paid for by the Town of Dover. The applicant shall also promise to perform the duties of a fireman as they are now or may hereafter be prescribed by law or the ordinances of the Town of Dover.

D. Membership in other Fire Departments

- (1) Any member from another fire department who wishes to become a member of the Dover Volunteer Fire Department or Rescue Squad shall be allowed to and remain a member of both Volunteer Fire Departments or Rescue Squads.
- (2) No member of dual departments may become a chief officer of the Dover Volunteer Fire Department if he or she is chief officer in another department.

§ 20-5. Term of membership.

- A. Any member who changes residence to a location beyond the Three-mile radius limit of the Town of Dover may request a waiver of the residency requirement for a period not to exceed one year. The waiver request shall be forwarded to the Board of Officers and if the member is found to be in good standing, the residency requirement may be waived for the period requested. If the member fails to reestablish residency within the 3-mile limit of the Town of Dover within the time period requested, the Chief of Department shall recommend to the Mayor and Board of Aldermen to remove the member from the rolls of the Volunteer Fire Department.
- B. Any member with less than ten consecutive years of active service who is not in good standing for two consecutive years shall be recommended to be removed by the Board of Officers from the rolls of the Dover Volunteer Fire Department. The member being recommended to be removed shall have the right to appeal to the Board of Past Chiefs within ten business days of notification of their removal. The Board of Past Chiefs shall or may recommend to the Mayor and Board of Aldermen the removal of any member found to be in violation with this section.

§ 20-6. Probationary period.

Each applicant hereafter confirmed as an active Volunteer Fire Department member shall serve a probationary period of one year. Probationary period may be extended by the membership committee and or the Board of Officers not, to exceed a total of two years. During this probationary period, the member shall be required to attend the prescribed course conducted by the Training Committee of the Volunteer Fire Department. The member must also complete and pass both the written and practical test for the State Certified Firefighter I course and squad only members must pass the New Jersey EMT course at the direction of the Board of Officers. The membership committee shall review the progress of probationary members quarterly. Failure to comply with the applicable sections of this article will result in a recommendation to the Mayor and Board of Aldermen that the member be dropped from the rolls of the Volunteer Fire Department.

§ 20-7. Line officers.

- A. The line officers of the Volunteer Fire Department shall consist of the Department Chief, Deputy Chief, and four Captains. All Line Officers shall be voted for by membership of the department at large.
- B. No Career member of the Dover Fire Department can be a line officer.
- C. Officers seeking the positions as defined shall submit in writing and provide proof of proper training to the Chairman of the Board of Past Chiefs. This shall be completed by the last day of August.

§ 20-8. Chain of command

In the absence of the Chief of the Department at an alarm of fire or other emergency to which the Volunteer Department has been called, the Deputy Chief shall assume command of the Department. The order of command following the Deputy Chief shall be as follows: the first Captain to respond. The most senior qualified member on scene will assume command, if no department officers responded. If an officer responds to the scene where command has been established, that officer may assume command or leave the incident commander in charge and render assistance

§ 20-9. Qualifications for Chief Officers.

To be eligible for the office of Chief, or Deputy Chief, a member must be an active exempt firefighter in good standing and must have held the position of Captain for at least one full term prior to the date of installation. The candidate must

provide certifications of New Jersey Firefighter One, New Jersey Firefighter Two, Incident Management Systems Level 3, Fire Officer One, and be knowledgeable for the Chiefs position the candidate is seeking. Any past chief of the Dover Fire Department may be exempted from the New Jersey Firefighter 2 requirement.

§ 20-10. Qualifications for Captains.

The position of Captains shall be Engine Captain, Truck Captain, Rescue Captain and EMS Captain. To be eligible for the office of Captain, the member must be in good standing at the time of nomination and must have completed five years within the fire service. The candidate must provide certifications of New Jersey Firefighter One, New Jersey Firefighter Two, Incident Management Systems Level 1, Fire Officer One, and be knowledgeable for the Captains position the candidate is running for. The EMS Captain shall possess a current EMT Certification, Current CPR card, and I-200 to be eligible to run for the office of EMS Captain.

§ 20-11. Terms of office.

The words "term" or "term of office" wherever appearing in this article shall mean a period of twenty-four consecutive months commencing on January 1st. Such term of office is subject to an affirmative vote of the membership prior to the commencement of the second twelve months of the 24 month term.

§ 20-12. Election and confirmation of officers.

- (1) Officers of the Volunteer Fire Department shall be elected by the department collectively at a meeting in October. All line officers shall be appointed by the Mayor and Board of Aldermen. All candidates must meet the requirements set forth in this article.
- (2) Members of the department seeking an officer position shall submit their intention and credentials / qualifications in writing to the Nominating Committee no later than August 31st. The Nominating committee shall be the Board of Past Chiefs. The nominating committee shall meet in September and report to the full department meeting the last Tuesday of October, where the vote shall be held.
- (3) Nominations shall be accepted from the floor at the October meeting provided that all credentials / qualifications are presented at the time of nomination.

§ 20-13. Vacancy in office of Chief of the Department

If a vacancy in the office of Chief of the department should occur the Board of Past Chief's will meet and consider recommending to the Mayor and Board of Alderman that the Deputy Chief be elevated to the office of Chief or that a qualified Past Chief be selected to serve the remainder of the term. If the Deputy Chief is selected then a special meeting of the department will be held within 45 days to select a Deputy Chief in accordance with the procedures established in Section 20-9 of this ordinance.

§ 20-14. Vacancy in Office of Captain.

If a vacancy in the office of Captain should occur, the Board of Past Chief's will appoint a replacement to complete the remainder of vacant term. The member appointed shall be required to meet the provisions of § 20-11 of this article.

§ 20-15. Powers, Duties and Responsibilities of the Chief of Department

- A. The Chief of the Department in all cases of emergency within the Town, shall take prompt and efficient measures and use all means at the disposal of the Volunteer Fire Department to remediate same and shall at such times and on occasion of emergency have sole and absolute command over all members of the Fire Department and over all fire apparatus and persons aiding or assisting the Volunteer Fire Department in cases of all emergency to which the department has been summoned.
- B. The Chief of the Department shall have, upon request, in all cases of actual emergency, the use of any equipment or vehicles owned by the Town and the assistance of any Town employee necessary to operate such vehicles or equipment. The Chief may also, in cases of actual emergency, employ the services of any person or equipment which the Chief deems necessary for the extinguishment of a fire or restoring the building or area to a safe condition.
- C. The Chief of the Department shall cause to be examined daily the fire apparatus, hose and equipment and shall keep a record of such examinations, noting any unusual conditions.
- D. The Chief of the Department shall order all ordinary and necessary repairs to the fire apparatus and other fire equipment consistent with the Local Public Contracts Law and the Town's Purchasing Manual.
- E. The Chief of the Department shall keep an accurate record with the names of the officers and members of the Volunteer Fire Department and of all appointments, transfers, resignations and removals of volunteer

firefighters, as the same shall take place from time to time. Such record shall exhibit the names of the volunteer firefighter belonging to each company, the commencement of their term of service and such other particulars as may be necessary and proper.

- F. The Chief of the Department shall keep a record of all emergencies which may occur within the Town of Dover, with the cause thereof whenever the same can be ascertained, together with a description of the building or buildings damaged or destroyed, the names of the owner or owners and occupants thereof, the amount of loss in each case and also the amount of insurance, if any, as can be ascertained on careful and diligent inquiry. The Chief of the Department shall also keep a record of all the members who attend each fire or answer to the alarm thereof, as reported by the Officer In-charge. The Chief of the Department shall also keep a record of all violations of the Town's Ordinance dealing with the Volunteer Fire Department and the prevention and extinguishment of fires which may come to his knowledge and shall, without delay, report such violations to the Town Administrator.
- G. The Chief of the Department shall schedule a meeting of the Board of Officers in each of the calendar months. The date of such meeting shall be posted on the departmental bulletin board.
- H. The Chief of the Department may, from time to time, issue such general or emergency orders as deemed necessary. These orders shall be posted on the departmental bulletin board with the effective date for each order.
- I. It shall be the responsibility of the Chief of the Department, upon assuming office, to post a list of all officers and relief drivers on the departmental bulletin board.
- J. In the event of a planned absence of the Board of Officers from the corporate limits of the Town, the Chief shall designate, in a general order, the member or members to be in charge of the Department during the absence of the Board of Officers and notify the Town Administrator of same.
- K. The Chief of the Fire Department shall be in charge of all day to day operations for the volunteer division and the uniformed fire department.

§ 20-16. Powers, Duties and Responsibilities of the Captains of Department

A. Captain. It shall be the duty of each Captain to respond to alarms of emergency and report to the Chief of the Department or officer in charge of the fire or emergency. Each Captain shall carry out, or cause to be carried out, all orders given by superior officers. Captains shall report in writing to the Chief of the Department any loss, damage or malfunction of the apparatus or equipment assigned to the respective Captain. At the termination of the fire or emergency, each Captain shall supervise the necessary maintenance to restore the apparatus to readiness. Each Captain shall preserve order and discipline in the department at all times and shall assume command at an alarm of fire or emergency as provided in §20-9. A Captain shall perform such other duties as assigned by the Board of Officers.

§ 20-17. Powers and duties of company Clerk (Secretary).

- A. The Clerk (Secretary) of each company shall keep a record of the proceedings of the company. Each Clerk shall also keep a record of all appointments, resignations or removal of firefighters attached to such company and report such actions, in writing, promptly to the Chief of Department.
- B. The Clerk shall make such reports to the Board of Officers as may be requested from time to time by the Chief of Department.

§ 20-18. Powers and duties of all firefighters.

- A. It shall be the duty of every member of the Volunteer Fire Department to respond to each alarm of fire or emergency within the Town.
- B. Each volunteer firefighter shall perform such duties as may be ordered by the Board of Officers and shall at all times work to the best of his or her skill and ability to protect life and property at the scene of the fire or emergency.
- C. No volunteer firefighter shall be released from duty at an alarm of fire or emergency until all apparatus is back in service at the fire headquarters or at the discretion of the officer in charge of the incident.
- D. It shall be the duty of every volunteer firefighter to attend all drills or training sessions called by the Training Committee.

- E. It shall be the duty of all volunteer firefighters at all times to observe and abide by the general orders that may be issued from time to time by the Chief of the Department.
- F. Each volunteer firefighter shall complete any training that may be required by the State of New Jersey.
- G. Resignations should be submitted to the Chief of the department when a member is resigning from the department.
- H. It is the duty of each member to return all town and association issued property within ten days of termination from the department.

§ 20-19. Annual inspection.

It shall be the duty of each member of the Volunteer Fire Department to be present in full dress uniform and stand inspection on the second Saturday of October each year at the call of the Chief of Department. This inspection shall be held at fire headquarters.

§ 20-20. Duty uniforms.

- A. Each member of the Board of Officers shall wear an approved protective helmet, white in color. The frontal piece of the helmet shall bear the word "Chief" in prominent letters. In the center of the frontal piece of the helmet shall be a gold-colored Chief's emblem badge designating his or her position as Chief or Deputy Chief.
- B. Each Captain shall wear a helmet frontal, red in color. The frontal piece of the helmet shall have white lettering in color and bear the word "Captain" in prominent letters in addition to the name of Truck, Engine, and Rescue Captain. The EMS Captain shall have a helmet to be Blue in Color with a red frontal piece with white lettering bear the word "Captain".
- C. Except as specified in this article, all members shall wear approved and required personal protective equipment at the scene of any incident.

§ 20-21. Badges.

Badges bearing the words "Dover Fire Department" and bearing distinctive numbers shall be provided for each member of the Volunteer Fire Department. Badges will be issued by the Chief of Department and it shall be his responsibility to see that badges are returned within 10 days following the resignation or removal of a member. Badges shall be worn on the left breast of the dress uniform as specified by the regulations for wearing of uniforms of the Dover Volunteer Firemen's Association.

§ 20-22. Dress uniforms.

The dress uniform of the Dover Fire Department shall be specified by the Dover Volunteer Firemen's Association. Dress uniform shall be worn when ordered by the Chief of the Department.

§ 20-23. Department records.

All records referred to in § 20-19 shall be the property of the Town of Dover. These records shall remain within the confines of the Municipal Building at all times.

§ 20-24. Certificates of exemption.

Certificates of exemption shall be issued in accordance with the laws of the State of New Jersey to those members meeting the stated requirements.

§ 20-25. Expenses of Board of Officers

Stipends for the Board of Officers shall be subject to availability of funds in each calendar year budget adopted by the Mayor and Board of Aldermen. The Chief of the Department shall receive, at a minimum, a stipend of \$3,000, the Deputy Chief shall receive, at a minimum, a stipend of \$2,000 and Captains shall receive a stipend of \$400.00 all payable on a quarterly basis.

§ 20-26. Expenses of firemen.

Volunteer firemen who meet the following criteria shall receive in December of each year a stipend consistent with the availability of funds in the adopted municipal budget: (1) attended and answered the alarm of at least 60 percent of all multiple alarms or of emergency and Department drills during the year; (2) A maximum of 20 department drills may be used in computing the percentage; (3) When an active firefighter has served seven years, one credit shall be given towards his or her percentage for every year of active service. The stipend for volunteer firemen shall be at a minimum \$250. An incentive at a minimum of \$100 shall be provided to any member who responds to 25 percent of all emergency calls or 15 percent of all EMS calls.

§ 20-27. Insurance.

- A. Life insurance. The Town of Dover shall make available and pay the full premium for each member of the Volunteer Fire Department's participation in a group life insurance program with minimum benefits of \$10,000, until age 70 and then the benefit is reduced to \$6,500. Upon retirement from active service after 25 years of satisfactory active service, the Town of Dover shall continue to pay the full annual premium for life insurance coverage for the retired member. There shall be a waiting period of six months, unless said firefighter or EMT is already trained and begins service immediately.
- B. Workmen's compensation. Members of the Volunteer Fire Department shall be covered by workmen's compensation.
- C. Liability insurance. The Town of Dover shall provide liability coverage for each of the members of the Volunteer Fire Department.

§ 20-28. Complaints against members; procedures, hearings and punishment

A. Complaints against members of the Volunteer Fire Department

- (1) Any one witnessing an infraction of this Ordinance or the duly posted general order or oral order of the Chief of the Department by a member of Volunteer Fire Department while on fire duty, during a training session or drill, any dereliction of duty, or for the good cause at any time, may file a written, signed complaint thereof with the Volunteer Fire Chief. Each member complained of shall be considered as a separate complaint.
- (2) Each complaint must include the name and, if available, the badge number of the member complained of, the date, time, and location of the occurrence and a description of the incident. The complaint must be filed within ten business days of the date of the incident. The postmarked date of a mailed complaint shall be considered as the filing date.

B. Procedure.

- (1) Upon receipt of a complaint, the Chief of the Department will notify the Board of Officers and before any action is taken thereon, mail a copy of the complaint to the member complained of within ten business days. This shall be done by certified mail, regular mail, or personal service and the date of the service shall constitute the date of notice.
- (2) Should the Chief of the Department decide to file a complaint himself, he must notify the Board of Officers and the member complained of before any action what so ever is taken thereof.
- (3) Any complaint against the Chief of the Department by a member of the Volunteer Fire Department shall be addressed to The Board of Past Chiefs and a copy of same shall be forwarded to the Town Administrator.

C. Hearing Process

- (1) Within ten business days following the date of the receipt, the Chief shall schedule a hearing before the Board of Officers at which time the person making the complaint and the member complained of can be heard. If the complaint is against the Chief of the Department the Board of Past Chiefs will schedule a hearing within ten business days.
- (2) The Board of Officers can impose discipline against a member as follows: verbal reprimand, written reprimand, suspension, or expulsion. If the member does not agree with the discipline imposed, the member may file an appeal with the Board of Past Chiefs within five business days. If the Board of Past Chiefs reprimands the Chief of the Department, then he can appeal to the Town Administrator. There must be a simple majority of the total members of the Board of Past Chiefs present during the time of the hearing. A verbal reprimand cannot be appealed.
- (3) If an appeal is made to the Board of Past Chiefs within 10 business days a hearing will be scheduled within twenty days from the date of receipt of the appeal. The member complained of shall receive at least seven days notice prior to the hearing with the Board of Past Chiefs. Witnesses may be called and be heard and evidence may be presented. Should a member complained of fail to appear at this hearing without good cause shown, the hearing may be conducted in the absence of the member charged.
- (4) The Board of Past Chiefs can dismiss the charges against the member if they find the charges have not

been proved. The Board of Past Chiefs may affirm or modify the discipline imposed.

- (5) The Board of Past Chiefs can recommend to the Mayor and Board of Aldermen to dismiss a member from the Volunteer Fire Department should they find the charges warranted.
- (6) If the Chief of the Department is reprimanded, the Town Administrator shall be notified the next business day.
- (7) All decisions by the Board of Past Chiefs are final except as provided in this section.

D. Constituent Complaints

- (1) Complaints received by Town Officials against a member of the Volunteer Fire Department shall be forwarded to the Chief of the Department for his action.
- (2) Complaints against the Chief of the Department shall be filed with the Town Administrator for his or her action.
- (3) The Chief of the Department may appeal to the Mayor and Board of Aldermen the discipline imposed, if any, by the Town Administrator.

§ 20-29. The current Chief Officers will serve the remainder of their term of office.

For Chief Officers effective January 1, 2016 the current First Assistant Chief will be elevated to Department Chief. The Current 2nd Assistant Chief will be elevated to Deputy Chief.

For Chief Officers effective January 1, 2017 the Deputy Chief will be elevated to Department Chief. Elections for Deputy Chief will follow procedures as established elsewhere in this ordinance.

The positions and procedures for election of Captains for 2016 as outlined elsewhere in this ordinance and will take effect upon passage of this ordinance. Excepting the requirement of Fire Officer and Firefighter 2 training. This requirement will be required beginning January 1, 2018.

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 the public for a hearing on ordinance 20-2015. Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public.

Ayes: Aldermen Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald, Toth and Mayor Dodd

Nays: None Absent: None Abstained: None

RESOLUTIONS

BILL LIST RESOLUTION

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

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

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

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

RESERVE ACCT claims in the amount of:	\$0.00
CURRENT ACCT claims in the amount of:	\$60,180.37
GENERAL CAPITAL ACCT claims in the amount of:	\$190,330.70
WATER UTILITY ACCT claims in the amount of:	\$33,878.26
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER CAPITAL ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$351.16

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:	\$22.80
EVIDENCE TRUST ACCT claims in the amount of:	\$0.00
RECYCLING TRUST ACCT claims in the amount of:	\$0.00
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	\$0.00
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$29,553.73
COAH TRUST Acct claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$314,317.04

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:	\$343,335.71
WATER UTILITY ACCT claims in the amount of:	\$27,824.17
PARKING UTILITY ACCT claims in the amount of:	\$3,206.37
PAYROLL AGENCY ACCT claims in the amount of:	\$85,951.28
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$77.81
TOTAL CLAIMS PAID	\$460,395.34
TOTAL BILL LIST RESOLUTION	\$774,712.38

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

**Ayes: Aldermen Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald and Toth
Nays: None Absent: None 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

AXELS EXPRESS & LIMO

2010 Chrysler (TAXI # 31)	2A4RR5D10AR194141	OT1184	NEW
2005 Chrysler (TAXI # 33)	2C4GP54L25R23799	OT1180	NEW
2006 Dodge (TAXI # 34)	1D4GP24R26B646803	OT1182	NEW
2006 Dodge (TAXI # 35)	1D4GP24RX6B632869	OT1181	NEW
2007 Chrysler (TAXI #36)	2A4GP54L67R182339	OT1183	RENEWAL

CITY LIMO & TAXI, INC.

2005 Dodge	2D4GP44L05R599357	OL1038J	RENEWAL
2003 Lincoln	1LNHM82W83Y704147	OL5522J	RENEWAL
2004 Lincoln	1LNHM84W54Y681697	OL1469H	RENEWAL

ELITE LIMO AND TAXI SERVICE LLC

2006 Dodge	1D4GP24R46B670505	OL5501J	RENEWAL
2004 Toyota	5TDZA22C34S054872	OL1049J	RENEWAL
2003 Dodge	2D4GP44L13R246834	OL6369J	RENEWAL

FIRST CLASS OF DOVER, INC

2007 Ford	2FAHP71W77X151445	OL5504J	RENEWAL
2006 Ford	2FAHP71W76X124678	OL5505J	RENEWAL
2008 Toyota	5TDBK23C38S009109	OL5500J	RENEWAL
2005 Dodge	1D4GP25E85B242673	OL2547J	RENEWAL
2004 Lincoln	1LNHM83W34Y611908	OL6354J	RENEWAL
2002 Chrysler	1C4GJ253X2B736106	OL3552J	RENEWAL
2005 Lincoln	1LNHM81W15Y603813	OL6159H	RENEWAL

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

Ayes: None

Nays: Aldermen Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald, Toth and Mayor Dodd

Absent: None Abstained: None

RESOLUTION PROVIDING THE CANCELLATION OF VARIOUS GRANT BALANCES

WHEREAS, there are certain older appropriation reserve balances remaining on completed grant projects and

WHEREAS, it is necessary to formally cancel these appropriated reserve balances and any offsetting grant receivables where applicable.

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 the following Federal, State and County appropriated reserve balances and related offsetting grant receivable balances be cancelled:

Grant Title and Grant Year	Amount to be cancelled
2014/2015 Municipal Alliance – County	13,961.00
2014/2015 Municipal Alliance – Local	3,490.25
Total	\$17,451.25

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

Nays: None Absent: None Abstained: None

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, 2015.

Non Union

Domingos Saldida, Public Safety Director	\$ 105,000.00	09/14/15
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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, Romaine, Blackman, Rutan, Noriega, MacDonald, Toth and Mayor Dodd

Nays: None Absent: None Abstained: None

Mayor Dodd stated that the administrator prepares a budget which then it comes before the finance committee and then the committee makes a recommendation to the Board of Aldermen. He stated that the town has been able to maintain

taxes at a stable level with minimal increases and they continue to provide the most services to the community with the least amount of taxes. Mayor Dodd noted that as we look to make changes, it's very difficult if things are not budgeted for but he reassured everyone that changes can be made if its budgeted. He emphasized the changes that need to be made to the fire department member's life insurance coverage.

Mayor Dodd opened the meeting to the public on any agenda items. Seeing no hands and hearing no voices the meeting was closed to the public.

PUBLIC COMMENTS

Marie Tambini – 10 East Blackwell St., Dover – Mrs. Tambini stated that she is happy that they are working to fix the taxi issue and she also thanked everyone for the picnic and noted that she looks forward to it every year.

John Sperry – 67 North Bergen St., Dover – Mr. Sperry asked if anyone looked at the Morris Street and Dickerson Street rail road crossing and noted that since it's been reconfigured the area has been chaos.

Mayor Dodd responded that it's a DOT project and it's being fixed so that a signal is being installed to work in conjunction with the one on Blackwell Street so no one stops on the railroad tracks.

**Motion to adjourn made by Mayor Dodd at 7:45 pm,
and duly seconded by Alderman Visioli passed by the following voice vote.**

**Ayes: Alderwoman Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, McDonald, Toth and Mayor Dodd
Nays: None Absent: None Abstained: None**

Respectfully submitted,

Margaret Verga, Municipal Clerk