



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## REGULAR MEETING AGENDA

March 21, 2023

7:00 PM

**A) CALL MEETING TO ORDER / SUNSHINE STATEMENT** – Mayor Carolyn Blackman to call meeting to order and read the Sunshine Statement:

“This meeting is being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice of the meeting was sent to the Daily Record and Star Ledger on January 4, 2023 and published in the Record and Ledger on January 7, 2023. Notice was also posted on the Bulletin Board of the Municipal Building.”

**B) PLEDGE OF ALLEGIANCE** – Mayor Carolyn Blackman to lead those in attendance in the Pledge of Allegiance to the Flag

**C) ROLL CALL** – Clerk to Conduct Roll Call:

Name	Present	Absent	Excused
Alderwoman Cruz			
Alderman Estacio			
Alderwoman Rugg			
Alderwoman Ruiz			
Alderman Santana			
Aldermen Scarneo			
Alderman Tapia			
Alderwoman Wittner			
Mayor Blackman			

**D) APPROVAL OF MINUTES**

**E) REPORT OF COMMITTEES**

**F) PRESENTATIONS, MUNICIPAL CORRESPONDENCE**

**G) ORDINANCES FOR FIRST READING**

- a) Ordinance 04-2023 Prohibited Parking Regulations for Beaufort Avenue
- b) Ordinance 05-2023 Amending and Supplementing Chapter 72, Salaries and Compensation

**H) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION**

**I) APPROVAL OF BILLS**

- a) Resolution 99-2023 - Approval of Bills List

## **J) APPROVAL OF RESOLUTIONS**

### **1) CONSENT AGENDA RESOLUTIONS**

- a) Resolution 100-2023 Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle October 2020 – June 2025

### **2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION**

- a) Resolution 101-2023 Approving Agreement by and between the Town of Dover and Prime Healthcare, Saint Clare's LLC for Corporate Health Services
- b) Resolution 102-2023 Authorizing Change Order No. 1 to the contract issued to Montana Construction Corp., Inc., for the 2021 Water System Improvements Project for White Street and Bowlby Street
- c) Resolution 103-2023 Submission of authorization to submit the Municipal Self-Assessment Report to the Office of Planning Advocacy
- d) Resolution 104-2023 Approving a letter of support to Happy Time Buds, LLC dba Casa Verde Wellness to obtain a Class 5 Retailer License for Cannabis in the Town of Dover
- e) Resolution 105-2023 Supporting RevolutionNJ

## **K) OLD/NEW BUSINESS**

### **L) PUBLIC COMMENT:**

The Town of Dover highly values the input of residents in making important decisions that affect the residents of our community. We also believe in the rights of residents to observe Governing Body Meetings. To ensure that all of our residents have the opportunity to offer comment, each statement/comment shall be held to a time of five (5) minutes.

**All comments must include your name and residential address at the beginning of your comment.**

Public comment portions of our agenda are not structured as question-and-answer sessions, but rather they are offered as opportunities to share your thoughts with the Mayor and Board of Aldermen. The Mayor and Board will attempt to engage in dialogue but may not be able to respond to all public comments. However, all comments are considered and will be investigated and addressed as appropriate.

If you have a question that we are unable to answer at the meeting, feel free to submit your questions to the Office of the Municipal Clerk, in writing, and include your name, address and telephone number where you can be contacted. The email address of the Clerk's Office is [doverclerk@dover.nj.us](mailto:doverclerk@dover.nj.us). Questions will be answered within a reasonable time.

Please be courteous and mindful of the rights of others when providing comments. Comments may not be abusive, obscene, or threatening. All members of the public attending Mayor and Board of Aldermen meetings must treat each other and the Mayor and Board of Aldermen with respect. Individuals offering comments are not permitted to make personal attacks on any Town Employees, the Mayor or any Member of Town Government, other testifiers, or members of the public.

## **M) ADJOURNMENT**



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

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ORDINANCE No. 04-2023

**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY CREATING PROHIBITED PARKING REGULATIONS FOR BEAUFORT AVENUE**

**WHEREAS**, the governing body of a municipality make, amend, repeal, and enforce ordinances to adopt policies and procedures for the benefit of the municipality; and

**WHEREAS**, the Mayor and Aldermen recognize that there is a need to make reasonable changes to the Code of the Town of Dover to prohibit on street parking from 2AM – 6AM on Beaufort Avenue; and

**WHEREAS**, the Mayor and Board of Aldermen have determined that it is in the best interest of the town to prohibit parking from 2AM – 6AM along the northerly and southerly side of Beaufort Avenue; and

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

**SECTION 1.**            **Definition – No Parking Zone**

A “No Parking Zone” for the purpose of this ordinance shall be an area along the sideline(s) of a public street that prohibits parking 7 days a week from 2AM – 6AM.

**SECTION 2.**            **Description – Location of No Parking Zone**

**North Side and South Side of Beaufort Ave. Description:**

Said “No Parking Zone” for the purposes of this ordinance shall be described as the area of prohibited parking for the northerly and southerly side of Beaufort Avenue beginning at the westerly curb line intersection of Ann Street and Beaufort Avenue thence continuing in a westerly direction along the curb line of the roadway for a distance of 840 feet to the westerly curb line of Rockridge Terrace.

**SECTION 3.**            **Violation and Penalties**

Every person convicted of a violation of a provision of this Ordinance, or any supplement thereto shall be liable to a penalty of not more than fifty (\$50.00) dollars or imprisonment for a term not exceeding fifteen (15) days or both.

**SECTION 4.** This ordinance shall take effect in accordance with law. This ordinance shall supersede any previous ordinance(s) that may have been adopted prior to this ordinance being adopted.

ATTEST:

\_\_\_\_\_  
Reynaldo Julve, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Ordinance 04-2023 is a true copy of the Original Ordinance duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on \_\_\_\_\_.

\_\_\_\_\_  
Reynaldo Julve  
Acting Municipal Clerk



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

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## ORDINANCE No. 05-2023

### AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 72, SALARIES AND COMPENSATION

**BE IT ORDAINED** by the Mayor and Board of Aldermen, Town of Dover, County of Morris, NJ as follows:

A. CHAPTER C. "Salaries and Compensation for Certain Employees" is hereby amended and supplemented by the following:

#### CHAPTER C. SALARIES & COMPENSATION FOR CERTAIN EMPLOYEES

I. Effective January 1, 2023, as indicated below, salaries, compensation or fees are hereby established for the following named officers, employees, or positions in the Town of Dover at the rate of or within the salary ranges listed.

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

C. All collective bargaining agreements in effect as of the adoption of this ordinance are included by reference.

D. This ordinance shall take effect immediately upon final passage and publication. The Board of Aldermen shall adopt resolutions, from time to time as needed, to establish individual salaries for employees impacted by this ordinance.

<b>Title</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Period</b>
Accounting Assistant	\$45,900.00	\$68,340.00	Annually
Accounting Assistant PT	\$24.73	\$36.81	Hourly
Alderman/Alderwoman	\$12,484.68	\$15,300.00	Annually
Analyst Trainee	\$40,800.00	\$86,751.00	Annually
Assistant/Deputy DPW Superintendent	\$76,500.00	\$120,360.00	Annually
Assistant Municipal Treasurer	\$66,300.00	\$105,000.00	Annually
Building Maintenance Worker PT	\$18.32	\$22.91	Hourly
Building Sub Code Official PT	\$25.00	\$62.22	Hourly
Carpenter	\$66,300.00	\$81,600.00	Annually
Carpenters Helper	\$51,000.00	\$66,300.00	Annually
Chief Financial Officer/Treasurer	\$76,500.00	\$153,000.00	Annually

<b>Title</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Period</b>
Chief Financial Officer/Treasurer PT	\$41.00	\$102.00	Hourly
<u>Keyboarding Clerk Non Union</u>	\$42,840.00	\$65,280.00	Annually
<u>Senior Keyboarding Clerk Non Union</u>	\$45,000.00	\$71,400.00	Annually
Code Enforcement Officer I	\$42,840.00	\$66,300.00	Annually
Code Enforcement Officer I - PT	\$20.00	\$41.82	Hourly
Code Enforcement Officer II	\$58,000.00	\$78,000.00	Annually
Communications Manager	\$61,200.00	\$98,940.00	Annually
Community Services Aide Bilingual	\$45,900.00	\$88,740.00	Annually
Confidential Aide Non-Union	\$40,800.00	\$88,740.00	Annually
Confidential Assistant	\$45,900.00	\$63,240.00	Annually
Confidential Assistant PT	\$20.00	\$31.62	Hourly
Constituent Affairs Coordinator	\$45,900	\$76,500	Annually
Construction Off/ Building SC Off/ Code Enf. Off	\$56,100.00	\$104,040.00	Annually
Deputy Municipal Clerk	\$51,000.00	\$83,640.00	Annually
Deputy Municipal Department Head	\$66,300.00	\$127,500.00	Annually
Deputy Municipal Department Head PT	\$35.71	\$68.68	Hourly
Director of Human Resources	\$64,505.00	\$120,000.00	Annually
Director of Municipal Services/Public Works	\$112,200.00	\$153,000.00	Annually
Director of Recreation	\$91,800.00	\$135,252.00	Hourly
Fire Inspector PT	\$25.00	\$52.22	Hourly
Fire Official	\$100,640.00	\$125,800.00	Annually
Fire Sub-code Official PT	\$25.00	\$62.02	Hourly
Health Educator	\$61,200.00	\$98,940.00	Annually
Health Educator PT	\$25.00	\$40.80	Hourly
Health Officer	\$76,500.00	\$122,400.00	Annually
Inspector	\$25.00	\$52.02	Hourly
Laborer Non-Union I PT	\$15.00	\$16.32	Hourly
Laborer Non-Union II PT	\$16.00	\$20.40	Hourly
Laborer Non-Union III PT	\$20.00	\$26.52	Hourly
Librarian	\$35,700.00	\$73,440.00	Annually
Library Asst PT	\$ 20.00	\$26.00	Hourly
Librarian PT	\$16.83	\$34.62	Hourly
Library Custodian PT	\$16.83	\$34.62	Hourly
Library Director	\$61,200.00	\$112,200.00	Annually
Library Page	\$14.00	\$17.00	Hourly
License Inspector	\$56,100.00	\$96,900.00	Annually
License Inspector PT	\$15.00	\$52.02	Hourly
Mayor	\$100.00	\$32,640.00	Annually

<b>Title</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Period</b>
Motor Vehicle Operator PT	\$15.00	\$26.52	Hourly
Municipal Clerk	\$35,700.00	\$132,600.00	Annually
Municipal Clerk PT	\$19.00	\$74.46	Annually
Municipal Court Admin	\$73,440.00	\$98,940.00	Annually
Municipal Court Attendant PT	\$15.00	\$36.72	Hourly
Municipal Court Judge	\$20,400.00	\$56,100.00	Annually
Municipal Court Presiding Judge	\$20,400.00	\$56,100.00	Annually
Municipal Engineer	\$112,200.00	\$204,000.00	Annually
Municipal Prosecutor	\$40,800.00	\$51,000.00	Annually
Municipal Recycling Coordinator	\$96,900.00	\$153,000.00	Annually
Parking Enforcement Off FT	\$40,914.90	\$51,143.62	Annually
Parking Enforcement Officer PT	\$17.64	\$22.05	Hourly
Parking Enforcement Officer/Parking Meter Collector FT	\$45,000.00	\$60,000.00	Annually
Parking Enforcement Officer/Parking Meter Collector PT	\$18.00	\$25.00	Hourly
Payroll Clerk	\$33,660.00	\$73,440.00	Annually
Payroll Clerk/HR Manager	\$32,640.00	\$72,828.00	Annually
Plumbing Sub Code Official	\$35.00	\$52.02	Hourly
Police Aide	\$50,000.00	\$60,000.00	Annually
Police Chief	\$153,000.00	\$210,000.00	Annually
Public Safety Director	\$112,200.00	\$156,060.00	Annually
Principal Account Clerk	\$33,660.00	\$73,440.00	Annually
Principal Registered Environmental Health Specialist	\$74,500.00	\$98,500.00	Annually
Public Works Superintendent	\$86,700.00	\$140,760.00	Annually
Qualified Purchasing Agent	\$12,000.00	\$12,000.00	Annually
Recreation Director PT	\$25.00	\$67.00	Hourly
Registered Environmental Health Specialist Public Health	\$66,300.00	\$86,700.00	Annually
Registered Environmental Health Specialist Trainee Public Health	\$45,900.00	\$71,400.00	Annually
Sanitation Enforcement Officer PT	\$17.00	\$31.62	Hourly
Sanitation Worker	\$15.00	\$23.00	Hourly
School Crossing Guard II PT	\$17.50	\$26.52	Hourly
Seasonal Employees (will change as needed for compliance with minimum wage law)	\$13.00	\$20.40	Hourly
Sec. PB/BOA/& HP	\$40,800.00	\$86,700.00	Annually
Security Guard (seasonal)	\$15.00	\$26.52	Hourly
Sr Library Assistant	\$43,780.80	\$54,752.36	Annually
Sr Library Asst PT	\$24.06	\$30.08	Hourly



<b>Title</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Period</b>
Senior Parking Enforcement Off FT	\$48,690.16	\$60,862.70	Annually
Senior Registered Environmental Health Specialist	\$56,226.00	\$86,812.00	Annually
Special Police Officers	\$45,900.00	\$56,100.00	Annually
Special Police Officers PT	\$21.00	\$35.70	Hourly
Stipends for Additional Responsibilities	\$1,020.00	\$6,120.00	Annually
Superintendent	\$96,900.00	\$137,700.00	Annually
Supervising Library Assistant	\$35,700.00	\$63,240.00	Annually
Supervising Library Assistant PT	\$16.00	\$26.52	Hourly
Supervisor/Foreman (working)	\$61,200.00	\$98,940.00	Annually
Tax Assessor	\$25,500.00	\$68,340.00	Annually
Tax Collector	\$51,000.00	\$98,940.00	Annually
Town/Municipal Business Administrator	\$127,500.00	\$229,500.00	Annually

ATTEST:

\_\_\_\_\_  
Reynaldo Julve, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Ordinance 05-2023 is a true copy of the Original Ordinance duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on \_\_\_\_\_, 2023.

\_\_\_\_\_  
Reynaldo Julve  
Acting Municipal Clerk



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 99-2023 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.

CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$13,419.88
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$83,841.48
GENERAL CAPITAL ACCT claims in the amount of:	\$144,278.90
WATER UTILITY RESERVE ACCT claims in the amount of:	\$6,252.20
WATER UTILITY ACCT claims in the amount of:	\$14,883.51
WATER CAPITAL ACCT claims in the amount of:	\$2,115.64
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$618.24
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:	\$14,406.00
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:	\$818.00
COAH TRUST ACCT claims in the amount of:	\$0.00
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$0.00
<b>TOTAL CLAIMS TO BE PAID</b>	<b>\$280,633.85</b>

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

TRUST/OTHER ACCT claims in the amount of:	\$0.00
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$600.00
PARKING UTILITY ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$0.00
<b>TOTAL CLAIMS PAID</b>	<b>\$600.00</b>

**TOTAL BILL LIST RESOLUTION** **\$281,233.85**

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

# Resolution 100-2023

Governor's Council on Alcoholism and Drug Abuse  
Fiscal Grant Cycle October 2020-June 2025

## FORM 1B

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Board of Aldermen further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Board of Aldermen has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Morris;

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Dover, County of Morris, State of New Jersey hereby recognizes the following:

1. The Board of Aldermen does hereby authorize submission of a strategic plan for the (name) Municipal Alliance grant for fiscal year 2023 in the amount of:

<u>DEDR</u>	<u>\$10,543.00</u>
<u>Cash Match</u>	<u>\$2,635.75</u>
<u>In-Kind</u>	<u>\$7,907.25</u>
2. The Board of Aldermen acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_  
*Carolyn Blackman, Mayor*

## CERTIFICATION

I, Rey Julve, Municipal Clerk of the Town of Dover, County of Morris, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Board of Aldermen on this (day) day of (month), 2023.

\_\_\_\_\_  
*Rey Julve, Municipal Clerk*

FORM 1A




FOR COUNTY USE ONLY  
Approved: \_\_\_\_\_ YES \_\_\_\_\_ NO  
Date: \_\_\_\_\_

**STRATEGIC PLAN FOR FUNDING MUNICIPAL ALLIANCES**

Grant Year: July 1, 2022-June 30, 2023 Alliance Tier 2

APPLICANT MUNICIPALITY/IES: Dover/Victory Gardens	COUNTY: Morris
ALLIANCE NAME: Dover/Victory Gardens	ALLIANCE WEBSITE: N/A
ALLIANCE STREET ADDRESS: 37 North Sussex Street TOWN: Dover STATE: NJ ZIP: 07801	
TELEPHONE: (973) 366-2200 Ext. 1144	FAX: (973) 328-6524
ALLIANCE CHAIRPERSON: MAC-Yajana Schwen STREET ADDRESS: 37 North Sussex Street TOWN: Dover STATE: NJ ZIP: 07801 EMAIL: yschwenk@dover-nj.org	ALLIANCE COORDINATOR: Héctor R. Quiflones López STREET ADDRESS: 80 Frances Avenue TOWN: Stanhope STATE: NJ ZIP: 07874 EMAIL: gettoitprogram@gmail.com
DATE OF RESOLUTION AUTHORIZING THE STRATEGIC PLAN (MM/DD/YYYY): / /	

A) Alliance DEDR Allocation \$ 10,543.00  
B) Cash Match (must be 25% of DEDR Allocation) \$ 2,635.75  
C) In-Kind Match (must be 75% of the DEDR Allocation) \$ 7,907.25  
TOTAL ALLIANCE BUDGET (add A+ B+C) \$21,086.00

Dover	Carolyn Blackman	
*MUNICIPALITY	NAME/MAYOR/Head of Governing Body	SIGNATURE
Victory Gardens	David Holeman	
*MUNICIPALITY	NAME/TITLE OF GOVERNING BODY REPRESENTATIVE	SIGNATURE
*MUNICIPALITY	NAME/TITLE OF GOVERNING BODY REPRESENTATIVE	SIGNATURE
Héctor R. Quiflones López		06/24/2022
ALLIANCE CHAIRPERSON	SIGNATURE	DATE

\* If a municipality is part of a consortium, a signature and resolution is required from all participating municipalities entering into the agreement. Signatures hereby accept all components of this grant including membership terms, Statement of Assurances and Fiscal Requirements.

## Betty Lou Decroce

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**From:** Jean Winans  
**Sent:** Wednesday, March 15, 2023 10:05 AM  
**To:** aacher@co.morris.nj.us  
**Cc:** Betty Lou Decroce  
**Subject:** Fw: Attached Image  
**Attachments:** 1548\_001.pdf

Good morning,

Please see attached the Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2020-June 2025, Form 1A.

This is being sent by BettyLou DeCroce, signed by the Mayor.

Thank you,

Jean M. Winans  
Administration  
Town of Dover  
37 N. Sussex Street  
Dover, NJ 07801  
973-366-2200 Ext. 1114  
Fax No. 973-328-6524  
jwinans@dover.nj.us

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**From:** dovercopier@dover.nj.us <dovercopier@dover.nj.us>  
**Sent:** Wednesday, March 15, 2023 11:02 AM  
**To:** Jean Winans <jwinans@Dover.NJ.US>  
**Subject:** Attached Image



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 101-2023**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING AGREEMENT BY AND BETWEEN THE TOWN OF DOVER AND PRIME HEALTHCARE, SAINT CLARE'S LLC FOR CORPORATE HEALTH SERVICES**

**WHEREAS**, the Town of Dover is in need of the services of Corporate Health Services per diem; and

**WHEREAS**, the services of Corporate Health Services is for the Town of Dover Employees Employment Screening, Health, and Drug Testing; 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 authorizes the execution of said Agreement as described herein.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that a copy of this Resolution be sent to HR Department, and Prime HealthCare, Saint Clare's LLC.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 101-2023 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on March 21, 2023.

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Reynaldo Julve  
Acting Municipal Clerk





# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION No. 102-2023

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY AUTHORIZING CHANGE ORDER NO. 1 TO THE CONTRACT ISSUED TO MONTANA CONSTRUCTION CORP., INC., FOR THE 2021 WATER SYSTEM IMPROVEMENTS PROJECT FOR WHITE STREET AND BOWLBY STREET**

**WHEREAS**, the Town of Dover entered a Contract with Montana Construction Corp., Inc., to perform water system improvements at White Street and Bowlby Street; and

**WHEREAS**, the contract was in the amount of \$881,434.00; and

**WHEREAS**, there has been a change order in the total amount of \$62,845.46 as put for the in a March 13, 2023 letter from Stephen Hoyt, PE of Pennoni Associates the Water Commissions Engineer and is further recommended by the Engineer representing additional work and improvements for a final total contract amount of \$944,279.46 or a 7.13% increase in the total contract; and

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Dover, in the County of Morris and State of New Jersey, that the Town of Dover hereby approves Change Order No. 1, in the amount of \$185,777.50, but after reducing the savings from the original contract amount of approximately \$122,932.04 resulting in a net change order of \$62,845.46 as further detailed in the March 13, 2023 letter attached hereto and made a part of this resolution detailing the Change Order entered into by Montana Construction Corp., Inc., of 80 Contant Avenue, Lodi, New Jersey, which Change Order provides for an additional installation of 300 linear feet of water main, milling and repaving of approximately 1,700 square feet and additional State Police traffic control and HTC Traffic Maintenance; and

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey; and

**NOW FURTHER BE IT RESOLVED**, that a copy of this Resolution be sent to the Water Commission.

ATTEST:

\_\_\_\_\_  
Reynaldo Julve, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

**I, John O. Gross as the Town of Dover Chief Financial Officer, do hereby certify that funds are available to meet the Town of Dover's obligation specified by this resolution.**

\_\_\_\_\_  
**John O. Gross, M.P.A., C.M.F.O.**

\_\_\_\_\_  
**Amount**

\_\_\_\_\_  
**Account #**

**CERTIFICATION**

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 102-2023 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on March 21, 2023.

\_\_\_\_\_  
Reynaldo Julve  
Acting Municipal Clerk



**TOWN OF DOVER**  
**WATER COMMISSION**

**RESOLUTION NO. 2023- 12**

**RESOLUTION AUTHORIZING A CHANGE ORDER NO. 1 TO THE  
CONTRACT ISSUED TO MONTANA CONSTRUCTION CORP., INC., FOR  
THE 2021 WATER SYSTEM IMPROVEMENTS PROJECT FOR  
WHITE STREET AND BOWLBY STREET**

**WHEREAS**, the Town of Dover Water Commission entered a Contract with Montana Construction Corp., Inc., to perform water system improvements at White Street and Bowlby Street; and

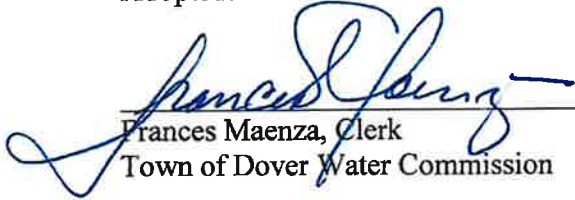
**WHEREAS**, the contract was in the amount of \$881,434.00; and


**WHEREAS**, there has been a change order in the total amount of \$62,845.46 as put for the in a March 13, 2023 letter from Stephen Hoyt, PE of Pennoni Associates the Water Commissions Engineer and is further recommended by the Engineer representing additional work and improvements for a final total contract amount of \$944,279.46 or a 7.13% increase in the total contract.

**NOW, THEREFORE, BE IT RESOLVED** by the Water Commission of the Town of Dover, in the County of Morris and State of New Jersey, that the Water Commission hereby approves Change Order No. 1, in the amount of \$185,777.50, but after reducing the savings from the original contract amount of approximately \$122,932.04 resulting in a net change order of \$62,845.46 as further detailed in the March 13, 2023 letter attached hereto and made a part of this resolution detailing the Change Order entered into by Montana Construction Corp., Inc., of 80 Contant Avenue, Lodi, New Jersey, which Change Order provides for an additional installation of 300

linear feet of water main, milling and repaving of approximately 1,700 square feet and additional State Police traffic control and HTC Traffic Maintenance.

Adopted:

  
\_\_\_\_\_  
Frances Maenza, Clerk  
Town of Dover Water Commission

  
\_\_\_\_\_  
Andrew DuJack, President  
Town of Dover Water Commission

Commissioner	AYE	NAY	N.V.	A.B
CICCHETTI	X			
DULFER	X			

Commissioner	AYE	NAY	N.V.	A.B
DU-JACK	X			

**X - Indicates Vote A.B. - Absent N.V - Not Voting (Abstained or Excused)**

Approved as to:  
Factual Contents \_\_\_\_\_ Appropriation \_\_\_\_\_ Form and Legality \_\_\_\_\_  
Department Head Chief Financial Officer Board Counsel

Tabled \_\_\_\_\_ Removed from Table \_\_\_\_\_

Secretary's Certification \_\_\_\_\_ Adopted \_\_\_\_\_ 2021

Entered on Minutes, Page \_\_\_\_\_



24 Commerce Street  
Suite 300  
Newark, NJ 07102  
T: 973-265-9775  
F: 973-265-9774

www.pennoni.com

**TODOV21004**

March 13, 2023

Robert Kinsey  
Water Superintendent  
37 North Sussex Street  
Dover, New Jersey 07801

**RE: Change Order – 1  
2021 Water System Improvements  
White/Grace Street  
Dover, New Jersey 07801**

Dear Mr. Kinsey,

We received a change order from Brian Dowling, Montana Construction, dated March 9, 2023 for the following changes to the scope of work on the above referenced project:

1. Adding an additional 300 linear feet of water main replacement within West Clinton Street (Route 15) to upgrade that run to 8" Class 52 DIP; The equipment, labor, and material cost for this change is quoted as \$109,165.00. The work is to be performed at night.
2. The milling and repaving of approximately 1,700 square yards of West Clinton Street to accommodate the water main installation and address the NJDOT requirements including the intersections with White Street and Grace Street. The labor and material cost for 2" full width milling and paving of this street is quoted at \$54,000.00, with an additional \$2,000.00 for thermoplastic striping.
3. Additional State Police coverage is required for working on the State Highway; an additional cost of \$8,800 is quoted for 2 State Troopers at \$110.46/hour, 8 hours for 5 days.
4. Additional traffic control including HTC Traffic Maintenance (signage & truck mounted attenuator) is quoted at \$11,812.50 for the duration of the additional work.

This change is anticipated to add an additional five (5) days to the project duration.

The total cost of the proposed additional work has been quoted as \$185,777.50. It is anticipated that there will be a recognized savings from the original contract amount of approximately \$122,932.04 resulting in a net change order \$62,845.46. In combination with the original contract value of \$881,434.00, this would bring the total contract amount to \$944,279.46 or a 7.13% increase.

Please contact this office if you have any questions or require any additional information.

Sincerely,  
**PENNONI ASSOCIATES INC.**

Stephen Hoyt, PE  
Project Manager

Cc: Brian Dowling, Montana Construction



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 103-2023

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY FOR SUBMISSION OF STATEMENT OF INTENT TO PURSUE PLAN ENDORSEMENT AND AUTHORIZATION TO SUBMIT THE MUNICIPAL SELF-ASSESSMENT REPORT TO THE OFFICE OF PLANNING ADVOCACY**

**WHEREAS**, the State Planning Act recognizes that New Jersey requires sound and integrated land use planning and coordination of planning at all levels of government in order to conserve the state's natural resources, revitalize the urban centers, protect the quality of the environment, and provide needed housing and adequate public services at a reasonable cost while promoting beneficial economic growth, development and renewal; and

**WHEREAS**, Plan Endorsement is a voluntary review process developed by the State Planning Commission to provide the technical assistance and coordination of the State for municipalities, counties, and regional agencies to meet the goals of the State Planning Act and State Development and Redevelopment Plan (State Plan); and

**WHEREAS**, the purpose of the Plan Endorsement process is to increase the degree of consistency among municipal, county, regional and state agency plans with each other and with the State Plan and to facilitate the implementation of these plans and guide where and how development and redevelopment can be accommodated in accordance with the State Plan; and

**WHEREAS**, the State Planning Rules and Plan Endorsement Guidelines incorporate, and expand upon, the principles of the Municipal Land Use Law in order to help towns plan for a sustainable future; and

**WHEREAS**, the State Planning Rules and Plan Endorsement Guidelines require the preparation and submission of a Municipal Self-Assessment Report as the means by which a municipality assesses the consistency of its existing community vision and planning documents with the State Plan; and

**WHEREAS**, the Mayor and Board of Aldermen of the Town of Dover desire to obtain Plan Endorsement from the State Planning Commission; and

**WHEREAS**, the Town of Dover has prepared a Municipal Self-Assessment Report pursuant to the State Planning Rules and Plan Endorsement Guidelines; and

**WHEREAS**, the Municipal Plan Endorsement Advisory Committee has reviewed the Municipal Self-Assessment Report and recommends that the Mayor and Council approve it for submission to the State Planning Commission and the Office of Planning Advocacy towards the Town of Dover's pursuit of Plan Endorsement.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Board of Aldermen of the Town of Dover hereby expressly state the intention of the Town of Dover to pursue Plan Endorsement by the State Planning Commission; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Mayor and Board of Aldermen of the Town of Dover approves the Municipal Self-Assessment Report and authorizes it be submitted to the Office of Planning Advocacy for consideration and review as part of the effort to pursue Plan Endorsement.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Clerk of the Town of Dover shall transmit a copy of this Resolution and the Notice as required by the State Planning Rules to the State Planning Commission and the Office of Planning Advocacy.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 104-2023**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING A LETTER OF SUPPORT TO HAPPY TIME BUDS LLC D/B/A CASA VERDE WELLNESS TO OBTAIN A CLASS 5 RETAILER LICENSE FOR CANNABIS IN THE TOWN OF DOVER**

**WHEREAS**, Happy Time Buds LLC d/b/a Casa Verde Wellness to be located at 315 Route 46 West has applied to the Town of Dover for a Class 5 Retailer Cannabis License; and

**WHEREAS**, the applicant has submitted a complete application, and required paperwork as per Ordinance 25-2021; and

**WHEREAS**, the applicant has paid the Town of Dover the required license fee; and

**WHEREAS**, the application has been reviewed by the Board of Education, Zoning Officer represented by Cannabis Liaison Tamara Bross, Health Department, Economic Development & Redevelopment Committee, Fire Chief, Police Department, and Acting Municipal Clerk; and

**WHEREAS**, the Dover Cannabis Committee made up of the following members: Police Chief, Acting Municipal Clerk, Business Administrator, Zoning Officer, Economic Development & Redevelopment Committee, and the Mayor; and

**WHEREAS**, the Cannabis Committee met on March 13, 2023 to grade application as per Ordinance 25-2021; and

**WHEREAS**, the committee members are in full support of this application; 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 approving a Letter of Support to Happy Time Buds LLC d/b/a Casa Verde Wellness to obtain a Class 5 Retailer License for Cannabis in the Town of Dover.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that a copy of this Resolution be sent to the Zoning Officer, and Happy Time Buds, LLC d/b/a Casa Verde Wellness (applicant) to provide a Letter of Support signed by the Mayor and Acting Municipal Clerk.

ATTEST: \_\_\_\_\_  
Reynaldo Julve, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**Approved: March 21, 2023**



**CERTIFICATION**

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby certify that the foregoing Resolution 104-2023 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on March 21, 2023.

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Reynaldo Julve  
Acting Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 105-2023**

### **RESOLUTION OF THE BOARD OF ALDERMAN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY, SUPPORTING REVOLUTIONNJ**

**WHEREAS**, Governor Philip Murphy and the New Jersey State Legislature created RevolutionNJ in 2018 to plan, encourage, develop, and coordinate the commemoration of the 250th anniversary of the founding of the United States, New Jersey's pivotal role in the American Revolution, and the contributions of its diverse peoples to the nation's past, present, and future; and

**WHEREAS**, the New Jersey Historical Commission, under the leadership of Secretary of State Tahesha Way, with its non-profit partner Crossroads of the American Revolution established RevolutionNJ to advance the role that history plays in public discourse, community engagement, education, tourism, and scholarship in New Jersey; and

**WHEREAS**, RevolutionNJ will engage New Jerseyans in all 21 counties and 564 municipalities through its officially recognized programs, initiatives, and events over the next ten years; and

**WHEREAS**, it is fitting and desirable that we commemorate the beginning of the Nation and the role New Jersey played over the past 250 years as well as its present and future role as part of the United States, with particular focus on the individuals, ideas, and events that shaped our Country, State, and County of Morris; and

**WHEREAS**, RevolutionNJ will consider the role New Jersey played during the American Revolution when it saw more battles and skirmishes than any other state and was truly the Crossroads of the American Revolution; and

**WHEREAS**, RevolutionNJ will highlight the role New Jerseyans played beyond the battlefield during the American Revolution when people of diverse backgrounds contributed to the development of the State and the Nation in various ways and fought for the right to life, liberty, and the pursuit of happiness; and

**WHEREAS**, preserving, studying, and enjoying state history strengthens communities and builds bonds between New Jersey residents as we work together toward the goals of justice and equality embedded in the United States Constitution; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Dover hereby endorses RevolutionNJ and its mission to advance the role that history plays in public discourse, community engagement, education, tourism and scholarship in New Jersey.

**IT IS FURTHER RESOLVED** that:

1. The Mayor and Board of Aldermen commemorates the 250th anniversary of the establishment of the United States as an independent Nation.

2. The Mayor and Board of Aldermen authorizes the appointment of a committee to develop a plan for this commemoration that will promote the maximum involvement of our residents, neighborhoods, businesses, schools, civic organizations, and institutions in the commemorations.

3. The Mayor and Board of Aldermen further urges all its residents to reflect upon the significance of this event and the role that our State and its diverse people have played in the history and development of our Nation and to participate in this important commemoration, endeavoring to include the stories of all those whose lives are part of the history of what we now know as New Jersey, and understanding that the revolution continues today as we uphold the revolutionary ideals articulated in our founding documents

ATTEST:

\_\_\_\_\_  
Reynaldo Julve, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 105-2023 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on March 21, 2023.

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Reynaldo Julve  
Acting Municipal Clerk