



TOWN OF DOVER MAYOR & TOWN COUNCIL

REGULAR MEETING AGENDA Town of Dover Town Hall February 25, 2025 at 7:00PM

A) CALL MEETING TO ORDER / SUNSHINE STATEMENT – Mayor James P. Dodd 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 Citizen on Wednesday, November 27, 2024 and published in the Daily Record and Citizen on Wednesday, December 4, 2024. Notice was also posted on the Bulletin Board of the Municipal Building. These notices were sent within 48 hours prior to this meeting and were sent in sufficient time for the publications to publish them. A copy of said notice is on file with the Municipal Clerk.

It should be noted that an interpreter is present if a resident should need one.

At this time, please silence all electronic equipment.

B) PLEDGE OF ALLEGIANCE – Mayor James P. Dodd to lead those in attendance in the Pledge of Allegiance to the Flag

C) INVOCATION

D) ROLL CALL – Clerk to Conduct Roll Call:

Name	Present	Absent	Excused
Council Member Estacio			
Council Member Rodriguez			
Council Member Santana			
Council Member Scarnio			
Council Member Tapia			
Council Member Toro			
Council Member Velez			
Council Member Wittner			
Mayor Dodd			

E) APPROVAL OF MINUTES
NONE

F) REPORT OF COMMITTEES

G) PRESENTATIONS, MUNICIPAL CORRESPONDENCE

H) PUBLIC COMMENT ON AGENDA ITEMS ONLY—Three minutes per person

I) ORDINANCES FOR FIRST READING

- a. Ordinance 03-2025 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris and the State of the New Jersey Amending Chapter 2-8 of the Code of the Town of Dover to Establish the Office of Emergency Management

J) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION

- a. Ordinance 02-2025 An Ordinance of The Mayor and Council of the Town of Dover, County of Morris and the State of New Jersey Creating Restrictive Parking Regulations for a Portion of Union Street & Richards Avenue

K) APPROVAL OF BILLS

- a. Resolution 82-2025 Approval of Bills List

L) APPROVAL OF RESOLUTIONS

1) CONSENT AGENDA RESOLUTIONS

- a. Resolution 83-2025 Approving Taxicab Driver Licenses
- b. Resolution 84-2025 Approving Taxis/Limos to be Licensed in the Town of Dover
- c. Resolution 85-2025 Appointing Crossing Guards
- d. Resolution 86-2025 Resolution to Support Publishing Legal Notices on Official Government Websites

2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

- a. Resolution 87-2025 Authorizing the Award of a Contract for “Safetysticks,” a Parking/No Parking Enforcement and Parking Data Technology System

M) OLD BUSINESS

N) NEW BUSINESS

- 1. New Business Items

O) PUBLIC COMMENT—Three minutes per person

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 right of residents to observe Council Meetings. To ensure that all of our residents have the opportunity to offer a comment, each statement/comment shall be held to a time of three (3) minutes.

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 Town Council meetings must treat each other and the Mayor and Council 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.

P) CLOSED/EXECUTIVE SESSION

Q) ACTIONS CONSIDERED FOLLOWING CLOSED SESSION

R) ADJOURNMENT



TOWN OF DOVER MAYOR & TOWN COUNCIL

ORDINANCE NO. 03-2025

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY AMENDING CHAPTER 2-8 OF THE CODE OF THE TOWN OF DOVER TO ESTABLISH THE OFFICE OF EMERGENCY MANAGEMENT

WHEREAS, the Mayor and Town Council (the “Council”) of the Town of Dover (the “Town”) recognized a need to establish and articulate the functions of an Office of Emergency Management pursuant to Appendix A, Chapter 9, National Defense and other directives of the State New Jersey Office of Emergency Management; and

WHEREAS, the Mayor and Town Council, pursuant to §1-5 and §2-7(B)(1) of the Town’s Code (the “Code”), adopt an amendment to Chapter 2, Section 8, to establish and articulate the functions of an Office of Emergency Management as follows:

§ 2-8.2. Office of Emergency Management.

A. Establishment.

- (1) There is hereby established in the Town of Dover an Office of Emergency Management within the Department of Administration. The purpose of this article is to establish rules and regulations regarding the Office of Emergency Management, consistent with Appendix A, Chapter 9, National Defense and other directives of the State New Jersey Office of Emergency Management or the Governor of the State of New Jersey.
- (2) The Office of Emergency Management shall consist of a Municipal Emergency Management Coordinator, Deputy Emergency Management Coordinators (not exceeding 2), an Emergency Management Council, and as many staff positions deemed necessary for proper operation.

B. Appointment.

- (1) Municipal Emergency Management Coordinator. The Municipal Emergency Management Coordinator shall be appointed by the Mayor pursuant to N.J.S.A § App.A:9-40.1 and Directive NJOEM-7 (2022).
- (2) Deputy Emergency Management Coordinator. Deputy Emergency Management Coordinators shall be appointed by the Municipal Emergency Management Coordinator with the approval of the Mayor and Town Council. Whenever possible, Deputy Emergency Management Coordinators shall be appointed from among the salaried officers or employees of the Town of Dover.
- (3) Emergency Management Council. Pursuant to N.J.S.A. § App.A:9-41, the Emergency Management Council shall be composed of not more than 15 members who shall be appointed by the Mayor and shall hold office at the will and pleasure of the Mayor.
- (4) Staff Positions. Staff positions shall be filled by volunteer workforce or shall be appointed in accordance with civil service provisions.

C. Term.

- (1) Municipal Emergency Management Coordinator: (3) Three years.
- (2) Deputy Emergency Management Coordinator: Concurrent to the Municipal Emergency Management Coordinator
- (3) Emergency Management Council member: Concurrent to the Municipal Emergency Management Coordinator or, if appointed from among the salaried officers or employees of the Town of Dover, until his or her concurrent positions terminates.

D. Qualification.

- (1) Municipal Emergency Management Coordinator. The Municipal Emergency Management Coordinator shall be required to meet the local, state, and federal standards pursuant to N.J.S.A. § App.A:9-40.1, Directive NJOEM-1 (2021), and Directive NJOEM-7 (2022).
- (2) Deputy Emergency Management Coordinator. Deputy Emergency Management Coordinators shall be required to meet the same standards required of the Municipal Emergency Management Coordinator.
- (3) Emergency Management Council. Emergency Management Council members shall be appointed from among the residents of the Town of Dover and shall be at least eighteen (18) years of age. Whenever possible, Emergency Management Council members shall be appointed from among the salaried officers or employees of the Town of Dover so as to prioritize intergovernmental coordination and cooperation.

E. Duties.

- (1) Municipal Emergency Management Coordinator. Pursuant to N.J.S.A. § App.A:9-40.1, Directive NJOEM-7 (2022), and the Town of Dover's Emergency Operations Plan, the Municipal Emergency Management Coordinator shall lead the municipal emergency management program and oversee the municipal office of emergency management in accordance with all relevant federal, state, and local laws, regulations, procedures and authorities, including State Directives. The Municipal Emergency Management Coordinator shall be a member and shall serve as Chairman of the Emergency Management Council.
- (2) Deputy Emergency Management Coordinator. Pursuant to N.J.S.A. § App.A:9-40.1 and Directive NJOEM-7 (2022), the Municipal Emergency Management Coordinator shall assist the Municipal Emergency Management Coordinator in his or her capacity to plan, activate, coordinate, and conduct emergency management operations within the Town of Dover.

- (3) Emergency Management Council. Pursuant to N.J.S.A. § App.A:9-41, the local Emergency Management Council shall assist the municipality in establishing the various local volunteer agencies needed to meet the requirements of all local emergency management activities in accordance with rules and regulations established by the Governor in pursuance of the provisions of this act. The local emergency management council is authorized, within the limits of appropriations, to establish an adequate organization to assist in supervising and coordinating the emergency management activities of the local municipality. It shall be lawful for the members of the local emergency management council also to be members of other agencies created because of any emergency. Under the direction of the Municipal Emergency Management Coordinator, members of the Emergency Management Council shall undergo training and obtain certifications as necessary to assist in administering and overseeing the functions and programs described within Directive NJOEM-7 (2022).
- (4) Pursuant to N.J.S.A. App.A:9-43, *et. seq.*, the Town of Dover shall prepare—and submit for State approval—a written Emergency Operations Plan to ensure a regional coordinated response and efficient use of resources.

F. Removal.

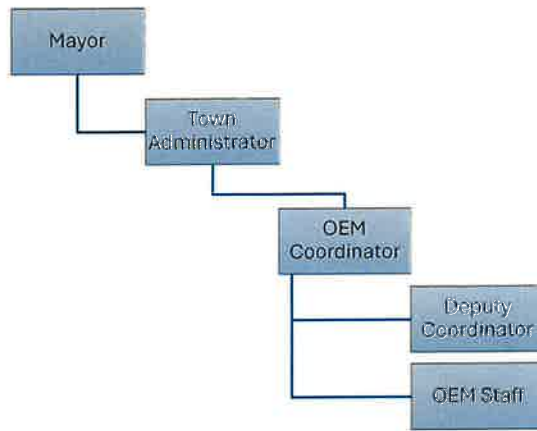
- (1) Municipal Emergency Management Coordinator. The Municipal Emergency Management Coordinator shall be removed by the Governor, for cause, pursuant to N.J.S.A § App.A:9-40.2 and Directive NJOEM-7 (2022).
- (2) Deputy Emergency Management Coordinator. A Deputy Emergency Management Coordinator shall be removed, without cause, by the Municipal Emergency Management Coordinator with the approval of the Mayor and Town Council.
- (3) Emergency Management Council. With exception to the Chairman, any member of the Emergency Management Council shall be removed, without cause, by the Mayor.
- (4) Staff Positions. Staff positions shall be removed in accordance with civil service provisions or under provisions of the volunteer contract upon appointment.

G. Legal Authorities

- (1) N.J.S.A. App.A:9-40.1. Municipal emergency management coordinator
- (2) N.J.S.A. App.A:9-40.2. Removal of municipal emergency coordinator.
- (3) N.J.S.A. App.A:9-40.4. Duties of municipal emergency management coordinator.
- (4) N.J.S.A. App.A:9-40.5. Proclamation of state of local disaster emergency within municipality; powers of coordinator.
- (5) N.J.S.A. App.A:9-41. Local emergency management councils.
- (6) N.J.S.A. App.A:9-43.2. County, municipal written emergency operations plans; coordination.

- (7) N.J.S.A. App.A:9-43.3. Guidelines for Emergency Operations Plans.
- (8) N.J.S.A. App.A:9-43.4. Approval by State Office of Emergency Management.
- (9) Directive NJOEM-1 (2021)
- (10) Directive NJOEM-7 (2022) [rescinding NJOEM 102 (1990)]
- (11) FEMA Comprehensive Planning Guide 101 (version 3)
- (12) New Jersey State Emergency Operations Plan
- (13) Town of Dover Emergency Operations Plan

H. Table of Organization



Attest:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

ORDINANCE NO. 02-2025

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER,
COUNTY OF MORRIS AND THE STATE OF NEW JERSEY CREATING
RESTRICTIVE PARKING REGULATIONS FOR A PORTION OF UNION STREET &
RICHARDS AVENUE**

WHEREAS, pursuant to N.J.S.A. 40:48-2.46, the governing body of a municipality may make, amend, repeal and enforce ordinances to regulate vehicular and pedestrian traffic and the parking of vehicles in parking yards and parking places, which are open to the public; and

WHEREAS, the Mayor and Council of the Town of Dover (“Town”) recognize that there is a need to make reasonable changes regarding on-street parking on Union Street & Richards Avenue at the request of the Mount Zion Baptist Church, located at 59-61 Richards Avenue (“Church”); and

WHEREAS, the Mayor and Council of the Town also recognize the need for close proximity parking for the aging congregation on Sunday mornings to accommodate those members of the Church who are mobility challenged; and

WHEREAS, the Mayor and Council of the Town have determined that it is in the best interest of the Town to designate an area along-side the church on Union Street & Richards Avenue for “Church Parking by Permit Only” on Sundays between the hours of 8:00am – 1:00pm; and

WHEREAS, the Church will provide parking decals for members of the Church who are permitted to park in this area; and

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

SECTION 1. Definition – Church Parking Only on Sunday’s Between the Hours of 8:00am – 1:00pm.

“Church Parking by Permit Only” between the hours of 8:00 A.M. – 1:00 P.M. on Sundays for the purpose of this ordinance shall be an area along the sideline of Union Street & Richards Avenue as identified below that restricts parking during specific hours to allow for permitted Church parishioner’s parking only.

SECTION 2. Designation of Restricted Parking Area.

The hereinafter described area owned and used by Mount Zion Baptist Church as a parking area shall be designated as a restricted parking area for church purposes only, between 8:00 A.M. – 1:00 P.M. on Sundays, as provided by N.J.S.A. 40:48-2.46: along the westerly curb

line of Union Street beginning at point 34 feet north of northwesterly curb line intersection of Union Street and Richards Avenue, then continuing in a northerly direction for a distance of 73 feet. In addition, this restricted parking zone shall be located along the northerly curb line of Richards Avenue beginning at a point 32 feet west of the northwesterly curb line intersection of Union Street and Richards Avenue, thence continuing in a westerly direction for a distance of 68 feet.

SECTION 3. Area to be Marked with Sign(s).

Mount Zion Baptist Church shall appropriately mark said area with a sign to be approved by the Town of Dover Zoning Department, said sign to contain the words "Church Parking by Permit Only, Between the hours of 8:00 A.M. – 1:00 P.M. on Sundays"

SECTION 4. Parking Decals.

Mount Zion Baptist Church shall provide parking decals for members of the Church who are permitted to park in this area.

SECTION 5. 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.

SECTION 6. This ordinance shall take effect in accordance with law and shall replace any and all previous ordinances for the described area.

Attest:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 82-2025

BILLS LIST RESOLUTION

WHEREAS, the Mayor and the Town Council 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 the Town Council 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:	\$8,901.26
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$932,499.99
GENERAL CAPITAL ACCT claims in the amount of:	\$128,970.16
WATER UTILITY RESERVE ACCT claims in the amount of:	\$25,539.23
WATER UTILITY ACCT claims in the amount of:	\$179,508.37
WATER CAPITAL ACCT claims in the amount of:	\$0.00
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$14,974.66
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$420.00
RECYCLING 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:	\$1,092.00
EVIDENCE ACCT claims in the amount of:	\$0.00
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$1,291,905.67

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 RESERVE ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$480.98
CURRENT APPROPRIATIONS WIRE ACCT claims in the amount of:	\$57.66
PARKING UTILITY ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$0.00
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER UTILITY CAPITAL claims in the amount of:	\$0.00
TOTAL CLAIMS PAID	\$538.64
TOTAL BILL LIST RESOLUTION	\$1,292,444.31

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor



TOWN OF DOVER MAYOR & TOWN COUNCIL

RESOLUTION NO. 83-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER APPROVING TAXIS/LIMOS TO BE LICENSED IN THE TOWN OF DOVER

WHEREAS, the following companies, have applied for a taxi/limo license to operate the vehicle(s) listed below in the Town of Dover; and

WHEREAS, the appropriate municipal departments have reviewed the application(s) as required and have no objections to same being licensed as taxicab(s)/limo(s); and

WHEREAS, the taxicab(s)/limo(s) have passed the Police Department Inspection to ensure the vehicle functions as intended and is equipped with the mandatory safety equipment

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council 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.

PREMIER CAR SERVICE CORP.

2015 TOYOTA SIENNA	OT112K	5TDKK3DCXFS530135	Renewal	TAXI #73
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ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 84-2025

**RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING TAXICAB DRIVER
LICENSES**

WHEREAS, applications for taxicab driver's licenses have been made by the people listed below;
and

WHEREAS, the Police Department of the Town of Dover has reviewed their applications and has
advised that there is no prohibition to the issuance of their license; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of
Dover, County of Morris and State of New Jersey that the following taxi driver licenses are hereby
approved:

DOVER EXPRESS

Jose J. Guaman Calle - Renewal

DOVER TAXI AND LIMO SERVICE LLC.

Maximilia Quintero – Renewal

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 85-2025

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER APPOINTING CROSSING GUARDS FOR THE TOWN OF DOVER

BE IT RESOLVED by the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey that the following be and hereby are appointed **CROSSING GUARDS** for the Town of Dover for a term of one (1) year commencing January 1, 2025.

NOW THEREFORE, BE IT FURTHER RESOLVED that a copy of this Resolution be given to the Office of the Clerk.

SCHOOL CROSSING GUARDS

Maria Piccolo (Alternate)

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 86-2025

RESOLUTION TO SUPPORT PUBLISHING LEGAL NOTICES ON OFFICIAL GOVERNMENT WEBSITES

WHEREAS, the sunset provision of March 1, 2025, imposed under P.L. 2024 c.106 is fast approaching in what was a temporary solution that allowed local governments to comply with the public notice requirements under the law in time for annual reorganization meetings in January; and,

WHEREAS, local government officials serve as the stewards of property taxpayer dollars and should no longer be required to subsidize the newspaper industry with revenues collected from publishing legal notices in the press; and,

WHEREAS, long before NJ Advanced Media's announcement that it was terminating daily print publications in January of 2025, local government officials found it increasingly difficult to comply with the public notice requirements under the law as the media has become almost exclusively digitized and struggled to retain staff, resources, and publications; and,

WHEREAS, legislation that will authorize local governments to publish legal notices on a local government's official website will streamline an antiquated and overly burdensome process and save valuable time, resources, and property taxpayer dollars; and,

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey do in fact, hereby urge state leaders to pass legislation that will authorize municipalities, counties, school districts, and all local governments to publish legal notices in a clear, transparent, and timely manner on a local government's official website.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be sent to Governor Phil Murphy, Senate President Nicholas Scutari, Speaker of the General Assembly Craig Coughlin, Senator Anthony M. Bucco, Assemblyman Christian E. Barranco, Assemblywoman Aura K. Dunn and the New Jersey State League of Municipalities.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 87-2025

**RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER,
COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE AWARD OF
A CONTRACT FOR “SAFETYSTICKS”, A PARKING / NO PARKING
ENFORCEMENT AND PARKING DATA TECHNOLOGY SYSTEM**

WHEREAS, Municipal Parking Service, Inc. (PMS) has developed a unique, proprietary, patent-protected Parking / No-Parking Enforcement and Parking Data Technology System referred to as the Sentry System which includes camera equipped, self-enforcing Sentry SafetySticks bollards and the related hardware and the Sentry software that enables operation and web-base back-end management of the SafetySticks; and

WHEREAS, the Town of Dover wishes to deploy up to one hundred (100) SafetySticks and use the Sentry System to monitor parking activity and enforce parking regulations in certain no-parking zones such as, but not limited to fire hydrants, bus stops, crosswalks and loading zones in the Town of Dover; and

WHEREAS, the agreement to be executed by the Town of Dover and MPS for the purposes described is annexed hereto and is made a part of this resolution.; and

WHEREAS, this contract is awarded pursuant to appropriate Law of the State of New Jersey specifically but not by way of limitation, N.J.S.A. 40A:111, et seq., including N.J.S.A. 40A:11-5(1) (dd), the exception for proprietary computer hardware and software, as well as any other pertinent statutes appertaining thereto.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Town Council of the Town of Dover authorizes the Mayor and Municipal Clerk to enter into a contract with Municipal Parking Services, Inc., for the aforementioned purpose and

BE IT FURTHER RESOLVED, that a copy of this resolution, certified to be a true copy by the Municipal Clerk, shall be advertised as required by law within ten (10) days from the adopted date.

ATTEST:

Tara M. Pettoni, Municipal Clerk

James P. Dodd, Mayor

ADOPTED: _____