

Town of Dover
Board of Health, February 5, 2007

The regular monthly meeting of the Dover Board of Health was held in Town Hall, 37 N. Sussex Street, Dover.

Board President Marie Hoffman called the meeting to order at 7:30 pm and announced that the meeting complies with the requirements of the Open Public Meetings Act and has been duly advertised and posted.

Donna Cook, Board Secretary, called the roll.

ROLL CALL

PRESENT: Marie Hoffman, Constance Sibona-Foster,
Irene Hansen, Carolyn Blackman, Sandra Scarneo,
Donna Cook

ABSENT: Christopher Chapman

ALSO PRESENT: Patrick Donofrio, Alderman
Dominic Timpani, Alderman-Alternate
Donald Costanzo, Health Officer

President Marie Hoffman called for a motion to accept the minutes from the January 2007 Reorganization Meeting of the Board of Health.

A motion to accept the minutes from the January 2007 Reorganization Meeting of the Board of Health was made by Donna Cook and duly seconded by Marie Hoffman.

ALL AYES; NO NAYS

President Marie Hoffman called for a motion to accept the minutes from the January 2007 Regular Meeting of the Board of Health.

A motion to accept the minutes from the January 2007 Regular Meeting of the Board of Health was made by Constance Foster and duly seconded by Donna Cook.

ALL AYES; NO NAYS

CORRESPONDENCE:

1. Letter from the Saint Clare's Hospital to the HO dated 1/15/07; re: executed copy of the 2007 agreement for community health services.
2. Letter from the NJDHSS to the local Registrar dated 1/22/07; re: change in burial permit fees.
3. Letter from the HO to Jean Cater dated 1/24/07; re: thank you for community service.
4. Letter from Passport Health to the Dover Health Department dated 2/1/07; re: travel vaccinations.

President Hoffman asked if there was any correspondence to discuss. The HO briefly mentioned that he sent a thank you letter to Jean Cater for her service on the Board of Health.

The HO informed the Board that he purchased a plaque recognizing Jean Cater for her service and asked if the plaque should be given to Jean at next month's meeting. The Board suggested that Jean be invited to the next meeting to receive her award. However, if she declined, it was acceptable for the HO to give her the plaque at any time.

OLD BUSINESS:

The Health Officer (HO) distributed the summary of Health Department activities for the past month and distributed meeting schedules and contact lists to members of the board.

Garbage sticker receipts for January 2007 were \$2,685.00; down from the same month one-year ago by \$355 or 11.7%.

Regarding food inspections activities, Connie Foster asked if the health inspector took a hard look at table surfaces for cleanliness inside food establishments. The HO responded that general establishment cleanliness and housekeeping fall within the sanitary code regulations.

The HO commented that tonnage data has been removed from the monthly report since it not a core function of the health department. However, the data is still recorded and maintained by the Health Officer.

At the request of the Board at last month's meeting, the HO directed a memo to the Administrator and the Mayor regarding the Board of Health's recommendation that recycling containers be rigid and furnished with a tight-fitting lid to prevent spillage and litter.

In a matter related to recycling containers, Sandra Scarneo related a work experience where a recycling container became an attractive nuisance when passerbys would use it as a public garbage receptacle. The recycling container became a nuisance and was eventually removed to prevent the garbage problem it had created. Ms Scarneo expressed concern about preventing recycling containers from being abused and becoming a nuisance. The Board proceeded with a general discussion on recycling.

The HO stated that he discussed the creation of a trust account for funds received for flu vaccinations with the Administrator and the Treasurer. A “Dedication by Rider Resolution” must first be passed by the Mayor and Board of Aldermen which then goes to the State of New Jersey for final approval. A copy of the Dedication by Rider was distributed to the Board. It is on the February 13th Board of Aldermen meeting agenda.

The HO gave the Board an update on the office improvements that have recently commenced. The construction of a vault to store vital records is almost completed. The Board was invited to come downstairs to the health department after the meeting to see the work being conducted.

NEW BUSINESS:

The HO reported to the Board that the Missionaries of God have resumed feeding the homeless at JFK Commons Park. For the past two (2) years they have been operating out of Hope House. However, something has changed to prompt the feeding at the park.

Alderman Dominic Timpani has taken a proactive role in resolving the concerns raised by the feeding at JFK Commons Park and has set up a meeting between the Executive Director of Hope House, Joann Tyler of Missionaries of God, and a few key local officials.

Alderman Timpani provided the following highlights of current circumstances surrounding the feeding of the homeless at JFK Commons Park:

- Missionaries of God are distributing food to the homeless curbside at JFK Commons Park every afternoon at 4:00 p.m.
- They have a current, CY 2007 agreement with Hope House to continue to use their facilities.
- Hope House is currently renovating their kitchen causing a temporary interruption of the use of the facility.
- This interruption has prompted Missionaries of God to distribution food at JFK Commons Park.

- Alderman Dominic Timpani, the Mayor and the Health Officer have met with Joann Tyler in an attempt to resolve any problems as quickly as possible. The Mayor and Alderman Timpani obtained a refrigerator and stove donated by Home Depot for use at the Hope House.

The Board of Health and Alderman Timpani proceeded with a general discussion of homeless issues including the use of the park, alternate use of church facilities and current conditions at the public library.

In matters regarding the inspection of food establishments, the State of New Jersey, Department of Health and Senior Services has introduced new retail food sanitation regulations. The new administrative code know as Chapter 24 (N.J.A.C. 8:24) is modeled after the U.S. Food and Drug Administration's (FDA) Food Code.

The new code is more detailed than the old retail food sanitation regulations. Some of the major changes include:

- The classification of retail food establishments according to risk level.
- An increased emphasis on hand washing practices by food workers.
- Changes in food holding temperatures.
- Restrictions regarding bare-hand contact with ready-to-eat foods. Food workers must use gloves, utensils or deli tissue to handle these foods.
- Any person in charge of a higher-risk food establishment must pass a nationally accredited food safety examination by January 2, 2010.

Training programs for inspectors are being coordinated to assist health departments in meeting the new standards.

The HO offered two copies of the new regulations for board members to reference.

Sandra Scarneo asked if the Heimlich maneuver was taught in the food handler's course. The said no, it was not part of the class. A discussion of the subject proceeded. Generally, health inspectors are not qualified give this type of instruction and it is not given during a food handling course.

Connie Foster asked if choke posters have to be displayed at restaurants. The HO responded that he thought choke posters were required in the regulation and that the health department had distributed many posters to restaurants over the years.

**THE MEETING WAS OPENED TO MEMBERS OF THE BOARD WHO
WISHED TO DISCUSS A PARTICULAR ISSUE.**

Alderman Timpani asked the HO about the status of the cigarette butt container ordinance. The HO responded that after he searched and obtained a sample ordinance, it was passed along to the Mayor. The HO believed that the Mayor gave it to the town attorney requesting an ordinance be drafted.

In another matter, Alderman Timpani mentioned that St. John's Church stores their garbage on the S. Bergen Street side of the building where it is unattractive. The HO said he would look at the condition.

Donna Cook asked the HO if the date of the annual rabies clinic could be shifted from September to October so that the effective licensing period for dogs and cats can be extended to the full three (3) years based on the duration of the vaccination. The HO thought it was a good idea and did not see a problem with changing the date.

Alderman Donofrio raised the subject of the "Life Line Screening" van that provides extensive primary care type tests from a mobile van at a fee. The subject was discussed with the acknowledgement that this service was not typically sponsored by a local health department.

**THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC
WHO WISHED TO DISCUSS A PARTICULAR ISSUE.**

No members of the general public were present.

Upon completion of the public portion of the meeting, President Marie Hoffman entertained a motion to adjourn the meeting. **A motion to adjourn the meeting** was made by Donna Cook and seconded by Marie Hoffman.

ALL AYES; NO NAYS

MEETING ADJOURNED