

**Town of Dover**  
**Board of Health, January 10, 2005**

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.

President Marie Hoffman called the roll.

**ROLL CALL**

**PRESENT:** Marie Hoffman, Constance Sibona-Foster, Jean Cater,  
Christopher Chapman

**ABSENT:** Donna Cook, Karen Vaughan, Ramiro Gomez

**ALSO PRESENT:** Cynthia Burbridge, Alderman  
Donald Costanzo, Health Officer

President Hoffman called for a motion to accept the minutes from the December 2004 Regular Meeting of the Board of Health.

**A motion to accept the minutes from the December 2004 regular meeting of the Board of Health, subject to correcting the date of the service agreement with Saint Clare's Hospital from CY 2004 to CY 2005,** was made by Jean Cater and duly seconded by Marie Hoffman.

During discussion, Jean Cater remarked that she noted an error in the minutes. Constance Foster said that perhaps the error was the date of the service agreement with Saint Clare's Hospital. Both agreed.

**ALL AYES; NO NAYS**

**CORRESPONDENCE:**

1. Letter from Chilton Memorial Hospital to the HO dated 1/3/05; re: CY 2005 agreement for health education services.

President Hoffman asked if there was any correspondence to discuss. The HO stated that there was no significant correspondence.

Constance Foster referenced a piece of mail for a subscription to a grant service publication and asked how the health department finds out about grants. The HO responded that outside of the Public Health Priority Funding Grant (PHPF), primary grants and grant writing on behalf of the town are conducted by a consultant hired by the Administrator.

As part of a general discussion about grants, Alderman Burbridge asked the HO about PHPF and also mentioned that the Town Administrator had referred to a grant service that town's could avail themselves of through the NJ League of Municipalities.

**OLD BUSINESS:**

The Health Officer (HO) distributed the summary of Health Department activities for the year 2004 which included data from the previous month, and discussed with the Board various parts of the report.

Garbage tonnage for December 2004 was 487.20 tons; down from the same month one-year ago by 61.27 tons or 11%.

Garbage sticker receipts for December 2004 were \$2,767.50; up from the same month one-year ago by \$296.50 or 11%.

Sticker receipts had a remarkable 11 % increase from the same month a year ago even though tonnage had dramatically dropped by 11 %. This seemed to typify 2004's trend of overall increased sticker sales.

Regarding the annual report, the HO commented that revenues for 2004 increased 27% from 2003. This was due not only to an increase in fees for vital records, but an overall increase in customer activity.

Constance Foster asked who was responsible for setting the fees for garbage stickers. The HO stated that the Board of Aldermen set the fees by ordinance. This led to a discussion of fees with a comment by Ms. Foster that if the winter turns out to be mild and money is saved on salt and snow removal, perhaps the Town could fund a cleanup day later in the year.

Constance Foster asked the HO if he spoke to the Code Enforcement Department regarding the dumpster area serving Dover Hills Apartments as discussed at last month's meeting.

The HO said he spoke to Bill Isselin about the conditions mentioned at last month's meeting. Ms. Foster stated that the area was cleaner and asked the HO to extend her appreciation to Mr. Isselin for his responsiveness.

The HO gave the Board an update on Ben Falco, the new part-time Registered Environmental Health Specialist (REHS). The HO stated that Mr. Falco has adapted well to his new position and is doing a good job.

The Board suggested that Mr. Falco come to a Board of Health meeting so that they could meet the new REHS. The HO will ask Mr. Falco to come to a board meeting.

### **NEW BUSINESS:**

The HO stated that the influenza season is well under way. As a reminder, the following simple practices are important in preventing the spread of infections:

- covering mouth and nose when coughing or sneezing.
- frequent hand washing.
- staying home from work or school if you have a flu-like illness.

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

Jean Cater mentioned that the Town of Dover web site did not have the names of the members of the Board of Health posted. The HO said he will check the site and make sure the names of the current membership are properly posted.

Chris Chapman asked the HO if there was a bioterrorism exercise planned. The HO stated that a large, countywide bioterrorism exercise call "topoff" was planned for April 7<sup>th</sup> in Roxbury Township. Although we have not had any formal meetings about the exercise yet, one is planned for March 8<sup>th</sup>.

Mr. Chapman asked how the information about the exercise came to the local health department and if the scenario was a surprise. The HO said that the exercise was a county OEM program, and that information has come down from OEM to the Morris County Office of Health Management and then to the local departments. The scenario was not a surprise but a planner for event.

The Board asked if volunteers were needed at the exercise. The HO stated that many volunteers would be needed and that information would be sent to all listed volunteers from the Office of Health Management.

Constance Foster asked if the Board should we be setting some goals for 2005 or is there something we need to be working on. Offhand, no specific goals were stated and the matter was deferred to next month giving time to think about them. However, Ms. Foster raised the subject of obesity and its health implications and asked if a 'weight watcher' type program for adults could be planned during the year.

The HO said he will discuss the planning of a program about obesity/nutrition/exercise with the Health Educator and get back to the Board at its next meeting.

Jean Cater stated that another goal should be the matter of limiting the number of dogs per household. This led to discussion with general agreement. Alderman Burbridge asked about the issue and was given an overview of the proposed ordinance amendment. Jean Cater felt the HO should bring up the subject again when making his monthly report to the Board of Aldermen.

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

There were no members of the general public present.

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

**ALL AYES; NO NAYS**

**MEETING ADJOURNED**