

**Town of Dover
Board of Health, June 9, 2008**

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, Board President, called the roll.

ROLL CALL

PRESENT: Marie Hoffman, Constance Sibona-Foster,
Carolyn Blackman, Christopher Chapman

ABSENT: Donna Cook, Irene Hansen, Sandra Scarneo

ALSO PRESENT: Patrick Donofrio, Alderman
Donald Costanzo, Health Officer

President Marie Hoffman called for a motion to accept the minutes from the April 2008 Regular Meeting of the Board of Health.

A motion to accept the minutes from the May 2008 Regular Meeting of the Board of Health was made by Carolyn Blackman, and duly seconded by Marie Hoffman.

ALL AYES; NO NAYS

CORRESPONDENCE:

1. Letter from the NJDHSS to the HO received 5/22/08; re: notice of grant award; pandemic flu III.
2. Letter from Brian Mason, Esquire, to the HO dated 5/16/08; re: hearing request; code enforcement.

President Marie Hoffman asked if there was any significant correspondence. The HO mentioned the approval of the pandemic flu grant.

OLD BUSINESS:

The HO gave the Board a short update on personnel and also informed the Board of the current status of the health department improvements underway; specifically the customer counter construction.

Copies of the monthly report and office files of food establishments that were inspected over the past month were distributed to the board.

Carolyn Blackman asked the HO about a dog bite on Watson Drive referenced in the animal control report. The HO explained the quarantine and release procedures that are implemented following the report of a dog bite. The board proceeded to have a general discussion about animal control services.

At last month's meeting, the Board had asked that the Cigarette Butt Container ordinance from Red Bank be resubmitted to the Mayor for review. The HO stated that a memo and copy of the ordinance was sent to the Mayor with a request that the matter be revisited and possibly adopted as part of Dover's general code.

The HO reported the results of the SMAC cholesterol screening program held on Saturday, June 7th. Although lightly attended, the program went smoothly and according to schedule.

NEW BUSINESS:

The HO stated that although it is not reflected in the May monthly report, a reinspection fee for a conditional inspection rating at Rico Pan Bakery has resulted in a formal notice to remit a \$100 reinspection fee. A copy of the notice was made available to the board for review.

The board briefly discussed the \$100 reinspection fee necessitated by a conditional sanitary inspection and agreed that a notice be sent to food establishments advising them of the new ordinance.

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

Connie Foster raised the subject of board activities and expressed an interest in engaging the board in something new. A general discussion of the role of the board of health

ensued and concluded with the membership focusing on two specific areas of interest; public health practice standards and emergency preparedness.

The HO was requested to provide a copy of the public health practice standards to the board and to coordinate a presentation on one or the other subject at a future meeting.

**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 Christopher Chapman and seconded by Carolyn Blackman.

ALL AYES; NO NAYS

MEETING ADJOURNED