

**Town of Dover**  
**Board of Health, September 11, 2017**  
**6:30 pm**

The regular monthly meeting of the Dover Board of Health was held at Water Works Park, 100 Princeton Avenue, Dover.

President Marie Hoffman called the meeting to order at 6:30 pm and announced that the regular meeting complies with the requirements of the Open Public Meetings Act and has been duly advertised and posted.

Secretary Irene Hansen called roll.

**ROLL CALL**

**PRESENT:** Irene Hansen, Sandra Scarneo, Darlene Kasko,  
Marie Hoffman, Christopher Chapman

**ABSENT:** Judith Rugg  
Ron Camacho, Alderman/Liaison

**ALSO PRESENT:** Trevor Weigle, Health Officer  
Susan Downer, REHS  
Donald Costanzo, Aide

President Marie Hoffman asked for the moment of silence in honor of the lives lost on 9/11.

President Marie Hoffman entertained a motion to accept the minutes from the May 2017, regular meeting of the Board of Health.

**A motion to accept the minutes from the May 2017, regular meeting of the Board of Health was made by Darlene Kasko and duly seconded by Irene Hansen.**

**ALL YEAS; NO NAYS.**

**CORRESPONDENCE:**

1. Letter from the Community Food Bank of New Jersey to Trevor Weigle, Health Officer dated 3/29/2017; re: summer recreation food service program.

President Marie Hoffman asked if there was significant correspondence. Health Officer Trevor Weigle (HO) stated that regarding the Recreation Department's 'Summer Food Service Program', the Community Food Bank of NJ was selected from three food vending bids.

**OLD BUSINESS:**

Copies of the monthly activity report was distributed for review.

The Health Officer mentioned the following noteworthy events that were held this summer:

- The Dover Health Fair was held on June 3<sup>rd</sup>. Susan Dower coordinated the health fair and provided an overview. The Health Fair was a great success.
- A Ground breaking ceremony for Meridia Transit Plaza Apartment Complex held on June 29<sup>th</sup>. The complex is expected to be completed sometime in 2019. The complex is comprised of 214, 1 & 2 bedroom apartments; and a fitness center, community and social rooms, and parking.
- The Annual Senior Picnic was held on Sep. 7<sup>th</sup>. Both Sandra Scarneo and Susan Downer provided an overview.
- The HO announced Berkeley College will be leaving Dover by April 2018. This led to a brief discussion.

**NEW BUSINESS:**

The following programs are planned for the fall:

- An Influenza Vaccination Clinic for Dover Seniors is planned for October. The date will be finalized once the vaccine is received.
- A Food Handler's Course is planned for October 24 in the fire hall in Town Hall.
- A Rabies Vaccination Clinic is scheduled for Saturday, November 18<sup>th</sup> at the Crescent Field Parking Utility Garage, S. Morris Street (10:00 am to 12:00 noon).

Trevor Weigle, HO, handed-out copies of the NJ Public Health Practice Standards for Local Boards of Health. The HO stated that the Dover Health Department is due for a NJ State audit and explained some of the requirements that pertain to local Boards of Health and explained that there is a move to accredit local boards on a national level as a quality improvement endeavor.

Mr. Weigle informed the board that members are encouraged to participate in continuing education and training. The HO shared information about online classes, as well as other educational venues and opportunities, are available to board members. Mr. Weigle encouraged board members to avail themselves of the educational/training offerings.

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

Sandra Scarneo asked a question regarding health department enforcement protocols. Specifically, if an inspector observes a health code violation directly, can he/she address the violation directly; or, does a violation have to be preceded by a complaint before enforcement action can be taken.

The HO stated that the enforcement official can address the violation on the spot. Enforcement does not have to be preceded by a formal complaint.

Sandra Scarneo stated that she had seen a dog left unleashed and in the rain at a nearby residence that appeared to be cruel to the animal and asked what could be done.

The HO stated that when you see an incident of possible cruelty, let us know and we will contact the proper animal control officials.

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

Frank Hoffman, Dover resident, was present; no comments.

**A motion to adjourn the meeting** was made by Darlene Kasko and seconded by Irene Hansen.

**ALL YEAS; NO NAYS.**

**MEETING ADJOURNED  
6:55 pm**