

**Town of Dover**  
**Board of Health, January 8 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,  
Carolyn Blackman, Irene Hansen, Sandra Scarneo,  
Donna Cook, Christopher Chapman,

**ABSENT:** Patrick Donofrio, Alderman  
Dominic Timpani, Alderman-Alternate

**ALSO PRESENT:** Donald Costanzo, Health Officer  
Alderman Patrick Fahy

President Marie Hoffman called for a motion to accept the minutes from the December 2006 Regular Meeting of the Board of Health.

**A motion to accept the minutes from the December 2006 Regular Meeting of the Board of Health** was made by Donna Cook and duly seconded by Carolyn Blackman.

**ALL AYES; NO NAYS**

**CORRESPONDENCE:**

1. Letter from the NJDHSS to the HO dated 12/11/06; re: pandemic flu grant final close out.

President Hoffman asked if there was any correspondence to discuss. The HO briefly mentioned that the department received the pandemic flu grant check and that he has received preliminary approval on the pandemic flu phase II grant in the amount of \$8,374.

Connie Foster raised several questions about pandemic flu and emergency response issues. The HO and board discussed the topic of emergency response in the event of pandemic flu or a bioterrorism event; particularly transportation and access issues.

### **OLD BUSINESS:**

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

Garbage tonnage for December 2006 was 463.79 tons; down from the same month one-year ago by 10.1 tons or 2.1%.

Garbage sticker receipts for December 2006 were \$2,660.00; down from the same month one-year ago by \$257.50 or 8.8%.

The HO commented that this is the year that Dover goes out to bid for both Garbage and Recycling collection and that the data maintained by the department is significant and helpful in estimating tonnage and cost.

The year ended on an even note in terms of overall revenues compared to 2005. The trend of moderating to declining garbage tonnage and rising sticker receipts has been firmly in place since 2002.

Total revenues for the department rose dramatically from 2003 to the present due principally to increases in death certificate receipts due to hospice, garbage sticker sales and Medicare reimbursements.

Carolyn Blackman and Sandra Scarneo raised the subject of recycling. Carolyn mentioned that many residents recently had their recycling out for pick-up during the wrong week. Consequently, it sat outside uncollected creating unsightly conditions. Sandra stated it was very windy and recyclables were scattered around making a mess.

This led to a lengthy discussion about recycling. The board focused on the recycling schedule distributed to the community at the very beginning of the year and recycling containers.

The board wanted the minutes to reflect their dismay that the recycling schedule was not distributed to residents in a timely manner and that steps are taken to remedy the situation. Also, the board strongly expressed the need for uniform recycling containers with lids to prevent littering and unsightly conditions.

Connie Foster wanted to brainstorm with the board on an amendment to the recycling ordinance requiring solid containers with tight-fitting lids and that the board's recommendations be made to the administrator, mayor and aldermen for consideration.

The Board of Health directed the HO to convey, in writing, to the Administrator, Mayor and Board of Alderman the Board of Health's recommendation that the recycling ordinance be amended requiring recycling containers to be rigid or solid, water tight and provided with tight-fitting lids that are securely attached to the container.

The Board also requested the HO to convey to those individuals working on the bid specifications for the upcoming recycling contract renewals, that a recycling make-up day be considered for those residents and businesses in the Monday section since many holidays fall on that day.

#### **NEW BUSINESS:**

The HO informed the board that he met with a representative of Defeo Associates on January 4<sup>th</sup>, the consultants who are conducting an organizational study of town hall operations. Defeo Associates are looking at improving efficiency in operations.

The HO also met with the Administrator on January 4<sup>th</sup> regarding budgeting. The HO asked the Administrator about grant opportunities available to support the clean-up activities of the downtown area. The administrator stated that there were no beautification grants available in this area. We would have to do our own search if we wished investigate more thoroughly this type of grant.

The HO asked the board for its authorization to purchase a plaque showing its appreciation to Jean Cater for her service to the Town of Dover. Jean Cater served as a member of the Board of Health from July, 2000 to December 31, 2006 or approximately seven (7) years.

**A motion to purchase a plaque showing the board's appreciation to Jean Cater for her service to the Town of Dover on the Board of Health for seven years** was made by Donna Cook and duly seconded by Christopher Chapman.

**ALL AYES; NO NAYS**

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

Connie Foster raised the subject of using Clean Community Grant monies to support various clean-up activities that are conducted regularly in town. Connie is averaging 30 volunteers on her Saturday clean-ups collecting substantial amounts of garbage and litter. Ms. Foster would like to write a list of supplies that are needed to support the program.

The board discussed the subject of the Clean Community grant program and agreed that it would be very supportive if Clean Community Grant funds could be used to purchase clean-up supplies such as gloves, bags, rakes, etc. and perhaps public receptacles, signage and recycling education programs in the schools as well.

In a matter unrelated to clean communities, Connie Foster about the laws that are used by health inspectors when conducting food inspections. The HO gave a brief overview of the State Sanitary Code used throughout New Jersey by health inspectors.

Ms. Foster commented that since garbage tonnage and data are generally not under the jurisdiction of the Board of Health, perhaps in future monthly reports the HO could replace that type of data with information regarding food establishment inspections, as this is of specific interest to the board.

Connie Foster asked the HO what the status was of the establishment of a trust account for influenza vaccine reimbursements from Medicare. The HO stated that it had slipped his mind and that he will speak with the administrator forthwith.

Sandra Scarneo stressed the importance of the trust account and expressed concern that any delay would impair the lengthy process of setting up such an account and pressed upon the HO to quickly follow-up on this matter with the administrator.

**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 Christopher Chapman.

**ALL AYES; NO NAYS**

**MEETING ADJOURNED**