

**Town of Dover**  
**Board of Health, January 14, 2013**  
**7:00 pm**

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

Board President Marie Hoffman called the meeting to order at 7:00 pm and announced that the 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:** Darlene Kasko, Irene Hansen, Marie Hoffman,  
Donna Cook, Sandra Scarneo, Christopher Chapman

**ABSENT:** Judith Rugg

**ALSO PRESENT:** Christine Noriega, Alderman/Liaison  
Frank Wilpert, Health Officer  
Susan Downer, R.E.H.S.  
Aracelis Vanderstarre, Deputy Registrar  
Donald Costanzo, Department Representative

President Marie Hoffman entertained a motion to accept the minutes from the November 2012 Regular Meeting of the Board of Health.

Donald Costanzo stated there was an error in the budget section of the minutes. The funding allocated for nursing services in 2013 was an error at \$40,320. The correct figure is \$43,344.

**A motion to accept the minutes from the November 2012 Regular Meeting of the Board of Health subject to the corrected amount of \$43,344 for nursing services** was made by Donna Cook, and duly seconded by Irene Hansen.

**ALL AYES; NO NAYS**

**CORRESPONDENCE:**

President Marie Hoffman asked if there was any significant correspondence. The HO responded that there was no noteworthy correspondence.

**OLD BUSINESS:**

Copies of the monthly report for November and December and the 2012 Annual Report were distributed to the board for review.

Following a discussion on budgeting and trust accounts, Sandra Scarneo asked if monies generated from summons issued for unlicensed dogs & cats can be deposited in a trust account and used to offset the expense of animal control.

Frank Wilpert responded no. Fines or ticket revenues generated from summons normally go into the general fund. However, in light of an upcoming annual dog census, the use of monies raised through fines for unlicensed dogs and cats to offset the cost of related services has merit.

Mr. Wilpert stated that this is something that can be further investigated and reported back to the board.

Darlene Kasko mentioned the recently discontinued sale of electronic stickers. Ms. Kasko suggested that this will likely increase the incidence of TVs & electronics being left at the curb uncollected creating unsightly conditions.

Sandra Scarneo asked about the maintenance of dog waste bag dispensers in the parks and, in particular, Water Works Parks. Ms. Scarneo asked if the dispensers were monitored. The bag dispenser will be checked and re-filled if empty.

**NEW BUSINESS:**

The topic of posting Conditional Satisfactory retail food inspection reports on Dover's web site was raised by the Health Officer. The pros and cons of posting restaurant inspection ratings on the web was discussed at some length by the board.

Following discussion, Frank Wilpert, Health Officer, asked the Board to explore the matter over the next several weeks. The topic will be re-visited at the Board's next meeting in March.

Copies of the latest influenza virus surveillance report for New Jersey were distributed to the Board. The report indicated the incidence of the flu is moderately high for northern New Jersey and high for southern New Jersey. However, since the data was a few weeks old, a current report would be more reflective of the widespread incidence of the disease.

Agreements for nursing and hospital based community health services for CY 2013 were presented to the board for review and deliberation.

**Public Health Nursing Services:**

Community Outreach Services of Saint Clare's Hospital for Public Health Nursing Services at an hourly rate of \$43.00 per hour. The hourly rate remains the same as last year.

The contract is fundamental and does not specify any minimum or maximum number of hours of service. However we are budgeted for up to 21 hours per week for forty-eight (48) weeks at an annual cost of \$43,344.

**A motion to approve the 2013 service agreement for Public Health Nursing Services delivered by Saint Clare's Hospital** was made by Marie Hoffman and duly seconded by Sandra Scarneo.

**ROLL CALL VOTE.  
ALL AYES; NO NOES**

**Community Health Services:**

Saint Clare's Hospital for Community Health Services that include one (1) Male Cancer Screening Program (September) at an approx. cost of \$1,000 and one (1) Female Cancer Screening Program (October) at an approximate cost of \$1,300.

**A motion to approve the 2013 service agreement for Community Health Services delivered by Saint Clare's Hospital** was made by Marie Hoffman and duly seconded by Darlene Kasko.

**ROLL CALL VOTE.  
ALL AYES; NO NOES**

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

Darlene Kasko mentioned an article in the Star Ledger about a request from Dover's Public Safety Director for ten unpaid police officer volunteers to work with O.E.M. Frank Wilpert responded that this was not unusual, and that the Public Safety Director was most likely attempting to establish a pool of Community Emergency Response Team (CERT) workers.

**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 Darlene Kasko and seconded by Christopher Chapman.

**ALL AYES; NO NAYS**

**MEETING ADJOURNED  
8:06 pm**