

**Town of Dover**  
**Board of Health, March 12, 2012**  
**7:00 pm**

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 7:00 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:** Irene Hansen, Marie Hoffman, Donna Cook,  
Judith Rugg, Darlene Kasko, Sandra Scarneo

**ABSENT:** Christopher Chapman

**ALSO PRESENT:** Carolyn Blackman, Alderman  
Aracelis Vanderstarre, Deputy Registrar  
Zoraida Ryerson, Sanitation Inspector  
Donald Costanzo, Department Representative

**A motion to accept the minutes from the January 2012 Reorganization Meeting of the Board of Health** was made by Donna Cook, and duly seconded by Irene Hansen.

**A motion to accept the minutes from the January 2012 Regular Meeting of the Board of Health** was made by Darlene Kasko, and duly seconded by Marie Hoffman.

**ALL AYES; NO NAYS**

**CORRESPONDENCE:**

1. Letter from the Saint Clare's Health System to the Dover Health Department dated 9/5/11; re: Community Health Services Agreement.
2. Letter from the University of Michigan School of Public Health to Frank Wilpert, HO dated 2/8/12; re: public health certification program.

President Marie Hoffman asked if there was any significant correspondence. Don Costanzo cited the letter from Saint Clare's Health System referring to the service agreements for nursing and health programs for 2012. The agreements will be discussed as new business.

### **OLD BUSINESS:**

Copies of the monthly report for Jan - Feb 2011 were distributed to the board for review and discussion.

The Board was informed that garbage stickers have been sold in Town Hall for almost two months in addition to sales from the Water Works Park office. Receipts indicate that the majority of stickers are sold from Town Hall by more than 2 to 1.

Copies of the updated contact list for the members of the Board of Health, schedule of meeting dates, and a phone list of municipal employees was distributed to the board.

Christopher Demko, the REHS employed by Mt. Olive Twp. and assigned to Dover has left his job for another position. He took a similar job as an REHS for Union Township.

Mr. Wilpert, HO, has hired a new REHS who will commence work in Dover on March 26th or 29th; not certain on the exact date.

The Dover Health Department renewed its annual referral arrangement with the North Porch Women and Infants' Center at St. John's Church that offers baby food, milk, diapers and infant clothing in an emergency.

A summary of rabies cases in animals by county for CY 2011 was distributed to the board for informational purposes. In Morris County, the most common animal implicated in the transmission of rabies were raccoons.

Regarding animal control, Sandra Scarneo related an incident of a dog that was picked-up by the Animal Control Officer and taken to the pound. When the dog owner claimed the dog, a service fee of \$60.00 was charged. The dog owner questioned why a fee was charged since the town was paying for animal control service.

Although a precise answer was not provided, it was suggested that fees for specific animal control services such as impoundment & boarding went above and beyond the animal control services paid for by the town.

### **NEW BUSINESS:**

**The following service agreements were presented to the Board for the 2012 calendar year:**

**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 was increased from last year by \$3.00. This is the first fee increase since Dover has been contracting for nursing services in approximately 3 1/2 years.

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 2012 service agreement for Public Health Nursing 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**

**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 \$1,200 and one (1) Female Cancer Screening Program (October) at an approximate cost of \$1,300.

**A motion to approve the 2012 service agreement for Community Health Services delivered by Saint Clare's Hospital** was made by Marie Hoffman and duly seconded by Donna Cook.

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

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

Sandra Scarneo brought up the subject of electronic recycling and related a recent incident in which a resident called Town Hall asking about the disposal of electronic equipment. The resident was told that the town did not collect electronics and suggested they could go to Best Buy. Ms. Scarneo thought that perhaps we should offer this alternative place of disposal as a referral choice to residents.

In a recycling related matter, Ms. Scarneo asked if the caps must be removed from plastic bottles. A quick search of the recycling brochure indicated that the caps do, in fact, have to be removed from the containers.

Judy Rugg stated that the water shut-off that was paved-over in front of the fire hydrant at 28 Audrey Place was not addressed. Ms. Rugg had raised this issue at the board's last meeting. Don Costanzo stated that it had been brought to the attention of the public works department previously and that it would be done so again.

**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 Darlene Kasko.

**ALL AYES; NO NAYS**

**MEETING ADJOURNED  
7:45 pm**