

**Town of Dover**  
**Board of Health, October 15, 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.

Board Secretary Donna Cook called the roll.

**ROLL CALL**

**PRESENT:** Marie Hoffman, Constance Sibona-Foster,  
Sandra Scarneo, Donna Cook, Carolyn Blackman,  
Christopher Chapman

**ABSENT:** Irene Hansen

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

President Marie Hoffman called for a motion to accept the minutes from the September 2007, regular meeting of the Board of Health.

**A motion to accept the minutes from the September 2007 Regular Meeting of the Board of Health** was made by Donna Cook and duly seconded by Sandra Scarneo.

**ALL AYES; NO NAYS**

**CORRESPONDENCE:**

1. Letter from NJDHSS to the HO dated 9/10/07; re: Notice of Approval, 2<sup>nd</sup> Half 2007, Public Health Priority Funding Grant.
2. Letter from Electronic Office Systems to the HO dated 9/11/07; re: thank you for copier purchase
3. Letter from NJDEP to the HO dated 9/13/07; re: Electronic Access to the Private Well Testing Act Data.
4. Letter from NewBridge Services, Inc., to the HO dated 9/17/07; re: substance abuse outpatient program.

5. Letter from Alice M. Plastoris, Attorney, to the HO dated 9/17/07; re: animal control.
6. Letter from the Northern NJ Maternal & Child Health Consortium to the HO dated 9/07; re: regional lead poisoning prevention coalition.

President Hoffman asked if there was any correspondence to discuss. The HO briefly mentioned the above-letter from the NJDHSS regarding the PHPF grant approval for the 2<sup>nd</sup> half of 2007.

### **OLD BUSINESS:**

The Health Officer (HO) distributed a summary of Health Department activities for the past month and distributed meeting schedules and contact lists to members of the board.

The HO brought the following activities to the attention of the Board and discussed each activity briefly:

- Rabies Vaccination Clinic: 9/22 at Crescent Field; 71 dogs & 41 cats = 112 total.
- Fit to Win – Mayors Wellness Campaign: 9/11 – 11/9 (39 employees participating; 13 teams of 3 members).
- Share the Hope, Walk for Your Cause, Hope House: 10/6 (Mayors Wellness)
- Influenza Vaccination Clinic held earlier this evening.
- Securing Youth’s Promise: substance abuse program on 10/19.

Donna Cook had previously suggested to the HO that a later date be selected for the rabies vaccination clinic. The HO stated that he had tried to get an early November date but no dates were available from the veterinarian. The HO will attempt to book an early November date for 2008.

Sandra Scarneo asked about the outcome of 71 Garrison Avenue regarding cats and the corresponding summons. The HO stated that the homeowner was fined approximately \$200 and that cats were removed from the premises.

The HO informed the Board that the ordinance amending the food & drink license fees charged to retail food establishments, known as Chapter 407, was passed on first reading at last month’s regularly scheduled meeting on September 10<sup>th</sup> and duly published on September 19, 2007.

Connie Foster raised a question about the fee schedule prescribed by the amended ordinance and asked if the fee schedule would be tied in with a state statute that periodically and automatically adjusted the fees or if it would have to be periodically reviewed and amended by the Board.

The HO responded that the fee schedule ordinance would have to be periodically revisited by the Board and amended by local ordinance.

Following a general discussion of the ordinance, **a motion to pass on second reading an ordinance amending Chapter 407, Article I, “Food-Handling Establishments, Retail,” Section 407-4 (B) entitled “Fees”** was made by Donna Cook and seconded by Marie Hoffman.

**ROLL CALL VOTE  
ALL AYES; NO NAYS**

**NEW BUSINESS:**

The following topics, events and/or activities were discussed by the board:

- Securing Youth’s Promise: substance abuse program on 10/19.
- Dover Water Department water test results from September indicating the presence of coliform bacteria.
- Influenza season has begun for the 2007-2008 season. The current influenza activity level for the week ending October 5<sup>th</sup> is: “NO ACTIVITY.”
- Influenza vaccinations for the homeless with Saint Clare’s Hospital at Trinity Lutheran Church to be held on October 29<sup>th</sup>.
- Food Handler’s Course to be held October 17<sup>th</sup>.

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

Connie Foster brought up a recent complaint about possible rats at 84 Penn Avenue. The HO explained that he had also recently received a similar complaint about the property and inspected the exterior premises. The inspection did not turn-up any evidence of a rodent problem.

The board briefly discussed rodent control issues. The HO stated that it is most helpful when a complainant can describe the location of rodent burrows from which rats have been seen because it is often difficult to pinpoint the location of active sites.

Alderman Donofrio asked the HO about the recently publicized issue of gumball vending machines. The HO explained that a survey of food vending machines such as candy and soda machines was conducted because many of them are unlicensed contrary to local ordinance. The gumball machines were ancillary to that type of survey activity.

The Board briefly discussed food vending machines as it relates to health & safety.

The matter of water test results of Dover's public water supply testing positive for coliform bacteria was discussed by the board. In September, several water samples taken from Dover's water supply system did, in fact, test positive for coliform bacteria. The HO briefly explained the notification, corrective actions and re-testing protocols prescribed by NJ DEP that the water department followed.

**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 Sandra Scarneo and seconded by Christopher Chapman.

**ALL AYES; NO NAYS**

**MEETING ADJOURNED**