

**Town of Dover
Board of Health
Special Meeting, January 30, 2017
Reorganization
6:00 pm**

The Reorganization Meeting of the Dover Board of Health was held in Town Hall, 37 N. Sussex Street, Dover.

Until the new President of the Board of Health is elected, Trevor Weigle, Health Officer, called the special, Reorganization Meeting to order at 6:00 pm and announced that the special meeting complies with the requirements of the Open Public Meetings Act and was duly advertised and posted.

ROLL CALL

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

ABSENT: Ron Camacho, Alderman/Liaison

ALSO PRESENT: Trevor Weigle, Health Officer
Don Costanzo, Aide

An information sheet for members to complete requesting telephone numbers and email address updates was distributed to the Board.

PRESIDENT:

Trevor Weigle, Health Officer, entertained nominations for President. Irene Hansen made **a motion to nominate Marie Hoffman for President of the Board of Health.** The motion was seconded by Darlene Kasko.

No other nominations for President were made by the Board.

A motion to close nominations for President was made by Sandra Scarneo and duly seconded by Darlene Kasko.

ALL YEAS; NO NAYS

SECRETARY:

Marie Hoffman, President, entertained nominations for Secretary of the Board of Health.

Darlene Kasko made **a motion to nominate Irene Hansen for Secretary of the Board of Health.** The motion was seconded by Marie Hoffman.

No other nominations for Secretary were made by the Board.

A motion to close nominations for Secretary was made by Sandra Scarneo and duly seconded by Irene Hansen.

ALL YEAS; NO NAYS

SCHEDULE OF MEETINGS:

President Marie Hoffman proceeded with reorganization business by raising the subject of the schedule of regular meetings for Year 2017 and the Reorganization meeting in January 2018.

After completion of discussion, **a motion to approve the following schedule of meeting dates for Year 2017 and the Reorganization Meeting in January 2018 and the location of meetings,** was made by Sandra Scarneo and duly seconded by Christopher Chapman.

ALL YEAS; NO NAYS

APPROVED SCHEDULE OF MEETINGS

The following Board of Health meeting dates were approved for the year 2017 and the reorganization meeting in 2018. The Regularly Scheduled Meetings begin at **6:30 pm**. The Reorganization Meeting begins at **6:00 pm** immediately followed by the Regularly Scheduled Meeting. All meetings will be held at Water Works Park, 100 Princeton Avenue, Dover, NJ. The meeting dates are as follows:

March 13	(2 nd Monday)	[Water Works Park]
May 8	(2 nd Monday)	[Water Works Park]
September 11	(2 nd Monday)	[Water Works Park]
November 6	(1 st Monday)	[Water Works Park]
January 9, 2018	Reorganization & Regular Meeting (Tuesday; Water Works Park)	

Upon completion of reorganization business, **a motion to adjourn the Reorganization Meeting** was made by Darlene Kasko and duly seconded by Irene Hansen.

ALL YEAS; NO NAYS

MEETING ADJOURNED
6:15 pm

***THE REGULAR SPECIAL MEETING IMMEDIATELY FOLLOWED THE
REORGANIZATION MEETING***

Town of Dover
Special Meeting of the Board of Health
January 30, 2017
6:15 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 special meeting to order at 6:15 pm and announced that the special 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: Marie Hoffman, Darlene Kasko, Irene Hansen,
Sandra Scarneo, Christopher Chapman,
Judith Rugg

ABSENT: Ron Camacho, Alderman/Liaison

ALSO PRESENT: Trevor Weigle, Health Officer
Donald Costanzo, Aide

President Marie Hoffman entertained a motion to accept the minutes from the November 2016, regular meeting of the Board of Health.

A motion to accept the minutes from the November 2016, regular meeting of the Board of Health was made by Darlene Kasko and duly seconded by Sandra Scarneo.

ALL YEAS; NO NAYS.

CORRESPONDENCE:

1. Card from Darlene Kasko, member of the Dover Board of Health to the Dover Board of Health; re: thank you for fruit basket.

President Marie Hoffman asked if there was significant correspondence. Trevor Weigle, Health Officer, noted the thank you note from Darlene Kasko.

OLD BUSINESS:

The Health Officer distributed to the board copies of the annual report and activity report for review.

NEW BUSINESS:

2017 – 2018 Shared Services Agreement – Mt. Olive

Trevor Weigle, Health Officer, presented a copy of the shared services renewal agreement between the Township of Mt. Olive and the Town of Dover.

The Health Officer explained that the agreement includes public health nursing services which was not part of previous contracts. The new nurse is employed by Mt. Olive and assigned to Dover, and the additional cost of the nurse is reflected in the agreement. The name of the nurse is Patricia Merritt.

The total cost of shared services is \$98,572 for the calendar year 2017.

The total cost of shared services is \$100,544 for the calendar year 2018.

The agreement was reviewed and approved by resolution by the Dover Board of Aldermen on November 10, 2016. A copy of the resolution was distributed to the members of the board.

After review and discussion, **a motion to support the renewal of the uniform shared services agreement between the Town of Dover and the Township of Mount Olive for local public health services for 2017 – 2018** was made by Sandra Scarneo and duly seconded by Marie Hoffman.

**ROLL CALL VOTE
ALL YEAS; NO NAYS.**

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

Judy Rugg asked for clarification regarding the Regency Grand and communicable disease activity noted in the activity report. The Health Officer responded that it was related to a past legionella event, and the matter referred to in the report was a follow-up water sampling activity at the nursing home.

Ms. Rugg also asked about a Searing Street lead case referenced in the activity report. The Health Officer responded that lead case investigations were principally conducted by the Paterson Division of Health as part of an agreement and briefly explained the process.

Sandra Scarneo asked about a medical waste activity referenced in the activity report. It was explained that used syringes from programs such as the flu clinic were taken to Dover General Hospital for disposal.

Ms. Scarneo also asked about massage parlor and health fair activities. Because Susan Downer, REHS, was not present, a massage parlor activity update was unavailable. Regarding the Health Fair, the Health Officer stated that planning for one this year has already commenced. The anticipated date of the Health Fair is June 3rd with a rain date on June 10th. The Board and Health Officer discussed the Health Fair.

**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.

A motion to adjourn the meeting was made by Darlene Kasko and seconded by Christopher Chapman.

ALL YEAS; NO NAYS.

**MEETING ADJOURNED
6:40 pm**