

DOVER BOARD OF HEALTH
Regular Meeting
October 20, 2025 5:00 pm

MEETING CALLED TO ORDER / SUNSHINE STATEMENT

Ary Orama-Galloza, Board Secretary called the meeting to order and stated the scheduled meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, and duly posted and advertised.

Ary Orama-Galloza, Board Secretary, called the **ROLL**.

Name	Present	Absent	Excused
Darlene Kasko, President	X		
Rosita Scinto, V.P.	X		
Rhoda Myles			X
Janice Anthony	X		
Irene Hansen			X
Alessandra Scarneo, Alternate	X		

ALSO PRESENT

Marconi A. Gapas, Health Officer
Ary Orama Galloza, Board Sec'y/Registrar

Ary Orama-Galloza, Board Secretary, entertained a motion to accept the minutes from the June 9, 2025, regularly scheduled meeting of the Board of Health.

A motion to accept the minutes from the June 9, 2025, regularly scheduled meeting was made by Darlene Kasko and duly seconded by Janice Anthony.

Ary Orama-Galloza, Board Secretary, conducted a ROLL CALL VOTE

Name	Motion	Second	Ayes	Noes	Abstain
Darlene Kasko, President	X		X		
Rosita Scinto, V.P.			X		
Rhoda Myles					
Janice Anthony		X	X		
Irene Hansen					
Alessandra Scarneo, Alternate			X		

CORRESPONDENCE:

- No correspondence.

OLD/NEW BUSINESS:

The following overview of old business was provided by Ary Orama-Galloza, Board Secretary:

- The Monthly Activity Report for May was distributed to the Board. The report included the Sanitation Inspector's summons report; Animal Control Reports; and, the Nurse's report. The REHS report will be forthcoming and mailed to the board when received.
- The Rabies Clinic scheduled on Saturday, October 25th from 10:00 am to 12:00 noon will be held at the DPW Garage, 211 N. Sussex St. 200 doses of vaccine were provided by the State of NJ.
- Upcoming license renewals for 2026: restaurants; pet licensing; swimming pools; massage parlors; tattoo, permanent make-up, and body art establishments.
- Staff Update: A full-time Keyboarding Clerk position is open for the health department. For the time being, Tina Ayala will continue splitting her time between the Police Records Department and the Health Department. Once the new employee is trained, Ms. Ayala will be transferred full-time to the Police Records Department.
- Massage Parlor Ordinance Update: Ary Orama Galloza, Board Sec'y/Registrar, met with Ed Ramirez, Business Administrator, on Oct 14th, to finalize the pending items of the massage parlor ordinance. After the meeting, Ms. Orama followed-up with an email that included a copy of the massage parlor ordinance draft and an email from a representative of the DCA-Department of Consumer Affairs confirming that 18 years of age is the legal age to become a licensed massage

therapist. The Town Attorney suggested that the legal age requirement be incorporated into the local ordinance. In addition, a massage therapist is not required to have an internship like tattoo parlors require. This is because their practice is part of the curriculum to obtain the state license. The Business Administrator will forward the email to the Town Attorney to finalize the ordinance.

- Currently, the Dover Health Department continues to provide Victory Gardens Borough with coverage for vital statistics. Ary Orama Galloza, Board Sec'y/Registrar, met with the Business Administrator, and Victoria Dobrusin, Human Resources, to discuss compensation from Victory Gardens for the vital statistics service. Dover has been providing said service since June 1, 2025. Vital Statistics Service includes: issuing certified copies of vital records, marriage licenses and monitoring the state electronic systems for death records and birth records.
- Facilities Renovation Update: The Health Department renovations are complete. The department has moved back to its updated office and is operational.

HEALTH OFFICER'S REPORT:

Marconi Gapas, Health Officer, provided the following State of New Jersey grant update:

- The REHS and the Public Health Nurse are doing a great job in their positions.
- Regarding grants: Dover was able to recoup the cost of renovations after initial concerns of reduced funding.
- Restructory Grants that offset the cost of public health nursing and REHS salaries will be sought.

THE MEETING WAS OPENED TO MEMBERS OF THE BOARD

No member made additional comments.

THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC:

No members of the general public were present.

ADJOURNMENT:

A motion to adjourn the meeting was made by Alessandra Scarneo and duly seconded by Darlene Kasko.

ROLL CALL VOTE

Name	Motion	Second	Ayes	Noes	Abstain
Darlene Kasko, President		X	X		
Rosita Scinto, V.P.			X		
Rhoda Myles					
Janice Anthony			X		
Irene Hansen					
Alessandra Scarneo, Alternate	X		X		

MEETING ADJOURNED

5:47 pm