

**Town of Dover**  
**Board of Health, May 14, 2012**  
**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.

President Marie Hoffman called roll.

**ROLL CALL**

**PRESENT:** Marie Hoffman, Judith Rugg, Sandra Scarneo,  
Christopher Chapman

**ABSENT:** Donna Cook, Irene Hansen, Darlene Kasko

**ALSO PRESENT:** Frank Wilpert, Health Officer  
Christine Noriega, Alderman/Alternate Liaison  
William Close, Administrator  
Susan Downer, R.E.H.S.  
Aracelis Vanderstarre, Deputy Registrar  
Zory Ryerson, Sanitation Inspector  
Donald Costanzo, Department Representative

**A motion to accept the minutes from the March 2012 Regular Meeting of the Board of Health** was made by Sandra Scarneo, and duly seconded by Christopher Chapman.

**ALL AYES; NO NAYS**

**CORRESPONDENCE:**

1. Letter from the Essex Regional Educational Services Commission to the Dover Health Department dated 4/3/12; re: summer food service program/recreation.
2. Letter from the Dover Park Plaza Condominiums Assoc. to the HO dated 5/1/12; re: renting room at 78A E. Blackwell St.

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

**OLD BUSINESS:**

The following past activities were discussed:

- Frank Wilpert, HO, introduced to the Board the new REHS inspector, Susan Downer. Ms. Downer commenced work at the end of March.
- Financial Disclosure statements were provided to the Board with instructions to complete the forms in duplicate with original signatures, and return them to the Town Clerk.
- The HO informed the Board of the NJDHSS predicted surge in Lyme Disease this spring season for the northeast US due to the warm than normal winter season. A hand-out was distributed to the Board.

The HO also discussed mosquito nuisance issues and the problematic asian tiger mosquito that poses a health nuisance.

- The HO announced that the Dover Flea Market opened on April 15th. Inspections of food vendors were conducted and proper food licenses were obtained.

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

Regarding the monthly report, Judy Rugg questioned the Electronic Death Certificate revenue line item. This led to a discussion of how electronic death certificates are paid for and how funds are electronically transferred to the Town of Dover.

**NEW BUSINESS:**

The following upcoming activities were discussed:

- Dover Big Lots, a new business at 550 Mt. Pleasant Avenue (formerly AC Moore), will open on Friday, May 18th.
- Pet Waste Dispenser Boxes and plastic waste bags for use in all of Dover's parks were purchased. The dispenser boxes will be posted on sign posts that warn persons to pick up after their dogs.

Sandra Scarneo commented on the potential problem of odors created by pet waste bags deposited in public containers during the warm summer season. The Town will monitor the containers and address problems if they arise.

- The Randolph Animal Pound has announced a program that offers help to residents regarding spaying, neutering, vaccinating, etc. of dogs and cats. A flyer was distributed to the Board.

- The HO announced Dover's new 5 year contract for garbage and recycling collection. Blue Diamond Disposal will continue to be the garbage contractor, and will also be the recycling collector/hauler as well. The new arrangement commences June 1st.

Bill Close, Administrator provided an overview of the garbage-recycling program and answered questions posed by the Board.

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

Judy Rugg thanked Aracelis Vanderstarre for following-up on the paved-over water shut-off in front the fire hydrant at 28 Audrey Place.

Ms. Rugg also brought to the attention of the health department the keeping of pigeons at 5 Fred Terrace. The health inspector will conduct an inspection of the premises.

The Board discussed the location of the remaining board meetings for 2012, suggesting that they be held at Water Works Park instead of Town Hall.

**A motion to hold the remaining 2012 Board of Health meetings and the Reorganization/Regular meeting for January 14, 2013, at Water Works Park, 100 Princeton Avenue** was made by Sandra Scarneo and duly seconded by Marie Hoffman.

The amended schedule of meetings will be duly advertised and posted as required by law.

**ALL AYES; NO NAYS**

**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 Christopher Chapman and seconded by Marie Hoffman.

**ALL AYES; NO NAYS**

**MEETING ADJOURNED  
7:40 pm**