

**Town of Dover
Board of Health, May 13, 2013
6:30 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 6:30 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: Donna Cook, Marie Hoffman, Judith Rugg, Darlene Kasko, Irene Hansen, Sandra Scarneo, Christopher Chapman

ABSENT: all present

ALSO PRESENT: Christine Noriega, Alderman/Liaison
Nick Fink, Town Attorney Representative
Susan Downer, R.E.H.S.
Aracelis Vanderstarre, Deputy Registrar
Zoraida Ryerson, Sanitation Inspector
Donald Costanzo, Department Representative

President Marie Hoffman entertained a motion to accept the minutes from the March 2013 Regular Meeting of the Board of Health.

A motion to accept the minutes from the March 2013 Regular Meeting of the Board of Health was made by Donna Cook, and duly seconded by Irene Hansen.

ALL AYES; NO NAYS

President Marie Hoffman entertained a motion to accept the minutes from the March 2013, Executive Session of the Board of Health.

A motion to accept the minutes from the March 2013 Executive Session of the Board of Health was made by Darlene Kasko, and duly seconded by Donna Cook.

ALL AYES; NO NAYS

CORRESPONDENCE:

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

OLD BUSINESS:

The Health Officer updated the board on the status of the library and indoor air quality. An Indoor Air Quality Plan was completed by the Town. Also, annual training was completed by Mr. Luis Acevedo and Mr. William Close, the plan's primary and secondary designees. Dover's Indoor Air Quality Plan is currently under review.

Copies of the NJ Animal Rabies Cases by County and Species for January - March 2013 were distributed to the board. Raccoons continue to be responsible for the largest number of rabies cases.

Copies of the monthly report for March and April were distributed to the board for review.

It was noted that animal control activities have increased now that the outdoor season has commenced; i.e. dog bites, pets at large, dead animals, etc.

Related to animal control, Judith Rugg asked about Dover's ordinance regulating the keeping of pigeons. Specifically, Ms. Rugg questioned the status of 5 Fred Terrace. The resident at this address was previously cited for having pigeons and allowing them to fly thereby creating a nuisance. The nuisance still exists.

Susan Downer, REHS, answered questions about the pigeon complaint and, after reviewing the case with the Health Officer, will be issuing a summons to the pigeon owner for failing to obtain a permit from the Board of Health to fly the birds.

The Health Officer provided the board with the following updates:

- Public Health Nurse: Patricia Merritt will not be returning to the department until June. In the interim, a per diem nurse from the East Hanover Health Department will temporarily provide essential nursing services.

Judith Rugg volunteered her services to help out when needed.

- Dog & Cat Census: The health department started the census in early April. So far, approximately 40 summons have been issued for unlicensed dogs.

Sandra Scarneo asked about the licensing year for dogs. Dog licenses are valid for one (1) calendar year, from January 1st to December 31st.

- Flea Market: Since the flea market opened in April, the department's inspector visited the site on three occasions, inspecting food vendors and checking for improper bed mattress sales and illegal pet turtles.

Sandra Scarneo asked a garbage related question concerning the flea market. Ms. Scarneo commented that the public receptacles just outside the perimeter of the flea market become overfilled and spilling. It was stated that these receptacles are serviced on Monday morning when regular garbage collection for the Town is conducted.

- The Health Officer informed the board that a food safety advisory was mailed to Dover's retail food establishments in April reminding them to use screened doors and screened windows to keep flies and insects out of food preparation areas.

NEW BUSINESS:

The Health Officer raised the subject of the Financial Disclosure Statement required of all Board of Health members. Starting this year, the disclosure statement must be filed electronically, thus requiring the use of a computer and the internet. If anyone is having difficulty completing the form, please arrange a time with Don to come to the health department to complete the process.

The Health Officer informed the board that a newly hired Health Educator, Christie Navea, will be working with the Dover Health Department. Mr. Wilpert provided an overview of the programming that Ms. Navea will be working on this year.

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

Sandra Scarneo asked for a update on a previous garbage complaint concerning a stickered bulky item that was passed\missed by the garbage contractor in early April. When a resident requested the driver to collect the stickered item, the driver verbally responded inappropriately.

The Health Officer explained that the complaint was promptly reported to the contractor and that the employee was swiftly disciplined and removed from the route.

THE MEETING WAS OPENED TO MEMBERS OF THE GENERAL PUBLIC WHO WISHED TO DISCUSS A PARTICULAR ISSUE.

no members of the 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 Darlene Kasko and seconded by Irene Hansen.

ALL AYES; NO NAYS

**MEETING ADJOURNED
7:15 pm**