

**Town of Dover
Board of Health
Reorganization Meeting, January 13, 2014
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, Frank Wilpert, Health Officer, called the Reorganization Meeting to order at 6:00 pm and announced that the meeting complies with the requirements of the Open Public Meetings Act and was duly advertised and posted.

ROLL CALL

PRESENT: Irene Hansen, Darlene Kasko, Irene Hansen,
Marie Hoffman, Sandra Scarneo

ABSENT: Judith Rugg, Christopher Chapman

ALSO PRESENT: Frank Wilpert, Health Officer
Christine Noriega, Alderman/Liaison
Michael Picciallo, Alderman/Liaison (Alternate)
Donald Costanzo, Department Representative

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

PRESIDENT:

Frank Wilpert, 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 AYES; NO NOES

SECRETARY:

Frank Wilpert, Health Officer, 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 Darlene Kasko and duly seconded by Marie Hoffman.

ALL AYES; NO NOES

SCHEDULE OF MEETINGS:

President Marie Hoffman proceeded with reorganization business by raising the subject of the schedule of regular meetings for Year 2014 and the Reorganization meeting in January 2015.

After completion of discussion, **a motion to approve the following schedule of meeting dates for Year 2014 and the Reorganization Meeting in January 2015**, was made by Irene Hansen and duly seconded by Sandra Scarneo.

ALL AYES; NO NOES

APPROVED SCHEDULE OF MEETINGS

The following Board of Health meeting dates were approved for the year 2014 and the reorganization meeting in 2015. 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 10	(2nd Monday)
May 12	(2nd Monday)
September 8	(2nd Monday)
November 10	(2nd Monday)
January 12, 2015	(2nd Monday) Reorganization & Regular Meeting

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

ALL AYES; NO NOES.

**MEETING ADJOURNED
6:15 pm**

***THE REGULAR MEETING FOLLOWED THE REORGANIZATION MEETING AT
6:30 pm***

Town of Dover
Board of Health, January 13, 2014
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: Irene Hansen, Darlene Kasko, Marie Hoffman,
Sandra Scarneo, Judith Rugg, Christopher Chapman

ABSENT: all present

ALSO PRESENT: Frank Wilpert, Health Officer
Christine Noriega, Alderman/Liaison
Michael Picciallo, Alderman/Liaison (Alternate)
Susan Downer, R.E.H.S.
Zoraida Ryerson, Sanitation Inspector
Aracelis Vanderstarre, Deputy Registrar
Donald Costanzo, Department Representative

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

A motion to accept the minutes from the November 2013 Regular Meeting of the Board of Health was made by Marie Hoffman, and duly seconded by Irene Hansen.

ALL YEAS; NO NOES.

CORRESPONDENCE:

No significant correspondence was received by the health department.

OLD BUSINESS:

Marie Hoffman informed the board that due to Donna Cook's unavailability, she presented her plaque to her at home. Ms. Cook thanked the board for her recognition.

Frank Wilpert, HO, presented the board copies of the end-of-year and monthly report for November - December 2013 for review.

The Board had an extended discussion on the reasons for the drop in garbage sticker revenues. It was suggested that the discontinuance of stickers for televisions may have impacted revenues. Marie Hoffman suggested that curbside pickup of televisions (TV) be reinstated to help persons who do not have the means to bring a TV to the public works department.

The HO provided the board the following updates:

- food licenses for 2014 are being processed.
- the State of NJ acknowledged Frank Wilpert as the Registrar of Vital Statistics and Aracelis Vanderstarre-Orama as the Deputy Registrar. Don Costanzo and William Close are Alternate Registrars.
- the renewal agreement for childhood lead poisoning nurse case management services that was previously approved by the board was sent to Paterson.
- a final map of the pigeon coop location at 5 Fred Terrace was distributed to the board.
- water main break/repair last week; Boil Water Advisory issued Tues, Jan 7th (~ 2pm); ban lifted Thurs, Jan 9th (~ 3 pm).
- copies of the latest Influenza Surveillance Report were distributed to the board showing moderate to high levels of influenza in the northern New Jersey area.

Questions regarding measurements of the pigeon coop location at 5 Fred Terrace were answered by Susan Downer, REHS. Sandra Scarneo commented that a surveyor should make the measurements to insure accuracy.

NEW BUSINESS:

The Health Officer provided the board with an update on the status of nursing services currently being pursued by the Town of Dover. Currently, the Town is looking to replace the public health nurse. The contract for nursing services with Saint Clare's Hospital is about to end and the service will no longer be available.

The board discussed the status of Saint Clare's Community Outreach program and its employees; and, the Reduction-In-Force that is currently in effect at the hospital.

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

Sandra Scarneo stated that on the previous Friday's recycling collection day, she observed a Roxbury Township truck picking up recyclables. Darlene Kasko replied that Blue Diamond, Dover's contractor, owned the Roxbury Township vehicle, and that the truck had not yet been painted with the Blue Diamond logo.

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 Darlene Kasko and seconded by Christopher Chapman.

ALL YEAS; NO NOES.

**MEETING ADJOURNED
7:35 pm**