

**MINUTES OF THE REGULAR MEETING  
OF THE WESTWOOD BOARD OF HEALTH  
HELD NOVEMBER 10, 2015**

Pres. Beckman called the Meeting to order at 7:43 P.M.

President Beckman read the "Open Public Meeting Act" as follows:

In compliance with the "Open Public Meeting Act," P.L. 1975, C 231, the annual notice requirements have been satisfied. The meeting dates for the year were posted on the Borough Web Site on January 15, 2015. A copy of the meeting dates are on file with the Borough Clerk and a notice has been posted on the public bulletin board in the Municipal Complex.

Present: Mrs. Betsy Beckman, Ms. Maria Costello, Mr. Dennis Farrell, Mr. Lee Tremble.

Excused

Absence: Mrs. Donna Bott, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro (Alternate #1).

Absent: Ms. Louise Cue.

Present: Sharon Blehl–Secretary.

Excused

Absence: Angela Musella–Health Officer, Christopher Montana–Council Liaison.

Guests: None.

## **SALUTE TO THE FLAG**

Mr. Farrell led those present in the salute to the flag.

## **PUBLIC FORUM**

Mr. Farrell made a motion to open the floor to the public to discuss any topic; seconded by Mr. Tremble.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

There being no public discussion, Mr. Farrell made a motion to close the public forum; seconded by Mr. Tremble.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

## **ACTIVITIES REPORTS**

### 1) SEPTEMBER & OCTOBER:

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for September and October, 2015 which are on file and available to the public:

Administrative and Supporting Services

Animal Control

Laboratory Services

Vital Records

Monies Received

Environmental Health

Communicable Disease

Maternal and Child Health

Chronic Illness

Health Education

Nursing Supervision

Miscellaneous

A discussion was held.

Mr. Tremble made a motion that the Activities Reports for September and October, 2015 be approved; seconded by Mr. Farrell.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None. Carried.

## MINUTES

### 1) AUGUST 12, 2015 - REGULAR MEETING

Mr. Farrell made a motion that the Minutes of Regular Meeting held August 12, 2015 be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None. Carried.

### 2) SEPTEMBER 9, 2015 - REGULAR MEETING

Mr. Farrell made a motion that the Minutes of Regular Meeting held September 9, 2015 be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None. Carried.

### 3) SEPTEMBER 9, 2015 - CLOSED SESSION

Mr. Farrell made a motion that the Closed Session Minutes held September 9, 2015 be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

## **PURCHASE ORDERS**

Bills for September in the amount of \$26,629.18 were submitted for payment during October, 2015. Bills for October, 2015 in the amount of \$8,822.08 were presented to the Board Members.

Mr. Tremble made a motion that the following be accepted for payment; seconded by Mr. Farrell.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None.

## **SEPTEMBER PURCHASE ORDERS**

Sharon Blehl Mileage January 1 – September 18, 2015	\$ 175.09
Sharon Blehl Farmers Market Inspections July 4 – September 5, 2015	1,212.16
Sharon Blehl Tobacco/E-Cigarette Decals	92.90
J.A. Montgomery Risk Control 2015 RTK Survey	1,195.00
NJ Department of Health 2 <sup>nd</sup> Quarter Burial Permits	10.00
NJ Department of Health 3 <sup>rd</sup> Quarter Burial Permits	5.00
NJ State Department of Health–Vet April – August 2015 Dog License Monies	66.60
NJ State Department of Health–Vet September 2015 Dog License Monies	9.60

Northwest Bergen Regional Health Commission 4 <sup>th</sup> Quarter Payment	23,287.83
Treasurer, State of NJ 2 <sup>nd</sup> Quarter Marriage Monies	350.00
Treasurer, State of NJ 3 <sup>rd</sup> Quarter Marriage Monies	225.00

## OCTOBER PURCHASE ORDERS

Bergen County Department of Health Final Payment 2015	6,926.58
Borough of Hillsdale 2 <sup>nd</sup> and 3 <sup>rd</sup> Quarter CHC Payment	245.00
Sharon Blehl Clothing Allowance	400.00
Pascack Pharmacy, Inc. Hepatitis B Doses	210.00
R.R. Donnelley State Paper Reg-42A & 42B	955.50
Treasurer, State of NJ Medical Waste Registration	85.00
	Carried.

## NEW BUSINESS:

### 1) 2016 BOARD OF HEALTH BUGET

Pres. Beckman handed out the 2016 Operating Expense Budget Worksheets to the Board Members.

Pres. Beckman went over each line item and explained that the 2016 contract from Northwest Bergen Regional Health Commission was sent to Pres. Beckman and represents a 1.5% increase over the 2015 amount. The Board of Health has not received the 2016 Animal Control contract from the Bergen County Department of Health Services.

A discussion was held.

Mr. Farrell made a motion to submit the 2016 Board of Health Operating Expense Budget in the amount of \$123,051.00 (copy annexed). This amount represents the 2015 Bergen County Animal Control Contract and not the 2016 contract amount, which is not to exceed a 2% increase over 2015; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None. Carried.

2) 2016 NORTHWEST BERGEN REGIONAL HEALTH COMMISSION CONTRACT

Pres. Beckman presented the 2016 Contract for Public Health Services from Northwest Bergen Regional Health Commission in the amount of \$94,548.26 to the Board. This represents a 1.5% increase over the 2015 contract amount.

A discussion was held.

Mr. Farrell made a motion that the 2016 Northwest Bergen Regional Health Commission Contract in the amount of \$94,548.26 be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None. Carried.

3) 2016 HILLSDALE CHILD HEALTH CLINIC CONTRACT

The 2016 Child Health Conference Contract with the Hillsdale Board of Health to supply and oversee the Child Health Conference (CHC) services for Westwood in compliance with the guidelines set forth by the New Jersey State Department of Health and Senior Services was presented to the Board. The cost of the contract is \$35.00 per visit and an annual fee of \$100.00.

A discussion was held.

Mr. Farrell made a motion that the 2016 Hillsdale Board of Health Child Health Conference contract in the amount of \$35.00 per visit and an annual fee of \$100.00 be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mr. Tremble.

Nays: None

Abstained: None.

Carried.

4) REAPPOINTMENT: DEPUTY REGISTRAR AND ALTERNATE DEPUTY REGISTRAR

Sharon Blehl, Registrar reappointed Christine L. Compesi as the Deputy Registrar to the Westwood Board of Health. Ms. Compesi's term will be January 1, 2016 and will expire December 31, 2018.

Sharon Blehl, Registrar reappointed Mary Elizabeth Netzer (AKA Mary-Beth Netzer) as Alternate Deputy Registrar to the Westwood Board of Health. Mrs. Netzer's term will be October 15, 2015 and will expire October 14, 2018.

A discussion followed.

The Board thanked Ms. Compesi and Mrs. Netzer for the wonderful and professional job they do for the Westwood Board of Health.

## **OLD BUSINESS**

1) 2015 BOARD OF HEALTH SALARY BUDGET

The 2015 Salary Budget has not yet been adopted by the Mayor and Council.

This item will remain on the Agenda until the 2015 Salary Budget has been adopted.

The Board discussed the need for this subject to be resolved before the end of the year.

## **COUNCIL LIAISONS REPORT**

There was nothing to report.

## **EMERGENT MATTERS:**

There was nothing to report.

## ADJOURNMENT

There being no further business to come before the Board at this time, Mr. Farrell made a motion that the meeting be adjourned; seconded by Ms. Costello.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:25 P.M.

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Sharon Blehl  
Secretary

The next meeting will be held Wednesday, December 9, 2015 at 7:30 P.M. in the Municipal Complex.

These Minutes were approved at a meeting of the Board of Health of the Borough of

Westwood held on the 9<sup>TH</sup> day of March, 2016.