

**MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD APRIL 8, 2015**

Pres. Beckman called the Meeting to order at 7:30 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, Mrs. Donna Bott, Ms. Maria Costello, Ms. Louise Cue, Mr. Dennis Farrell, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro (Alternate #1), Mr. Lee Tremble.

Excused
Absence: None.

Absent: None.

Present: Sharon Blehl–Secretary, Angela Musella–Health Officer, Erin Brady, Health Educator.

Present: Christopher Montana–Council Liaison.

Guests: None.

SALUTE TO THE FLAG

Ms. Brady led those present in the salute to the flag.

PUBLIC FORUM

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

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None. Carried.

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

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None. Carried.

ACTIVITIES REPORTS

1) MARCH:

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for March, 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 followed.

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

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

MINUTES

1) MARCH 11, 2015 - REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held March 11, 2015 be approved; seconded by Mr. Farrell.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell, Mrs. Johnston, Dr. Lardaro, Mr. Tremble.

Nays: None.

Abstained: Ms. Cue.

Carried.

PURCHASE ORDERS

A bill for March, 2015 in the amount of \$2,375.60 was 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, Mrs. Bott, Ms. Costello, Ms. Cue, Mr. Farrell, Mrs. Johnston, Dr. Lardaro, Mr. Tremble.

Nays: None.

Abstained: None.

Munidex, Inc.

Maintenance–Pet License Software	\$ 417.00
Munidex, Inc. Maintenance–Establishment & Vital Stats Software	1,160.00
NJ State Department of Health–Vet January & February, 2015 Monies to State	798.60

Carried.

NEW BUSINESS:

1. FINANCIAL DISCLOSURE STATEMENTS

On March 31, 2015 Borough Clerk Hughes sent an email to all Board of Health Members with a reminder that the annual Financial Disclosure Statements must be filed on or before April 30, 2015. If you fail to file your statement by the requested date you may be fined. The fines start at \$100.00 and go up from there. Two people were fined in Westwood last year.

A discussion followed.

OLD BUSINESS

1) 2015 BOARD OF HEALTH BUDGET

HISTORY: The 2015 Operating Expense Budget request and the 2015 Anticipated Revenue Worksheet were submitted to CFO Ayer on December 19, 2014. Ms. Blehl met with CFO Ayer on January 16, 2015 and went over each line item. CFO Ayer was satisfied with the Board of Health's budget request and it will be submitted to the Finance Committee as presented.

On March 25, 2015 Pres. Beckman and Ms. Blehl met with CFO Ayer and Borough Clerk Hughes to discuss the budget and various other topics.

A discussion followed. This item will remain on the agenda until the 2015 Budget is adopted by the Mayor and Council.

2) FILE OF LIFE

Police Chief Regino will meet with Board Member Bott to go over the File of Life Press Release before he sends it out. A discussion followed.

3) WESTWOOD PRIDE DAY

Westwood Pride Day will be held on Sunday, May 31, 2015 from 10:00 AM until 5:00 PM in Veterans' Memorial Park. Ms. Blehl has reserved a table for the Board of Health. Ms. Brady will be present to represent the Board of Health. A discussion followed.

EMERGENT MATTERS:

There is nothing to report.

ADJOURNMENT

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

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:00 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, May 13, 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 10th day of June, 2015.