

**MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD OCTOBER 9, 2013**

Pres. Beckman called the Meeting to order at 7:40 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 published in The Record on January 25, 2013. 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. Jane Concato (Alternate #1), Ms. Maria Costello, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro (Alternate #2), Mr. Lee Tremble.

Excused

Absence: Mrs. Donna Bott, Ms. Louise Cue, Mr. Dennis Farrell.

Present: Sharon Blehl–Secretary, Angela Musella–Health Officer

Excused

Absence: Peter Grefrath–Council Liaison.

SALUTE TO THE FLAG

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

Guests: None.

PUBLIC FORUM

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

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 Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None. Carried.

ACTIVITIES REPORTS

1) JULY, AUGUST & SEPTEMBER:

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for July, August and September 2013 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 July, August and September, 2013 be approved; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None.

Carried.

MINUTES

1) APRIL 10, 2013 - REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held April 10, 2013 be approved; seconded by Dr. Lardaro.

Roll Call:

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

Nayes: None.

Abstained: Mrs. Concato.

Carried.

2) APRIL 10, 2013 - CLOSED SESSION

Mr. Tremble made a motion that the Closed Session Minutes held April 10, 2013 be approved; seconded by Dr. Lardaro.

Roll Call:

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

Nayes: None.

Abstained: Mrs. Concato.

Carried.

3) MAY 8, 2013 - REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held May 8, 2013 be approved; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Concato, Ms. Costello, Dr. Lardaro, Mr. Tremble.

Nayes: None.

Abstained: Mrs. Johnston. Carried.

4) MAY 8, 2013 - CLOSED SESSION

Mr. Tremble made a motion that the Closed Session Minutes held May 8, 2013 be approved; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Concato, Ms. Costello, Dr. Lardaro, Mr. Tremble.

Nayes: None.

Abstained: Mrs. Johnston. Carried.

5) JUNE 12, 2013 - REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held June 12, 2013 be approved; seconded by Dr. Lardaro.

Roll Call:

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

Nayes: None.

Abstained: None. Carried.

6) JULY 10, 2013 – REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held July 10, 2013 be approved; seconded by Dr. Lardaro.

Roll Call:

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

Nays: None.

Abstained: None.

Carried.

PURCHASE ORDERS

Bills for July, August and September in the amount of \$1,785.40 were presented to the Board Members.

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

Roll Call:

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

Nays: None.

Abstained: None.

JULY, AUGUST & SEPTEMBER BOARD OF HEALTH VOUCHERS

Borough of Hillsdale	
2 nd Quarter 2013 Child Health Clinic Visits	\$ 240.00
Sharon Blehl	
S. Blehl, C. Compesi & MB. Netzer – Seminar 9/18/13	75.00
NJ State –Vet	
Dog License Monies to State July – September	35.40
Northwest Bergen Regional Health Commission	
Bloodborne Pathogen Training 5/7/13	300.00

Treasurer State of NJ – Burial Permit Fees
2nd Quarter Burial Permit Fees 10.00

Treasurer, State of NJ – Marriage Monies
1st, 2nd & 3rd Quarter Marriage Monies 1,125.00

Carried.

NEW BUSINESS:

1) 2014 BOARD OF HEALTH BUDGET

Pres. Beckman handed out the 2013 Operating Expense Budget status report as a guide for the 2014 budget. Another line item will be added to the 2014 budget; “Inspections for Special Events” in the amount of \$1,500.00. This is to cover special events occurring on weekends.

Pres. Beckman explained that Mary–Beth Netzer–Alternate Deputy Registrar is working extra hours to keep up with the additional workload. Her additional hours are being charged to the Operating Expense Budget. A discussion followed.

OLD BUSINESS

1) ORDINANCE 13–01 BOARD OF HEALTH LICENSE FEES–1ST READING

Pres. Beckman handed out Ordinance 13–01 – Board of Health License Fees.

FIRST READING

Mr. Tremble made a motion that Ordinance #13–01 be introduced and given its first reading by title only.

Pres. Beckman read the Ordinance by title only.

Mr. Tremble moved that the above Ordinance be passed on its first reading; seconded by Dr. Lardaro.

Roll Call:

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

Nayes: None.

Abstained: None.

Carried.

The Ordinance will be published in the official newspaper The Record. Copy annexed.

The Second and final passage will be read at the Regular Board of Health Meeting to be held November 13, 2013 at 7:30 PM in the Municipal Complex, 101 Washington Avenue, Westwood, New Jersey.

2) RESTAURANT RECOGNITION

It was suggested to recognize Restaurants and Retail Food Establishments that have received satisfactory ratings for five years, consecutively. Pres. Beckman went through the files and currently there are thirteen establishments that fall into the category. Various suggestions were offered; a framed award would be presented to the establishment owner during a Mayor and Council Meeting including a press release in the local papers. A lengthy discussion followed. This will be discussed at a later meeting.

EMERGENT MATTERS:

1) UNUSED/EXPIRED DRUG DISPOSAL PROGRAM

The Westwood Police Department will be holding an unused or expired medication disposal program. Unused or expired medications can be brought to the Westwood Police Department between the hours of 10:00 AM - 2:00 PM on Saturday, October 26, 2013. A discussion followed.

2) ATTENDANCE

Pres. Beckman asked all Board Members to please respond to the meeting reminders sent by Ms. Blehl to all members prior to each meeting. If you are going to be late please provide an approximate time you plan to attend. If you wish to be reappointed to the Board please send a note to the Mayors office.

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 Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:50 PM

Sharon Blehl
Secretary

The next meeting will be held Wednesday, November 13, 2013 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 12th day of February, 2014.