

MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD MAY 9, 2012

Pres. Beckman called the Meeting to order at 7:35 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, 2012. 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, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro (Alternate #2)

Excused

Absence: Mrs. Donna Bott, Mrs. Jane Concato (Alternate #1), Ms. Louise Cue, Mr. Lee Tremble.

Present: Sharon Bleh - Secretary, Gail Brunner - Registered Environmental Health Specialist

Excused

Absence: Peter Grefrath - Council Liaison.

SALUTE TO THE FLAG

Dr. Lardaro led those present in the salute to the flag.

Guests: Ms. Martha Pronovost, 497 Fourth Avenue, Westwood, NJ

PUBLIC FORUM

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

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

Ms. Pronovost explained there was a fire at 524 Fourth Avenue, Westwood, NJ, during December, 2011. Ms. Pronovost stated that the house was red tagged as an unsafe structure by the Construction Official and she believes that someone is still living in the home. A discussion followed. Ms. Blehl will investigate and inform Ms. Pronovost of the situation.

At 7:45 Ms. Pronovost left the meeting.

Mr. Farrell made a motion to close the public forum; seconded by Dr. Lardaro

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

ACTIVITIES REPORTS

1) APRIL:

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for April, 2012 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. Farrell made a motion that the Activities Reports for April, 2012 be approved; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

MINUTES

1) MARCH 14, 2012 – REGULAR MEETING

Mr. Farrell made a motion that the Minutes of Regular Meeting held March 14, 2012 be approved; seconded by Mrs. Johnston

Roll Call:

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

Nays: None.

Abstained: Dr. Lardaro

Carried.

2) MARCH 14, 2012 – CLOSED SESSION

Mr. Farrell made a motion that the Closed Session Minutes of Regular Meeting held March 14, 2012 be approved; seconded by Mrs. Johnston

Roll Call:

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

Nays: None.

Abstained: Dr. Lardaro

Carried.

3) APRIL 11, 2012- REGULAR MEETING

The Minutes will be addressed at the next Board of Health meeting as there is a lack of quorum available to approve the April 11, 2012.

VOUCHERS

Bills for April in the amount of \$150.00 were presented to the Board Members

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

Roll Call:

Ayes: Mrs. Betsy Beckman, Ms. Maria Costello, Mr. Dennis Farrell, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro

Nays: None.

Abstained: None.

Carried.

APRIL BOARD OF HEALTH VOUCHERS

Borough of Hillsdale 380 Hillsdale Avenue Hillsdale, NJ 07642 4 th Quarter 2011 Child Health Clinic	\$120.00
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Borough of Hillsdale 380 Hillsdale Avenue Hillsdale, NJ 07642 1 st Quarter 2012 Child Health Clinic	30.00
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Carried.

NEW BUSINESS:

1) RESIGNATION OF ALTERNATE DEPUTY REGISTRAR

Valerie Kerekes, Alternate Deputy Registrar is resigning from the Westwood Board of Health effective May 11, 2012. Mrs. Kerekes and her family are moving to North Carolina. Pres. Beckman read Mrs. Kerekes' resignation letter to the Board (copy annexed). Pres. Beckman had many positive comments about Mrs. Kerekes' work

especially her implementation of many comprehensive reports. The Board wishes her happiness. A discussion followed.

Pres. Beckman met with Robert Hoffmann, Borough Administrator on April 27, 2012 to hand deliver Mrs. Kerekes' resignation letter. Pres. Beckman explained to Mr. Hoffmann that before advertising the position to the general public the Board would like to advertise internally. The position will require passing the Certified Municipal Registrar course. With the hospital opening next year the position may change to full time or require hiring a second person. Mr. Hoffmann was in agreement to advertise internally following the cross training guidelines but on a permanent basis. A discussion followed.

Ms. Costello made a motion to appoint the following to the Board of Health Personnel Committee;

1. Betsy Beckman, President
2. Dennis Farrell, Vice President
3. Lee Tremble, Board Member

seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Betsy Beckman, Ms. Maria Costello, Mr. Dennis Farrell, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro

Nays: None.

Abstained: None.

Carried.

The Committee will conduct interviews for the Alternate Deputy Registrar position

OLD BUSINESS

1) 2012 BOARD OF HEALTH BUDGET

Pres. Beckman met with Administrator Hoffmann on April 27, 2012. He explained the Mayor and Council approved the 2012 Budget on April 17, 2012. All non-contractual employees will be receiving a 2% increase. A discussion followed.

Mr. Farrell made a motion to approve a 2% wage increase for the Board of Health Employees; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Betsy Beckman, Ms. Maria Costello, Mr. Dennis Farrell, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro

Nays: None.

Abstained: None.

Carried.

EMERGENT MATTERS:

There is nothing to report at this time.

ADJOURNMENT

There being no further business to come before the Board at this time, Dr. Lardaro 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 7:59 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, June 13, 2012 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 13th day of June, 2012.