

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

Pres. Beckman called the Meeting to order at 7:38 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).

Excused
Absence: Mr. Lee Tremble.

Absent: None.

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

Present: Christopher Montana–Council Liaison.

Guests: None.

SALUTE TO THE FLAG

Ms. Costello 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 Mrs. Bott.

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 Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None. Carried.

ACTIVITIES REPORTS

1) APRIL & MAY:

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for April and May, 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 regarding Lightbridge Academy located at 20 Kinderkamack Road and their failure to comply with filing the Annual Immunization Status Report. A discussion followed.

Mr. Farrell made a motion that the Activities Reports for April and May, 2015 be approved; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None. Carried.

MINUTES

1) APRIL 8, 2015 - REGULAR MEETING

Mr. Farrell made a motion that the Minutes of Regular Meeting held April 8, 2015 be approved; seconded by Ms. Costello.

Roll Call:

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

Nays: None.

Abstained: None. Carried.

PURCHASE ORDERS

Bills for April and May, 2015 in the amount of \$48,474.71 were presented to the Board Members.

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

Roll Call:

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

Nays: None

Abstained: None.

APRIL PURCHASE ORDERS

Sharon Blehl Registrar's Association Membership (3 Members)	\$ 75.00
Sharon Blehl Registrar's Meeting (3 Attending)	105.00
Borough of Hillsdale 1 st Quarter Child Health Clinic	210.00
Lauren Jensen 2015 Rabies Clinic Vet Tech	130.00
NJ State Department of Health-Vet March Dog Monies	35.40
Northwest Bergen Regional Health Commission 1 st Quarter Payment	23,287.84
R.R. Donnelley State Paper	441.00
Treasurer, State of New Jersey 1 st Quarter Marriage Monies to State	75.00

MAY PURCHASE ORDERS

Northwest Bergen Regional Health Commission 2 nd Quarter Payment	23,287.84
Staples Advantage Electronic Signature Pad	444.38
Widmer Time Recorder Co., Inc. Repair BOH Stamp	383.25

Carried.

NEW BUSINESS:

1. SMOKING/ELECTRONIC SMOKING DEVICES

a) ORDINANCE TO LICENSE ESTABLISHMENTS THAT SELL ELECTRONIC SMOKING DEVICES

Ms. Blehl presented a model ordinance from Hillside (Union County) to the Board. The ordinance requires every retail establishment that sells electronic smoking device products to be licensed. Hillside's annual fee is \$750.00. The money collected is used to fund the development and maintenance of Tobacco Age of Sale Enforcement Programs and other smoking cessations, prevention or control programs established by the Board of Health.

A lengthy discussion was held. The Board is in favor of adopting a similar ordinance however the Board decided to set the annual fee at \$1,200.00. Ms. Blehl will draft the Ordinance; have it reviewed by the Borough Attorney and present to the Board for first reading at the July meeting.

b) ORDINANCE PROHIBITING THE SALE OF TOBACCO AND NICOTINE DELIVERY PRODUCTS TO PERSONS UNDER THE AGE OF TWENTY-ONE (21)

Ms. Blehl presented a model ordinance from Princeton to the Board. The ordinance prohibits the sale of tobacco and electronic smoking devices to persons under the age of 21 years.

A lengthy discussion was held. The Board is in favor of adopting a similar ordinance. Ms. Blehl will draft the Ordinance; have it reviewed by the Borough Attorney and present to the Board for first reading at the July meeting.

c) CHAPTER 353 - BOROUGH CODE

Chapter 353 of the Borough Code which prohibits the sale of tobacco products to persons under the age of 19 would have to be amended to include electronic smoking devices; increasing the age to 21 years and banning self serve displays. This code allows the Health Officer or her authorized representatives to fine the violating establishment not less than \$100 or more than \$500 for each offense and suspend the retail food establishment license for a period of not more than three days.

A lengthy discussion followed. Ms. Blehl will check with the Borough Attorney to have

the Mayor and Council repeal this chapter and include some of the wording in the ordinance prohibiting the sale of tobacco and electronic smoking devices to persons under the age of 21.

OLD BUSINESS

1) 2015 BOARD OF HEALTH BUDGET

The Operating Expense Budget was adopted by the Mayor and Council on May 5, 2015. The Board of Health's budget was adopted as requested in the amount of \$121,655.00.

2) FILE OF LIFE

Mrs. Bott explained that she had a File of Life presentation at Westwood House with Police Officer Neuberger. Approximately twenty-five residents were in attendance. A discussion followed.

EMERGENT MATTERS:

1) FARMERS MARKET

Pres. Beckman explained that she attended a Mayor and Council Meeting on June 9, 2015 and after finalized details the Farmers Market is scheduled to start on July 4, 2015 and run for twenty-one (21) Saturdays until November 21, 2015. It will be held from 9:00 AM until 2:00 PM in the parking lot adjacent to the Municipal Complex. The Westwood Environmental Committee had suggested the market be held in Westwood and the Chamber of Commerce has taken on the responsibility of sponsoring and managing the market. Pres. Beckman met with the Mayor after their meeting and explained that the Board of Health will conduct inspections of the market in accordance with the rules and regulations set forth by the State. A discussion followed.

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 Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 9:00 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, July 8, 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 12TH day of August, 2015.