

**MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD JANUARY 13, 2016**

Pres. Beckman called the Meeting to order at 7:42 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, Mr. Dennis Farrell, Mr. Lee Tremble.

Excused

Absence: Ms. Maria Costello, Ms. Louise Cue, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro (Alternate #1).

Absent: None.

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

Present: Robert Biccocchi–Council Liaison.

Guests: None.

SALUTE TO THE FLAG

Mr. Tremble 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.

Nayes: 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.

Nayes: None.

Abstained: None.

Carried.

REORGANIZATION

NOMINATION OF PRESIDENT

A motion by Mr. Tremble; seconded by Mr. Farrell that Betsy Beckman be nominated President of the Board of Health for 2016.

Are there any nominations from the floor? There were no nominations from the floor.

There being no nominations from the floor, Mrs. Bott made a motion that the nominations be closed; seconded by Mr. Tremble

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nayes: None.

Abstained: None.

Carried.

ELECTION OF PRESIDENT

A motion was made by Mr. Tremble that Betsy Beckman be appointed President of the Board of Health for 2016; seconded by Mrs. Bott.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nayes: None.

Abstained: None. Carried.

NOMINATION OF VICE PRESIDENT

A motion by Mr. Tremble; seconded by Mrs. Bott that Dennis Farrell be nominated Vice President of the Board of Health for 2016.

Are there any nominations from the floor? There were no nominations from the floor.

There being no nominations from the floor, Mr. Tremble made a motion that the nominations be closed; seconded by Mrs. Bott.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nayes: None.

Abstained: None. Carried.

ELECTION OF VICE PRESIDENT

A motion was made by Mr. Tremble that Dennis Farrell be appointed Vice President of the Board of Health for 2016; seconded by Mrs. Bott.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nayes: None.

Abstained: None. Carried.

BOARD MEMBERS TERMS

Terms for the Board of Health Members are as follows:

Robert Bicocchi was appointed Council Liaison to the Board of Health for 2016.

Christopher Montana was appointed Alternate Council Liaison to the Board of Health for 2016.

Betsy Beckman.....12/31/2016
Donna Bott.....12/31/2017
Maria Costello.....12/31/2018
Louise Cue.....12/31/2017
Dennis Farrell.....12/31/2018
Sabrina Johnston.....12/31/2017
Dr. Theresa A. Lardaro, Alternate #1...12/31/2017
Lee Tremble.....12/31/2016
VACANT, Alternate #212/31/2016

Mr. Farrell made a motion that the terms be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

EMPLOYEE APPOINTMENTS

Pres. Beckman offered the following employee appointments for the year 2016 under the authority of Title 26:3-19 and Borough of Westwood Municipal Code 6-18 to 6-22.

Sharon Blehl is hereby reappointed Board of Health Director/Certified Municipal Registrar/Secretary to the Board/Public Health Investigator/Pet Licensing Official/Right to Know/Hazard Communications and Bloodborne Pathogens Coordinator of the Board of Health for the year 2016.

Christine L. Compesi is hereby reappointed Certified Municipal Deputy Registrar/Secretary of the Board of Health for the year 2016.

Mary Elizabeth (Mary-Beth) Netzer is hereby appointed Alternate Deputy Registrar/Secretary to Sharon Blehl and Angela Musella of the Board of Health for the year 2016.

Angela Musella is hereby reappointed Health Officer, through a contract with Northwest Bergen Regional Health Commission, of the Board of Health for the year 2016.

Mr. Farrell made a motion that the Employee Appointments for 2016 be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

FINANCE COMMITTEE

Pres. Beckman chose the following Members to make up the Finance Committee for the Board of Health for 2016.

1. Betsy Beckman, President
2. Dennis Farrell, Vice President

Mr. Tremble made a motion that the Finance Committee Appointments for 2016 be approved; seconded by Mrs. Bott.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

MEETING DATES

The Westwood Board of Health will hold the Regular Meetings on the following dates in the Municipal Complex, 101 Washington Avenue, Westwood, New Jersey at 7:30 P.M.

February 10, 2016
March 9, 2016
April 13, 2016
May 11, 2016
June 8, 2016
July 13, 2016
August 10, 2016
September 14, 2016
October 12, 2016
November 9, 2016
December 14, 2016
January 11, 2017

Mr. Farrell made a motion that the Meeting dates for 2016 be approved; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nayes: None.

Abstained: None.

Carried.

ACTIVITIES REPORTS

- 1) NOVEMBER & DECEMBER
HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for November and December, 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 November and December, 2015 be approved; seconded by Mr. Farrell.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None.

Carried.

MINUTES

- 1) November 10, 2015 - REGULAR MEETING

Due to a lack of quorum available to approve the November 10, 2015 Minutes they

will be presented at the next meeting.

PURCHASE ORDERS

Bills for November, 2015 in the amount of \$1,561.56 were submitted for payment during December. Bills for December, 2015 in the amount of \$1,811.81 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, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None.

NOVEMBER PURCHASE ORDERS

G&D Surgical Clinic Supplies	\$311.85
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Lexisnexis Matthew Bender Subscription Title 8	263.00
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W.B. Mason Co., Inc. Office Supplies	986.71
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DECEMBER PURCHASE ORDERS

Sharon Blehl Farmers Market Inspections Sept. 12 – Dec. 12, 2015	\$1,136.40
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Sharon Blehl Mileage Sept. 21 – Dec. 31, 2015	126.21
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MGL Printing Solutions Dog & Cat License Tags	542.00
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NJ State Department of Health–Vet October – December, 2015 Dog Monies	7.20
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Carried.

NEW BUSINESS:

1) BERGEN COUNTY DEPARTMENT OF HEALTH SERVICES-ANIMAL CONTROL CONTRACT

The Board of Health received the 2016 Animal Control Contract from the Bergen County Department of Health Services in the amount of \$14,725.80. This represents a 6.3% increase from the 2014/2015 contract amount (\$13,853.16).

Below is a breakdown of the contract amounts for the past 12 years:

2005	\$14,958.64
2006	15,728.57
2007	15,728.57
2008	16,168.53
2009	16,718.48
2010	17,158.44
2011	17,488.41
2012	17,670.96
2013	13,635.00
2014	13,853.16
2015	13,853.16
2016	14,725.80

The 2013 Animal Control Contract was significantly reduced by approximately 29.3%, with only small increases since then. Therefore the cost of the 2016 contract is still less than what we were paying in 2005. A discussion followed. The Board is very satisfied with the animal control services.

Mr. Farrell made a motion that the 2016 Bergen County Animal Control Contract in the amount of \$14,725.80 be presented to the Mayor and Council for their approval; seconded by Mr. Tremble.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mr. Tremble.

Nays: None.

Abstained: None.

Carried.

OLD BUSINESS

1) 2015 BOARD OF HEALTH SALARY BUDGET

The 2015 Salary Budget was approved by the Mayor and Council. The Board of Health employees received a 2% salary increase on December 11, 2015 which was retroactive to January 1, 2015. A discussion followed.

2) 2016 Operating Expense Budget/Animal Control

The 2016 Animal Control Contract amount was added to the Proposed 2016 Operating Expense Budget. If the Animal Control Contract is approved by the Mayor and Council the proposed 2016 Board of Health Operating Expense Budget amount will be \$123,924.00. A discussion followed.

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 Mr. Tremble.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:20 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, February 10, 2016 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 October, 2016.