

**BOARD OF HEALTH  
CLOSTER, NEW JERSEY  
JANUARY 16, 2014**

**RE-ORGANIZATION MEETING**

The Reorganization and Regular scheduled meetings of the Board of Health, Borough of Closter, New Jersey was held on January 16, 2014 in the Borough Hall. Mr. Anthony Neusch, Vice President called the meeting to order at 7:30 PM and invited everyone to join in the Pledge of Allegiance.

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Notice of Meetings which was sent to the Record and published in the newspaper, posted on the Clerk's bulletin board and has remained continuously posted as the required notices of the State. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

The following persons were at the meeting:

Mr. Neusch, Vice-President  
Dr. Baron  
Ms. Batool  
Mrs. Guile  
Mrs. Pierro  
Dr. Baer Alt. #2  
Mr. Dolson, Council Liaison  
Ms. Netusil, REHS  
Mrs. Caputo, Secretary, Licensing Official, Registrar

Not at the meeting:

Ms. Buonomo  
Mr. Pontelli

Mr. Neusch welcomed and introduced the new Members .He reported that Mrs. Pierro would be sitting in for Mrs. Buonomo and and Dr. Baer for Mr. Pontelli.

Mr. Neusch thanked Mr. Winters, Mrs. Griffin and Mrs. Neusch for their many years of dedicated service while serving on the Board of Health. They wil be missed.

**3. ELECTION OF OFFICERS**

Dr. Baron nominated Mrs. Guile for President and Mr. Neusch for Vice President. There were no further nominations from the floor. A motion was made by Dr. Baron seconded by Mrs. Pierro to elect Mrs. Guile, President and Mr. Neusch, Vice President. All in favor, so moved, motion carried.

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#### 4. APPOINTMENT OF PERSONNEL

A motion was made by Mrs. Guile seconded by Dr. Baron that the following appointments be made for 2014: Mrs. Caputo, Secretary and Licensing Official; Dr. Farooki, Medical Advisor and Mr. Rogan, Attorney. All in favor, so moved, motion carried.

#### 5. APPOINTMENT OF COMMITTEES

Mr. Neusch explained that each committee consisted of three Members. A brief explanation of the responsibilities of each committee was given.

a. Finance & Personnel...Responsible for the budget and make salary recommendations and personnel policies.

b. Community Health Projects

This committee shall work in conjunction with the Health Officer in the performance of emergency health services.

Dr. Baron explained that in lieu of the Health Fair, we held a Flu Clinic in conjunction with CVS which was well attended. It is the Board's decision to determine if one should be held this year.

c. Public Relations shall be responsible for contact with the press.

d. Dog Licensing to hold two rabies clinic a year.

e. Legal & Ordinance Review shall review all public health laws.

Mr. Neusch asked Mrs. Guile to work with the Members to determine which committee they would like to serve on.

#### REGULAR MEETING

#### 6. APPROVAL OF NOVEMBER 21, 2013 MEETING

Mr. Neusch asked if there were any corrections or additions to the minutes of the November 21, 2013 meeting. Item 6 – Open/Close Meeting was amended to include the following: “Mr. Winters recognized Mrs. Kathy Friese, Closter who thanked Mrs. Caputo and Ms. Netusil for the help they gave with the Farmers Market and thanked the Board for introducing the ordinance amending temporary licensing fees. Mrs. Roberta Hoag, Member of the Demarest Board of Health and Ambulance Corp. was recognized. She thought it would a good idea if the two boards could work together to address the drug issue problem. Mr. Winters thanked the ladies for attending the meeting and their input.” Discussion followed. It was the Members' opinion that such a program should be under the jurisdiction of either the schools or police departments. A motion was made and seconded to approve the minutes as amended. All in favor, so moved, motion carried.

#### 7. CORRESPONDENCE

A list of the correspondence was put into everyone's folder for their perusal. No one had any questions.

**REPORTS**

**a. Health Officer**

Mr. Neusch reported that due to a conflict, Mr. Yanovich, Health Officer could not be with us this evening. He explained that since the resignation of our full time Health Officer, the Board has contracted with Mid-Bergen Regional Health Commission to fill the duties. Ms. Netusil, Registered Health Specialist works for Mr. Yanovich and operates in Closter three days a week.

**B. REHS**

Ms. Netusil's report was reviewed and found to be in order. Detailed report on file in the Health Department office. Ms. Netusil gave a description of her responsibilities also mentioned the problems she is encountering at the International Bazaar, who at the present time do not have a CO, she is unable to enter the premises for an inspection, lack of communication between departments, etc. The owner stated that he would like to go to trial. Discussion followed. Mr. Neusch reported that he would contact Ms. Riccardi, Attorney to determine what steps should be taken to correct this matter. Ms. Netusil explained that once a year she makes, what is called, a full State inspection of the premises and after that makes surprise visits.

**C. Secretary/Registrar/Licensing Official**

Mrs. Caputo's reports were reviewed and found to be in order. Detailed reports on file in the Health Department office. She explained that she had worked with Mr. Winters on our 2014 budget which was reduced by \$755.00 and was presented to Mr. Sheola, Administrator. It had to be presented by a certain date and since we did not have a meeting scheduled, it did not have approval of the Board. She noted that Mid-Bergen Regional Health Commission had reduced their annual fee and HARP did not increase the cost of their contract. She also discussed our meeting dates. It was decided to leave our present ordinance in effect until 2015.

**d. Council Liaison**

Mr. Dolson arrived later in the meeting and reported that the Borough's budget was in the process of being prepared and that there was a loss in revenue. Mr. Neusch explained the problem Ms. Netusil was having with International Bazaar. Mr. Dolson reported that he would look into the matter.

**9. COMMITTEE REPORTS**

None of the committees had any reports.

**10 HEARINGS**

There were no hearings.

**11. OPEN/CLOSE MEETING TO PUBLIC**

Mr. Neusch opened the meeting to the public. No one was in attendance, he closed the meeting to the public.

**12. OLD BUSINESS**

There wasn't any old business to discuss.

**13. NEW BUSINESS AND ANY OTHER MATTER THAT MAY COME BEFORE THIS BOARD**

**A. Committee Appointments**

Mr. Neusch reported that this had been discussed earlier in the meeting.

**B. Introduction Ordinance 2014-1**

Mr. Neusch reported that the next item on the agenda was the introduction of Ordinance 2014-1 which amends the fee for temporary food licenses.

Dr. Baron made a motion, seconded by Mrs. Pierro to introduce Ordinance No. 2014-1 "AN ORDINANCE AMENDING CODE SECTION 250-69 OF THE CODE". Roll call vote: Mrs. Guile, Dr. Baron, Mrs. Guile, Ms. Batool, Dr. Baer and Mr. Neusch voted yes, motion carried. Mr. Neusch reported that the ordinance was introduced and Mrs. Caputo would publish in the newspaper according to law.

**c. Approval of 2014 HARP Contract**

Mr. Neusch reported that the contract with Hackensack Hospital (known as HARP) covers the services of a Health Educator and Nursing Supervisor to perform health education services and public health nursing services in compliance with mandatory state statutes. A motion was made by Mrs. Guile to approve the contract in the amount of \$8,334.00, seconded by Dr. Baron. All in favor, so moved, motion carried.

Mr. Neusch administered the Oath of Office to Dr. Baron, Ms. Batool and Dr. Baer.

**14. ADJOURN**

There being any other business to come before this Board, it was duly moved and seconded to adjourn at 8:30 PM.

Elvira Testa Caputo  
Secretary

