



Board of Health

**June 7, 2017
Special Meeting**

Minutes

Prepared by:

Paul Demarest

President Guile called to order, at 5:34pm, a Special Meeting of the Board of Health for the Borough of Closter, New Jersey, convening Wednesday, June 7, 2017 at Borough Hall.



Attendance

Present

- Barbara Guile- President
- Anthony Neusch- Vice President
- Phyllis Buonomo- Full Member
- Janice Pierro- Full Member
- Jerome Pontrelli- Full Member
- Gerrie Oliver- Alternate #1

Absent

- Andrew Baron, DDS- Full Member
- Ansar Batool- Full Member
- VACANT- Alternate #2
- Elvira Caputo- Registrar of Vital Statistics/Licensing Official/Board Secretary

The following dignitaries were also present:

- Sam Yanovich- Health Officer
- Jin Bae- Registered Environmental Health Specialist
- Edward Rogan, Esq.- Borough Attorney
- Arthur Dolson- Borough Administrator



Miscellaneous

President Guile opened the meeting to the public for questions and/or comments.

Alexandra Goodman, 190 La Roche Avenue, Harrington Park, New Jersey, introduced herself as a candidate for the position of Registrar of Vital Statistics/Licensing Official/Board Secretary, which will be vacated by Ms. Caputo upon her retirement slated for June 15, 2017. She provided a brief summary of her skill set and employment history.



Closed Session

A motion was made by Vice President Neusch and seconded by Mr. Pontrelli, to have the Board go into closed session at 5:38pm. The motion passed unanimously.

Due to their content, the minutes for the closed session will be released upon resolution of the item(s) discussed.

President Guile reopened the meeting to the public at 5:56pm.

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Adjournment

Subsequent to Mr. Rogan reading a draft Resolution into the record, a motion was made by Vice President Neusch and seconded by Ms. Pierro, for the Board to recommend the Borough hire Alexandra Goodman as Assistant to the Registrar of Vital Statistics effective June 12, 2017 until June 14, 2017 and Registrar of Vital Statistics/Licensing Official/Board Secretary effective June 15, 2017 for an unexpired term of the incumbent ending December 31, 2019, with compensation as stipulated in said Resolution and based upon a workday schedule yet to be finalized. The motion passed (6-0-0):

YES- Guile, Neusch, Buonomo, Pierro, Pontrelli, Oliver;

NO- n/a;

ABSTAIN- n/a;

A motion was made by Vice President Neusch and seconded by Mr. Pontrelli, for the Board to accept a letter of resignation from the Deputy Registrar of Vital Statistics, Bonnie Switzer, indicating she would vacate the position effective June 30, 2017. The motion passed (6-0-0):

YES- Guile, Neusch, Buonomo, Pierro, Pontrelli, Oliver;

NO- n/a;

ABSTAIN- n/a;

President Guile reminded Board members to file their 2017 Financial Disclosure Statements with the State of New Jersey as previously instructed by the Board of Ethics; Mr. Rogan reiterated the Borough Clerk can assist those who have difficulty transmitting their Statements online.

There being no further items to discuss, a motion was made by Vice President Neusch and seconded by Mr. Pontrelli, to adjourn the meeting at 6:00pm. The motion passed unanimously.