

**CLOSTER BOARD OF HEALTH
CLOSTER, NEW JERSEY
NOVEMBER 16, 2017
7:30 P.M.**

President Guile called the meeting to order at 7:30 p.m. and invited the Members 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 and published in The Record newspaper, posted on the Clerk's bulletin board and has remained continuously posted as the required notice 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.

2. Roll Call

The following Members were present at the meeting:

Mrs. Guile, President

Mr. Neusch

Dr. Baron

Mrs. Batool

Mr. Pontrelli

Ms. Oliver

Absent:

Mrs. Pierro

Mrs. Buonomo

Council Liaison absent from the meeting.

Jin, Bae, REHS was present at the meeting. Mr. Yanovich was absent.

3. Approval of the September 21, 2017 Minutes

Mr. Neusch motioned to approve the September 21, 2017 Minutes, seconded by Mr. Pontrelli. All in favor, so moved, motion carried.

4. Correspondence

Mrs. Goodman reported receiving the Police Report regarding 72 Eckerson Road and the invitation to the Community Wellness Breakfast on October 3, 2017 at 9:30 a.m.

5. Reports

- a. Health Officer – Mr. Yanovich did not provide a report for this meeting.
- b. Registered Environmental Health Specialist – Ms. Bae reviewed her report, a copy of which is on file in the Board of Health Office. Ms. Bae communicated her findings at some of the nail salons in town, some of which are operating without proper licensing. She will follow up on these items at our next scheduled meeting. The same applies to some of the Borough's food establishments as well.

Ms. Bae also recommended the future review of the Ordinance pertaining to fees incurred on local businesses. She expressed that as the Closter Ordinance reads now, she is unable to process some of the fees into the Borough account, but rather has to process them through the State. The Members agreed that this Ordinance needs to be reviewed.

- c. Secretary/Licensing Official/Registrar

Ms. Goodman's report was submitted and reviewed. Detailed report is on file in the Board of Health Office.

Ms. Goodman communicated to the Board all pertinent information she is preparing regarding 2018 licensing, including animal licensing.

- d. Council Liaison.

Ms. Chung was absent from the meeting and therefore, there was no report.

7. Committee Reports

a. Finance & Personal

No report

b. Community Health & Nursing Services

No report

c. Public Relations

No report

d. Legal & Ordinance Review

No report

3. Animal Licensing

No report

8. Old Business

Ms. Goodman has secured Dr. Muller for the rabies clinic on January 20, 2018. The Board discussed ways of making the entrance and exit easier for animal owners, to avoid confrontation amongst the animals present.

The Board unanimously agreed that the previously listed dates are approved for the 2018 calendar year. They are: January 4, 2018 - Reorganization Meeting, March 15, May 17, July 19, September 20 and November 15. All meetings are held on Thursday evenings at 7:30 p.m. Ms. Goodman will notify Loretta Castano, Clerk, that these dates are finalized.

9. New Business

The Members were advised by Ms. Goodman that the operating budget was submitted to Arthur Dolson, Borough Administrator with no increases. Exclusive of the HARP contract, not yet received, all operating line items remain the same, and we will await the HARP contract for any adjustments that must be presented to the Mayor and Council for budget approval.

10. Open/Close Meeting to the Public

No member of the public was present and therefore, the meeting was closed to the public.

11. Adjourn

Ms. Neusch motioned to close the meeting, seconded by Mr. Pontrelli. All in favor, so moved, motion carried.

Alexandra M. Goodman
Secretary, Closter Board of Health