

*CLOSTER BOARD OF HEALTH  
CLOSTER, NEW JERSEY*

*January 18, 2018*

*Reorganization Meeting followed by Regular Meeting.*

*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, Northern Valley Press, 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*

*Ms. Pierro*

*Mr. Pontrelli*

*Ms. Oliver*

*Absent:*

*Mrs. Batool*

*Mrs. Buonomo*

*Council Liaison absent from the meeting.*

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

President Guile stated that Ms. Oliver will fill in for the absence of Mrs. Buonomo.

Preceding the Reorganization Agenda items, Mayor Glidden was introduced. Mayor Glidden thanked all the Members of the Board for their voluntary service and updated them on various items in the town. The most notable were the opening of the Cinemex Theatres and the status of The Village School purchase. There being no questions asked by the Members, Mayor Glidden again thanked the Board and the Members proceeded with the Reorganization Meeting.

### 3. Election of Officers

a. Ms. Neusch motioned to nominate Mrs. Guile as President for a one year term, ending December 31, 2018. Dr. Baron seconded the motion. All in favor, motion carried.

b. Mrs. Guile motioned to nominate Mr. Neusch as Vice-President for a one year term, ending December 31, 2018. Dr. Baron seconded the motion. All in favor, motion carried.

c. Appointment of Andrew Baron, Member

d. Appointment of Ansar Batool, Member

e. Appointment of Jerome Pontrelli, Member

f. Appointment of Ben Latner, Alternate Member #2

All appointments were approved by the Members and Oaths of Office were given to Dr. Baron, Mr. Pontrelli and Mr. Latner (arrived late). Mrs. Batool was absent at the meeting and her oath will be given at the next regularly scheduled meeting.

### 4. Appointment of Personnel

a. Mr. Neusch motioned to appoint Alexandra Goodman as Secretary/Licensing Official for a one-year term ending 12/31/2018. Dr. Baron seconded the motion. All in favor, motion carried.

b. Mr. Neusch motioned to appoint Alexandra Goodman as Registrar for a 3-year term ending 12/31/2020. Dr. Baron seconded the motion. All in favor, motion carried.

c. Ms. Goodman appointed Maria Passafaro as Deputy Registrar. Mr. Pontrelli motioned to approve that appointment, Dr. Baron seconded the motion. All in favor, motion carried.

5. Appointment of Committees

a. Finance & Personnel – Mr. Pontrelli, Mr. Neusch, Mrs. Batool

b. Community Health & Nursing Services – Dr. Baron, Mrs. Batool, Mrs.

Buonomo

c. Public Relations – Mrs. Pierro, Mr. Pontrelli, Dr. Baron

d. Legal & Ordinance Review – Mr. Neusch, Dr. Baron, Mrs. Pierro

The Members agreed unanimously continue these committees with the members as already in place.

Regular Meeting

6. Approval of the November 16, 2017 Minutes

Mr. Neusch motioned to approve the minutes. Dr. Baron seconded the motion. All in favor, motion carried.

7. Correspondence

Ms. Goodman reported that there was no correspondence needing the Board's attention.

8. Committee Reports

a. Health Officer – Mr. Yanovich reported on his January, 2018 in detail. Detailed report is on file in the Board of Health Office.

b. Registered Environmental Health Specialist – Ms. Bae reviewed her report. Members were asked if there were any questions. Detailed report is on file in the Board of Health Office.

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 her progress in issuing retail establishment licensing, as well as the animal licensing. Ms. Goodman advised that she is still awaiting the shipment of the dog licensing, which she has been told would be shipped by January 19.

d. *Council Liaison.*

*Ms. Witko was absent from the meeting and therefore, there was no report. The Members were unaware of the change in Council Liaison and therefore, Ms. Witko had not been notified of the meeting date and time.*

8. *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*

*The Rabies' Clinic has been advertised and posted on the door to the Board of Health Office. All members available will assist in the clinic to be held January 20, 2018 from 1:00-2:00 p.m. Ms. Goodman has received the receipt books and syringes necessary for the clinic.*

9. *New Business*

*Arthur Dolson, Borough Administrator presented his concerns regarding the Mid-Bergen 2018 Contract with the Borough of Closter. Mr. Dolson questioned the hours that the Registered Environmental Health Specialist spends physically at the Borough during her scheduled hours for Closter. Mr. Dolson requested that Mr. Yanovich provide a contract that correctly states in-office hours for the REHS.*

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

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

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Alexandra M. Goodman  
Secretary, Closter Board of Health