

***CLOSTER BOARD OF HEALTH***  
***CLOSTER, NEW JERSEY***  
September 19, 2019  
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, Vice-President  
Dr. Baron  
Ms. Oliver  
Mrs. Pierro

Absent:

Mrs. Batool  
Mrs. Buonomo  
Mr. Pontrelli

Jin, Bae, REHS was present at the meeting. Mr. Yanovich was not present.

President Guile communicated that Joan Westervelt had been approved verbally by the Mayor to sit on the Board as 2<sup>nd</sup> Alternate. Formal introduction of Ms. Westervelt will be made at the November 21, 2019 Board of Health Meeting.

3. Approval of the July 18, 2019 Minutes

Ms. Neusch motioned to approve the July 18, 2019 Minutes, seconded by Ms. Oliver. All in favor, so moved, motion carried.

4. Correspondence

Mrs. Goodman had no correspondence for the Board's review.

5. Reports

a. Health Officer

A Copy of Mr. Yanovich's report was provided to the Board Members. A copy of that report is in the Board of Health Office.

b. Registered Environmental Specialist. Ms. Bae's reports were reviewed and found to be in order.

A copy of those reports are filed in the Board of Health Office.

c. Secretary/Licensing Official/Registrar

Ms. Goodman's reports were submitted and reviewed. Income for the month of July, 2019 of \$1,969.00 and August, 2019 of \$1,446.40. Ms. Goodman reported on bullet points from the Fall, 2019 Registrar's Meeting and the importance of vital statistics at the national level.

Ms. Goodman confirmed the payment of the two quarter vouchers to Mid-Bergen which had been delayed because the Contract was not signed. A fully executed copy of that Contract is filed in the Board of Health Office.

d. Council Liaison

Councilwoman Chung reported that there was indication by the Business Administrator, Edward Hynes that he was not in favor of proposing full time hours regarding Ms. Goodman's position to the Mayor and Council. He would, however, be in favor of giving Ms. Goodman the 2.5 hours that was taken away after Mrs. Caputo's retirement. The members requested a full disclosure at the next meeting as to his findings at the HR Meeting that was scheduled for September 21, 2019.

Ms. Goodman commented that not one inquiry had been made to her office regarding the increase of workload since the construction of Closter Plaza.

Councilwoman Chung also communicated her planning a round table discussion with members of certain departments regarding the flow of communication and planning on town wide events. She would like to include the Board of Health, Fire Department and Recreation Departments.

6. Committee Reports

a. Finance & Personnel

No report

b. Community Health & Nursing Services

No report

c. Public Relations

No report

d. Legal & Ordinance Review

No report

e. Animal Licensing

No report

7. Old Business

a. Report on Ms. Goodman's hours part of Councilwoman Chung's report above.

b. Report on Alternate Member Position #2 discussed as part of Mrs. Guile's communications above.

8. Introduction of Ordinance 2019-2 :

An ordinance to determine the rate, amount, salaries, wages and compensation and the method of payment thereof to persons holding certain offices and positions of employment in the Board of Health, Borough of Closter, New Jersey for the year 2019.

Mr. Neusch motioned to introduce Ordinance 2019-2, seconded by Ms. Pierro. All in favor, motion carried.

The introduction to Ordinance 2019-2 will be published in the newspaper according to State Law.

9. Open/Close Meeting to the Public

No member of the public was present.

10. Adjourn

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

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Alexandra M. Goodman  
Secretary, Closter Board of Health