

**CLOSTER BOARD OF HEALTH
CLOSTER, NEW JERSEY**

NOVEMBER 19, 2015

Mrs. Barbara Guile, President called the meeting to order at 7:50 PM and invited all to join in the Pledge of Allegiance.

PROVISIONS OF OPEN PUBLIC MEETING ACT

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, posted on the Municipal Clerk's Bulletin Board and has remained continuously posted as required notice under the Statute. In addition, a copy of the notice is and has been available to the Public and is on file in the office of the Borough Clerk.

ROLL CALL

Mrs. Barbara Guile, President
Mr. Anthony Neusch, Vice President
Dr. Andrew Baron
Mrs. Janet Pierro
Mrs. Jin Park, REHS
Mrs. Elvira Testa Caputo, Secretary/Registrar/Licensing Official

Due to a mis-understanding, Mrs. Batool, Mrs. Buonomo, Mr. Pontrelli, Dr. Baer and Councilman Dolson did not attend the meeting.

3. APPROVAL OF MINUTES

Mrs. Guile asked if there were any corrections or additions to the minutes of the September 17th and October 22, 2015 meetings. There being none, a motion was made by Mr. Neusch, seconded by Mrs. Pierro to approve the minutes as presented. All in favor, so moved, motion carried.

4. CORRESPONDENCE

Mrs. Caputo reported that (1) She had sent a memo to Mrs. Castano, Borough Clerk advising that a Resolution setting salaries for Board of Health employees for 2015 and a copy of the introduction of Ordinance No. 2015-2 had been approved by the Members. A copy of each was attached to the letter; (2) Letters from the NJDEP advising that they had received a verbal notification of a substance discharge at 8 Arnold Avenue and 460 Demarest Avenue;(3) Letter from Mrs. Castano requesting we prepare a Resolution setting our meeting dates for 2016.

5. REPORTS

A. Health Officer

Mr. Yanovich's report was reviewed and found to be in order. Detailed

report on file in the Board of Health office. He reported that : (1) Influenza activity for 2015 was low in the State according to the last report , (2) The New jersey Department of Health send out an Advisory at the end of October concerning an outbreak of pertussis spreading in the Orthodox Jewish communities in Brooklyn, (3) Accreditation – In partnership with HARP, Mid-Bergen has devised two documents. One is an informational pamphlet about Mid-Bergen, and the other is a Community Education survey. Mid-Bergen is offering a “Mental Health First Aid” program for their staff on November 19th as part of the accreditation initiative.

B. Registered Environmental Health Specialist

Mrs. Park’s report was reviewed and found to be in order. Detailed report on file in the Board of Health Office. She went over details of her report. Discussed were Gateaux Bakery, Palisades Country Day School and the letter she received about residents feeding wild animals. It was noted that while an ordinance was passed prohibiting same, the ordinance had not been codified for our book. Mrs. Caputo reported that she would look into this matter and take care of it.

C. Secretary/Licensing Official/Registrar

Mrs. Caputo’s reports were reviewed and found to be in order. Detailed reports on file in the Health Department office.

D. Council Liaison

No report.

6. COMMITTEE REPORTS

The Finance & Personnel, Community Health & Nursing Services, Public Relations and Animal Licensing Committees did not have any reports.

Mr. Neusch, Chairperson of the Legal & Ordinance Review Committee reported that Ordinance No. 2015-2 would be adopted this evening under Old Business.

7. HEARINGS

There were no hearings.

8. OPEN/CLOSE MEETING TO PUBLIC

Mrs. Guile opened the meeting to the public. No one was in attendance, she closed the meeting to the public.

9. OLD BUSINESS

A. Adoption of Ordinance 2015-2

A motion was made by Mr. Neusch, seconded by Mrs. Pierro to adopt

Board of Health Ordinance 2015-2 'AN ORDINANCE AMENDING CODE SECTION 25-68 TO REFLECT FEE CHANGES'. Roll call vote taken, all Members voted in the affirmative, motion carried. Mrs. Caputo is to advertise in the newspaper according to law.

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

— a. Resolution Setting 2016 Meeting Dates

Mrs. Guile reported that everyone received a copy of the Resolution setting Board of Health meeting dates for 2016. After review, a motion was made by Mr. Neusch, seconded by Mrs. Pierro to approve the meeting dates set forth in the Resolution. All in favor, so moved, motion carried.

b. Contract – Health Officer Services

Mrs. Guile reported that she had been advised by Mr. DeJoseph that a proposal would be forthcoming from the Bergen County Health Department for Health Officer services and suggested that this item be tabled until such time as we receive it in December.

c. Contract Nursing Services

After discussion, it was decided to table this item also.

d. Re-appointments

Ms. Caputo reported that Mr. Neusch's and Mrs. Buonomo's terms of office expire on 12/31/15. They both reported that if re-appointed they would like to serve another term. Mrs. Caputo will advise Mrs. Castano, Borough Clerk.

11. ADJOURN

There being no further business to come before this Board, it was duly moved and seconded to adjourn at 8:15 P.M.

Elvira Testa Caputo
Secretary

