

**BOROUGH OF NORWOOD
BOARD OF HEALTH
MINUTES
January 9, 2019
6:30 P.M.**

The Board of Health regularly scheduled meeting was held at Borough Hall on the above date.

Board Chairwoman Ms. Maccaroni called the meeting to order at 6:30 PM and led those in attendance in a salute to the American flag.

Chairwoman Ms. Maccaroni stated:

“Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Law, P.L. 1975, Ch. 231, setting forth the time, date, place and purpose of this Board of Health through a legal notice published in the Record and Star Ledger, filing a copy in the Board of Health office and posting on the bulletin board.” All fire Exits were pointed out.

Roll Call:	Gloria Maccaroni	Present
	Sheila Conroy	Present
	Kathy Ballante	Present
	Nancy Congiusti	Present
	Murray Bass	Absent
	Dr. Barbara Dill	Absent
	Barbara Fanelli	Present
	Keri Congiusti	Present
	Suzanne Soliman	Present

Also Present: Linda Quinn REHS

Chairwoman Maccaroni asked alternate Keri to fill in for Murray Bass and asked alternate Suzanne to fill in for Barbara Dill.

Reorganization

Ms. Maccaroni thanked the board members for their service this past year and for the renewed terms of Murray Bass, Kathy Ballante, Barbara Fanelli and Keri Congiusti. Gloria noted letters would be mailed to each board of health member from the Mayor and Council confirming their renewed terms. Following, Ms. Maccaroni stated that the positions of vice president and president were open and asked if there were any recommendations, Nancy Congiusti made a motion to nominate Ms. Maccaroni as President.

Roll Call: VOTE

Gloria Maccaroni	Yes
Sheila Conroy	Yes

Nancy Congiusti	Yes
Kathy Ballante	Yes
Barbara Fanelli	Yes
Keri Congiusti	Yes
Suzanne Soliman	Yes

Barbara Fanelli nominated Ms. Conroy as Vice President of the Board.

Roll Call: VOTE

Gloria Maccaroni	Yes
Sheila Conroy	Yes
Nancy Congiusti	Yes
Kathy Ballante	Yes
Barbara Fanelli	Yes
Keri Congiusti	Yes
Suzanne Soliman	Yes

Introduction of Resolutions were read as follows:

1. Deputy Registrar & Resolution 2019-01

Ms. Maccaroni stated The Board Of Health resolved to have Laura Borchers assume the role of Deputy Registrar for the unexpired term of William McGuire which is 1/1/2019-12/31/2020

2. Introduction of Resolution 2019-02 Agreement for Child Health Services with Hillsdale
3. Introduction of Resolution 2019-03 for County Health Services
4. Introduction of Resolution 2019-04 for Registered Environmental Health Specialist

Roll Call: VOTE for all 4 resolutions

Gloria Maccaroni	Yes
Sheila Conroy	Yes
Nancy Congiusti	Yes
Kathy Ballante	Yes
Barbara Fanelli	Yes
Keri Congiusti	Yes
Suzanne Soliman	Yes

Appointment of Committees:

Chairwoman Maccaroni asked if there were any suggestions for new committees and if anyone wanted to join a committee. Ms. Maccaroni stated that Barbara Fanelli will join the Program Committee. All current members of each committee were asked to continue. All members responded to continue. Committee list was presented:

- Program Committee (Murray Bass, Barbara Fanelli and Gloria Maccaroni)
- Finance/Budget (Barbara Dill, Sheila Conroy and Gloria Maccaroni)
- BOH By-Laws Review Committee (Sheila Conroy & Gloria Maccaroni)

Above items concluded, the regular meeting commenced at 6:46PM.

Regular Meeting

Ms. Soliman made a motion and Ms. Conroy seconded to approve the December 3rd BOH Meeting Minutes. All in favor, the motion carried.

Reports:

Registered Environmental Specialist: Linda Quinn Ms. Quinn reviewed the December 2018 Report and all was found to be in order.

Additional comments:

- Ms. Quinn reported that Nicole Smith REHS Bergen County Department of Health Services appeared in court Dec. 19th for Youngs Foods violations. Ms. Quinn discussed the ongoing issue with Young's mainly concerning the time stamping of food on a consistent basis. Ms. Quinn told the board Young's had paid fines approximately up to \$3000.00 in 2018. Young's Foods does not seem to want to comply with the regulations the County of Bergen enforces. Sanitarian Quinn suggested the board of health invite Young's to the next meeting to review options to resolve the issue of time stamping and keeping food safe for the public. After discussion the board agreed and plan to ask Youngs to come in front of the Board at the February meeting. Ms. Quinn will meet with Ms. Maccaroni to prepare.
- Ms. Quinn noted Domino's was given a Conditional rating for not having soap at the handwashing sink. Ms. Maccaroni and other board members posed questions regarding ratings which Linda explained to everyone.

Secretary/Registrar:
Debbie Whalen

Vital Statistics

December 2018 0 Marriage
 10 Deaths
 0 Child Healthcare Visits

Income: \$365.00

Nurses Report/December 2018

Client Visits at the **Library**
0 New Visits, 0 Revisits

Client Visits at the **Senior Center**
0 New 10 Re-Visits

Reminders Sent 0

Reminders Sent: 1

Reportable Diseases 1

School Audits: 0

Ms. Maccaroni asked Ms. Whalen to distribute flyers for the nurse's program to each board member, who was asked to post at various locations to notify the public of this free service.

Ms. Whalen reported that a letter of thanks from Ms. Maccaroni and the board was to be mailed tomorrow to Bill McGuire for his many years of service as Deputy Registrar.

Meeting was opened to the public at 7:28 and with no public present, the meeting was closed.

Old Business:

- Hepatitis Inoculation Refund Status Ms. Maccaroni reported that the check for \$2,000, was received today and would be deposited into the Hep B account.
- Business Application Licenses 2019 Status. Ms. Maccaroni asked Ms. Whalen how many license letters were mailed. Debbie reported 43 in total were mailed to Norwood Businesses and 1.9.19, 15 completed/paid applications were submitted to the BOH and in turn 15 Licenses were issued. Ms. Whalen said late notices would go out in mid-February for non-payments.

Program Committee Reports: Gloria Maccaroni, Murray Bass.

- Ms. Fanelli noted ideas regarding staying healthy that we post on the Facebook site we intend to create. Ms. Nancy Conguisti mentioned a new report on treating Sepsis. Ms. Whalen will seek the advice of Ms. Soliman who offered her assistance in getting started opening our Facebook page.
- In addition, Ms. Fanelli asked if we had heard anything more about the 2019 Health Fair Norwood School contacted us about last year.
- Other board members offered suggestions on possible sponsors including the Shop-rite Dietician, should the Board of Health have an event or participate with the Norwood School.

Budget Committee No report.

BOH By-Laws Review Committee: Nothing to report

New Business

Ms. Maccaroni asked if anyone had further comment on goals and objectives for 2019. Gloria Asked that everyone continue to share ideas and information for posting and possible follow-up

Sheila Conroy made a motion to close the meeting at 7:40 PM. Nancy Congiusti seconded the motion. All in favor, motion carried.

- The next BOH meeting will be February 4 at 6:30 PM

If you have any questions or comments, please do not hesitate to contact my office.

Respectfully submitted,

Debbie Whalen
Board Secretary