

**BOARD OF HEALTH REORGANIZATION MEETING MINUTES
JANUARY 11, 2018**

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by the Board Secretary with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that all the requirements of the Law have been met by the Sunshine Law Meeting Notice forwarded to the Courier News, Home News, and Star Ledger and posted in the Municipal Building on December 12, 2017.

Roll Call

Fran Benitz
Amy Bigge
Amy Burke
Charles Corcoran
Peyton Yanchurak

Others in Attendance: Kevin Dotey, Liaison
 Terry Brundage, SREHS

Board Secretary opened the nomination for President of the Middlesex Board of Health for 2018. Board Member Corcoran made a motion to nominate Amy Burke for President, seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Benitz, Bigge, Corcoran, and Yanchurak. No: None. Abstain: None.

Board President Burke opened the nomination for Vice President of the Middlesex Board of Health for 2018. Board Member Corcoran made a motion to nominate Board Member Bigge, seconded by Board Member Benitz and carried by the following roll call vote. Ayes: Benitz, Corcoran, and Yanchurak. No: None. Abstain: None

Minutes

Executive Session:

Reports

Correspondence

- A. Council Liaison Dotey reported back from the Governing Body regarding the lead inspections. The Governing body members stated that the testing should be done by the buyer through the home inspection and this would exposes the municipality to liability. The problem with apartments is that it is too broad to regulate and we would be discriminating against certain properties owners, i.e. restaurants, retail stores. DEP has certain guidelines.

Board member Corcoran suggested we do an Education and Awareness campaign and put it on our website and the Community News to encourage homeowners and renters to test their water. Board member Corcoran also is going to ask the HUD committee to add into the HUD fund money for 2018 water test kits for seniors.

Unfinished Business

- A. President Burke noted that the No Smoking signs are still not put up in the parks. Board Liaison Dotey will address the Administrator.

New Business

- A. President Burke asked the BOH members to put together some goals for the Board to work on in 2018 and send them to her. The Board will review these goals and prioritize for the 2018 agenda.

Website

- A. The Calendar of events was posted for the month of January, 2017.

Public Portion

President Burke opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Burke closed the public portion of the meeting.

Board member Bigge moved for adjournment seconded by Board Member Corcoran and carried by a unanimous vote of board members present.

Kathleen Anello
Board Secretary

BOARD OF HEALTH MEETING MINUTES
February 8, 2018

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by the President with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that all the requirements of the Law have been met by the Sunshine Law Meeting Notice forwarded to the Courier News, Home News, and Star Ledger and posted in the Municipal Building on December 12, 2017.

Roll Call

Fran Benitz
Amy Bigge
Amy Burke
Charles Corcoran
Peyton Yanchurak

Others in Attendance: Kevin Dotey, Liaison Absent
 Terry Brundage, SREHS

Minutes

Board Member Benitz made a motion to approve the November 9, 2017 and January 11, 2018 Reorganization Board of Health Meeting Minutes seconded by Board Member Corcoran and carried by a unanimous vote of members present.

Executive Session: None

Reports

- A. Monthly REHS Activities Report – REHS, Terry Brundage presented the Monthly REHS Activities Report for November 2017, December 2017, and January 2018. Board Member Corcoran made a motion to accept the Activities Report seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Benitz, Bigge, Corcoran, Yanchurak. No: None. Abstain: None.

- B. Monthly Activities Environmental Report – SREHS, Terry Brundage presented the October, November, December, 2017 Monthly Activities Environmental Report. Board Member Corcoran made a motion to accept the Environmental Report seconded by Board Member Benitz and carried

- by the following roll call vote. Ayes: Benitz, Bigge, Corcoran and Yanchurak. No: None. Abstain: None.
- C. Environmental Report from Les Jones – None
 - D. Registrar’s Report - Board Secretary presented the Registrar’s Report and Board of Health Report for November, December 2017 and January,2018. Board Member Corcoran made a motion to accept the Registrar’s Report and the Board of Health Monthly Report for November, December, 2017 and January 2018 seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Benitz, Bigge, Corcoran, and Yanchurak. No: None. Abstain: None.
 - E. Bill List – Resolution to Acknowledge All Claims: None.

Correspondence – Board Member Yanchurak attended a meeting with Mickey Gross from the County and Borough Administrator Brandon Goldberg. Mr. Gross stated that the ACO with Spray-Tek is still open. Board of Health is concerned that they haven’t complied with the ACO as they have not fulfilled the Community Outreach Program.

Unfinished Business

- A. Education & Awareness Campaign – Lead in Drinking Water – A committee was formed (Yanchurak, Corcoran, Burke) to follow-up with Middlesex Drug Alliance to see if they can help with getting out info regarding Lead in Drinking Water and possibly fund the Water Testing Kits for Seniors as part of our Education and Awareness Campaign. Board Member Benitz will follow up with our Senior Director.
- B. HUD – Water Testing Kits for Senior – Allocated for HUD grant monies was appropriated for the renovation of OLMV for Senior/Recreation Building.
- C. No Smoking Signs in Parks – President Burke will follow up at the next meeting.
- D. 2018 Goals – The Board Members discussed the following goals for 2018; (1) Air Quality; (2) Water Test Kits; (3) Emergency Services having ambulances on site at soccer games and other major events; (4) Expanding membership; (5) Opiate Crisis – President Burke will reach out to Cindy Chomen of the Drug Alliance and Chief Geist; (6) Dog & Cat – Requirement for spay and neutering.

New Business - None

Website

A. The Calendar of Events was posted for the month of February, 2018.

Public Portion

President Burke opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Burke closed the public portion of the meeting.

Board member Bigge moved for adjournment seconded by Board Member Corcoran and carried by a unanimous vote of board members present.

Kathleen Anello
Board Secretary

BOARD OF HEALTH MEETING MINUTES

May 10, 2018

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by the President with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that all the requirements of the Law have been met by the Sunshine Law Meeting Notice forwarded to the Courier News, Home News, and Star Ledger and posted in the Municipal Building on December 12, 2017.

Roll Call

Fran Benitz

Amy Bigge

Amy Burke

Charles Corcoran

Peyton Yanchurak

Others in Attendance:	Kevin Dotey, Liaison	Absent
	Terry Brundage, SREHS	
	Aravind Aithal, Borough Attorney	

President Burke asked for a motion to add to tonight’s meeting SPA 28’s approval of a Massage Therapist. Board Member Benitz made a motion, seconded by Board Member Corcoran and carried by a unanimous vote of members present.

Before Spa 28 appeared before the Board, President Burke expressed her disdain that the applications for Massage Establishments and Massage Therapist are now coming before this board.

Attorney Aithal noted that the Massage Ordinance is under the purview of the Mayor and Council. The board can make a recommendation to the council to make amendments regarding the application process.

Spa 28 massage therapist came before the board and a motion was made by Board Member Benitz seconded by Board Member Corcoran to approve the Massage Therapist License and carried by the following vote. Ayes: Benitz, Bigge, Corcoran, and Yanchurak, No: None. Abstain: None.

President Burke also asked for a motion to move the public portion of the meeting. Board Member Corcoran made a motion, seconded by Board Member Benitz and carried by a unanimous vote of members present.

President Burke opened the public portion of the meeting to any member of the public who wishes to speak.

Bob Sherr, 212 Lucia Street stated that he is concerned about the rabies case found here in Middlesex and wants to know what's being done about it. Former Mayor Sherr noted that the residents on Mulberry Lane and Dorn Avenue should be alerted along with the schools and the website. Even though this is only one case it needs to be taken seriously. The Board needs to have our Health Official, Les Jones come to meetings and be out in front of this situation. The former Mayor stated that this Board has a lot of power and authority and can make policy, introduce ordinances and they should start exercising it and make the Health Officer accountable to come to meetings at least a few times during the year and if they don't come, make an appointment with the freeholder director. President Burke stated that they have been here regarding Spray-Tek including Mickey Gross. Board Member Yanchurak and President Burke discussed the ACO and the new process which now is three calls within the hour during regular daytime hours before the county will come out to assess the odor complaint.

Inspector Brundage made mention that a Rabies Advisory dated April 30, 2018 was hand delivered by him to the residents in the area and information was posted on the website which has already come down. The Middlesex County Office Health Services continues to monitor rabies cases within the municipality.

President Burke asked the Board Secretary to get the Rabies Advisory back on the website and to have it posted to social media.

Seeing there was nobody else wishing to speak, President Burke closed the public portion of the meeting.

Minutes

Board Member Benitz made a motion to approve the February 8, 2018 Board of Health Meeting Minutes seconded by Board Member Corcoran and carried by a unanimous vote of members present.

Executive Session: None

Reports

- A. Monthly REHS Activities Report – REHS, Terry Brundage presented the Monthly REHS Activities Report for February, March, and April, 2018. Board Member Corcoran made a motion to accept the Activities Report seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Benitz, Bigge, Corcoran, Yanchurak. No: None. Abstain: None. Inspector Brundage reported that earlier this morning a resident at 209 Melrose Avenue kicked a raccoon and it bit him. The raccoon was captured by animal control and the resident subsequently is being treated for rabies and the raccoon is being tested.

Inspector Brundage also reported that he went out with the Police Dept. and Code Enforcer to inspect the massage parlors in Middlesex. Somatic Therapy on Bound Brook Road was closed down for prostitution and Amber Tanning is no longer in business. Spa 28 was also closed down because there was no license therapist at the spa and they admittedly were giving massages. The approval action taken tonight will allow them to reopen for business.

- B. Monthly Activities Environmental Report – SREHS, Terry Brundage presented the January, February, and March 2018 Monthly Activities Environmental Report. Board Member Corcoran made a motion to accept the Environmental Report seconded by Board Member Benitz and carried by the following roll call vote. Ayes: Benitz, Bigge, Corcoran and Yanchurak. No: None. Abstain: None.

Board Member Corcoran stated that an apartment upstairs from where he lives is being refurbished and management is putting a finish on the stairs. Board Member Corcoran wants to know if management should be notifying residents as this is harmful to people with breathing problems.

Inspector Brundage stated that there should be ventilation and advise tenants that they should leave apartment for a few hours. Inspector Brundage will talk to the maintenance manager to take corrective action and notify tenants in the future.

- C. Environmental Report from Les Jones – None

- D. Registrar's Report - Board Secretary presented the Registrar's Report and Board of Health Report for February, March, April, 2018. Board Member Corcoran made a motion to accept the Registrar's Report and the Board of Health Monthly Report for February, March, and April 2018 seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Benitz, Bigge, Corcoran, and Yanchurak. No: None. Abstain: None.

- E. Bill List – Resolution to Acknowledge All Claims: \$16,892.44. Board Member Corcoran made a motion to acknowledge all claims seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Benitz, Bigge, Corcoran, and Yanchurak. No: None. Abstain: None.

Correspondence – None.

Unfinished Business

- A. Education & Awareness Campaign – Lead in Drinking Water – Board Member Benitz met with Sheila Fuhrmann our Director of Senior & Disabled Department. Mrs. Fuhrmann called the county regarding water testing kits for the seniors and was told there was no money available. Mrs. Fuhrmann noted that there was never once that a senior called about water but did suggest that she would be in favor of having a presentation made to the seniors in the future on a Wednesday or Friday afternoon. Also the Director noted that there is a new shingles vaccine and is encouraging all senior to get it.

- B. 2018 Goals – A message communication plan with Spray-Tek and Massage Licensing.
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New Business

A. Animal Licensing Letter to Print with Tax Bills – The cost to print the letter including stuffing was \$301.00. All members are in favor with moving forward.

B. Update on Food Licenses – Food licenses are due by the end of May. The licensees are now applying online and can also pay by credit card or e-check.

C. Oral Rabies Vaccine for Raccoons – Due to the recent raccoon bite, President Burke suggested that this board look into oral rabies vaccine for raccoons. President Burke stated that Cape May County has been successful and will find out how they funded it and who distributed the vaccine. If raccoon tests positive the Board will have a special meeting. Inspector Brundage will give our more Rabies Advisory Notifications.

D. Hazardous Environmental Sites - LSRP's are now responsible for these sites and reports to the State on a timely basis.

Website

A. The Calendar of Events was posted for the month of May, 2018.

Board member Bigge moved for adjournment seconded by Board Member Corcoran and carried by a unanimous vote of board members present.

Kathleen Anello
Board Secretary

**BOARD OF HEALTH MEETING MINUTES
AUGUST 9, 2018**

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by the President with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that all the requirements of the Law have been met by the Sunshine Law Meeting Notice forwarded to the Courier News, Home News, and Star Ledger and posted in the Municipal Building on December 12, 2017.

V.P. Bigge noted that President Burke will be a few minutes late and the meeting was called to order.

Roll Call

Fran Benitz	Absent
Amy Bigge	
Amy Burke	
Charles Corcoran	
Peyton Yanchurak	

Others in Attendance: Kevin Dotey, Liaison
Terry Brundage, SREHS

Minutes

Board Member Bigge made a motion to accept the May 10, 2018 minutes as amended seconded by Board Member Corcoran and carried by a unanimous vote of members present.

Executive Session: None

Reports

A. Monthly REHS Activities Report – REHS, Terry Brundage presented the Monthly REHS Activities Report for May, June, July 2018. Board Member Corcoran made a motion to accept the Activities Report seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Bigge, Corcoran, Yanchurak. No: None. Abstain: None.

SREHS Terry Brundage stated that the house that was burned down on 105 Harris Avenue’s foundation was filling up with water. Neighbors are complaining. Inspector Brundage sent a notice and could sign a summons. Due to it being a health nuisance, the Mayor is considering filling in the foundation.

SREHS Terry Brundage noted that there are no other rabies cases since the incident with the cat & raccoon.

B. Monthly Activities Environmental Report – SREHS, Terry Brundage presented the January, February, and March 2018 Monthly Activities

Environmental Report. Board Member Corcoran made a motion to accept the Environmental Report seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Bigge, Corcoran and Yanchurak. No: None. Abstain: None.

President Burke asked that SREHS Terry Brundage find out from Air Pollution Control who got fined as it doesn't represent that on the report and if he could have this information for future meetings.

- C. Environmental Report from Les Jones – None
- D. Registrar's Report - Board Secretary presented the Registrar's Report and Board of Health Report for May, June & July, 2018. Board Member Corcoran made a motion to accept the Registrar's Report and the Board of Health Monthly Report for May, June & July, 2018 seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Bigge, Corcoran, and Yanchurak. No: None. Abstain: None.
- E. Bill List – Resolution to Acknowledge All Claims: \$16,932.44. Board Member Corcoran made a motion to acknowledge all claims seconded by Board Member Bigge and carried by the following roll call vote. Ayes: Bigge, Corcoran, and Yanchurak. No: None. Abstain: None.

Correspondence – None.

Unfinished Business

- A. Education & Awareness Campaign – Lead in Drinking Water – As noted in the last meeting, our senior director Sheila Fuhrmann noted that there is more of a need to educate the seniors about the shingle vaccination.
- B. Massage Ordinance – Borough Clerk stated that the massage ordinance is now going to be charged by number of tables, chairs, and shower fixture or room. Every applicant for a Massage and Bodywork Therapy Establishment Permit shall file an application with the Borough Clerk upon a form to be provided by said Clerk and pay an annual fee for the sum of:

(1) Two Hundred Fifty (\$250.00) Dollars per massage table;

(2) One Hundred (\$100.00) Dollars per massage chair; and,

(2) Five Hundred (\$500.00) Dollars per shower fixture or room, whichever is greater in number.

There is nothing in the ordinance that will have any massage establishment come before this board. It will go through zoning, police, health department and fire department for inspection and if the inspection passes a license will be given through the clerk's office.

- C. Oral Rabies Vaccine for Raccoons – Both President Burke and Board Member Yanchurak gave an overview regarding the oral rabies vaccine for raccoons. The oral vaccine comes in a bait packet and is usually distributed in rural areas and 95% of bait is distributed by air. A manufacturer of oral

bait will work with us. We would need a large authority to distribute it (i.e. fire department, OEM). The weather would have to be good and we would have to have approval from EPA, State Veterinarian and Dept. of Agriculture. One of the biggest problems would be funding as the cost would be about a \$1.00 per bait packet. People are most frequently exposed to the rabies virus through their pets. Dogs and cats can become infected by means of exposure to rabid wildlife.

New Business

- A. Reminder that the law has passed and signed that there is no smoking any public park. President Burke noted once again that the signs for No Smoking are still not up. Liaison Kevin Dotey will speak with the Administrator.

Website

- A. The Calendar of Events was posted for the month of November, 2018.

Board member Bigge moved for adjournment seconded by Board Member Corcoran and carried by a unanimous vote of board members present.

Kathleen Anello
Board Secretary