

**BOARD OF HEALTH MEETING MINUTES  
REMOTE MEETING  
THURSDAY, MAY 14, 2020**

The meeting of the Middlesex Board of Health was held on the above date via teleconference 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, 2019.

**Roll Call**

Fran Benitz	<input checked="" type="checkbox"/>
Amy Bigge, VP	<input checked="" type="checkbox"/>
Amy Burke, President	<input checked="" type="checkbox"/>
Steve Ember	<input checked="" type="checkbox"/>
John Erickson, Alternate 1	<input checked="" type="checkbox"/>
Nancy Purcell-Holmes	<input type="checkbox"/> Absent
Amelia Sherr	<input checked="" type="checkbox"/>
Laura Steinau, Alternate 2	<input checked="" type="checkbox"/>
Peyton Yanchurak	<input checked="" type="checkbox"/>

Others in Attendance: Terry Brundage, SREHS  
Councilman Eodice, Council Liaison -Absent  
John Dowd, Director of Preparedness, Middlesex County

---

**Minutes** – Board Member Sherr made a motion to accept the February 13, 2020 meeting minutes as amended, seconded by Board Member Benitz. Board Member Yanchurak made a motion to accept the April 30, 2020 meeting minutes, seconded by Board Member Sherr. All in favor.

**Executive Session:** None

---

**Reports**

- A. Board of Health Activities Report – SREHS, Terry Brundage presented the Activities Report for February, March, April 2020. Board Member Ember made a motion to accept the Activities Report seconded by Board Member Benitz and carried by the following roll call vote. Ayes: Benitz, Bigge, Ember, Erickson and Yanchurak, No: None. Abstain: None.

Terry Brundage, SREHS, stated that:

There were less Board of Health activities during the months of March and April due to the pandemic.

There were no in-person food inspections due to the pandemic, however, he is addressing complaints and concerns via telephone.

He has been busy informing residents of the positive COVID-19 testing in the surrounding areas.

He has not inspected the new 711 located at the corner of Raritan Avenue and Lincoln Blvd. as it is not yet opened. However, he will be inspecting the location within a couple of weeks or month.

Complaints regarding Farmers Market and QuickChek have been abated.

He has addressed the issue(s) regarding restaurants complying with State Law to wear PPE properly.

Vice President Bigge raised the concern regarding whether restaurant workers are using PPE properly.

- B. Monthly Activities Environmental Report – SREHS, Terry Brundage presented the Activities Environmental Report for December 2019. Board Member Sherr made a motion to Table the Environmental Reports seconded by Board Member Erickson and carried by the following roll call vote. Ayes: Benitz, Bigge, Ember, Erickson, Sherr, and Yanchurak, No: None. Abstain: None

Board Members are requesting a more comprehensive report before accepting any and all Environmental Reports.

- C. Registrar's Report – Board Secretary presented the Registrar's Report for February, March, April 2020. Board Member Ember made a motion to accept the Registrar's Report seconded by Board Member Sherr and carried by the following roll call vote. Ayes: Benitz, Bigge, Ember, Erickson, Sherr, and Yanchurak, No: None. Abstain: None.

Board Members discussed the increase in deaths in town due to COVID-19.

- D. Board of Health Report – Board Secretary presented the Board of Health Report for February, March and April 2020. Board Member Benitz made a motion to accept the Board of Health Report seconded by Board Member Sherr and carried by the following roll call vote: Ayes: Benitz, Bigge, Ember, Erickson, Sherr, and Yanchurak, No: None. Abstain: None.

Terry Brundage clarified what the Plan and Review costs were.

---

**Correspondence** – None

---

**Unfinished Business**

- Website
- COVID-19 – Mr. Dowd referred members to the County website.
- Board Member Sherr requested a copy of Piscataway’s Vaping Ordinance for review.
- Board Members agreed to table making any recommendations regarding limiting single-use plastics due to the pandemic. Board Member Ember recommended a separate Board for Environmental issues due to the climate crisis.
- Mission Statement – Members agreed to have a Mission Statement, however, further discussion has been tabled until the August 13, 2020 meeting due to the pandemic.
- Meeting with Givaudan – Board Members agreed to have Peyton Yanchurak as the delegate to meet with Givaudan along with a public health professional and perhaps the Mayor. Further discussion has been tabled until the August 13, 2020.
- Board Member Yanchurak informed the members that he found valuable information on the NJ Local board of Health site, including orientation guide for new Board of Health Members.
- Board Members were expecting Mr. Les Jones to attend this meeting. They would like to discuss what programs are available, so that we can take advantage of their services.
- Board Members would like to see more representation from County.
- Board Members discussed potential public health grants the Board could apply for including Sustainable Jersey grant.

---

**New Business** – John Dowd, Director of Preparedness, Middlesex County joined the meeting with the following statement regarding COVID-19:

In February and March, educational components of COVID-19 were sent to residents and the Office of Emergency Management (OEM). Courses regarding COVID-19 were provided to approximately 1,000 individuals and First responders. COVID-19 testing started April 1<sup>st</sup>. Middlesex Borough has 211 cases with 12 deaths. Free testing is available for first responders and fire fighters. He advised that the release of demographics of the cases and deaths would require the Mayor's authority to release.

Mr. Dowd referred Board Members to Middlesex County's webpage for COVID-19 information and other resources. Board Member Yanchurak inquired about how senior residents can obtain food during quarantine. Mr. Dowd advised that senior residents in need of food during quarantine should reach out to Senior Services.

Mr. Dowd has informed the Board that new informational service booklets have not been published yet, however he will provide the Board with current booklets.

Terry Brundage reported that all clinics are currently cancelled or postponed. The Borough's November rabies clinic is still planned as scheduled.

---

### **Website**

- A. The Calendar of events was posted for the month of March 2020.
- B. Events such as Food Handler course and rabies clinics have been cancelled or postponed. The Borough's rabies clinic is still taking place in November.

---

### **Public Portion**

President Burke opened the meeting to the public for anybody wishing to speak.

Mr. Robert Sherr, 212 Lucia Street, made the following comments:

- Concerned that the Board is not being kept adequately informed by the County with regards to resident concerns and COVID-19.
- Recommended that the Borough Attorney attend a future meeting to discuss the Board's rule and authorities.
- He would like to have Les Jones more involved with the Board by attending meetings or teleconferences to address resident and Board Member concerns.
- Informed the Board that there is no Environmental Commission.

Seeing that there were no other public comments, President Burke closed the public portion of the meeting.

---

Board Member Ember moved for adjournment seconded by Vice President Bigge and carried by a unanimous vote of board members present.

---

Carmen Modica  
Board Secretary