

MIDDLESEX BOARD OF HEALTH
Meeting Minutes
THURSDAY, MAY 13, 2021

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

“This meeting is being held in compliance with N.J.S.A. et seq., 10:4-6 (the Open Public Meeting Act) in that the requirements of the Law have been met by the Annual Meeting Notice forwarded to the Courier News, posted in the Municipal Building on December 9, 2020, with a subsequent meeting noticed on January 22, 2021, in accordance with N.J.S.A. 10:4-6 et seq. as amended to permit public bodies as therein defined to conduct public meetings by means of communication or other electronic equipment, and with written notice and electronic notice provided to the courier news and the star ledger, posting on the website and the bulletin board in the municipal building and filed in accordance with the law.”

Roll Call:

Michael Conahan – Vice President	<input checked="" type="checkbox"/>
Steve Ember	<input checked="" type="checkbox"/>
Melissa Fedosh	<input checked="" type="checkbox"/>
Lucy Laranjeiro	<input checked="" type="checkbox"/>
Nancy Purcell-Holmes	<input checked="" type="checkbox"/>
Karen Rutkowski – Alternate 2	<input type="checkbox"/> - Absent
Amelia Sherr - President	<input checked="" type="checkbox"/>
Laura Steinau, Alternate 1	<input type="checkbox"/> - Absent
Peyton Yanchurak	<input checked="" type="checkbox"/> - Late

Others in attendance:

Terence Brundage – REHS	<input checked="" type="checkbox"/>
Councilman Rex - Council Liaison	<input checked="" type="checkbox"/>

Lester Jones, County Health Director/Health Officer

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- 1. Adoption of Minutes** – Board Member Ember made a motion to accept the April 8, 2021 Meeting Minutes seconded by Vice President Conahan. All in favor, motion carried.
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President Sherr welcomed Mr. Lester Jones, County Health Director/Health Officer, to the meeting.

Mr. Jones advised Board Members that he will answer the questions submitted to him by the Board at the meeting being held tomorrow, May 14th with Middlesex County

Administrators. Mr. Jones updated Board Members on COVID-19 statistics and testing. He also informed the members that the plan to vaccinate home-bound residents has begun. During the discussion with Mr. Jones, President Sherr informed him of the services we need in town. She informed Mr. Jones the need for a Community Health Assessment for our town. She also mentioned that Melissa DeMarino, Director of Senior and Disabled Services for the Borough, has been arranging vaccine appointments for the senior community through CVS and has reached out to the county regarding helping those individuals that are home-bound. Board Members discussed the Dashboard with Mr. Jones.

2. Reports

- A. Board of Health Activities Report – SREHS, Terry Brundage presented the Activities Report for April 2021. Mr. Brundage informed members that food inspections were on the low side in April since he has been working 13 COVID-19 clinics since March 1st. Mr. Brundage informed members that several new food establishments will be opening up within 2 weeks. President Sherr noted Mr. Pulomena’s April 13th letter referencing rabies in the Borough. Mr. Brundage informed members the last incident was a rabid racoon was two to three years ago. Board Member Purcell-Holmes made a motion to accept the Activities Reports seconded by Board Member Laranjeiro and carried by the following roll call: Ayes: Conahan, Ember, Fedosh, Laranjeiro, Purcell-Holmes, Sherr; Yanchurak. No: None. Abstain: None
- B. Monthly Activities Environmental Report – TABLED – Reports have not been prepared as discussed with Mr. Jones. Board Member Purcell-Holmes questioned the violations/fines on the Solid Waste and Recycling Program report. Mr. Brundage responded. Councilman Rex also addressed the recycling issue. President Sherr inquired about the \$2,000 penalty. Mr. Brundage made a recommendation to discuss the matters regarding the items on the report at the May 14th meeting with Mr. Jones. Board Member Purcell-Holmes made a motion to Table the Environmental Reports, seconded by Board Member Ember all in favor.
- C. Registrar’s Report – Board Secretary presented the Registrar’s Report for April 2021. Report was accepted by unanimous vote by all Board Members present.
- D. Board of Health Report - Board Secretary presented the Board of Health Report for April 2021. Report was accepted by unanimous vote by all Board Members present.

3. Correspondence

- A. Notes from NJLBHA Meeting on March 6, 2021 (from Board Member Ember) – President Sherr thanked Board Member Ember for attending the March 6, 2021 meeting. Board Member Ember presented his notes from the March 6, 2021 and notes from April 10, 2021 meeting.

4. Unfinished Business

- A. Coronavirus Reports – President Sherr informed members that since April, she has received reports for distribution from Borough Administrator Karrow and continues to distribute the reports to Board of Health members and Board of Health Liaison. She stated that she will distribute to all Board Members. If Members do not wish to receive them, please advise her. President Sherr informed members that she also receives reports on medication recalls, those who wish to obtain said report should contact her.
- B. Rabies Clinic – President Sherr reiterated that we have secured a vet and the clinic will be held on November 6th. She inquired about having County member be present at the clinic. Mr. Jones will look into the matter.
- C. Mission statement – Board Member Purcell-Holmes stated the sub-committee, which include Board Members Fedosh and Rutkowski met, and they are working on goals and preparing documents.
- D. Follow up with Middlesex County Administrator to include but not limited to formal Community Health Assessment, Potential Public Health Grants – No update at this time.
- E. Budget & Contract – President Sherr informed the members that the Borough Administrator Karrow is still working on the revisions to the budget and contract. Mr. Pulomena’s letter of April 13, 2021 informed us that the third and fourth quarter of the Board of Health contract was paid by the CARES Act, which was a total of \$35,000 for the last two quarters of 2020. Board Members stated that the Budget should be the responsibility of the Board of Health and not the Council. Discussion among Board of Health Members, with consensus, to arrange for a meeting between the Board of Health and Mayor and Council to discuss the budget and contract.
- F. Board of Health License Fees – Meeting between President Sherr, Vice President Conahan and Board Member Laranjeiro to address the fees/fines has not taken place yet. President Sherr requested that the Board Secretary email the Fee Schedule for them to discuss.
- G. Board Member Steve Ember will record minutes for June and July – Board Secretary funds were exhausted after 5 meetings. President Sherr requested volunteers to record the August and September meetings. Seeing that there were no volunteers, President Sherr stated that Mr. Sherr would like to volunteer to record the August meeting. Board Members did not object. Board Member Laranjeiro volunteered to tentatively record the September meeting.

5. New Business

- A. Councilman Rex’s update of Ordinance #1892-16 – PROHIBITING SMOKING/VAPING ON OUTDOOR GROUNDS OF BOROUGH PUBLIC PARKS AND RECREATIONAL AREAS to incorporate State’s revised schedule of fines/fees – Councilman Rex presented to council. Council is unable to address at

this time. Councilman Rex suggested that the matter be presented to Borough Attorney for review.

- B. Response to Board Member questions following the Board of Health meet of April 8th from Mr. Les Jones – Mr. Jones was unable to address the questions at this time. He will address the questions at the May 14th meeting with Middlesex County Administrators and President Sherr.
 - C. Board Member Ember's report on NJLBHA activities – Board Member Ember presented his notes from the March 6th and April 10th. Key points discussed at the April 10th meeting included Marijuana, COVID updates, combined services with other municipalities, and air quality at schools. He encouraged members to read the Board of Health Orientation Manual. Councilman Rex recommended a committee to address the scope expected by Members.
6. **Website** – Board Secretary advised the members that information is posted on our website as soon as it is received from President Sherr.
 7. **Meeting Opened to The Public** – President Sherr opened the meeting to the public. Seeing that there were no public on the call, President Sherr closed the public portion of the meeting.
 8. **Adjournment** – Board Member Purcell-Holmes made a motion to adjourn the meeting, second by Board Member Fedosh and carried by a unanimous vote by Board Members present. Next meeting will be held June 10, 2021.

Carmen Modica
Board Secretary