

MIDDLESEX BOARD OF HEALTH
Meeting Minutes
THURSDAY, SEPTEMBER 16, 2021

The meeting of the Middlesex Board of Health was held on the above date at the Recreation Building 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 August 13, 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 type="checkbox"/> - Absent
Lucy Laranjeiro	<input type="checkbox"/> - Absent
Nancy Purcell-Holmes	<input type="checkbox"/> - Absent
Karen Rutkowski – Alternate 2	<input type="checkbox"/> - Absent
Amelia Sherr - President	<input checked="" type="checkbox"/>
Laura Steinau, Alternate 1	<input checked="" type="checkbox"/> - Voting
Peyton Yanchurak	<input checked="" type="checkbox"/>

Others in attendance:

Terence Brundage – REHS	<input checked="" type="checkbox"/>
Councilman Rex - Council Liaison	<input type="checkbox"/> - Absent
Lester Jones, County Health Director/Health Officer	<input type="checkbox"/> - Absent

Robert M. Sherr – Acting Recording Secretary

- Adoption of Minutes** – Board Member Yanchurak made a motion to accept the August 12, 2021 Meeting Minutes seconded by Board Member Ember and carried by the following roll call vote: Ayes: Ember, Yanchurak, Sherr. No: None. Abstain: Conahan, Steinau.
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2. Reports

- A. Board of Health Activities Report – SREHS, Terry Brundage presented the Activities Reports for August 2021. Mr. Brundage said the following Retail Food establishments were rated Satisfactory (all Risk 1) My Very Own School, Little Miracles, Alphabet Kids, Young Learners, and Baby Spa. The following Body Art establishment: Beauty Ever Lasting was approved. The following Massage Parlor: Meraki Hair Saloon was approved. Board member Ember questioned the use of the term Parlor as to whether it was appropriate. The Board members noted that the term Massage Parlor should be revised. Mr. Brundage reviewed the following Complaints & Activities for August 2021: 8/1-8/3 – Boil water advisory for water main break on Possum Town Road Piscataway. 8/2 – Chemical discharge into brook from Spray-Tech on Cedar Lane. 8/11 – Grease trap survey at Szechuan Kitchen 645 Lincoln Blvd. Note: trap working. 8/11 – 120 Shepherd Ave. – Rodent Complaint, Rodent Elimination Literature handed out in neighborhood. 8/24 – 416 Lorraine Ave. - Rodent Complaint, Rodent Elimination Literature handed out in neighborhood. President Sherr noted that the Board had received the testing results from Victor Crowell Lake but did not have time to review it. The Board will review the test results at the next meeting after Mr. Brundage has a chance to review the results. President Sherr questioned whether the residential pools discussed at the last meeting were re-inspected. Mr. Brundage noted that all the residential pools had complied. President Sherr also questioned if the Hamiltonian Apartments pool had been inspected. Mr. Brundage noted that the fence around the pool is intact and the are holes in the bottom of the pool that prevent standing water. The pool is filled with dirt, concrete and debris. After a discussion by the Board the matter will be referred to the Construction Department for follow-up. Vice President Conahan made a motion to accept the Board of Health Activities Report seconded by Board Member Ember and carried by unanimous vote of the members present.
- B. Monthly Activities Environmental Report – President Sherr noted that a newly formatted Monthly Activities Environmental Report had been received from Mr. Jones covering January 2020 – December 2020, and January 2021 – August 2021. The Board had a brief discussion of the reports and how they compared to the old format. President Sherr noted the Board should review the new report for any changes the feel should be made to the format of the reports. Board Member Ember noted that the page headings on the report should be carried forward to each page of the report. Vice President Conahan made a motion to Table the Reports for review at the next meeting, Seconded by Board Member Yanchurak and carried by unanimous vote of those present.
- C. Registrar's Report – President Sherr presented the Registrar's Reports for August 2021. Vice President Conahan made a motion to accept the Registrar's Report seconded by Board Member Yanchurak and carried by the following roll call: Ayes: Conahan, Ember, Steinau, Yanchurak and Sherr. No: None. Abstain: None

- D. Board of Health Report - President Sherr presented the Board of Health Report for August 2021. Vice President Conahan made a motion to accept the Board of Health Report, seconded by Board Member Yanchurak and carried by the following roll call: Ayes: Conahan, Ember, Yanchurak and Sherr. No: None. Abstain: None

3. Correspondence

- A. President Sherr reviewed the Community Outreach Letter received from Rosemary Suarez of the Mobile Family Success Center in Edison, New Jersey. Mr. Brundage has posted this in the library. Mr. Brundage also submitted other correspondence to President Sherr for next month's Board meeting.

4. Unfinished Business

- A. Mission Statement – President Sherr reviewed the proposed Board Mission Statement as follows:
“The Middlesex Borough Board of Health mission is to protect and improve the wellbeing of our residents through the prevention and control of disease, health promotion and education, and environmental protection.” Board member Ember noted that the Mission Statement was based on the County Mission Statement. Vice President Conahan made a motion to adopt Resolution # 2-21 Adopting the Board of Health Mission Statement, Seconded by Board Member Yanchurak and adopted by the following roll call: Ayes: Conahan, Ember, Steinau, Yanchurak, and Sherr. No: None, Abstain: None. President Sherr thanked Board Members Purcell-Holmes, Fedosh and Rutkowski for the work on the Mission Statement.
- B. Coronavirus Reports – President Sherr has been forwarding the emails with these reports to all Board members.
- C. Rabies Clinic – President Sherr noted the clinic scheduled for November 6, 2021 Will be staffed by a member of the County Health Department per Lester Jones and volunteers from the Board. Board members Ember, Steinau, Sherr present at the meeting offered to help at the upcoming rabies clinic. Mr. Brundage will work with Carmen to have the event placed on the Borough Website, Borough Electronic Bulletin Board, and posted at the Library.
- D. Board of Health Contract – The contract for 2021 and 2022 is still in progress per President Sherr. Ms. Karrow informed President Sherr that we are waiting for a response from the County for our signed contract.
- E. Board of Health License Fees – President Sherr and Board Members Laranjeiro, and Vice President Conahan will continue to review the Board of Health license fees and certified copy fees charged by the Registrar. Middlesex fees tend to be much lower than other towns. There was some discussion of our fees at a recent Mayor and Council meeting, the committee will seek clarification about this from the governing body.

- F. Recording of the October, November, and December 2021 Board meetings – Board Members or Mr. Robert Sherr will record the minutes. Volunteers are needed for the upcoming meetings.

5. New Business

- A. Update from Board Member Ember regarding New Jersey Local Board of Health Association (NJLBHA) – Board Member Ember's notes for the June and July meetings of the NJLBHA are on pages 18 and 19 of our meeting package. There was not a meeting in August. The next meeting is scheduled for 9/25/2021. Board Member Ember plans to review the Sustainable New Jersey initiative and the Rutgers Climate Change initiative which have been discussed by the NJLBHA several times.
- B The Board discussed the cost of certified copies as charged by the Registrar and fees charged by the Board of Health. The Board noted that under the existing Ordinance #144-18 446-11(e) License Fees (10) Health Clubs, spas, tanning, exercise establishments, and spray tanning establishments needs to be better defined. Also that (6) Mobile Food Establishments, to include seasonal food establishments (ice cream trucks, snack wagons, each machine or vehicle) needs defining and review. Mr. Brundage noted that plan review and re-inspection costs should be reviewed. Discussion was held noting expansion of licensing to all mobile trucks operating in the Borough. Vice President Conahan, Board members Steinau, Ember, and Mr. Brundage all noted that confining mobile trucks to defined areas of the Borough should be considered. The matter will be referred to the Joint Land Use Board and Zoning Officer to review the matter.

6. Website – President Sherr had nothing new to report
7. Meeting Opened to The Public – President Sherr opened the meeting to the public. Seeing that there were no public people at the meeting, President Sherr closed the public portion of the meeting.
8. Adjournment – Vice President Conahan made a motion to adjourn the meeting, seconded by Board Member Yanchurak and carried by a unanimous vote of Board Members present. The next meeting will be October 14, 2021.

Robert M. Sherr
Acting Recording Secretary for the September 16, 2021 meeting