

**MINUTES OF THE
CRANBURY TOWNSHIP
BOARD OF HEALTH MEETING
December 4, 2017**

TIME AND PLACE OF MEETING

The meeting of the Cranbury Township Board of Health was held in Town Hall, 23A North Main Street, Cranbury, New Jersey on December 4th, 2017 at 7:00 p.m.

CALL TO ORDER

With a quorum present, Cheryl Coyle, Chair of the Board of the Health, called the meeting to order at 7:00 p.m. and Debra Rubin acted as Recording Secretary of the meeting.

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on December 5, 2016 of this meeting's date, time and place, and the agenda was mailed to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

MEMBERS IN ATTENDANCE

Cheryl Coyle, Roop Grewal, Sid Roychowdhury and Laura Collins Zurfluh were present.

NON-MEMBERS IN ATTENDANCE

Natalie Bujalski, Health Officer

MINUTES

The November 6, 2017 minutes were approved on a motion by Laura Collins Zurfluh; seconded by Roop Grewal. On a voice vote of all members present, the following represents the vote; 3 ayes, 0 nays and 1 abstention. Motion passed.

HEALTH REPORTS

The Board reviewed the November 2017 Health Report. The Board discussed the retail food establishments listed. Also discussed were the highlights regarding a communicable disease investigation involving a case of a horse with possible diphtheria. Chief Greg Laszlo, Nursing Department is following up with the case.

The Board did not receive any Environmental Reports for review.

OLD BUSINESS

Licensing – As of December 4th there are 466 dogs and 57 cats licensed within the Township. Animal licensing reminder cards should be sent to residents soon after the 1st of the year. Board members expressed a desire to review cards prior to mailing. Members will also review licensing forms on the township website for accuracy. Residents should be advised that deceased animal information must be in writing to the Township Clerk.

Rabies Clinic – The first clinic will be held on January 20th, 2018 from 2p.m. to 3 p.m. at the Firehouse. There are 150 vaccines ordered for use. The second clinic of 2018 will

be on September 15th, however, the time needs to be decided. Sid Roychowdhury and Cheryl Coyle will be present at the January clinic. In the case of inclement weather and cancellation, a procedure will be set up to update the website on the day of the clinic. The date will not be rescheduled if cancelled due to inclement weather. The banners and sign will be updated to reflect new timeframe.

Board Member Recommendation – The Board discussed the recommendation process for the filling of Board vacancies and the development of a formalized future practice. Regarding the Board's current vacancy, Chairperson Coyle reported that Dr. Daniel Notterman was recommended to the Township Committee to fill the existing vacancy after communication with Board members following the November meeting where the candidates appeared before the board. A vote was requested, but it was noted that the recommendation was by past practice the purview of the Board Chair. A straw poll was then conducted with the members split equally on the recommendation of Dr. Notterman and Robert Zurfluh. With no candidate achieving a majority consensus of the Board, Chairperson Coyle indicated that the Chair's recommendation to the Township Committee would stand. The Board agreed to discuss the vacancy process with the Board attorney at the January meeting.

Lake Water Testing Follow – up – The Board requested that testing results are forwarded automatically to the Chairperson of the Board in the future.

NJ Pandemic Link – The information on the Township website has been updated.

NEW BUSINESS

2018 Items for Consideration –

1. Work on protocol for appointments, criteria of members, etc.
2. Inquiry into water quality at Cranbury schools.

APPLICATIONS – None.

PUBLIC COMMENT – None.

ADJOURNMENT OF MEETING

There being no further business, the meeting was thereupon adjourned at 8:02 p.m. on a motion by Roop Grewal, seconded by Sid Roychowdhury. All were in favor. Motion carried.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly appointed Secretary of the Cranbury Township Board of Health, and that this document, consisting of two (2) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on December 4, 2017.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 8th day of January 2018.

Secretary
Debra A. Rubin