

**MINUTES OF THE
CRANBURY TOWNSHIP
BOARD OF HEALTH MEETING
January 8, 2018**

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 January 8, 2018 at 7:00 p.m.

OATH OF OFFICE

Dr. Roop Grewal was re-appointed to Member, Board of Health, for a three-year term. Dr. Daniel Notterman was appointed Member, Board of Health, to fulfill a vacancy, with the remaining term expiring on December 31, 2018. Kevin Van Hise, Esquire, administered the oath of office to Dr. Grewal and Dr. Notterman.

CALL TO ORDER

With a quorum present, Kevin Van Hise, Esquire acted as Recording Secretary and called the meeting to order at 7:00 p.m.

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 4, 2017 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, Daniel Notterman and Sid Roychowdhury were present. Laura Collins Zurfluh was absent (excused).

NON-MEMBERS IN ATTENDANCE

Natalie Bujalski, Health Officer, and Kevin Van Hise, Board Attorney.

REORGANIZATION

This being the first meeting of the year, the Board conducted its reorganization for 2018.

ELECTION OF BOARD CHAIR

Cheryl Coyle was re-elected as Chair on a motion by Dr. Roychowdhury; seconded by Dr. Grewal. All voted in favor. Motion carried.

ELECTION OF VICE CHAIR

Laura Collins Zurfluh was re-elected as Vice Chair on a motion by Dr. Roychowdhury; seconded by Dr. Grewal. All voted in favor. Motion carried.

ADOPTION OF RESOLUTIONS

Resolution #2018-01 – Appointment of 2018 Board Attorney, Physician and Veterinarian.

This resolution was approved on a motion by Dr. Notterman; seconded by Dr. Roychowdhury. All voted in favor. Motion carried.

Resolution #2018-02 – Schedule of 2018 Meeting Dates.

This resolution was approved on a motion by Dr. Notterman; seconded by Dr. Roychowdhury. All voted in favor. Motion carried.

MINUTES

The December 4, 2017 minutes were approved on a motion by Dr. Roychowdhury; seconded by Dr. Grewal. On a voice vote of all members present, the following represents the vote: 3 ayes (Dr. Grewal, Dr. Roychowdhury and Chairperson Coyle), 0 nays and 1 abstention (Dr. Notterman). Motion passed.

HEALTH REPORTS

The Board reviewed the December 2017 Health Report. The Board discussed the retail food establishments listed – all rated Satisfactory. Health Officer Bujalski provided an update on the recreational bathing inspections and kennel inspections, which reported Conditionally Satisfactory. Ms. Bujalski reported on two retail food establishments; all violations have been abated. Ms. Bujalski also reported on a farm complaint for which information was gathered and provided to the state.

The Board reviewed the November 2017 Environmental Report.

OLD BUSINESS

Licensing and Reminder Cards – As of January 8th, there are 36 dogs and 7 cats licensed within the Township for 2018. The Board reviewed the proposed Animal Licensing reminder cards, noting that the cards have a link to the online registration form and advising residents to contact the Clerk if they no longer have their pet. Although the card does not list the fines and penalties for a failure to properly register a pet, the Board noted that the information is provided on the registration form. By consensus, the Board indicated its consent to the form and requested that a change be made to the notice provision regarding a change in pet status, to read: “IF YOU NO LONGER HAVE YOUR PET, PLEASE NOTIFY THE CLERK IN WRITING at twpcclerk@cranbury-nj.com.”

Rabies Clinic – The first clinic will be held on January 20, 2018 from 2p.m. to 3 p.m. at the Firehouse. Dr. Roychowdhury and Chairperson Coyle will attend for the Board. All arrangements have been made with the Township’s Animal Control Officer and Veterinarian and emergency cancellation procedures have been established to notify the public in case of inclement weather. Natalie Bujalski was asked to determine if the Middlesex County website would list the cancellation of the rabies clinic in the event of inclement weather and, if possible, to communicate to the Chairman the procedure for doing so.

Agenda Items for Consideration for 2018 –

The Board discussed water quality and water supply infrastructure matters. Chairperson Coyle reported on the testing results from the Cranbury School, which found all samples to be well-within permitted ranges. The Board recommended follow up with nursery schools and child care centers within the Township. Health Officer Bujalski will follow up with the County’s Environmental Division to ascertain the number of wells within the Township and those that are connected to commercial / educational uses.

The Board also reviewed the Board’s webpage located on the Township’s website. A correction to fix the meeting dates, Dr. Notterman’s listing and to note that

the emergency number to contact the Middlesex County Health Services shall be for public health emergencies, will be requested.

Communicable Equine Disease Investigation – Health Officer Bujalski reported that there has been no new information regarding the recent finding that a horse tested positive for diphtheria. The County Nursing Department was notified and is handling the incident.

NEW BUSINESS

Protocol for Board Vacancies – The Board tabled the discussion until the February meeting of the Board. In response to questions from the Board regarding the process for filing vacancies and appointments, Board Attorney Van Hise noted that the appointment of Board members is made by the Township Committee and not the Board. Therefore, any protocol or procedure contemplated by the Board would be advisory only and would only be provided in response to a request for a recommendation by the Township Committee. The Board will discuss the matter at its February meeting.

APPLICATIONS – None.

PUBLIC COMMENT – None.

ADJOURNMENT OF MEETING

There being no further business, the meeting was thereupon adjourned at 7:43 p.m. on a motion by Dr. Roychowdhury, seconded by Dr. Grewal. 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 three (3) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on January 8, 2018.

IN WITNESS WHEREOF, I have hereunto subscribed my name this ___ day of _ 2018.

Secretary
Debra A. Rubin