

BOUND BROOK BOARD OF HEALTH  
**MEETING**  
THURSDAY, NOVEMBER 12, 2015  
**MINUTES**

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The meeting was called to order by President Lisa Slater at 6:03 P.M. with the following statement:

“This meeting held in compliance with the Open Public Meeting Law in that the requirements of the Law have been met by the Special Meeting Notice being forwarded to the Courier News and posted in the Municipal Building on January 12, 2015.”

**ROLL CALL:**

The following members were present: Judy Bailey, Helen Goodrich, Barbara Lobman, Angela Robinson, Lisa Slater, and Alberto Torregroza.

The following were also present: Kevin G. Sumner, Health Officer and Nancy Lanner, REHS.

**PUBLIC SESSION:**

No public was present. Public portion of meeting closed.

**ACCEPTANCE OF MINUTES:**

A. Robinson moved for acceptance of the minutes of the September 30, 2015 meeting. Motion seconded by A. Torregroza. All in favor.

**COMMISSION:**

A. K. Sumner advised the members that the Commission will hold its annual rabies clinic in Bound Brook on Saturday December 5 from 11:00 am to noon in the parking lot of the municipal building. Another clinic will be held in Watchung the same day at 9:00 am.

**UNFINISHED BUSINESS:**

A. K. Sumner presented a draft resolution encouraging the state to adopt rules increasing the age to purchase tobacco products to 21. Members discussed that it seemed more appropriate that this be statewide so as to avoid harming or even the perception of harming local businesses, but that they were strongly in favor of increasing the age as a means to reduce tobacco use. B. Lobman moved to approve the resolution as presented, seconded by A. Robinson. All were in favor. (See attached resolution)

- B. K. Sumner provided an update on the Right to Know survey work that the Borough contracted with the Commission to have completed. The survey is complete and the data entry is near complete. It is anticipated that the 2013 and 2014 surveys will be filed in the next day or so bringing Bound Brook in compliance with state law.
- C. K. Sumner described to the members the desire of the Borough to restore the Registered Environmental Health Specialist services to full time as it was prior to 2011. This restoration would increase needed public health services to the Borough beyond the bare minimum and would assist the code enforcer and construction official in identifying violations and potential problems throughout the Borough. Board of Health members were strongly in favor of increasing public health services to the Borough and approved the funding of the increase as noted in the budget discussion and approval below.

### **NEW BUSINESS:**

- A. Members reviewed the activities reports for September and October 2015 which resulted in the following discussion items:
- Mediterraneo Bakery – Members reported still seeing unrefrigerated sandwiches available for purchase. N. Lanner will check again but has not witnessed this at time of inspection.
  - Shoprite –N. Lanner reported that the store manager is very proactive and requires each department to maintain rigorous written temperature logs verifying foods being kept at safe temperatures.
  - Communicable diseases – Members asked about Rocky Mountain Spotted Fever. Members were advised we are seeing many more tick borne diseases like these throughout the Commission.
  - Joyce’s Bakery – Members advised of a possible roach problem at the establishment. N. Lanner will inspect.
  - Commission Annual Meeting/Blood Drive – K. Sumner reported that 9 blood donations were collected at the blood drive. This was less than the blood center had hoped for but more than the Commission was asked to deliver.
  - 101 Talmage Ave – Property maintenance complaint. Members noted that the property had no water. N. Lanner reported that the property was in foreclosure and the residents are not supposed to be in building so cannot take legal action against property owner. The property is already being addressed through the courts.
- B. Master Plan – K. Sumner advised that he received no input on the master plan so he submitted comments that the plan should consider public health issues such as park accessibility, bike lanes, and provisions for healthy foods and active living.
- C. 2016 Budget – K. Sumner presented the 2016 budget for the Borough of Bound Brook advising members that the Commission Finance Committee, including representation from Bound Brook, had met and recommended a 1.75% salary increase for Commission employees. This rate is consistent with municipal increases of the Commission towns. The operational expenses of the Commission are minimal and for the most part are dictated by mandatory expenses, such as

insurance, pensions, etc. Based on the salary increase and operational expenses, and the inclusion of full time services to the Borough the Commission budget increase to each of the towns is just under 1.7%. Bound Brook's portion would be higher to cover the increase in the full time Registered Environmental Health Specialist salary. The Borough will pay the salary increase and the Commission will cover the benefits portion of the increase. Considering all these provisions the Board was presented with a budget amount of \$122,290.00 for 2016. A. Robinson moved to adopt this budget for 2016, seconded by A. Torregraza. All were in favor of the budget and increase to full time services. The budget request will be sent to the Mayor and governing body for action.

**ADDENDUM:**

K. Sumner reported to the Board members that a resident was bitten by a raccoon in another town and the raccoon turned out to be rabid. The victim of the bite is being treated for rabies exposure and is doing fine.

L. Slater asked members to submit recommendations for another member. With the resignation of Mary Fuentes there is still a vacancy and the Mayor is open to suggestions.

**ADJOURNMENT:**

There being no further business before the Board, B. Lobman moved to adjourn at 7:00 P.M., seconded by H. Goodrich. All in favor.

Respectfully submitted,

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Kevin G. Sumner  
Health Officer