

**MINUTES
BOARD OF HEALTH
TOWNSHIP OF CHATHAM
February 9, 2016**

Mr. LaConte called the regular meeting of the Board of Health to order at 7:30 P.M.

Adequate notice of this meeting of the Board of Health was given as required by the Open Public Meetings Act as follows: Notice was given to both the Chatham Courier and the Morris County Daily Record on January 12, 2016; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 12, 2016; and notice was filed with the Township Clerk on January 12, 2016.

Answering present to the roll call were Mrs. Plantemoli, Mrs. Babbitt and Mr. Nachtigal. Mr. Samara and Mrs. Gulla were also present. Mrs. Swartz arrived a moment late. Dr. Downey and Ms. Taormina were absent.

Selection of President

Mrs. Babbitt moved to nominate John Nachtigal to serve as President of the Board of Health for 2016. Mrs. Plantemoli seconded the motion.

Roll call: Mr. Swartz, Aye; Mrs. Plantemoli, Aye; Dr. Downey, Absent; Mrs. Babbitt, Aye; Mr. Nachtigal, Aye.

Selection of Vice President

Mr. Nachtigal moved to nominate JoAnne Babbitt as Vice President of the Board of Health for 2016. Mrs. Plantemoli seconded the motion.

Roll call: Mr. Swartz, Aye; Mrs. Plantemoli, Aye; Dr. Downey, Absent; Mrs. Babbitt, Aye; Mr. Nachtigal, Aye.

Resolutions

**RESOLUTION BH-2016-1
RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM
IN THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING REGULAR
MEETING SCHEDULE FOR THE BOARD OF HEALTH DURING 2016**

WHEREAS, the "Open Public Meetings Act", N.J.S.A. 10:4-6 et seq. requires that public bodies provide adequate notice of meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Chatham in the County of Morris, New Jersey, as follows:

- 1) During the calendar year 2016 meetings will be held by the Board of Health to discuss or act upon public business at 7:30 p.m., prevailing time, at the Municipal Building on the following dates: March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 1, December 13, and January 10, 2017.
- 2) Certified copies of this Resolution shall be (a) mailed to The Chatham Courier, (b) mailed to the Morris County Daily Record, (c) filed with the Municipal Clerk of the Township of Chatham, (d) posted on the bulletin board in the main hallway of the Municipal Building, and (e) mailed to any person requesting notices of the meetings of the Board of Health, pursuant to N.J.S.A. 10:4-19 who has paid the required fee theretofore. The foregoing shall be accomplished within (7) days of the adoption of this Resolution.

**RESOLUTION BH-2016-2
RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM
IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING NEWSPAPERS AND
FIXING CHARGES FOR NOTICES OF PUBLIC MEETINGS OF SAID BOARD OF
HEALTH DURING 2016**

WHEREAS, the "Open Public Meetings Act", N.J.S.A. 10:4-6 et seq., be given of meetings of public bodies as therein defined and in the manner therein set forth;

NOW, THEREFORE BE IT RESOLVED by the Board of Health of the Township of Chatham in the County of Morris, New Jersey, as follows:

1. The public place for posting of notices of meetings of the Board of Health for the calendar year of 2016 shall be on the bulletin board in the main hallway of the Municipal Building.
2. The sum of \$10.00 is hereby fixed as the fee to be paid by any person requesting that notices of the meetings of the Board of Health during the calendar year 2016 be mailed to such persons as specified in R.S.40:4-19, provided, however, that no charge shall be made to any newspaper requesting the mailing of notices to its business office.
3. Certified copies of this Resolution shall be mailed by the Secretary of the Board of Health to **THE CHATHAM COURIER** and the **MORRIS COUNTY DAILY RECORD**, and a certified copy shall be filed with the Clerk of the Township of Chatham.

RESOLUTION BH-2016-3

RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING GREGORY J. LACONTE BOARD SECRETARY

WHEREAS, the Board of Health of the Township of Chatham, County of Morris, State of New Jersey, desires to appoint Gregory J. LaConte as Board Secretary for the period commencing January 1, 2016 and ending December 31, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Chatham as follows:

1. Gregory J. LaConte is hereby appointed as Board Secretary for a term commencing January 1, 2016 and terminating December 31, 2016.
2. The compensation to be paid to Gregory J. LaConte for services rendered to the Board shall be an annual salary in accordance with the Salary Resolution of the Township of Chatham.

RESOLUTION BH-2016-4

RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, APPOINTING ATTORNEY FOR THE BOARD FOR THE YEAR 2016

WHEREAS, after consideration, the Board of Health of the Township of Chatham has determined to engage the services of Marisa A. Taormina, Esq. as attorney for the Board for the calendar year 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Chatham, in the County of Morris, New Jersey, as follows:

1. Marisa A. Taormina, Esq. is hereby appointed as the attorney for the Board of Health for the calendar year 2016. The compensation for the services performed shall be within the amount provided in the 2016 Budget for the Board of Health legal services.
2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(a) (a) (i), and notice of the award shall be published as required by law.

RESOLUTION BH-2016-5

RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, AUTHORIZING A CONTRACT WITH HATCH MOTT MacDONALD FOR PROFESSIONAL CONSULTING ENGINEERING SERVICES

WHEREAS, the Board of Health of the Township of Chatham requires professional consulting engineering services in connection with the review of applications submitted to the Board for permits and other approvals;

WHEREAS, a proposed contract for professional consulting engineering services for the calendar year 2016 has been submitted to the Board by Hatch Mott MacDonald in the form marked "Appendix A" and attached to the Resolution, and such proposed contract is acceptable to the Board;

WHEREAS, funds will be available for payment for the services rendered by Hatch Mott MacDonald to the Board, such funds being available through technical review fees charges to applicants and/or through funds appropriated for Board operations in the 2016 Township of Chatham budget; and

WHEREAS, the Local Public Contracts Law requires that public notice be given of the award of any contract for professional services without competitive bidding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Chatham, in the County of Morris, New Jersey, as follows:

1. A contract for professional consulting services during the calendar year 2016 is hereby awarded to Hatch Mott MacDonald such contract to be as set forth in "Appendix A" attached to this Resolution.
2. The Mayor is hereby authorized and directed to execute on behalf of the Board the contract awarded by Paragraph 1 of this Resolution, and the Township Clerk is hereby authorized and directed to attest such contract.
3. The award of contract pursuant to this Resolution is made without competitive bidding in accordance with the professional service provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i).
4. Notice of this contract award shall be published by the Secretary of the Board as required by law.
5. A certified copy of this Resolution shall be forwarded by the Secretary of the Board to Hatch Mott MacDonald.

Mr. Nachtigal moved to approve the resolutions. Mrs. Swartz seconded the motion.

Roll call: Mr. Swartz, Aye; Mrs. Plantemoli, Aye; Dr. Downey, Absent; Mrs. Babbitt, Aye; Mr. Nachtigal, Aye.

Approval of Minutes

Mrs. Babbitt moved to approve the minutes of the December 8, 2015 meeting as amended. Mr. Nachtigal seconded the motion, and it carried unanimously.

Reports

Registered Environmental Health Specialist

Mr. Samara reported that Fairmount Country Store received conditional approval in January, and the other retail food establishments had satisfactory establishments. He also reported that Hickory Pizza will be doing some remodeling. Mr. Samara also reported that he witnessed the installation of a distribution box in a septic system at 543 River Road, and later had to witness soil logs at that address. He also noted that 38 Meyersville Road has been brought into compliance following some property maintenance issues.

Health Officer

Mrs. Gulla reported on the GRATA Fund for Senior Care grant. It is a \$35,000 grant from January 1st to June 30th, and at the end of the grant there will be a report on the needs of seniors. Mrs. Gulla also reported that the Health Department is ready to apply for a \$125,000 Drug Free

Communities support grant. Mrs. Swartz noted that this grant will go toward research. Mrs. Gulla further commented on the Zyka virus, and emphasized that it is not a fatal illness. She noted that the greatest concern is for pregnant women and those who may become pregnant. Mrs. Gulla also said that the Mosquito Commission is gearing up for spraying in 2016.

Registrar of Vital Statistics

Mr. LaConte reported that fees were collected for the following items in December 2015:

3 Marriage Licenses	\$84
2 Marriage Certificates	<u>\$15</u>
Total	\$99

Mr. LaConte reported that fees were collected for the following items in January 2016:

3 Marriage Licenses	\$56
2 Death Certificates	<u>\$65</u>
Total	\$121

Mr. LaConte also provided the yearend figures for 2015.

Mr. Nachtigal moved to accept the reports. Mrs. Babbitt seconded the motion, and it carried unanimously.

Meeting Open to Public

Mr. Nachtigal opened the meeting to the public. Seeing no comment, the public hearing was closed.

Mrs. Swartz moved to adjourn at 8:13 PM. Mr. Nachtigal seconded the motion, and it carried unanimously.

Gregory J. LaConte
Board of Health Secretary