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MINUTES OF THE CRANBURY TOWNSHIP  
BOARD OF HEALTH MEETING  
September 11, 2007

**Time and Place of Meeting:** The September monthly meeting was held in the Senior Community Center at Cranbury Town Hall on September 11, 2007 at 7:00 pm

**Members In Attendance:** Cheryl Coyle, Chairwoman; Dr. John Coumbis, Board member; John Jackson, Board Member; Dr. Daniel Notterman, Board Member; Dr. Mort Shakun, Board Member.

**Non-Members In Attendance:** Kevin Van Hise, Esq., Board Attorney; Jim Longo, Middlesex County Public Health Department; and Christine Smeltzer, Township Administrator.

**Call to Order:** With a quorum present, Chairwoman Coyle called the meeting to order at 7:10 p.m. and stated that adequate notice of the meeting's date, time and place had been provided to the public pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) by mailing to the media, posting on the Township bulletin board and filing with the Town Clerk. The Board proceeded with new business.

**First order of business:** July Meeting Minutes

The July minutes were unanimously approved as amended; motion by Dr. Notterman, second by John Jackson. Add Dr. Notterman to "Not in Attendance." A question was raised if Dawn should sign the minutes as she was not in attendance. Kevin will research.

**Second order of business:** Public Health and Environmental Reports

The Board members received the monthly reports for July and August, 2007. Sharon Martens was not in attendance. Jim Longo reviewed the substance of the health report for the Board. A question was raised as to the protocol regarding the frequency of pool inspections. Jim responded that indoor pools are inspected on a quarterly basis and outdoor pools are inspected 2-3 times per season.

Jim also reported that a complaint was received about the temperature of the hot water at the Cranbury Inn. Inspection revealed that the hot water was at appropriate temperature at its source and that boosters were operational on the dishwashers.

**Third order of business: Old Business**

**Rabies Protocol:** The Board discussed and made comments to the second draft of the rabies protocol. The Board will make a resolution to adopt a final draft of the new protocol at its next meeting. Dr. Coumbis will revise the current draft based on the comments received and will e-mail the document to Kevin who will circulate the draft to Board members and manage any additional comments.

**Dog Census:** The 2007 Dog Census was completed and was sent to the state. There was a question as to how the census is cross-referenced with the current dog registrations and if the owners of non-registered dogs are contacted to register their dogs. There was also a follow-up inquiry as to the feasibility of offering registration at the upcoming rabies clinic. Christine offered to follow-up on these issues.

**Retail food Establishment Inspection:** Dr. Coumbis submitted his comments directly to Doug Sheehan.

**Fourth order of business: New Business**

**Princeton Healthcare System:** A discussion on how best to evaluate township employees when they are injured was held. It was recommended by Dr. Notterman that Christine talk directly with the physicians in the plan regarding the treatment of patients on an urgent care basis.

**Hepatitis Vaccinations:** Dr. Coumbis recommended that the Board provide a donation to the First Aid Squad to specifically cover the cost of their hepatitis vaccinations.

**Rabies Clinic:** The date of the next rabies clinic is October 20. Jim will check on the vaccines and Board members will check their availability and report at the next meeting.

**ACO Course Schedule and Mayor's Wellness Campaign:** no action was taken at this time.

**2007 Middlesex County Directory of Children's Health Services:** The directory was looked at and it was decided to post it's availability and

the table of contents on the township web site.

Next meeting : The next meeting is scheduled for October 2, 2007.

**Adjournment:** There being no further business before the Board, Chairwoman Coyle stated that she would entertain a motion to adjourn. The motion was made by Dr. Notterman and seconded by Dr. Shakun. The vote was unanimous in favor of adjournment and the meeting was concluded at 8:18 p.m.

**Certification:** 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 3 pages, constitutes a true and correct copy of the minutes of the monthly meeting held on September 11, 2007.

IN WITNESS WHEREOF, I have hereunto subscribed my name this  
day of \_\_\_\_\_, 2007.

~~Board Secretary~~