

**MINUTES OF THE  
CRANBURY TOWNSHIP  
BOARD OF HEALTH MEETING  
July 7, 2008**

**TIME AND PLACE OF MEETING**

The July meeting of the Cranbury Township Board of Health was held in Town Hall on July 7, 2008, at 7:00 p.m.

**CALL TO ORDER**

With a quorum present, Cheryl Coyle, Chairwoman of the Cranbury Township Board of Health, called the meeting to order and Kristen H. Hamilton 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 January 7, 2008, 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, Chairwoman, John Jackson and Beverly Gerberich.

**NON-MEMBERS IN ATTENDANCE**

Kevin Van Hise, Esquire, Board Attorney, and Jim Longo of the Middlesex County Public Health Department.

**MINUTES**

The May minutes were unanimously approved; motion by Mr. Jackson; seconded by Ms. Gerberich.

**PUBLIC HEALTH AND ENVIRONMENTAL REPORTS**

The Environmental Report was provided for the month of May 2008.

Jim Longo reviewed the substance of the May and June Health Reports for the Board.

Mr. Longo informed the Board that all of the swimming pools in the Township are open. He also advised that a tomato advisory was issued on June 10, 2008, and all retail food establishments were contacted. Mr. Longo provided the Board with a copy of the 2007 Annual Report from the Middlesex County Public Health Department.

**OLD BUSINESS**

Water Testing of Cranbury Brook – Mr. Longo advised that water samples have been taken and results have not been received.

Rabies Protocol

**Cat Licenses** – Chairwoman Coyle advised that she has spoken to Pari Stave, the Township Committee Board of Health Liaison, regarding the Board's desire to have cats licensed. It was determined that the matter should be placed on the Agenda of a Township Committee meeting. It was suggested that Michael Melchionne, President of the New Jersey Certified Animal Control Officers Association and author of "The Time is Now for Cat Licensing" be invited to the

meeting. Ms. Gerberich suggested also inviting a local veterinarian.

**Informational Update** – The Board reviewed the June 4, 2008, letter from David A. Papi, Director/Health Officer of the County of Middlesex Public Health Department, in response to the Township's "**An Informal Guide Concerning Rabies**". Mr. Van Hise pointed out some discrepancies in Mr. Papi's letter and advised it is the Board's discretion how and if it wants to respond. The matter will be placed on the September Agenda.

**Dog License Renewals** – The Secretary suggested that a reminder letter or postcard be sent to those who have not renewed their dog licenses for 2008. A Motion was made by Mr. Jackson; seconded by Chairwoman Coyle; all in favor; that a postcard be sent to those who have not renewed their dog licenses for 2008. Mr. Longo will provide the Secretary with a form letter.

It was also suggested that a space for email addresses be included on the 2009 Application.

Needs Assessment – Chairwoman Coyle spoke to Pari Stave asking for recommendations on how to get information from the First Aid Squad. Ms. Stave is to get back to the Board with a response.

Senior Center Health Screenings – The dermatologist screenings scheduled for May 30, 2008, were canceled. The Secretary, who is also Secretary for the Human Services Board, advised that the Human Services Board discussed the matter at its last meeting and decided that the Senior Center was not conducive for this type of screening. Ms. Gerberich offered the use of her office at the school if the screenings were done in the summer.

AED Equipment in Public Places – Ms. Gerberich advised that she spoke with the First Aid Squad, Marilyn Mullen, Library Director, and Christine Smeltzer, Township Administrator, regarding the purchase of AED equipment and obtained a quote for the same equipment used by the First Aid Squad. Ms. Mullen questioned the training, liability and cost of the equipment. Ms. Gerberich advised that CentraState will train for \$50.00 to \$75.00 per person. Ms. Smeltzer requested a memo asking the Township to purchase an AED unit with a quote attached. Ms. Gerberich will send a draft memo to Chairwoman Coyle. Ms. Smeltzer will contact the Township's insurance company to question liability and coverage.

Vaccinations for Township Employees - Chairwoman Coyle spoke to Pari Stave regarding vaccinations for Township employees. The Board of Health should make recommendations to the Township as to who should be vaccinated. Chairwoman Coyle will speak with Dr. Notterman regarding same.

Pandemic Plan – Ms. Gerberich will try to obtain a copy of the full plan from the State of New Jersey.

## **NEW BUSINESS**

Access to Public Health Information – No update.

## **DISCUSSION**

It was questioned what the procedure is for a new building with septic and if a review is required by the Board of Health. The Secretary will obtain information regarding same.

## **ADJOURNMENT OF MEETING**

There being no further business, the meeting was thereupon adjourned at 8:40 p.m.

**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 3 pages, constitutes a true and correct copy of the minutes of the monthly meeting held on July 7, 2008.

IN WITNESS WHEREOF, I have hereunto subscribed my name this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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Kristen H. Hamilton, Secretary