

**MINUTES OF THE
CRANBURY TOWNSHIP
BOARD OF HEALTH MEETING
December 3, 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 December 3, 2018 at 7:00 p.m.

CALL TO ORDER

With a quorum present, Chairperson Cheryl Coyle called the meeting to order at 7:00 p.m., and Jean Golisano 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 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, Sid Roychowdhury and Laura Zurfluh were present.

NON-MEMBERS IN ATTENDANCE

Natalie Bujalski, Health Officer

MINUTES

A motion was made by Dr. Grewal, seconded by Dr. Notterman to approve the November 5, 2018 Minutes as amended. On a voice vote of all members present, the motion was carried.

HEALTH REPORTS

The Board reviewed the November 2018 Health Report. The following retail food establishment was rated satisfactory:

- St. David's Episcopal Church

The following food establishments were rated conditionally satisfactory:

- Chinmaya Mission
- Yakumanka Modern Cuisine

ENVIRONMENTAL REPORTS

Ms. Bujalski reported she did not receive the October 2018 Environmental Report and stated she would bring the Report to the January 2019 meeting for review.

OLD BUSINESS

Licensing– As of December 3, 2018, there were 459 dogs and 63 cats licensed within the Township for 2018.

2018 Dog Licensing– Members of the Board are looking at ways to streamline the pet licensing process to make it easier for residents to license their pets, including on-line registration, on-line payment, and uploading rabies certificates. Ms. Golisano, Board Secretary, followed up with the Township's pet licensing software, FRA Technologies, to see if any upgrades are available to purchase to streamline the process. FRA Technologies does not offer any upgrades to their system, and Ms. Marabello, Township Administrator, stated the Township is not looking at changing the software at this time or accepting on-line payments. After additional discussion, the Board of Health Members decided to discuss the issue with the Board's Liaison in early 2019.

Dog Census – Ms. Coyle reported she spoke with the Township Administrator about continuing to conduct the dog census and the need to increase the pay rate to attract census takers. Ms. Coyle stated she will e-mail Mr. Matt Scott, the Board's Liaison, about encumbering funds for the census for next year. Further discussions on the census are tabled until January.

NEW BUSINESS

BCLS Training – Dr. Notterman suggested Township employees be trained or retrained to use the defibrillator in Town Hall. Ms. Golisano reported she discussed the issue with the Township Administrator, Ms. Marabello, who agreed to training for the employees. Ms. Golisano contacted Mr. Charlie Smith at the Cranbury First Aid Squad, to provide the name/names of trainers who may be available. Ms. Coyle reported the Cranbury Library's defibrillator has been updated; however, no staff is currently trained to use the equipment. Cranbury School has a defibrillator and has a nurse on staff.

Date Change for January Meeting – A couple of Board Members are not able to make the January 7th Board of Health Meeting. After a brief discussion, and with all members in agreement with a voice vote, it was decided to change the meeting date from January 7 to January 14, 2019. Ms. Golisano will advise the Municipal Clerk to adjust the Township calendar before its approval in January by the Township Committee.

Amendment to "Smoke-Free" Parks Ordinance – The Board Members reviewed the proposed changes to the "Smoke-Free" Parks Ordinance. After some discussion, and with some minor changes to the Ordinance, the Members unanimously agreed to the Amendment. Ms. Golisano will provide the suggested minor changes to the Township Administrator and Municipal Clerk.

Miscellaneous – Ms. Coyle, Chair, announced to the Board that she would not be seeking reappointment to the Board when her term expires at the end of December 2018. This, therefore, would be her last meeting. Ms. Coyle joined the Board of Health in 2003 and has served for 15 years, many of those years as Chair. There was discussion about finding a replacement for the vacancy. The other Board Members thanked Ms. Coyle for her service and wished her well.

PUBLIC COMMENT – None

ADJOURNMENT OF MEETING

There being no further business, the meeting was thereupon adjourned at 7:45 p.m. on a motion by Dr. Notterman, seconded by Dr. Collins. All were in favor. Motion carried unanimously.

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 December 3, 2018. IN WITNESS WHEREOF, I have hereunto subscribed my name this 15th day of January, 2019.

Jean Golisano

Jean Golisano
Board Secretary