

**MINUTES OF THE  
CRANBURY TOWNSHIP  
BOARD OF HEALTH MEETING  
February 5, 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 February 5, 2018 at 7:00 p.m.

**OATH OF OFFICE**

Dr. Laura Zurfluh was re-appointed to Member, Board of Health, for a three-year term. Kevin Van Hise, Esquire, administered the oath of office to Dr. Zurfluh.

**CALL TO ORDER**

With a quorum present, Chairperson Cheryl Coyle called the meeting to order at 7:00 p.m. Debra Rubin, 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, Laura Zurfluh Roop Grewal, Daniel Notterman and were present. Sid Roychowdhury was absent (excused).

**NON-MEMBERS IN ATTENDANCE**

Natalie Bujalski, Health Officer, and Kevin Van Hise, Board Attorney.

**MINUTES**

The January 8, 2018 minutes were approved on a motion by Dr. Notterman; seconded by Dr. Grewal. On a voice vote of all members present, the following represents the vote: 3 ayes (Dr. Grewal, Dr. Notterman and Chairperson Coyle), 0 nays and 1 abstention (Dr. Zurfluh). Motion passed.

**HEALTH REPORTS**

The Board reviewed the January 2017 Health Report. The Board discussed the retail food establishments listed – three rated Satisfactory, and one was rated Conditional Satisfactory. Health Officer Bujalski provided an update on the recreational bathing inspections, which reported Conditionally Satisfactory. Ms. Bujalski also reported on one complaint at 21 North Main Street, and reported all violations had been abated.

The Board reviewed the December 2017 Environmental Report.

**OLD BUSINESS**

Licensing– As of February 5<sup>th</sup>, there are 333 dogs and 56 cats licensed within the Township for 2018. Rabies Clinic was held on January 20<sup>th</sup> with Chairperson Coyle and Dr. Roychowdhury present. It was reported that the one hour timeframe was sufficient

for the clinic. The rabies clinic served 32 dogs and 12 cats. The Township Veterinarian provided two associates to administer vaccines in his absence.

Protocol for Board Vacancies – This item was tabled from the January 8<sup>th</sup> meeting. Vice Chairperson Zurfluh requested information from Kevin Van Hise, Esq., regarding the Board's process for filling vacancies. Mr. Van Hise advised that the protocol was an informal, flexible and fluid process between the Board and the Township Committee. He added no formal process is followed regarding the consent of the members and therefore typically the decision is deferred to the Board or commission and/or the respective Chairperson. After further discussion amongst the members, a consensus established that all members will have input on any future recommendation made to the Mayor and Township Committee. The members were reminded that meetings are a public forum and the members are unable to move to Executive Session to discuss applicant qualifications with no exceptions.

Water Quality & Water Supply Infrastructure – The Board discussed township water quality and water supply infrastructure. Ms. Bujalski reported that there are currently 9 non-community wells within the Township. Chairperson Coyle requested information on the number of schools/educational and commercial establishments that are connected to wells. Ms. Bujalski will request Ms. Sharon Martens contact Chairperson Coyle directly with the information.

## **NEW BUSINESS**

Rabies Clinic - This item was previously discussed under Licensing.

**APPLICATIONS** – None.

## **PUBLIC COMMENT –**

John Jackson – Cranbury resident was present.

## **ADJOURNMENT OF MEETING**

There being no further business, the meeting was thereupon adjourned at 8:06 p.m. on a motion by Dr. Notterman, seconded by Dr. Zurfluh. All were in favor. Motion carried.

## **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 two (2) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on February 5, 2018.

IN WITNESS WHEREOF, I have hereunto subscribed my name this \_\_\_ day of \_ 2018.

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Secretary  
Debra A. Rubin