

**MINUTES OF THE
CRANBURY TOWNSHIP
BOARD OF HEALTH MEETING
November 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 November 5, 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. Notterman, seconded by Dr. Grewal to approve the October 1, 2018 Minutes as amended. On a voice vote of all members present, the motion was carried, with Dr. Roychowdhury abstaining.

HEALTH REPORTS

The Board reviewed the October 2018 Health Report. The following retail food establishments were rated satisfactory:

- Montessori Preschool Academy
- First Presbyterian Nursery
- First Presbyterian Church
- Cranbury Elementary School

Ms. Bujalski reported several High Grass/Overgrown Vegetation complaints and a trash complaint were abated

ENVIRONMENTAL REPORTS

The September Environmental Report was reviewed, and there was no additional discussion by the Board.

OLD BUSINESS

Licensing– As of November 5, there are 458 dogs and 63 cats licensed within the Township for 2018.

NEW BUSINESS

2018 Dog Licensing Survey – 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, canvassed several surrounding municipalities to inquire about their licensing practices. Of the six townships responding to the survey, only one large municipality accepts on-line payments, and two of the six accept on-line registrations. Four of the municipalities only view new rabies certificates and those that have expired (not the years in between). The members requested additional information on the cost of Cranbury accepting on-line payments and the possibility of adding a surcharge to those licenses paid on-line. Ms. Golisano will follow up with the Township's pet licensing software, FRA Technologies, to see if any upgrades are available to purchase to streamline the process. Ms. Golisano will also reach out to South Brunswick (Pet Tracker) and South River (Gov-Pilot) for additional information about their software systems.

2019 Licensing Applications – The Board decided to have one form for licensing and renewals and to keep the current dog and cat application forms.

BCLS Training – Dr. Notterman suggested Township employees be trained or retrained to use the defibrillator in Town Hall. Ms. Coyle stated the Board of Health also purchased a defibrillator for the Library and a system with child paddles for Cranbury School. All Board Members agreed to looking into the cost of training and making a recommendation to the Township that employees receive training.

Miscellaneous – Dr. Notterman reported the local death of an 18-month old from measles. The child was not immunized, and Dr. Notterman stressed the importance of children receiving their immunizations to prevent such occurrences.

PUBLIC COMMENT – None

ADJOURNMENT OF MEETING

There being no further business, the meeting was thereupon adjourned at 7:55 p.m. on a motion by Dr. Notterman, seconded by Dr. Zurfluh. 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 two (2) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on November 5, 2018. IN WITNESS WHEREOF, I have hereunto subscribed my name this 10th day of December, 2018.

Jean Golisano

Jean Golisano
Board Secretary