

BOUND BROOK BOARD OF HEALTH  
**MEETING**  
THURSDAY, November 6, 2008  
**MINUTES**

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The meeting was called to order by President Mary Fuentes at 7:20 P.M. with the following statement:

“This meeting being held in compliance with the Open Public Meeting Law in that the requirements of the Law have been met by the Annual Meeting Notice being forwarded to the Courier News and posted in the Municipal Building on December 27, 2007.”

**ROLL CALL:**

The following members were present: Mary Fuentes, Helen Goodrich, Angela Robinson, and Mary Straub. Councilman Anthony Pranzatelli was also present.

The following members were absent: Judy Bailey, Debbie Cozza, Barbara Lobman, and Diane Scarpulla

The following staff was present: Kevin G. Sumner, Health Officer, Heather Ross, REHS.

**PUBLIC SESSION:**

M. Fuentes opened the meeting to the public. There being no public present, the public portion of the meeting was closed.

**ACCEPTANCE OF MINUTES:**

A. Robinson moved for acceptance of the minutes of the September 11, 2008 meeting. Motion seconded by M. Straub. All in favor.

**VOUCHERS:**

A. Robinson moved to pay the \$50.00 voucher by M.A. Schamberger for typing the minutes of the September 11, 2008 meeting. Motion seconded by H. Goodrich. All in favor.

**COMMISSION:**

K. Sumner reported that the Commission’s Annual Influenza clinics were completed and that attendance was lower than in past years. This is probably due to the availability of flu vaccine at many more places than in the past. The Bound Brook and Middlesex Rabies clinics will be held on November 15, 2008.

The Somerset County Health Officers Association annual meeting was held and Freeholder Pat Walsh and Somerset Medical Center CEO Ken Bateman made presentations.

Copies of the Commission's fall newsletter, including a special insert on emergency preparedness were distributed.

Members were advised that they can now watch the Commission's monthly cable show "Public Health Matters" on the website.

A report on the 2009 Commission budget was reserved for the discussion of the 2009 local Board budget.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

A discussion about the need to have Board members attend meetings was held. It was questioned if letters should be sent to members who do not attend as it has become difficult to achieve a quorum.

Members reviewed the activities reports for September and October. Members discussed the issues of stray cats. They also asked about the procedure for a student with recurring lice. It was explained that at the request of the school nurse home visits would be made to educate the family on eliminating the problem and preventing recurrence. Members were also advised that the Wine school is not regulated by the Board of Health as they do not serve food. They have been advised that if they cater they must meet all state regulations.

Members asked that K. Sumner investigate the soil pile on West Main Street and its status. Sumner advised he would investigate but that it was an environmental issue within the control of the NJDEP. NJDEP has issued a violation notice and required corrective action. They are the enforcing agency.

K. Sumner read the School Nurse's reports for September and October and they were placed on file.

K. Sumner presented the Animal Control Reports for September and October and they were placed on file.

K. Sumner presented a summary of the 2009 Commission budget stating that salaries were increase an average of 2.2%, far below the average of municipal employees in the Commission service area. This is, and has been for the past few years, necessary due to significant increases in mandated costs such as PERS and insurance costs.

Based on the Commission budget a proposed Borough Board of Health budget was presented to the Board for approval. It was noted that the Commission increase for the

Borough was 3.7% and the total increase in the proposed budget was 3.4%. Members reviewed the budget and motion was made by M. Straub to approve as proposed. Motion was seconded by A. Robinson and all were in favor. The budget will be sent to Interim Administrator Bahr.

**ADJOURNMENT:**

There being no further business before the Board, A. Robinson moved to adjourn at 8:05 P.M. Seconded by M. Straub. All in favor.

Respectfully submitted,



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Kevin G. Sumner  
Health Officer/Secretary

KGS:ms