

**CHATHAM BOROUGH BOARD OF HEALTH  
REORGANIZATION AND REGULAR MEETING AGENDA  
Thursday, January 9, 2020**

**CALL MEETING TO ORDER:** The meeting will be called to order at 7:00 p.m.

**STATEMENT REGARDING ADEQUATE NOTICE OF MEETING:**

In compliance with the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. seq., adequate notice of this meeting has been provided by publishing a copy of the Reorganization and Regular Meeting notice in the Chatham Courier, the Daily Record, and the Alternative Press on January 3, 2019 a copy of which was posted on the official bulletin board on the main floor of Borough Hall, and was filed in the office of the Borough Clerk.

**ROLL CALL:**

Lisa DeRosa, R.N.  
Micki Chaput  
Kay Kaiser, R.N.  
Lisabeth Bringgaard, R.N.  
Shelliam Lee  
Andrew Zoltan – 1<sup>st</sup> Alternate  
Bridget Colendenski, R.N., Public Health Nurse  
Megan Avallone, Health Officer, Westfield Regional Department of Health  
Beau Preston, R.E.H.S., Westfield Regional Department of Health  
Council Liaison Robert Weber, Sr.  
Liz Holler, Minutes Secretary  
Melanie Politi, Board of Health Secretary

**ADMINISTRATION OF OATHS OF OFFICE:**

**MOTION TO ADOPT MEETING MINUTES:**

**MOTION** to approve, as prepared, the following meeting minutes: December 2019  
Approved minutes shall be filed as a permanent record in the Borough Clerk's office.

**REPORTS:**

1. Nursing Report
2. R.E.H.S. Report
3. 2019 Financial Reports
4. 2019 Vital Statistics Report
5. Animal Control Report

6. Pest Control Report

7. Health Officer Monthly Update

**DISCUSSION ITEM(S):**

S2173 Update

**NEW BUSINESS:**

Introduction of Board of Health Ordinance #2020 – 1 Entitled Borough Code...

**ADJOURNMENT.**

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 9, 2020  
BH 20-01**

**RESOLUTION CHATHAM BOROUGH BOARD OF HEALTH ESTABLISHING  
THE ANNUAL MEETING SCHEDULE FOR THE YEAR 2020.**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., requires every public body to designate and publish its Annual Meeting Schedule and provide adequate notice of all meetings.

**BE IT RESOLVED**, by the Chatham Borough Board of Health, County of Morris, State of New Jersey, that for the 2020 calendar year, regular meetings of the Chatham Borough Board of Health will commence at 7:00 p.m., prevailing time, to discuss or act upon public business on the following dates:

**Meeting Dates**

January 9, 2020 Reorganization & Regular Meeting  
February 13, 2020  
March 12, 2020  
April 9, 2020  
May 14, 2020  
June 11, 2020  
September 10, 2020  
October 8, 2020  
November 12, 2020  
December 10, 2020  
January 14, 2021

And,

**BE IT FURTHER RESOLVED**, that in accordance with the Open Public Records Act, N.J.S.A. 10:4-18, copies of this resolution shall be mailed to the Daily Record, provided to The Alternative Press (Chatham Courier), posted on the official bulletin board in Borough Hall and filed with the Borough Clerk; and

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 10:4-19, a copy of this resolution shall be provided to any person who requests a copy of the regular meeting schedule, special or rescheduled meeting of this public body, and upon prepayment by such person of a reasonable sum, if any has been fixed by resolution to cover the costs of providing such notice; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk shall be directed to publish this Resolution in the official newspaper(s) of the Borough of Chatham.

**Adopted January 9, 2020**

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Melanie Politi, BOH Secretary

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BOH President

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 9, 2020  
BH R 20-02**

**RESOLUTION CHATHAM BOROUGH BOARD OF HEALTH ELECTION OF OFFICERS FOR THE YEAR 2020.**

**WHEREAS**, at its 2020 Reorganization Meeting, the Chatham Borough Board of Health did hold an election for officers; and

**WHEREAS**, the elected members agreed to accept and hold such offices.

**BE IT RESOLVED** by the Chatham Borough Board of Health, that as the result of the elections, the following offices will be held by the indicated members for the year 2020 and until replaced by a subsequent election:

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

**Adopted January 9, 2020**

\_\_\_\_\_  
Melanie Politi, BOH Secretary

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BOH President

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 9, 2020  
BH R 20-03**

**RESOLUTION OF THE BOARD OF HEALTH OF THE BOROUGH OF CHATHAM IN  
THE COUNTY OF MORRIS, NEW JERSEY, APPOINTING COUNSEL FOR THE  
BOARD FOR THE YEAR 2020.**

**BE IT HEREBY RESOLVED**, by the Board of Health of the Borough of Chatham, in the County of Morris, New Jersey, as follows:

- 1) James Lott, Esq. is hereby appointed to serve as the attorney for the Board of Health during the calendar year 2020. The total compensation for service shall be included with the Borough Contract.
- 2) The abovementioned appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1) (a) (I), and notice thereof shall be published as required by law.
- 3) Certified copies of this Resolution shall be forwarded by the Secretary of the Health to the Board Attorney and to the Borough Treasurer.

**Adopted January 9, 2020**

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Melanie Politi, BOH Secretary

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BOH President

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 9, 2020  
BH R 20-04**

**RESOLUTION OF THE BOARD OF HEALTH OF THE BOROUGH OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, APPOINTING MELANIE POLITI AS THE BOARD OF HEALTH SECRETARY FOR THE YEAR 2020.**

**WHEREAS**, after consideration the Board of Health of the Borough of Chatham has determined to appoint Melanie Politi as Secretary to the Board for the calendar year 2020.

**BE IT HEREBY RESOLVED** by the Board of Health of the Borough of Chatham, in the County of Morris, New Jersey, as follows:

- The Secretary to the Board of Health works part-time, in conjunction with other duties, and is assigned duties by the local Board of Health and/or the Borough Administrator.
- Responsible for the maintenance of meeting minutes as a public document.
- Prepares the agenda for meetings, responsible for publication of annual meeting notices pursuant to N.J.S.A. 26:3-12.
- Maintains accurate and detailed records.
- Attends regular and special meeting of Board of Health.
- Notifies Westfield Health Department and the Borough Administrator of any/all pertinent information relative to health matters.
- Maintains monthly reports from finance department.

**Adopted: January 9, 2020**

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Melanie Politi, BOH Secretary

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BOH President

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 9, 2020  
BH 20-05**

**RESOLUTION OF THE CHATHAM BOROUGH BOARD OF HEALTH DESIGNATING  
OFFICAL NEWSPAPERS FOR THE PUBLICATION OF LEGAL NOTICES FOR THE  
YEAR 2020.**

**BE IT RESOLVED**, by the Chatham Borough Board of Health that pursuant to N.J.S.A. 40:53-1 the Daily Record is hereby designated by the municipality and the Chatham Courier is hereby designated as an alternate official newspaper.

**BE IT FURTHER RESOLVED**, that the Borough Clerk shall be directed to publish this Resolution in the official newspaper(s) of the Borough of Chatham.

**Adopted January 9, 2020**

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Melanie Politi, BOH Secretary

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BOH President

