

**CHATHAM BOROUGH BOARD OF HEALTH  
REORGANIZATION AND REGULAR MEETING AGENDA**

**Thursday, January 12, 2023  
7pm**

**CALL MEETING TO ORDER:**

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The meeting will be called to order at 7:00 p.m.

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**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 11, 2023, 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.

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**ROLL CALL**

Kay Kaiser, R.N.  
Andrew Zoltan  
Lara Freidenfelds  
Shelliam Lee  
Robert Weber  
Lisa DeRosa, R.N.  
1<sup>st</sup> Alternate Dr. Susan Scherer  
2<sup>nd</sup> Alternate Bob Penn

Council Liaison Irene Treloar  
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

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***READING OF MAYOR & COUNCIL - RESOLUTION 22-07***  
**RESOLUTIONS RE-APPOINTING A BOARD OF HEALTH MEMBER'S TERM**

Robert Weber Regular Member 01/01/2023 to 12/31/2025  
Lisa DeRosa Regular Member 01/01/2023 to 12/31/2025  
Andrew Zoltan Regular Member 01/01/2023 to 12/31/2025  
Dr. Susan Scherer Alternate 1 01/01/2023 to 12/31/2024  
Bob Penn Alternate 2 01/01/2023 to 12/31/2023

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***ADMINISTRATION OF OATHS OF OFFICE: Melanie Politi Administers the Oath of Office.***

## ***READING OF BOH REORGANIZATION RESOLUTIONS 22-01 – 22-05***

### **PUBLIC COMMENT:**

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#### **NOTICE OF PUBLIC COMMENT TIME LIMIT**

Hearing of citizens during the Public Comment section of the agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

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### **MOTION TO ADOPT MEETING MINUTES:**

**MOTION** to approve, as prepared, the following meeting minutes:

November 10, 2022

Approved minutes shall be filed as a permanent record in the Borough Clerk's office.

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### **REPORTS**

1. Nursing Report
  2. R.E.H.S. Report
  3. Financial Reports
  4. Vital Statistics Report
  5. Animal Control Report
  6. Pest Control Report
  7. Health Officer Monthly Update
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### **DISCUSSION ITEM(S)**

- Review of 2022 Goals & Objectives
  - Discuss 2023 Goals & Objectives
  - Licensing: reasonable time allowed for license renewal.
  - Increased late fee passed by council
  - Wellness van in June: discuss if feasible
  - Environmental: noise /pollution again work with environmental commission
  - Any update for vaccinations (flu or COVID) any new info for website.
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### **NEW BUSINESS:**

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### **ADJOURNMENT:**

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**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 12, 2023  
BOH RESOLUTION #23-01**

**RESOLUTION 23-01 CHATHAM BOROUGH BOARD OF HEALTH  
ESTABLISHING THE ANNUAL MEETING SCHEDULE FOR THE YEAR 2023.**

**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 2023 calendar year, regular meetings of the Chatham Borough Board of Health will commence at 7:00 p.m., prevailing time, virtual or in person, to discuss or act upon public business on the following dates:

**Meeting Dates**

January 12 Reorganization & Regular Meeting

February – No Meeting

March 9

April 13

May 11

June 8

July, August - *No Meeting*

September 14

October 12

November 9

December 14

And,

**BE IT FURTHER RESOLVED**, that in accordance with the Open Public Meetings 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 meetings 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 12, 2023**

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Melanie Politi, BOH Secretary

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BOH President

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 12, 2023  
BOH RESOLUTION #23-02**

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**RESOLUTION 23-02 CHATHAM BOROUGH BOARD OF HEALTH ELECTION OF OFFICERS FOR THE YEAR 2023.**

**WHEREAS**, at its 2023 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 2023 and until replaced by a subsequent election:

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

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

**Adopted January 12, 2023**

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Melanie Politi, BOH Secretary

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BOH President

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 12, 2023  
BOH RESOLUTION #23-03**

**RESOLUTION 23-03 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 2023.**

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

- 1) Steven Kleinman is hereby appointed to serve as the attorney for the Board of Health during the calendar year 2023. 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 12, 2023**

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Melanie Politi, BOH Secretary

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BOH President

**CHATHAM BOROUGH BOARD OF HEALTH  
MORRIS COUNTY — NEW JERSEY  
JANUARY 12, 2023  
BOH RESOLUTION #23-04**

**RESOLUTION 23-04 OF THE CHATHAM BOROUGH BOARD OF HEALTH  
DESIGNATING OFFICAL NEWSPAPERS FOR THE PUBLICATION OF LEGAL  
NOTICES FOR THE YEAR 2023.**

**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 12, 2023**

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Melanie Politi, BOH Secretary

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BOH President