

CHATHAM BOROUGH BOARD OF HEALTH  
January 11, 2018 7 p.m.

Chairman Lisa DeRosa called this Reorganization Meeting to order at 7:00 p.m., in Room 212, middle level, Chatham Borough Hall. Chrmn. DeRosa read aloud the following statement:

Pursuant to 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 including same in the Annual Notice, copies of which were posted on the Municipal Bulletin Board, on the main floor of Borough Hall, emailed to the Chatham Courier, the Daily Record, and the Alternative Press on December 21, 2017 and filed in the office of the Borough Clerk.

Names	Present	Absent
Lisa DeRosa, Chrmn.	X	
Dr. Norman Schaefer	X	
Rita Marts, R.N.		X
Mary Ann McCabe, R.N.	X	
Kay Kaiser, R.N.	X	
Micki Chaput, R.N.	X	
Israel Cepeda – 1 <sup>st</sup> Alt.		X
Council Member Robert Weber, Sr.	X	
Megan Avallone, Health Officer		X
Tanya Moon, R.E.H.S.	X	
Liz Holler, Minutes Secretary	X	

Public Comment

There was none.

Motion to Adopt Meeting Minutes

The minutes of the December 14, 2017 meeting were approved as submitted.

Reorganization Resolutions for 2018

The Board unanimously approved the following resolutions:

Resolution #18-01: Resolution Establishing the Board of Health's Annual Meeting Schedule for the Year 2018

Resolution #18-02: Resolution Designating the Official Newspapers for the Publication of Legal Notices for the Board of Health for the Year 2018

Resolution #18-03: Resolution electing the Board of Health Officers for the Year 2018:

President: Lisa DeRosa

Vice President: Dr. Norman Schaefer

## Reports

### Nursing Report

Chrmn. DeRosa questioned the high number of non-resident deaths in the report. For the year 2017, 118 non-residents died in the Borough. Chrmn. DeRosa will contact the Borough Registrar about this number.

### R.E.H.S. Report

Ms. Moon explained what delayed ratings are in regard to her inspections. Each food establishment inspection has a 52-point checklist, which is a more stringent method than what previously was enforced. Critical violations may be involved.

Ms. Moon reported that most establishments have been very cooperative with her inspections and recommendations. Regarding the issuing of this year's food licenses, she reported that most people are complying with the required timeframe. In many cases, these food establishments must provide the Borough with a copy of their contracts with their trash collectors. Two food establishment owners have to still obtain their food handling certificates.

Regarding the noise situation at 380 Main Street, Ms. Moon reported that she had gone to court on this matter on January 3<sup>rd</sup>. Nothing has really changed. However, the noise has gone down a few decibels. The county prosecutor is giving a notice of 30 days for the landlord to correct this situation. Ms. Moon will be returning to court on this matter.

Ms. Moon reported on the noise complaint at 19 Hillside Avenue. She will arrange for a night time visit to the site. Night time is when the noise is more prevalent. A co-worker will accompany her. Ms. Moon has contacted the Madison Construction Office concerning the neighbor's house where the noise is supposed to be coming from. Madison Construction had informed her that nothing inappropriate was going on with the mechanics of the neighbor's house. The neighbor has obtained a construction permit for every upgrade done to his house.

### Financial Reports

These reports were not available.

### Animal Control Report

Board members discussed a recent dog biting episode in the area of Essex Road. One dog broke loose from its owner and bit another dog. When the owner of the attacked dog returned home, she found her dog was wounded. She called the police. Later it was discovered that the attacking dog was not registered with a Borough dog license; therefore, it was not certain that the attacking dog had been vaccinated for rabies.

Board members felt it was very important to remind residents to license their dogs and cats. The owners should be reminded the reasons *why* these pets needed to be licensed by the town.

### Pest Control Report

There was no report.

### Health Officer Monthly Update

Chrmn. DeRosa noted that Ms. Avallone will be providing one.

#### Discussion Items

##### Update regarding Westfield Regional Department of Health Contacts

Chrmn. DeRosa reported that Ms. Avallone, the Health Officer, is on a temporary leave of absence.

On other matters, Chrmn. DeRosa noted that Resolution 18-64, the 2018 Fee Schedule, had recently been adopted by the Borough Council.

##### Update on Chatham Borough's No Smoking Signs to reflect vaping /e-cigs

Chrmn. DeRosa asked Board members to copy and print out any vaping/e-cigs signs they see in neighboring towns. The vaping/e-cig signs could be attached to the No Smoking signs that currently exist.

Chrmn. DeRosa discussed the process of setting licensing fees for electronic smoking devices establishment. She noted that Summit and Westfield follow such a licensing fee. The money collected from these licenses go to programs in Summit and Westfield to help young people curb the use of vaping/e-cigs.

Mrs. McCabe asked which Chatham stores sold e-cigarettes.

Chrmn. DeRosa answered Cottage Deli and 5-K Deli, and possibly another store in town.

Chrmn. DeRosa reviewed Borough Attorney Lott's draft ordinance requiring licensing of establishments who sell e-cigarettes.

Chrmn. DeRosa pointed out that marijuana can now be vaped, without releasing any odor. One "jewel" for vaping is equivalent to a pack of cigarettes.

Chrmn. DeRosa asked Council Member Weber if he had any thoughts on this licensing.

Council Member Weber stated that as a former prosecutor, he felt this licensing was a good idea. Store owners who sell e-cigarettes should seriously keep in mind that young people have to show them proof of their age, or else they will be penalized.

#### Grease Traps

Chrmn. DeRosa recalled around the year 2009, Madison Borough informed Chatham Borough that the Superintendent of the Joint Sewer Authority wanted Chatham to do grease trap inspections twice a year by the Madison Health Inspector. The Chatham establishments were to pay \$75 to Madison for each inspection.

Chrmn. DeRosa noted that Chatham Borough now works with the Westfield Health Department, not the Madison Board of Health. Chatham Borough then asked Westfield if they still wanted the grease traps in Chatham inspected twice a year. Ms. Avallone asked Madison for the records of the last grease trap inspections in Chatham. Madison had no records of grease trap

inspections, nor records of any payments made for these inspections. Ms. Avallone then asked Mike Fitzpatrick, the Madison inspector, about these missing records.

Chrmn. DeRosa read aloud Mr. Fitzpatrick's letter received on February 22<sup>nd</sup>. In his letter, Mr. Fitzpatrick had stated that the grease traps in Madison were not inspected twice a year. And Madison and Chatham Borough share a Joint Sewage system. Mr. Fitzpatrick wasn't sure whether Madison charges its food establishments for grease trap inspections. Ms. Avallone felt that Mr. Fitzpatrick had not provided a definite answer.

Ms. Avallone then reached out to Borough Administrator Steve Williams about any possible documentation on these inspections and the \$75 fees that Chatham establishments had paid. Administrator Williams answered that there was no documentation of the last grease inspections. He was told that Madison did not bill in 2017, nor collected fees in 2017.

Ms. Avallone had found out that Madison had received the fees for grease trap inspections. Chatham Borough should have received the fees for these inspections, not Madison.

Chrmn. DeRosa said she was informed by Administrator Williams, who had consulted the Director of the Joint Sewage Authority. Director Manak informed Administrator Williams that grease trap inspections should be done twice a year.

Chrmn. DeRosa stated that she wanted to know exactly what Madison has done with grease trap inspections. She questioned why Madison only did grease trap inspections once a year, when their ordinance specified twice a year. Also, the inspection fees from Chatham Borough went to Madison. And there is no documentation of these fees from Chatham Borough. Chrmn. DeRosa suggested that Council Member Resto be asked to bring up this serious concern at the next Joint Sewage Meeting.

At the Board's request, Ms. Moon explained how she conducted grease trap inspections in Chatham Borough.

Council Member Weber suggested the fee for grease trap inspections be removed from the current Fee Schedule. Board members agreed. Chrmn. DeRosa will speak with Robin Kline, the Borough Clerk, about removing this fee. She will also seek clarification of why Chatham Borough was required to have grease trap inspections twice a year, and Madison only once a year. Joint Sewage Superintendent Manak wants these inspections done twice a year in Chatham Borough.

Chrmn. DeRosa noted that she has emailed both Council Member Resto and Borough Administrator Williams about this situation. She asked Board members if they thought she should attend the next Joint Sewage Meeting and ask the questions brought up tonight.

#### Rabies Clinic

Chrmn. DeRosa thanked all the Board members who volunteered at the recent Rabies Clinic. The next Clinic will be held in November 2018. A notice will be sent out announcing the date.

Flu Clinic

Chrmn. DeRosa noted that the Board of Health will not be holding its Annual Flu Clinic in the fall. She will inform the CERT group about this cancellation. She will notify the Public Nurse about the date change for the Rabies Clinic.

Before adjourning, Chrmn. DeRose administered the Oath of Office to the following Board members:

Maryann McCabe  
Kay Kaiser

Mr. Cepeda will be sworn in at a future meeting.

At 8:12 p.m. the meeting adjourned.

The next Board of Health meeting will be held on Thursday, March 8, 2018, 7 p.m., Room 212, middle level, Chatham Borough Hall.

Respectfully submitted:

Liz Holler  
Minutes Secretary