

**BOROUGH OF RARITAN
BOARD OF HEALTH**

The Meeting of the Borough of Raritan Board of Health was held on February 13, 2013 in the Municipal Building, 22 First Street, Raritan, New Jersey 08869 at 6:35 p.m.

STATEMENT OF PUBLIC NOTICE

Board President Paula Machala presided and stated the following: Notice of this meeting was made by advising The Courier News and the Star Ledger of the time, date and place of this Board of Health Meeting, posting a notice on the official bulletin board, and including this statement in the minutes of this meeting.

ROLL CALL

Present: Theresa Bray, Constance Del Rocco, Kathleen Faccone (in at 7:16 p.m.), Paula Machala, Kathryn Mastice and Irene Sixt

Absent: Anna Bongiovi

Also Present: Councilwoman Denise Carra and Susan Marquart, Registered Environmental Health Specialist

PUBLIC COMMENTS

At this point the Board of Health welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 5 minutes. If reading from a prepared statement, please provide a written copy after making your comments. Please sign in by printing your name and address.

No one spoke.

APPROVAL OF MINUTES

January 9, 2013

Board Member Bray made a motion to approve the above listed Minutes with corrections/additions and was seconded by Board Member Sixt. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
X		Bray	X			
		Del Rocco	X			
		Faccone	X			
		Machala	X			
		Mastice	X			
	X	Sixt	X			

PRESIDENT'S REPORT

Board President Machala gave the President's Report. She thanked Board Member Del Rocco for her work on the rabies clinic.

REGISTRAR' S REPORT

Constance Del Rocco, Registrar of Vital Statistics gave the Local Registrar's Report. She noted the Board will only receive an annual Birth Report from now on due to reporting delays from the birthing facilities.

January 2013

Births

Raritan Residents births in the Borough	0
Raritan Residents births outside the Borough	2
Total births inside and outside the Borough	2
Certified copies issued by	0

FEES COLLECTED FOR BIRTHS	<u>\$0.00</u>
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Deaths

Raritan Residents died in the Borough	2
Raritan Residents died outside the Borough	2
Total Deaths in and outside the Borough	4
Certified copies issued	86
Burial Permits issued	9

FEES COLLECTED FOR DEATHS	<u>\$1,720.00</u>
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Marriages and Civil Unions

Marriages Performed in the Borough:	2
Residents	0
Non-Residents	2
Total Marriages Performed in the Borough	<u>2</u>

Civil Unions performed in the Borough:	0
Residents	0
Non-Residents	0
Total Civil Unions Performed in the Borough	<u>0</u>

Licenses Issued:

Marriage	2
Civil Unions	0
Domestic Partnerships	0
Total Licenses Issued	<u>2</u>

Certified Copies Issued:	9
Marriage	9
Civil Unions	0
Domestic Partnerships	0
Total Certified Copies Issued	<u>9</u>

FEES COLLECTED FOR MARRIAGES AND CIVIL UNIONS	<u>\$186.00</u>
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Total Fees Collected for the month \$1,906.00

Total Fees to Date \$1,906.00

Respectfully Submitted,

Constance M. DelRocco, Registrar

RARITAN BOROUGH
BOARD OF HEALTH
RESIDENT BIRTH REPORT
2012

JANUARY	4
FEBRUARY	3
MARCH	5
APRIL	11
MAY	10
JUNE	5
JULY	10
AUGUST	8
SEPTEMBER	6
OCTOBER	7
NOVEMBER	7
DECEMBER	5
TOTAL	<u>81</u>

Board Member Mastice made a motion to approve the above listed report and was seconded by Board Member Sixt. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Bray	X			
		Del Rocco	X			
		Faccone	X			
		Machala	X			
X		Mastice	X			
	X	Sixt	X			

HEALTH OFFICER’S REPORT

Susan Marquart gave the Health Officer’s Report. She noted the different issues and complaints that were received throughout the month.

Board Member Del Rocco made a motion to approve the above listed report and was seconded by Board Member Bray. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
	X	Bray	X			
X		Del Rocco	X			
		Faccone	X			
		Machala	X			
		Mastice	X			
		Sixt	X			

LIASION REPORT

Councilwoman Denise Carra gave the Local Registrar's Report.

OLD BUSINESS

1. 2013 Board of Health Budget

The Board Members discussed the proposed 2013 budget submission. Councilwoman Carra and Board Member Del Rocco noted that they conferred with Daniel Jaxel, Borough Administrator about prior year budgets and questioned certain items included in the budget.

Board Member Bray made a motion to approve the proposed 2013 budget and was seconded by Board Member Mastice. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
X		Bray	X			
		Del Rocco	X			
		Faccone	X			
		Machala	X			
	X	Mastice	X			
		Sixt	X			

2. Review Codes

The Board Members discussed the review of the Code Manuscript chapters. There was general consensus to discuss this at the next meeting when Paul Masaba, Director/Health Officer. The Board brief reviewed some of the notes provided from Mrs. Marquart and Mr. Masaba.

3. Nonsmoking Ordinance

Board Member Del Rocco that Lucille Talbot of the Regional Chronic Disease Coalition for Morris/Somerset County would not be available to attend a Board Meeting until April.

The Board Members discussed the different areas that could be focused on by the ordinance.

Mrs. Marquart questioned the enforcement authority.

The Board was in general agreement that the ordinance should be applicable to all Borough owned properties, land and recreational areas. The Board agreed to review additional ordinances from other municipalities.

LIST OF BILLS

1. Courier News-Board of Health Meetings (\$54.80)
2. Omni Medical supply, Inc.-Syringes for Rabies Clinic (\$119.93)

Board Member Mastice made a motion to approve the above listed bills and was seconded by Board Member Sixt. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Bray	X			
		Del Rocco	X			
		Faccone	X			
		Machala	X			
X		Mastice	X			
	X	Sixt	X			

NEW BUSINESS

Appointment of Board of Health Secretary

The Board Members discussed the need for a secretary.

RESOLUTION 2013-04

Board Member Mastice moved to adopt Resolution 2013-04 and was seconded by Board Member Sixt. Motion was carried by the following roll call vote.

APPOINTMENT OF BOARD OF HEALTH SECRETARY

NOW, THEREFORE, BE IT RESOLVED by the Members of The Borough of Raritan Board of Health that Rayna E. Harris is hereby appointed to the position of Board of Health Secretary for the year 2013 effective immediately.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Bray	X			
		Del Rocco	X			
		Faccone	X			
		Machala	X			
X		Mastice	X			
	X	Sixt	X			

Board Member Mastice noted that the blood pressure screenings were conducted today and 15 people participated prior to the seniors' lunch.

AJOURNMENT

Board Member Mastice moved to adjourn the meeting and seconded by Board Member Bray. Motion carried. Meeting adjourned at 7:59 p.m.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
	X	Bray	X			
		Del Rocco	X			
		Faccone	X			
		Machala	X			
X		Mastice	X			
		Sixt	X			

Respectfully submitted,

Rayna E. Harris, Board Secretary