

**BOROUGH OF RARITAN  
BOARD OF HEALTH MEETING  
MARCH 09, 2022~ 7:00PM**

This Meeting of the Borough of Raritan Board of Health was held on Wednesday, March 9, 2022, in the Municipal Building, 22 First Street, Raritan, New Jersey 08860 at 7:09pm.

**STATEMENT OF PUBLIC NOTICE**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. Notices of this meeting were sent to The Courier News and the Star Ledger on December 23, 2019. In addition, copies of notices were posted on the bulletin board in the Municipal Building, on the Raritan Borough website and filed in the Office of the Borough Clerk. Notices on the bulletin board have remained continuously posted. Proper notice having been given the secretary is directed to include this statement in the minutes of this meeting.

**ROLL CALL**

Present: Nina Dorey, Gennifer Hoffmeister, Paula Machala, Kathryn Mastice, Preni Nair (out at 7:37pm)

Absent: Anna Bongiovi (excused), Jessica Ivan (excused)

Also Present: Michael McCarty, Deputy Director SCHD, Danielle Plenge, Senior Registered Environmental Health Specialist and Constance M. Del Rocco, Secretary

**FLAG SALUTE**

Board President Machala led the flag salute

**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.

**PRESIDENT'S REPORT**

None noted

**APPROVAL OF MINUTES**

1. February 09, 2022

Board Member Mastice motioned to approve the February 9, 2022, meeting minutes, seconded by Vice President Dorey. Motion carried by the following roll call vote.

| MOTION | SECOND | NAME        | YEAS | NAYS | ABSTAIN | ABSENT |
|--------|--------|-------------|------|------|---------|--------|
|        |        | Bongiovi    |      |      |         | X      |
|        |        | Hoffmeister | X    |      |         |        |
|        | X      | Dorey       | X    |      |         |        |
|        |        | Ivan        |      |      |         | X      |
|        |        | Machala     | X    |      |         |        |
| X      |        | Mastice     | X    |      |         |        |
|        |        | Nair        | X    |      |         |        |

**REGISTRAR REPORT**

Registrar’s Report for November 2019 and December 2019.

**Total Fees Collected**

**Total Fees to Date**

February \$743.05

\$1,449.10

Board Vice President Dorey motioned to approve February 2022 Registrar Reports, seconded by Board Member Mastice. Motion carried by the following roll call vote.

| MOTION | SECOND | NAME        | YEAS | NAYS | ABSTAIN | ABSENT |
|--------|--------|-------------|------|------|---------|--------|
|        |        | Bongiovi    |      |      |         | X      |
|        |        | Hoffmeister | X    |      |         |        |
| X      |        | Dorey       | X    |      |         |        |
|        |        | Ivan        |      |      |         | X      |
|        |        | Machala     | X    |      |         |        |
|        | X      | Mastice     | X    |      |         |        |
|        |        | Nair        | X    |      |         |        |

**HEALTH OFFICER’S REPORT**

The following report was given by M. McCarty, Deputy Director.

Covid-19 clinics have been decreased to one a day due to the decrease in demand. Vaccinations have gone from 300-400 a day to about 20 per day. The contract at the Raritan Mall (to be used as a clinic site) has been delayed because of safety issues (flooding). This will be determined if needed but is not in high demand at this time.

Children 5-11 years of age are the least populated vaccinated group. Road Show (mobile van) will go where you live to vaccinate young children.

In Somerset County there has been decrease in covid-19 cases and zero deaths for covid-19 have been reported in several weeks.

Board Vice President Dorey motioned to approve the Health Inspector’s Report, seconded by Board Member Hoffmeister. Motion carried by the following roll call vote.

| MOTION | SECOND | NAME        | YEAS | NAYS | ABSTAIN | ABSENT |
|--------|--------|-------------|------|------|---------|--------|
|        |        | Bongiovi    |      |      |         | X      |
|        | X      | Hoffmeister | X    |      |         |        |
| X      |        | Dorey       | X    |      |         |        |
|        |        | Ivan        |      |      |         | X      |
|        |        | Machala     | X    |      |         |        |
|        |        | Mastice     | X    |      |         |        |
|        |        | Nair        | X    |      |         |        |

**HEALTH INSPECTOR’S REPORT**

The following report was given by D. Plenge, Registered Environmental Specialist

February 2022

There have been no complaints and inspections are being done with no noted problems.

Board Member Mastice motioned to approve February 2022 Health Inspector’s Report, seconded by Board Vice President Dorey. Motion carried by the following roll call vote.

| MOTION | SECOND | NAME        | YEAS | NAYS | ABSTAIN | ABSENT |
|--------|--------|-------------|------|------|---------|--------|
|        |        | Bongiovi    |      |      |         | X      |
|        |        | Hoffmeister | X    |      |         |        |
|        | X      | Dorey       | X    |      |         |        |
|        |        | Ivan        |      |      |         | X      |
|        |        | Machala     | X    |      |         |        |
| X      |        | Mastice     | X    |      |         |        |
|        |        | Nair        | X    |      |         |        |

**LIAISON REPORT**

None Offered

**OLD BUSINESS**

**Resolution 2022-03-03 Board of Health 2022 Budget**

There being no changes to the Prospective BOH Budget approved by BOH on February 9, 2022, the BOH budget was finalized as per the following.

Board Vice President Dorey motioned to approve 2022-03-03, seconded by Board Member Mastice. Motion was approved by the following roll call vote.

| MOTION | SECOND | NAME        | YEAS | NAYS | ABSTAIN | ABSENT |
|--------|--------|-------------|------|------|---------|--------|
|        |        | Bongiovi    |      |      |         | X      |
|        |        | Hoffmeister | X    |      |         |        |
| X      |        | Dorey       | X    |      |         |        |
|        |        | Ivan        |      |      |         | X      |
|        |        | Machala     | X    |      |         |        |
|        | X      | Mastice     | X    |      |         |        |
|        |        | Nair        | X    |      |         |        |

**Somerset County Health Department Contract**

There were no questions or changes to SCHD Contract for the following three years, 2022, 2023, 2024.

Board Vice President Dorey motioned to approve the SCHD Contract for 2022, 2023, and 2024 seconded by Board Member Mastice. Motion carried by the following roll call vote.

| MOTION | SECOND | NAME        | YEAS | NAYS | ABSTAIN | ABSENT |
|--------|--------|-------------|------|------|---------|--------|
|        |        | Bongiovi    |      |      |         | X      |
|        |        | Hoffmeister | X    |      |         |        |
| X      |        | Dorey       | X    |      |         |        |
|        |        | Ivan        |      |      |         | X      |
|        |        | Machala     | X    |      |         |        |
|        | X      | Mastice     | X    |      |         |        |
|        |        | Nair        | X    |      |         |        |

**Food Establishment Late Fees/License Application**

At the February 9, 2022, Board of health meeting it was suggested by Board President Machala and approved by the BOH to send out a letter to all the businesses receiving the application in error. The letter would explain there was a clerical error on the license application, stating licensing fee was \$100.00 (should be \$150.00) and they would need to remit the remaining \$50.00. Thirty-two letters were sent out on 02/14/2022 and seventeen businesses paid the additional fee of \$50.00 at this time.

**NEW BUSINESS**

**New Jersey Local Boards of Health Annual Membership Renewal**

The Membership renewal fee is \$95.00

Board Member Mastice motioned to approve NJ Local BOH Membership Renewal Fee, seconded by Board Vice President Dorey. Motion carried by the following roll call vote.

| MOTION | SECOND | NAME        | YEAS | NAYS | ABSTAIN | ABSENT |
|--------|--------|-------------|------|------|---------|--------|
|        |        | Bongiovi    |      |      |         | X      |
|        |        | Hoffmeister | X    |      |         |        |
|        | X      | Dorey       | X    |      |         |        |
|        |        | Ivan        |      |      |         | X      |
| X      |        | Machala     | X    |      |         |        |
|        |        | Mastice     | X    |      |         |        |
|        |        | Nair        |      |      |         | X      |

**ADJOURNMENT**

Board Member Mastice motioned to adjourn, seconded by Board Vice President Dorey. Motion carried at 7:47pm. All were in favor.

Respectfully submitted,

Constance M. Del Rocco, Secretary  
Raritan Borough Board of Health

Approved: April 13, 2022