

**BOROUGH OF RARITAN
BOARD OF HEALTH MEETING
FEBRUARY 21, 2024~ 7:00PM**

This Meeting of the Borough of Raritan Board of Health was held Wednesday, February 21, 2024, in the Municipal Building, 22 First Street, Raritan, New Jersey 08809 at 7pm.

STATEMENT OF PUBLIC NOTICE

This meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of this meeting were sent to The Courier News and the Breeze News. 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 Dory, Gennifer Hoffmeister, Kathryn Mastice, Preni Nair,
Carol Werner

Absent: Anna Bongiovi (Excused)

Also Present: Michael McCarty, Assistant Director SCHD and Constance M. DelRocco,
Secretary

FLAG SALUTE

The Board Secretary 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.

Former Mayor Zachary Bray issued the oath of office to Board of Health Members Nina Dorey and Gennifer Hoffmeister.

NOMANATIONS OF BOARD OFFICERS

President

Board Member Nair made a motion to nominate Board Member Dorey for president,
Second by Board Member Warner. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
		Dorey	X			
X		Mastice				X
		Nair	X			
	X	Warner	X			

Vice President

Board President Dorey made a motion to nominate Board Member Hoffmeister for Vice President, second by Board Member Nair. Motion carried by the following roll call vote.

Board Member Mastice noted she was unsure if there would be a conflict of interest because he is a member of Council but added the way he has noted everything does not seem to be a problem.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
	X	Hoffmeister	X			
		Dorey	X			
X		Mastice				X
		Nair	X			
		Warner	X			

APPROVAL OF MINUTES

June 12, 2023

Board President Dorey motioned to except the June 12, 2023, minutes, seconded by Board Member Nair, Motion was approved by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
		Dorey	X			
X		Mastice				X
	X	Nair	X			
		Warner			X	

REGISTRAR REPORT

1. June, July, August, September, October, November, December of 2023
2. January 2024

Board Member Dorey motioned to except all Registrar's Reports, seconded by Board Member Nair, Motion was approved by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
X		Dorey	X			
		Mastice				X
	X	Nair	X			
		Warner			X	

BOARD OF HEALTH FINANCIAL REMITTANCE

1. June, July, August, September, October, November, December of 2023
2. January 2024

Board President Dorey motioned to except all BOH Financial Remittance Reports, seconded by Board Member Nair, Motion was approved by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
X		Dorey	X			
		Mastice				X
	X	Nair	X			
		Warner			X	

HEALTH OFFICER’S REPORT

HEALTH INSPECTOR’S REPORT

Michael McCarty gave the following report.

SCHD can provide testing kits to the Raritan Food Pantry

Blood Pressure Screening for Seniors is available, waiting to hear from Senior Group. BOH Member Werner will bring back this information to the Senior Group at the next meeting, March 13, 2024. She will also ask the Seniors what type of health education they may be interested in and SCHD will then be able to send speakers to the Senior Meetings with information pertaining to interest.

SCHD has received grant funding for digitalizing information with public outward portals. It was noted this has been something SCHD has been working on to allow for more transparency.

He noted SCHD has received the accreditation from the State they have been waiting for.

He added the new SCHD contract will be available next month for review.

He also noted SCHD still has Covid test kits available for Senior Group or Raritan Food Pantry, if needed.

He noted Somerset County Senior Center, Wellness Center Bridgewater where updated COVIC vaccines are available this is sponsored by SCHD.

Board President Dorey motioned to approve the Health Officer/Health Director’s Report, seconded by Board Member Nair. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
	X	Hoffmeister	X			
X		Dorey	X			
		Mastice				X
		Nair	X			
		Warner	X			

RESOLUTIONS

2024-02-01 Appointment of Board of Health Secretary

It was noted the current secretary C. Del Rocco will continue until March 31, 2024.

Board President Dorey motioned to approve Resolution 2024-02-01, seconded by Member Hoffmeister. Motioned carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
	X	Hoffmeister	X			
X		Dorey	X			
		Mastice				X
		Nair	X			
		Werner			X	

2024-02-02 Establishment of 2024 Calendar of Meetings

Board President Dorey motioned to approve Resolution 2024-02-02, seconded by Member Nair.

Motioned carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
X		Dorey	X			
		Mastice				X
	X	Nair	X			
		Werner	X			

2024-02-03 2024 Annual Board of Health Budget

All changes were approved by the BOH.

Computer/IT equipment in the amount of \$2,000.00 was removed.

BOH Secretary salary will remain at current 2023 amount.

Registrar salary will be increased by 2%.

Deputy Registrar salary will be increased to \$785.00.

SCDH fee will be increased as per contract.

Environmental, Rabies Clinic, Legal Services, and Miscellaneous will remain the same for 2024.

Board President Dorey motioned to approve Resolution 2024-02-03, seconded by Member Hoffmeister.

Motioned carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
	X	Hoffmeister	X			
X		Dorey	X			
		Mastice				X
		Nair	X			
		Werner	X			

LIAISON REPORT

None offered.

OLD BUSINESS

Board of Health/Advisory Board

After a brief discussion, it was decided to contact the New Jersey Local Boards of Health for information pertaining to this issue. And further discussion will continue at the next BOH meeting on March 13.

“Save a Life” Program (Information Session-Borough Department)

Information will be given to the Borough’s Administrator to be passed on to the Mayor and Council.

Garbage Bags/Trash Cans

This will be discussed at the next meeting on March 13.

NEW BUSINESS

BOH Fee Schedule/Bi laws

After a brief discussion it was decided to discuss this further at the March 13 BOH meeting when more information was available.

Rabies Clinic

The Rabies’s Clinic was held on January 13, 2024, at the North Thompson Street Fire House in Raritan Borough. Dr Charles Schwirek, DVM donated his time again this year. It was noted there where forty-eight animals vaccinated, forty-three dogs and five cats. It was added twenty-five dogs, and two cats were Raritan Borough residents, and the remainder came from neighboring Municipalities.

It was noted the money collected by the State for animal licensing could be used for equipment needed for the rabies clinic (syringes)

It was suggested reflector badges for owners and animals when walking at night might be helpful to maintain safety. If possible, these badges would be purchased with the money collected by the State from animal licensing.

Will contact animal licensing department for additional information for future discussion.

Board Member Nair motioned to approve, seconded by Member Warner. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Bongiovi				X
		Hoffmeister	X			
		Dorey	X			
		Mastice				X
X		Nair	X			
	X	Warner	X			

ADJOURNMENT

Board Member Warner motioned to adjourn, seconded by Board Member Nair. Motion carried at 9:00pm. All BOH Members present in agreement.

Respectfully submitted,

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

Approved: April 10, 2024