

**BOROUGH OF FANWOOD
BOARD OF HEALTH
ANNUAL MEETING
JANUARY 5, 2017**

The Annual Reorganization Meeting of the Board of Health was called to order at 7:00PM by Secretary Colleen Huehn.

Ms. Huehn presided and stated: "I hereby announce and request that same be included in the minutes of this meeting, that notice of the time, place and date of the meeting has been prominently posted on the bulletin board at Borough Hall, mailed to The Times, The Star Ledger, Alternative Press , the Patch and Courier News, filed with the Borough Clerk and mailed to any person requesting same in accordance with the Open Public Meetings Act."

SWEARING IN NEW /RE-APPOINTED MEMBERS

Eleanor McGovern, Borough Clerk/Administrator was present to swear in the following re-appointed members:

Jan Siegal
Robert Stovall
Kathleen Thomas

ROLL CALL

Present: Ms. Regina Brown, Ms. Michelle Eaton, Ms. Phyllis Fischer, Ms. Margaret Lewis, Mr. Michael Lewis, Ms. Jan Siegal, Mr. Robert Stovall, Ms.Kathleen Thomas

Absent: Councilman Thomas Kranz

Also Present: Ms. Colleen Huehn, Ms. Laura Scanlon, Ms. Megan Avallone, Ms. Tanya Moon

NOMINATION AND ELECTION OF OFFICERS

On a motion by Mr. Lewis, seconded by Ms. Brown, Ms. Phyllis Fisher was nominated as President of the Board.

The secretary cast one ballot electing Ms. Fisher as President.

On a motion by Ms. Brown, seconded by Ms. Fischer, approved by voice vote with one abstention, Ms. Margaret Lewis was elected Vice President for 2017

The meeting was turned over to newly elected President Fischer.

PRESIDENTS NOMINATIONS AND APPROVAL OF AGENTS

President Fisher made the following nominations for agents:

Ms. Megan Avallone – Health Officer

Ms. Tanya Moon – Registered Environmental Health Specialist

Ms. Laura Scanlon – Public Health Nurse

Ms. Colleen Huehn – Secretary

The nominations were confirmed by the members present.

COMMITTEE ASSIGNMENTS

President Fischer made the following committee assignments.

Regina Brown – Vital Statistic Report

Michael Lewis – Publicity

All members were given a copy of the By Laws. They were asked to review and be prepared to make comments/additions/ corrections at the March 2nd meeting.

MEETING OPEN TO THE PUBLIC

No one present.

ADJOURNMENT OF REORGANIZATION MEETING

On a motion by Mr. Lewis, seconded by Ms. Brown the reorganization meeting was adjourned at 7:10 PM.

Respectfully submitted,

Colleen M. Huehn

Colleen M. Huehn

Secretary

BOROUGH OF FANWOOD

**BOARD OF HEALTH
REGULAR MEETING
JANUARY 5, 2017**

The Regular Meeting of the Board of Health was called to order at 7:00PM by President Phyllis Fischer.

Ms. Fischer presided and stated: "I hereby announce and request that same be included in the minutes of this meeting, that notice of the time, place and date of the meeting has been prominently posted on the bulletin board at Borough Hall, mailed to The Times, The Star Ledger, Alternative Press , the Patch and Courier News, filed with the Borough Clerk and mailed to any person requesting same in accordance with the Open Public Meetings Act."

ROLL CALL

Present: Ms. Regina Brown, Ms. Michelle Eaton, Ms. Phyllis Fischer, Ms. Margaret Lewis, Mr. Michael Lewis, Ms. Jan Siegal, Mr. Robert Stovall, Ms.Kathleen Thomas

Absent: Councilman Thomas Kranz

Also Present: Ms. Colleen Huehn, Ms. Laura Scanlon, Ms. Megan Avallone, Ms. Tanya Moon
Present:

APPROVAL OF MINUTES

On a motion by Ms. Lewis, seconded by Ms. Brown, the minutes of the December 1, 2016 meeting, having been distributed to all members, were approved as written.

FINANCIAL REPORT

The secretary/treasurer submitted the following financial report:

December
Receipts.....
..... \$ 433.00
Receipts as of
12/31/16.....\$8,808.00

Disbursements

Salary.....
.....\$ 957.84

VITAL STATISTICS

Ms. Brown read the following report:

Births in town.....None
Marriages in town.....Two
Deaths in town (Fanwood residents).....One
Domestic Partnership Agreements.....None
Civil Unions in town.....None
Births out of town (Oct & Nov).....Six
Marriages out of town.....One
Deaths out of town (Fanwood residents).....Four
Civil Unions out of town.....None
Total births to Fanwood residents as of 11/30/16.....Sixty Seven

CHILD HEALTH/NURSING

DECEMBER

CHILD HEALTH CONFERENCE – There were two scheduled child health conferences in December; on 12/19/16 & 12/21/16. No children from Fanwood were seen.

HEALTH MAINTENANCE-

*Blood Pressure Screening- Fanwood Seniors – 22 residents were screened & educated on 12/12/16.

OFFICE VISITS- There were 12 office visits for blood pressure for the month of December.

HOME VISITS- No home visits were conducted for the month of December.

CHILDREN’S BICYCLE & SPORTS HELMETS- For 2016, the Westfield Regional Health Department received a total of 192 new children’s & toddler’s bicycle helmets. These helmets were provided to Westfield Regional Health Department from participation as a committee member of the ‘Be Hard Headed’ Helmet Safety Campaign of Safe Kids of Union County sponsored by Children’s Specialized Hospital. Helmets are measured/fitted & distributed to children at our child health clinics. Educational information is provided to parents & children regarding the importance of wearing helmets.

Total # of helmets received for 2016: 192
Total # of helmets distributed for December: 12
Total # of helmets distributed to date this year: 46
Remaining # of helmets: 146

NUTRITION SUPPLEMENT DONATIONS - Contact was made with representatives from Similac formula companies. Donations of 'PediaSure Grow & Gain Starter Kits' were received & are being distributed to families at our child health clinics. 'Grow & Gain' starter kits are especially designed for children 2 – 13 years of age & can be used as the sole source of nutrition or as a supplement.

The benefit of this donation program is to provide nutritional supplements to children who may be at risk for poor nutrition (due to economical difficulties or possessing selective eating habits).

FLU CLINICS:

*A pediatric flu clinic was held on Friday, December 9th from 2:00-4:00pm at the Westfield Regional Health Department. No residents of Fanwood were vaccinated.

SAFE KIDS OF UNION COUNTY COMMITTEE –

UPDATES:

- A meeting was held on December 14th.

DECEMBER UPDATES: A new program coordinator was announced. Kaylee McGuire will coordinate the Safe Kids of Union County meetings.

Initiatives & activities discussed included:

- Children's injury prevention programs; specifically bicycle helmets, furniture tip over straps, battery ingestion education, seat belt & car seat safety.
- Distribution of holiday & toy safety tip worksheets. (These were distributed to all daycare/preschool directors & school nurses).
- Donation of 100 knitted newborn baby caps were received for the Westfield Regional Health Department to be distributed at our child health clinics.
- Next meeting date: to be determined.

VACCINES FOR ADULTS (VFA) PROGRAM- The Vaccines for Adults Program continues to be offered. Vaccines currently available are: HPV, Tdap, Meningitis, Pneumonia, Shingles, Hepatitis A, Hepatitis B, MMR, Varicella & Influenza (in season). To be eligible, individuals must meet any one of the following criteria: be uninsured, have Medicaid, or have Medicare (but not Part D). Interested persons should contact the Westfield Regional Health Department to determine if they meet these guidelines and whether the vaccine would be appropriate for them to receive.

For December 2016: Two VFA vaccines were given; none were residents of Fanwood.

VFA PROGRAM UPDATE - Contact continues to be made with local medical practices & organizations to educate physicians and staff regarding this program. Informational sheets with Westfield Regional Health Department contact info are mailed out to different providers monthly. Practices & organizations are asked to please post &/or distribute this information which includes program criteria eligibility and immunizations available. Practices/organizations contacted for the month of December include:

- * Dr. Donna Koward, Fanwood
- * Dr. John Yavorsky, Garwood
- * New Jersey District Lutheran Church (LCMS), Mountainside
- * Dr. Marina Velickovic, Roselle Park
- * Dr. Joseph DeRosa, Westfield

HERE TO HELP (H2H) COMMITTEE -

DECEMBER UPDATES: No meetings were held for the month of December.

NEXT MEETING: Date to be determined.

ZIKA UPDATES – New Jersey local health departments are now evaluating and approving requests for Zika testing through the NJ Public Health and Environmental Laboratory. Effective July 22nd, clinicians send requests for patient Zika testing directly to Westfield Regional Health Department for testing consideration.

- For the month of December, no requests were received from Fanwood residents.

CHRONIC DISEASES - There was 1 chronic disease case reported to the health department for Fanwood.

- Hepatitis C – 1 case

COMMUNICABLE DISEASES – There were no communicable disease cases reported to the health department for Fanwood.

STROKE RISK ASSESSMENT SCREENING - A free Stroke Risk Assessment Screening was held in Roselle Park on Wednesday, December 7, 2016 from 10:00am-1:00pm.- 11 residents attended; none were from Fanwood.

ANNOUNCEMENTS- Overlook Medical Center is sponsoring the following events from January – February 2017:

The following programs are being offered by Overlook Hospital's New Vitality Program. New Vitality is a health & wellness program designed specifically for adults 65+.

QUIT SMOKING PROGRAM –IT’S NOT QUITTING, IT’S LIVING!

During this free six-week program, participants will receive an individual assessment, nicotine replacement and six weekly group meetings to learn techniques that can assist in staying smoke-free. Preregistration is required. For more information, call 908-522-2296.

TIME: 6:00 TO 7:30PM

DATE: Thursdays

PLACE: 1 Springfield Avenue, Third Floor Conference Room, Summit

MANAGEMENT OF CHRONIC PAIN FOR SENIORS IN THE COMMUNITY SETTING

PRESENTER: Karen Macey - Stewart, MSN, APN-C, RN-BC, manager of acute pain service

DATE: Monday, January 30th

TIME: Noon

PLACE: Overlook Downtown, 357 Springfield Avenue, Summit

Program is free, preregistration is not required.

TAKE YOUR HEALTH TO HEART: ARE YOU DREAMING OF A GOOD NIGHT’S SLEEP?

A continuing New Vitality Health and Wellness series.

DATE: Monday, February 27th

TIME: 11:00am

PLACE: Overlook Downtown, 357 Springfield Avenue, Summit

Program is free, preregistration is not required.

January

Monday, January 9 - 10am-1pm Bone Density, Glucose & Blood Pressure Screenings -Overlook Downtown (357 Springfield Ave, Summit)

Monday, January 16 – 10am-1pm Glucose & Blood Pressure Screenings -Overlook Downtown (357 Springfield Ave, Summit)

Monday, January 23 – 10am to 1pm Bone Density, Glucose & Blood Pressure Screenings –Overlook Downtown (357 Springfield Ave, Summit)

Monday, January 30 – 10am to 1pm Bone Density, Glucose & Blood Pressure Screenings –Overlook Downtown (357 Springfield Ave, Summit)

February

Monday, February 6 - 10am-1pm Bone Density, Glucose & Blood Pressure Screenings -Overlook Downtown (357 Springfield Ave, Summit)

Monday, February 27 – 10am-1pm Glucose & Blood Pressure Screenings -Overlook Downtown (357 Springfield Ave, Summit)

Each screening requires pre-registration unless otherwise noted. Glucose screenings are always available at these times as well. For cholesterol & bone density screenings a \$10 fee is charged. There is no fee for the blood pressure & glucose screenings. All screenings will be held at the Overlook Downtown Center located at 357 Springfield Avenue Summit, New Jersey unless otherwise indicated. Call 1-800-247-9580 to register.

HEALTH OFFICER REPORT

Ms. Avallone reported that Westfield will be purchasing new computer technology to allow for an updated and streamlined reporting system.

She also stated that Westfield would no longer be contracting with Cranford for health services.

Ms Avallone announced that there will be a rabies clinic in New Providence on January 7th, from 8AM-9AM at their Borough Hall.

INSPECTIONS/COMPLAINTS

RETAIL FOOD INSPECTIONS:

- 1) Houdini Pizza Laboratory - Initial Inspection – 12/27/16 – Satisfactory
- 2) Walter Gilbert House – Initial Inspection – 12/27/16 – Satisfactory

ENVIRONMENTAL COMPLAINTS: (Pending)

- 1) Case #11/89 - Exxon, 2 South Avenue (3/9/89) # 3-6516/Underground Storage Tank replacement, preferred ID (008981). DEP correspondence stated that the Remedial Action Work-plan was conditionally approved. This location is managed by Ground Water and Environment Services (GES). Eric Webber directly manages the site. Testing for the presence of gas producing compounds has been continuous. The most recent site investigation was completed on 11/2/15. Case pending.
- 2) Case #20/90 - Former Exxon Station (currently Omega Gas/Fanwood Tire) # 3-4185 corner of Martine & La Grande Avenues/Tank removal, preferred ID (007919). The updated Remedial Action Work Plan (RAW) was approved. Groundwater and Environmental Services (GES) of Neptune, New Jersey has assigned the direct management of this site to Jessica Aumack She states aVapor Intrusion investigation was conducted on May 29, 2013. The test evaluates levels of soil gas. Concentrations

of contaminants were below the NJEDP Non-Residential soil gas screening level. Based on the results, no further vapor intrusion is warranted however a review of recent vapor recovery testing is recommended to ensure there has been no vapor leak present. The last ground water testing is conducted in October 2015. Most recent site investigation was conducted on 6/13/16. Case pending.

- 3) Case #3/15 – 83 Kempshall Terrace/Animals. Repeat complaint. A resident called the health department on or about March 15, 2015, after having observed a herd of deer on her property, on numerous occasions. The presence of the animals had left her property filled with an excessive amount of fecal matter to clean on a routine basis. A frequent deposit of food deliberately placed by the resident of the adjacent property for the feeding of wild animals was the alleged source of the problem. Upon investigation, no clear section without fecal matter was found on the complainant's property. Unfortunately only an elevated bird feeder was found on the adjacent lot (81 Kempshall). When I approached the alleged wildlife feeder, she was belligerent and uncooperative. She later drafted a letter detailing her displeasure in my follow up to the wildlife feeding claim. I asked the complainant to call the office if a bowl, plate or was seen sitting on the rear lot of 81 Kempshall Terrace to provide additional evidence. On March 27, 2015 a bowl was seen. A photo was taken and a summons will be issued to the owner of 81 Kempshall Terrace. Over the last two weeks of March, concerns have been raised from a total of four separate property owners who have repeatedly seen up to nine deer congregating at 81 Kempshall. The case was scheduled for May 28, 2015. The defendant was not in attendance during the court appearance. Her attorney appeared on her behalf. After conferencing with the prosecutor it was decided that photos taken from the complainant's property depicting a bowl of food placed at the rear of the defendant's property was insufficient to defend the alleged claim. The case was dismissed. The attorney was required to pay court fees totaling thirty dollars and to impress upon his client that wildlife feeding must be discontinued. Property will be monitored. In July, individuals have called to report unusual sightings of deliberate feedings. I have expressed the need for their cooperation during future court proceedings. A violation notice was mailed to the property due to a violation of the revised wildlife feeding ordinance observed on August 31st. A follow up inspection must be conducted. An email was sent to our office detailing recent observations. In late October the neighbor living next to the alleged feeder called to announce the continue feeding. She told me Kempshall Avenue was currently undergoing road work and I should check things out shortly thereafter. A visit was made to the property on November 1st. A seed-like dry substance appearing to be a type of feed, was spilled out on the rear patio of this property. A summons was issued for feeding wild animals. On November 17th, Mrs. Martin appeared at her mandatory court appearance. A plea of not-guilty was entered requiring a court case. The case has been scheduled for January 5th, 2017. Case pending.
- 4) Case#11/16 – 36 Stagaard Place/Animal harborage and stagnant water. A resident living in close proximity to this unoccupied property called Borough Hall to report

concerns of an exposed above ground pool and animals coming from a dilapidated garage. No stagnant water was observed however the garage showed deterioration. A notice was mailed to the contact attached to this property. Additional complaints were reported by another neighbor at the end of the month. On 6/30/16, the bank in charge of the property dispatched a staff of workers to begin the process of cutting the lawn and repairing structural damage on the garage. An inspection conducted in July revealed the pool was removed. The garage remains in its current state. The house was listed for sale in November. It is currently under contract with a buyer. The new owner should be identified in the up-coming weeks. Case pending.

- 5) Case#13/16 - 85 Pleasant Avenue/ Mosquito Breeding. A resident living directly behind this property called the health department due to concerns of mosquito breeding. Upon inspection, the property in its entirety was not visible due to the excessive height of the grass in the rear yard. Clint Dickson was called to provide assistance in having the high grass addressed in order to facilitate the investigation. Current weather conditions are not conducive for mosquito breeding. The rear of the property remains unchanged however, no pooling or stagnant water was found. Case closed.

MISCELLANEOUS:

- 1) Jolie Visage Salon- Permanent Cosmetics – Routine Inspection – 12/23/16 –Passed

CORRESPONDENCE

None

OLD BUSINESS

The 2017 meeting dates were re-distributed to the Board members.

NEW BUSINESS

On a motion by Mr. Lewis, seconded by Ms Brown, the following resolution was adopted by the Board of Health:

BOROUGH OF FANWOOD

**BOARD OF HEALTH
RESOLUTION 17-01-01**

WHEREAS, every child deserves to grow up in a healthy, safe environment, free from the harmful effects of lead, and to that end, the Westfield Regional Health Department, Borough of Fanwood, fully supports the proposed changes to N.J.A.C. 8:51 and

WHEREAS, childhood lead poisoning is considered the most preventable environmental disease among young children, yet approximately half a million children throughout the country have elevated blood lead levels; and

WHEREAS, the sources of lead exposure to children are mainly from lead-based paint and lead-contaminated dust found in deteriorating buildings built before 1978, and from contaminated drinking water, lead in soil and take home exposure from a workplace; and

WHEREAS, the proposed changes to N.J.A.C. 8:51 are expected to identify an additional four thousand children annually in New Jersey with elevated blood lead levels of 5 micrograms per deciliter or higher. This will mandate the Westfield Regional Health Department to provide nursing case management and environmental intervention to these additional lead affected children residing in the Borough of Fanwood as a result of the changes in N.J.A.C. 8:51; and

WHEREAS, the New Jersey Department of Health to date, has not earmarked direct funding for the proposed mandated services under 8:51 for local health departments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Borough of Fanwood that direct funding to support these services of lead nursing case management and environmental intervention in the Borough of Fanwood is requested to be provided by the state of New Jersey to ensure the health and wellbeing of our children in the Borough of Fanwood.

BE IT FURTHER RESOLVED that the Secretary forward a certified true copy of this resolution to the Governor of the State of New Jersey; President of the New Jersey State Senate; the Speaker of the General Assembly; the Union County Legislative Delegation; State

Department of Health; the Office of the Union County Counsel; Borough of Fanwood; and the Union County Boards of Chosen Freeholders.

ORDINANCE 17-01-01

President Fischer introduced the following ordinance

“AN ORDINANCE AMENDING CHAPTER 354, SANITARY REGULATIONS, ARTICLE V, FOOD AND DRINK, SECTION 354-13B, LICENSING; FEES”

The purpose of the ordinance is to amend the present fee schedule to allow for a licensing fee for Permanent Cosmetic Establishments and to amend the fee for a three (3) day event license.

The motion carried on the following roll call vote

AYES	NAYS	ABSTENTIONS
Regina Brown Michelle Eaton Phyllis Fischer Margaret Lewis Michael Lewis Jan Siegal Robert Stovall Kathleen Thomas	None	None

Second reading and adoption will be held on March 2, 2017.

The secretary submitted the 2016 Annual Report.

The 2017 Health Service Contract and Shared Service Agreement with the Town of Westfield was considered by the Board. Ms. Avallone explained that there was a 1.64% increase over 2016 (\$702.00).

On a motion by Ms. Lewis, seconded by Ms. Brown, the 2017 contract for Health Services was awarded to the Town of Westfield on the following roll call vote

AYES	NAYS	ABSTENTIONS
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Regina Brown
Michelle Eaton
Phyllis Fischer
Margaret Lewis
Michael Lewis
Jan Siegal
Robert Stovall
Kathleen Thomas

None

None

MEETING OPEN TO THE PUBLIC

No one present.

ADJOURNMENT

There being no further business to come before the Board, President Fischer requested a motion to adjourn.

On a motion by Mr. Lewis, seconded by Ms. Thomas the meeting adjourned at 7:56PM

Respectfully submitted,

Colleen M. Huehn

Colleen M. Huehn
Secretary