

**MINUTES
BOARD OF HEALTH
TOWNSHIP OF CHATHAM
JULY 11, 2024**

Mrs. Fowler called the Regular Meeting of the Board of Health to order at 7:40 P.M.

Adequate notice of this meeting of the Board of Health was given as required by the Open Public Meetings Act as follows: Notice was given to both the *Chatham Courier* and the *Morris County Daily Record* on January 5, 2024; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 5, 2024; and notice was filed with the Township Clerk on January 5, 2024.

Roll Call

Answering present to the roll call were Mrs. Rowland, Mr. Srinivasan, Mrs. McCormack, Mr. Pitney and Mrs. Fowler

Health Officer Marconi Gapas and Attorney Dominic DiYanni filling in for Board Attorney Brian Hak were also present.

Approval of Minutes

Mrs. McCormack moved to approve the minutes of the May 2, 2024 meeting. Mr. Pitney seconded the motion which carried unanimously with an abstention by Mr. Srinivasan.

Septic System Application

341 Green Village Road – Block 48.17 Lot 133

Mr. LaConte noted that the septic plans and review memo from Mott MacDonald were distributed to the Board. He said that the items referenced in the review memo that still need to be submitted can be submitted at a later time.

Mr. Gapas said that he reviewed the septic plans and review letter.

Mr. Pitney said that the system appears to be a proprietary system, and the vendor appears to have done their due diligence regarding the requirements in New Jersey. He also commented on the required inspections for the system.

Mr. Pitney asked who the Administrative Authority is for a septic system approval, and asked who the system integrator is. Mr. LaConte said that the Administrative Authority is the Board of Health, Board Secretary and Health Officer. The system integrator is the design engineer.

Mr. Pitney moved to approve the application subject to the conditions in the memorandum dated July 1, 2024 from the Board Engineer's office. Mrs. Fowler seconded the motion.

Roll Call: Mrs. Rowland, Aye; Mr. Srinivasan, Aye; Mrs. McCormack, Aye; Mr. Pitney, Aye; Mrs. Fowler, Aye.

Reports

Health Officer Report

Mr. Gapas introduced himself to the Board. He commented on his background in the field of Public Health. Mr. Gapas also commented on the experience level of the staff in the Health Department.

Mrs. Fowler asked about the duration of the agreement between the Township and Union. Mr. LaConte said the current contract runs through December 2025.

Registrar of Vital Statistics/Board of Health Secretary

Five temporary retail food licenses were issued in May.

All swimming pool licenses were renewed in May.

One June 25th, a meeting was held with representatives from the Bloomfield Health Department and our new Health Officer, Marconi Gapas, to discuss the transition from one health department to another.

A septic application has been received for 407 River Road, and is currently under engineering review.

As of June 30th there have been 271 dog licenses and 15 cat licenses issued thus far for 2024.

Registrar income for the previous two months is as follows:

May

0 Marriage Licenses	\$0
0 Death Certificates	\$0
<u>0 Marriage Certificates</u>	<u>\$0</u>
Total	\$0

June

2 Marriage Certificates	\$20
<u>2 Marriage Licenses</u>	<u>\$56</u>
Total	\$76

For the Second Quarter of 2024, \$125 is due to the State of New Jersey for their share of Marriage License fees.

Mr. LaConte commented on the temporary licenses issued. He noted that the PBA Food Truck Festival was canceled, and the other special events were held.

Mr. Pitney asked how much lead time before an event that a temporary retail food license application should be submitted. Mr. Gapas said that at least three weeks prior is preferred. Mr. LaConte noted that the process has been streamlined somewhat by requiring additional documentation from the vendor to be submitted with the application.

Mr. Pitney asked if ice cream vendors need permits. Mr. LaConte described the process for a peddler's license.

Mr. Gapas asked if the Township requires permits for food vendors using propane. Mr. LaConte stated that the Fire Official issues a permit for such scenarios.

Mrs. Fowler asked about a waiver that was recently granted for a septic system. Mr. LaConte explained that consistent with prior practice, a waiver was granted for a certificate for continued use for a home that will have substantial renovations, including installation of a new septic system, before the buyer occupies the home.

Mrs. Fowler also asked about an issue with poison hemlock on Mountain Avenue. Mr. LaConte said that DPW is aware of the issue, and there are protocols that need to be followed for when the crews can safely address it.

Mrs. McCormack moved to accept the reports. Mrs. Fowler seconded the motion which carried unanimously.

Discussion

National Night Out

Mrs. Fowler said that she and Mr. LaConte had discussed the opportunity to have representation from the Board of Health at National Night Out.

Mr. Pitney asked if August is a particular health issue awareness month. Mr. Gapas said he will check with the Health Educator.

Mr. LaConte said that National Night Out will be on August 5th, and there will be an event at Colony Pool.

Bicycle helmets safety was mentioned as a possible talking point at the event. The issue of vaping among teenagers was also mentioned.

Mrs. Fowler said that information on dog and cat licensing can also be made available. Mr. LaConte reported on progress toward having online renewals and payments for licensing.

Other Business

Mr. LaConte noted that the next meeting is scheduled for September 5th. He asked if any Board members anticipate being unavailable.

Meeting Open to Public

Mrs. Fowler opened the meeting to the public.
Seeing no public comment, the public hearing was closed.

Mrs. McCormack moved to adjourn at 8:20 PM. Mrs. Rowland seconded the motion, which carried unanimously.

Gregory J. LaConte
Board of Health Secretary