MINUTES
BOARD OF HEALTH
TOWNSHIP OF CHATHAM
JANUARY 12, 2021

Mr. LaConte called the Reorganization Meeting of the Board of Health to order at 7:30 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 15, 2020 & October 19, 2020; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 15, 2020 & October 19, 2020; and notice was filed with the Township Clerk on January 15, 2020 & October 19, 2020.

Oaths of Office

Mrs. Plantemoli and Mrs. Gardner were sworn in as members of the Board of Health for three year terms. Mr. LaConte administered the oaths.

Roll Call

Answering present to the roll call were Mrs. Fowler, Mr. Nikolopoulos, Mrs. Gardner and Mrs. Plantemoli. Mr. Fitzpatrick and Mrs. Dolan were also present. Also present was Eric Range of the Madison Board of Health.

Mr. Hamilton and Ms. Taormina were absent

All participation in this meeting was via Zoom.

Selection of Board President

Mrs. Gardner moved to select Lucille Plantemoli as Board President for 2021. Mrs. Fowler seconded the motion.

Roll call: Mrs. Hamilton, Absent; Mrs. Fowler, Aye; Mr. Nikolopoulos, Aye; Mrs. Gardner, Aye; Mrs. Plantemoli, Aye.

Selection of Board Vice-President

Mrs. Plantemoli moved to select Lorie Gardner as Board Vice-President for 2021. Mrs. Fowler seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. Fowler, Aye; Mr. Nikolopoulos, Aye; Mrs. Gardner, Aye; Mrs. Plantemoli, Aye.

Resolutions

RESOLUTION BH-2021-1
RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING REGULAR MEETING SCHEDULE FOR THE BOARD OF HEALTH DURING 2021

WHEREAS, the "Open Public Meetings Act", N.J.S.A. 10:4-6 et seq. requires that public bodies provide adequate notice of meetings;

WHEREAS, due to the COVID-19 Pandemic the public is limited to participation in public meetings through electronic means.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Chatham in the County of Morris, New Jersey, as follows:

1) During the calendar year 2021 meetings will be held by the Board of Health to discuss or act upon public business at 7:30 p.m., prevailing time, at the Municipal Building on the following dates: February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, December 14, and January 11, 2022.

2) During the COVID-19 Pandemic state and health emergencies, the meetings will be held solely by the Zoom platform.

3) Zoom access information for each meeting will be included on the meeting agenda, which will be posted on the Township website at least 48 hours in advance of each meeting. Agendas will also be posted on the front door and the bulletin board in the main hallway of the Municipal Building.

4) In the case of a special meeting, Zoom access information will also be included in the Open Public Meetings Act notice.

5) During public hearings, members of the public will be able to participate via Zoom by using the Raise Hand feature to signify their desire to make public comment. The Zoom platform also provides the ability for the public to listen to the meeting by telephone without video and to also comment by telephone by pressing *9 to raise their hand during public comment sessions.

6) Certified copies of this Resolution shall be (a) mailed to The Chatham Courier, (b) mailed to the Morris County Daily Record, (c) filed with the Municipal Clerk of the Township of Chatham, (d) posted on the bulletin board in the main hallway of the Municipal Building, and (e) mailed to any person requesting notices of the meetings of the Board of Health, pursuant to N.J.S.A. 10:4-19 who has paid the required fee theretofore. The foregoing shall be accomplished within (7) days of the adoption of this Resolution.

RESOLUTION BH-2021-2
RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING NEWSPAPERS AND FIXING CHARGES FOR NOTICES OF PUBLIC MEETINGS OF SAID BOARD OF HEALTH DURING 2021

WHEREAS, the "Open Public Meetings Act", N.J.S.A. 10:4-6 et seq., be given of meetings of public bodies as therein defined and in the manner therein set forth;

NOW, THEREFORE BE IT RESOLVED by the Board of Health of the Township of Chatham in the County of Morris, New Jersey, as follows:

1. The public place for posting of notices of meetings of the Board of Health for the calendar year of 2021 shall be on the bulletin board in the main hallway of the Municipal Building.
2. The sum of $10.00 is hereby fixed as the fee to be paid by any person requesting that notices of the meetings of the Board of Health during the calendar year 2021 be mailed to such persons as specified in R.S.40:4-19, provided, however, that no charge shall be made to any newspaper requesting the mailing of notices to its business office.
3. Certified copies of this Resolution shall be mailed by the Secretary of the Board of Health to **THE CHATHAM COURIER** and the **MORRIS COUNTY DAILY RECORD**, and a certified copy shall be filed with the Clerk of the Township of Chatham.

RESOLUTION BH-2021-3
RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING GREGORY J. LACONTE BOARD SECRETARY

WHEREAS, the Board of Health of the Township of Chatham, County of Morris, State of New Jersey, desires to appoint Gregory J. LaConte as Board Secretary for the period commencing January 1, 2021 and ending December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Chatham as follows:

1. Gregory J. LaConte is hereby appointed as Board Secretary for a term commencing January 1, 2021 and terminating December 31, 2021.
2. The compensation to be paid to Gregory J. LaConte for services rendered to the Board shall be an annual salary in accordance with the Salary Resolution of the Township of Chatham.

RESOLUTION BH-2021-4
RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, APPOINTING ATTORNEY FOR THE BOARD FOR THE YEAR 2021

WHEREAS, after consideration, the Board of Health of the Township of Chatham has determined to engage the services of Marisa A. Taormina, Esq. as attorney for the Board for the calendar year 2021.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Health of the Township of Chatham, in the County of Morris, New Jersey, as follows:

1. Marisa A. Taormina, Esq. is hereby appointed as the attorney for the Board of Health for the calendar year 2021. The compensation for the services performed shall be within the amount provided in the 2021 Budget for the Board of Health legal services.
2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(a) (a) (i), and notice of the award shall be published as required by law.

RESOLUTION BH-2021-5
RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, AUTHORIZING A CONTRACT WITH MOTT MacDONALD FOR PROFESSIONAL CONSULTING ENGINEERING SERVICES

WHEREAS, the Board of Health of the Township of Chatham requires professional consulting engineering services in connection with the review of applications submitted to the Board for permits and other approvals;

WHEREAS, a proposed contract for professional consulting engineering services for the calendar year 2021 has been submitted to the Board by Mott MacDonald in the form marked "Appendix A" and attached to the Resolution, and such proposed contract is acceptable to the Board;

WHEREAS, funds will be available for payment for the services rendered by Mott MacDonald to the Board, such funds being available through technical review fees charges to applicants and/or through funds appropriated for Board operations in the 2021 Township of Chatham budget; and

WHEREAS, the Local Public Contracts Law requires that public notice be given of the award of any contract for professional services without competitive bidding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Health of the Township of Chatham, in the County of Morris, New Jersey, as follows:

1. A contract for professional consulting services during the calendar year 2021 is hereby awarded to Mott MacDonald such contract to be as set forth in "Appendix A" attached to this Resolution.
2. The Mayor is hereby authorized and directed to execute on behalf of the Board the contract awarded by Paragraph 1 of this Resolution, and the Township Clerk is hereby authorized and directed to attest such contract.
3. The award of contract pursuant to this Resolution is made without competitive bidding in accordance with the professional service provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i).
4. Notice of this contract award shall be published by the Secretary of the Board as required by law.
5. A certified copy of this Resolution shall be forwarded by the Secretary of the Board to Mott MacDonald.

Mrs. Plantemoli moved to adopt the resolutions. Mrs. Gardner seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. Fowler, Aye; Mr. Nikolopoulos, Aye; Mrs. Gardner, Aye; Mrs. Plantemoli, Aye.

Approval of Minutes

Mrs. Plantemoli moved to approve the minutes of the December 8, 2020 meeting. Mr. Nikolopoulos seconded the motion, which carried unanimously.

Reports

Public Health Nurse

Eric Range, the President of the Madison Board of Health, discussed COVID data related to case counts per 100,000. He also discussed the surge in cases of COVID since Christmas. Mr. Range also noted that the presence of long term care (LTC) cases can skew the data. He showed community data that excludes LTC cases. Mrs. Dolan commented on the difficulty in tracking COVID deaths. She also said that the graph presented by Mr. Range does not include the LTC

deaths. Mr. Fitzpatrick noted that at the beginning of the pandemic, there was not good guidance regarding the wearing of masks. Mrs. Dolan commented on contact tracing efforts and the hindrances experienced in contacting people. Mr. LaConte noted that Local Registrars have been advised that COVID should not be listed as a primary cause of death, and asked if that affects the reporting. Mrs. Dolan said that State health officials are reviewing COVID cases. Posting the presentation slides online was discussed.

Mr. Fitzpatrick discussed the principles of exposure, and described the struggle of combating misinformation.

Mr. LaConte said that he frequently gets questions about vaccine availability. Mrs. Dolan advocated for registration on the State vaccination website. She also said that a hotline is being developed for those who do not have internet access to register for vaccinations. Mrs. Plantemoli asked that the registration link be posted on the Township website.

Mr. Fitzpatrick commented on the availability of vaccines and the rollout of distribution. He also addressed the distribution of vaccines at ShopRite pharmacies in Morris County. Mr. Fitzpatrick also said that the distribution of vaccines is being handled differently in each county. Safety of vaccines was also discussed. Mrs. Dolan said that arm soreness is the most common complaint. Mrs. Gardner said that some patients are being pre-medicated with Tylenol.

Mrs. Plantemoli noted that the number of flu cases is low, and she read about homebound flu shots being offered. Mrs. Dolan said that flu shots are still available through the Health Department.

Mrs. Dolan reported that the Long Term Care centers administered the initial shots of the COVID vaccine, and second doses will be scheduled. Mrs. Dolan said the vaccines are being administered in partnership with CVS.

Mrs. Dolan also discussed her conversations with school nurses regarding contact tracing and quarantine periods. She also said that there are CDC FAQs regarding COVID vaccines.

Mr. Nikolopoulos said that many small businesses may be afraid to contact their local health department with COVID questions for fear of having their business closed down for quarantine. He asked that resources be made available online so that small business owners can learn how to respond to COVID issues.

<u>REHS/Health Officer</u>

Mr. Fitzpatrick reported that Gabe's Bagels has opened. He also reported that he has been working closely with the Superintendent of Schools, Dr. Mike LaSusa, regarding COVID matters.

<u>Registrar of Vital Statistics/Board of Health Secretary</u>

Mr. LaConte reported that fees were collected for the following items in December 2020:

2 Marriage Licenses		$56
6 Marriage Certificates		$40
	Total	$96

Mr. LaConte also reported that total fees were collected for the following items in 2020:

Marriage Licenses		$784
Marriage Certificates		$540
Birth Certificates		$20
Death Certificates		$225
	Total	$1,569

Mrs. Plantemoli moved to accept the reports. Mrs. Gardner seconded the motion, which carried unanimously.

Other Business

Mrs. Plantemoli said that Mayor Kelly had emailed her about an Annual Report. Mr. Fitzpatrick said that he has resources available that spell out the responsibilities and statutory powers of a Board of Health that can be included in the Report. Mr. LaConte said that there is also a section in the Township Codebook that addresses the Board of Health's powers. He also said that he will work with the Mayor and Mrs. Plantemoli on scheduling the presentation of the Annual Report to the Township Committee.

Mr. Nikolopoulos asked if there are any projects that the Board should be working or focusing on as a Board. Mrs. Plantemoli said that she can see if the Township Committee wants the Board to focus on something, and COVID is a main focus at this time.

Mrs. Fowler asked about having a needs survey online so that the Board can assess the public health needs and issues of concern for Township residents.

Mrs. Plantemoli asked if the Township ever highlights who the members of the different Boards are. Mrs. Dolan said that people often do not know their community has a Health Department, and only recently has public health been in the limelight.

Mr. LaConte said that the Township does not presently have any newsletters. Mrs. Plantemoli asked how the Senior Center reaches out to people. Mr. LaConte said that they are a private organization with their own newsletters.

Mrs. Plantemoli suggested that the Board of Health reach out to various groups such as churches to let their presence in the community be known. Mr. LaConte noted that the Open Public Meetings Act needs to be taken into consideration if the board intends to appear anywhere as a group.

Meeting Open to Public

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

Mrs. Plantemoli moved to adjourn at 9:35 PM. Mrs. Gardner seconded the motion, which carried unanimously.

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Gregory J. LaConte
Board of Health Secretary