MINUTES
BOARD OF HEALTH
TOWNSHIP OF CHATHAM
APRIL 6, 2023

Mr. LaConte called the Reorganization Meeting of the Board of Health to order at 7:45 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 March 23, 2023; notice was posted on the bulletin board in the main hallway of the Municipal Building on March 23, 2023; and notice was filed with the Township Clerk on March 23, 2023.

Oaths of Office

Mrs. McCormack, Mr. Pitney and Mrs. Fowler were all sworn in to their terms on the Board of Health. The Oaths were administered by Mr. LaConte.

Roll Call

Answering present to the roll call were Mr. Pitney, Mrs. Fowler and Mrs. McCormack. Mrs. Fowler participated via Zoom.

Mr. Hamilton was absent.

Board Attorney Mr. Hak and Health Officer Sarah Perramant were also present.

Selection of Board President

Mr. LaConte explained the role of the Board President.

Mr. Pitney nominated Mrs. Fowler for Board President for 2023. Mrs. McCormack seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. McCormack, Aye; Mr. Pitney, Aye; Mrs. Fowler, Aye.

Selection of Board Vice-President

Mr. LaConte explained the role of the Board Vice-President.

Mr. Pitney nominated Mrs. McCormack for Board Vice-President for 2023. Mrs. Fowler seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. McCormack, Aye; Mr. Pitney, Aye; Mrs. Fowler, Aye.

Resolutions

RESOLUTION BH-2023-1
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 2023

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

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 2023 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: May 11, June 1, August 3, October 5, December 7 and January 4, 2024.

2) 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-2023-2
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 2023

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 2023 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 2023 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-2023-3
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, 2023 and ending December 31, 2023.

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, 2023 and terminating December 31, 2023.

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-2023-4
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 2023

WHEREAS, an RFQ for Board of Health Services was issued on November 3, 2022; and

WHEREAS, proposals were received and publicly opened on Thursday, November 24, 2022at 12:00 PM, prevailing time; and

WHEREAS, after consideration, the Board of Health of the Township of Chatham has determined to engage the services of Brian M. Hak, Esq. of Eric M. Bernstein & Associates, LLC as attorney for the Board for the calendar year 2023.

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. Brian M. Hak, Esq. of Eric M. Bernstein & Associates, LLC is hereby appointed as the attorney for the Board of Health for the calendar year 2023. The compensation for the services performed shall be within the amount provided in the 2023 Budget for the Board of Health legal services.

RESOLUTION BH-2023-5
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, an RFQ for Board of Health Engineering Services was issued on November 3, 2022; and

WHEREAS, proposals were received and publicly opened on Thursday, November 24, 2022at 12:00 PM, prevailing time; and

WHEREAS, after consideration, the Board of Health of the Township of Chatham has determined to engage the services of John Ruschke, P.E. of Mott MacDonald as Engineer for the Board for the calendar year 2023.

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

2. John Ruschke, P.E. of Mott MacDonald is hereby appointed as the Engineer for the Board of Health for the calendar year 2023. The compensation for the services performed shall be within the amount provided in the 2023 Budget for the Board of Health professional services.

Mr. LaConte reviewed the resolutions with the Board.

Mr. LaConte suggested that a May meeting be added to the proposed meeting schedule. Mr. Pitney asked how far in advance of a meeting that they would receive any septic plans. Mr. LaConte said that per ordinance the plans should be available at least 10 days in advance.

Mr. LaConte provided an overview of the RFQ process. He also described the Board's history with the current professionals.

Mrs. McCormack moved to approve the resolutions. Mr. Pitney seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. McCormack, Aye; Mr. Pitney, Aye; Mrs. Fowler, Aye.

Approval of Minutes

The approval of minutes was deferred to the next meeting.

Reports

Health Officer Report

Sarah Perramant gave the Health Officer Report. Mrs. Perramant stated that she is technically the Assistant Health Officer, however she will be the Township's primary point of contact for the Township. She also discussed some recent staffing changes at the Bloomfield Health Department. The Essex County Health Officer is technically the Township's Health Officer by way of a shared service agreement. Mrs. Perramant said that if the contract is terminated, there is a minimum of six months' notice required. Mr. LaConte said that the current contract goes through 2025. He also said that options are being investigated so that the Township can make proper decisions if the contract is terminated. Mrs. Perramant said that the Township is still receiving normal service levels while the contract is under discussion.

Mrs. Perramant reported that a Public Health Infrastructure Grant was awarded to the Bloomfield Health Department, and she described areas where the grant funding can be used. She also reported on school vaccination audits, and Chatham school are in good shape. Mrs. Perramant further reported on COVID vaccinations and boosters. She noted that the Health Department has free antigen tests available. The shelf life of the tests has been expanded.

Registrar of Vital Statistics/Board of Health Secretary

For benefit of the new members of the Board, Mr. LaConte explained the role of the Registrar of Vital Statistics. He also reported on the marriage licenses and certified copies of marriage licenses issued this year. Mr. LaConte noted that there is a new Deputy Registrar. He also said that he assisted the Mayor with three weddings so far this year.

Septic System Application

341 Green Village Road – Block 48.17 Lot 133

Mr. Pitney said that the drawings do not show a backup power supply, and it would be important to have one because a pump system is proposed. Mr. LaConte said there may be a generator that's not shown on the plans.

Mr. Pitney said that the site has been an ongoing project and there are SESC issues that need to be addressed. He noted that there is a stream adjacent to the property.

Mr. LaConte noted the property previously had a septic permit approval. The permit lapsed when the property owners were seeking approval to hook up to the sanitary sewer system. He also said that typically the Board of Health approves septic applications based on the recommendation of the Board Engineer.

Mr. Pitney moved to approve the septic application with the recommendation that there be power backup. Mrs. McCormack seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. McCormack, Aye; Mr. Pitney, Aye; Mrs. Fowler, Aye.

13 Britten Road – Block 48.18 Lot 145.01

Mr. LaConte explained that there was a miscommunication between the Board Engineer's office and the design engineer in which the design engineer thought final approval was given. The system has already been installed.

Mr. Pitney expressed that he does not have any issues with the design.

Mr. Pitney moved to approve the septic application. Mrs. McCormack seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. McCormack, Aye; Mr. Pitney, Aye; Mrs. Fowler, Aye.

1 Woodland Road – Block 95 Lot 25

Mr. Pitney said he has spoken with the contractor for this project. He said that he confirmed the house is on public water. He asked about soil erosion controls, and Mr. LaConte said he would work with the Board Engineer's office about that.

Mr. Pitney recommended that any tree permitting fees be waived if a tree has to be taken down for installation of the system.

Mr. Pitney moved to approve the septic application. Mrs. McCormack seconded the motion.

Roll call: Mr. Hamilton, Absent; Mrs. McCormack, Aye; Mr. Pitney, Aye; Mrs. Fowler, Aye.

Meeting Open to Public

Mr. LaConte opened the meeting to the public.
Seeing no public comment, the public hearing was closed.

Mrs. McCormack moved to adjourn at 8:54 PM. Mr. Pitney seconded the motion, which carried unanimously.

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Gregory J. LaConte
Board of Health Secretary