

**BOROUGH OF CHATHAM  
BOARD OF HEALTH**

Start time 7:00 p.m.

**ADEQUATE NOTICE**

Pursuant to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. seq., adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the Municipal Bulletin Board, on the main floor of the Municipal Building, filed in the office of the Borough Clerk, emailed to the Chatham Courier on December 27<sup>th</sup>, 2012.

**ROLL CALL:**

Lisa DeRosa, President  
\*Micki Chaput  
Rita Marts, R.N.  
Maryann McCabe  
Lucille Boland, R.N.  
Kay Kaiser, R.N.  
Dr. Schaefer  
Sally Myers  
\*John Holman-Council Liaison  
Susan Caljean, Recording Secretary  
\*Absent

Additional attendees: Dr. Flo Rice, RN, Ms. Trotman, REHS (Madison Board of Health)

**APPROVAL OF MINUTES**

Mrs. DeRosa moved to approve the minutes of the last Board of Health meeting dated March 14, 2013 seconded by Ms. Myers. All in favor, approved unanimously.

**DISCUSSION ITEMS**

Mrs. DeRosa thanked Dr. Rice for the nursing staff's dedication to their profession. Dr. Rice reported that there have been 9 deaths and 28 cases due to the avian flu. It has only been through contact with animals, no human to human contact thus far.

April 12, 2013 the nursing students from Montclair State will be visiting the Department of Public Works. They will have questionnaires and hand-outs for the employees. The Board also got approval from the state for vaccines for shingles, hepatitis A and B, they can be administered to residents with no insurance.

Dr. Rice reported that the school audit had been completed. There were 25 deficiencies, and were all corrected. There are school-aged children that are not inoculated for religious reasons.

Ms. Trotman discussed her inspections report.

Mrs. DeRosa reported that a construction crew on Dellwood Avenue has thrown cigarette butts up and down the street. Something should be done to eliminate this littering, they are also very toxic. Perhaps the Building Department when issuing the construction permit can include regulations regarding litter.

**MEETING ADJOURNED**

There was no further business to discuss. Mrs. DeRosa made the motion to adjourn, seconded by Mrs. McCabe the meeting was adjourned at 8:00 p.m.

Respectfully submitted:

Susan Caljean, Board of Health Secretary

**MADISON HEALTH DISTRICT**  
**SANITARIAN MONTHLY ACTIVITIES**  
**APRIL REPORT**

**NAME: Tamica Trotman**

**MUNICIPALITY: Chatham**

**DATE: 5/2/13**

**STATE MANDATED ACTS - STANDARDS OF PERFORMANCE**

3. Environmental health services that integrate Registered Environmental Health Specialist practice as set forth in the State Sanitary Code (N.J.A.C. 8:21, 8:22, 8:23, 8:23A, 8:24, 8:25, 8:26, 8:27, 8:51, 10:122, 5:17 and 7:9A, and N.J.S.A. 24:14A-1 et seq., 26:3-69.1 and 58:11-33)

**A. Retail Food Establishments Plan Reviews**

Establishment	Date	Establishment	Date
None at this time.			

**1. Inspections / Re-inspections**

Establishment Risk Type	S/C/U	Date of Inspection	Last Inspected	Establishment Risk Type	S/C/U	Date of Inspection	Last Inspected
Chatham Middle School	C	4/2/13		St. Patrick's School	C	4/18/13	
Dunkin Donuts	S	4/2/13		Charley's Aunt	C	4/18/13	
Washington Avenue School	C	4/4/13		Noah's Bagels	S	4/25/13	
Liberty Drugs	S	4/16/13		5k Deli	C	4/30/13	3/19/13

**KEY: Satisfactory/S**

**Conditional/C**

**Unsatisfactory/U**

**Risk Type – see end of report**

**Total Inspections Year to Date: 22**

**Total Re-inspections Year to Date: 6**

**STATE MANDATED ACTS - STANDARDS OF PERFORMANCE**

2. 6. Enforce the laws and regulations that protect health and ensure safety as set forth at N.J.A.C. 8:52-14.

7. Housing  
Heat and Water Supply

Address	Statement	Status	Date
575 Main Street, D7	No heat.	Rectified	4/3/13

8. Structural, Maintenance, and Other.

Address	Statement	Status	Date
118 Hillside Ave	Dead tree limbs piled in the rear, possible area for rodent harborage.	Transferred to property maintenance	4/30/13

**STATE MANDATED ACTS - STANDARDS OF PERFORMANCE**

7. All other public health services required by the State Sanitary Code (N.J.A.C. 8:21, 8:22, 8:23, 8:23A, 8:24, 8:25, 8:26, 8:27, 8:51, 8:57-1 through 4, 10:122, 5:17 and 7:9A, and N.J.S.A. 24:14A-1 et seq., 26:3-69.1 and 58:11- 23); unless the population or entity requiring the services does not exist within the local health agency's jurisdiction or the services are otherwise assured through formal written linkages with another local health agency;

9. Property Maintenance  
Structural, Vegetative overgrowth, Garbage, and Debris

Address	Statement	Status	Date
Ogden Presbyterian Church	Unmaintained dumpster	Under investigation	4/25/13

10. Sanitary Complaints (Vermin, Noise, Odor, Pollution, Litter, etc.)

Address	Statement	Status	Date
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the complex preparation of menu items that includes the cooking, cooling, and reheating of at least three or more potentially hazardous foods; or

**2.** Prepares and serves potentially hazardous foods including the extensive handling of raw ingredients; and whose primary service population is a highly susceptible population. Such establishments may include, but are not limited to, full service restaurants, diners, commissaries, and catering operations; or hospitals, nursing homes, and preschools preparing and serving potentially hazardous foods

**"Risk type 4 food establishment"** means a retail food establishment that conducts specialized processes such as smoking, curing, and canning, bottling, acidification designed to control pathogen proliferation, or any reduced oxygen packaging intended for extended shelf-life where such activities may require the assistance of a trained food technologist. Such establishments include those establishments conducting specialized processing at retail.