

**BOROUGH OF NORWOOD  
BOARD OF HEALTH  
MINUTES  
February 6, 2023  
7:00 P.M. on Zoom**

**Statement of Compliance:** Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Law, P. 1975, Ch. 231, setting forth the time, date, place and purpose of this Public Meeting through a legal notice published in The Record and the meeting date and meeting access via zoom has been posted on the Borough of Norwood website:

[www.norwoodboro.org](http://www.norwoodboro.org)

Under the 'Health' Department tab. Members of the public may attend via Zoom.

**Pledge of Allegiance**

Note:

**Please silence all devices**

**Roll Call of the 2023 Members**

**2. MEMBERS PRESENT**

|                           |                |
|---------------------------|----------------|
| BARBARA INCOGNITO FANELLI | President      |
| SHEILA CONROY             | Vice President |
| ANGELA ALBERTI            | Member         |
| NANCY CONGIUSTI           | Member         |

**ALTERNATES PRESENT**

|              |       |
|--------------|-------|
| MARGIE SCOTT | Alt 1 |
|--------------|-------|

**MEMBERS ABSENT**

|                 |        |
|-----------------|--------|
| KERRI CONGIUSTI | Member |
| SAM PARK        | Member |
| SUZANNE SOLIMAN | Member |

**ALTERNATES ABSENT**

|              |       |
|--------------|-------|
| CHRIS WESLEY | Alt 2 |
|--------------|-------|

Also Present: Kristin Caperino: Registered Environment Health Specialist -Principal

3. Jordan Padovano administered the Oath of Office to Sheila Conroy and Marjorie Scott who were both reappointed to the Board of Health for a new term.
4. Sheila Conroy made a motion to approve the 2023 Budget, seconded by Nancy Congiusti. All in favor, the motion carried.

5. APPROVAL OF MINUTES

Angela Alberti motioned to approve the January 9, 2023 Meeting Minutes, seconded by Barbara Incognito Fanelli. All in favor, the motion carried.

6. REPORTS

A. Restaurants and Food Service:

Registered Environmental Health Specialist Kristin Caperino reviewed the reports for Food Establishments for January 2023. A copy of the report is filed in the Board of Health Office.

B. Board Secretary/Registrar

Vital Statistics January 2023

|                  |   |
|------------------|---|
| Deaths           | 8 |
| MARRIAGES        | 0 |
| Childcare Visits | 0 |

Income: \$ 6,054

Licensing: Status of payment of 2023 business license to be reported next month

Nurses Report/January

|                                 |                     |
|---------------------------------|---------------------|
| Client Visits at <b>Foxhill</b> | 4 new<br>6 revisits |
|---------------------------------|---------------------|

|                                                  |            |
|--------------------------------------------------|------------|
| Client Visits at the <b><u>Senior Center</u></b> | No meeting |
|--------------------------------------------------|------------|

|                      |    |
|----------------------|----|
| Reportable Diseases: | 51 |
|----------------------|----|

|                |   |
|----------------|---|
| School Audits: | 0 |
|----------------|---|

### C. Council Liaison Report : Annie Hausmann

Councilwoman Hausmann talked about the grease trap issue relating to backed up storm drains and the impact on the environment. Ms. Hausmann is working with the borough as well as outside agencies for input on managing a solution. The option of writing an ordinance is being considered. Ms. Hausmann reported working on booking a future hike with the Historian of the Palisades Park Commission to share his knowledge of American History in this area.

### 7. OPEN/CLOSE MEETING TO PUBLIC

A motion was made by Sheila Conroy to open the meeting to the public at 7:28 PM, seconded by Nancy Congiusti. With no public present, a motion was made by Shelia Conroy to close the meeting to the public, seconded by Nancy Congiusti.

### 8. OLD BUSINESS

- A. Budget Review. Ms. Conroy noted there is a \$5,000.00 increase in the 2023 proposal.
- B. Grease Traps. A meeting has been scheduled with the Borough and a representative from the County for February 8, 2023.
- C. Child Health Program. Per Debbie, will follow-up at next meeting with Suzanne Soliman.
- D. New Committee Format. Barbara said in an effort to make the board a more active one, she proposed the following: Accessibility Committee to be headed by Nancy Congiusti. Seniors Committee to include Barbara, Sheila and Marjorie. Families Committee would be Angie, Suzanne, Chris and Keri. Everyone would work on the Mental Health Committee. Everyone present was in agreement.

### 9. NEW BUSINESS

- A. Google Share Drive. Debbie reported setting this up for file sharing and is adding contracts and documents. Will need to test sharing feature.
- B. Zoom Meetings. Debbie said she contacted Paul Roman of the NJLBHA for guidance and received an email response. Mr. Roman suggested consulting with the Borough Attorney on how to revise/amend the by-laws as it pertains to this topic.
- C. Planning Calendar. Ms. Incognito Fanelli mentioned a Wellness Committee that would incorporate the Board of Health and Environmental with County assistance for all towns to funnel information to.

Nancy Congiusti made a motion to close the meeting, seconded by Sheila Conroy at 8:09PM. All in favor, the motion carried.

The next BOH meeting will be on March 6 @ 7:00PM on Zoom

If you have any questions or comments, please do not hesitate to contact my office.

Respectfully submitted,

Debbie Whalen  
Board Secretary