

**Regular Meeting of the Franklin Lakes Board of Health  
November 5, 2012**

The regular meeting of the Franklin Lakes Board of Health was called to order by Mr. Vieldhouse at 7:35 PM in the Municipal Building.

Mr. Vieldhouse read the Sunshine Law Statement.

**Roll Call:**

**Present:** Councilman Pedone, Liaison  
Mr. Vieldhouse, President  
Mrs. Fuhr, Vice President  
Mrs. Linz  
Dr. Billstein  
Ms. McGuire, Secretary/Registrar

**Absent:** Mr. Perez, Jr.  
Mrs. Vanacore, Inspector/REHS

**Minutes:**

On a motion by Mrs. Fuhr, seconded by Mr. Vieldhouse, the minutes from the September 10, 2012 regular meeting were approved.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

**Reports:**

On a motion by Mrs. Fuhr, seconded by Mr. Vieldhouse, the monthly fees report for September 2012 was approved.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

On a motion by Mr. Vieldhouse, seconded by Mrs. Fuhr, the monthly fees report for October 2012 was approved.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

On a motion by Mrs. Fuhr, seconded by Mrs. Linz, the Sanitarian's inspection report for the month of September 2012 was approved.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

The Sanitarian's inspection report for the month of October 2012 will be supplied at the next scheduled meeting of the Board of Health.

**Vouchers:**

On a motion by Mrs. Linz, seconded by Mrs. Fuhr, the one (1) voucher appearing on the November 5, 2012 agenda was approved for payment.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

The Board members reviewed the vouchers previously signed by Ms. McGuire.

Ms. McGuire said the lock on one of the vital statistics file cabinets is broken. The locksmith has temporarily repaired the lock numerous times and recently stated the cabinet must be replaced. Ms. McGuire suggested replacing the lock on the existing cabinet in lieu of purchasing a new one. Although the locksmith does not think this will rectify the problem, he agreed it was worth trying.

Ms. McGuire stated she ordered a lock from Sentry Group at a cost of \$51.00. A new file cabinet will need to be purchased if this does not resolve the problem. Vital statistics records must be stored in file cabinets that are fire retardant and water resistant. A new cabinet will cost approximately \$1,700.00.

**New Business:**

Ms. McGuire said Mr. Hart gave each Department Head a memo regarding a personnel needs review for budgetary purposes over the next three years. A detailed analysis of the department's needs and comparison of surrounding towns was requested.

Mr. Hart recently advised Ms. McGuire that she will be performing the duties of licensing the dogs and cats in the Borough. There are currently two people in the Borough Clerk's office performing this responsibility. Ms. McGuire will be the sole person licensing dogs and cats.

Ms. McGuire said Franklin Lakes is one of the three towns in this area that relies entirely upon septic systems. Those responsibilities are accompanied by the vital statistics and all Health Department related duties. She is unsure at this time if additional help will be needed with licensing the dogs and cats. Ms. McGuire prepared a responding memo and chart for the Mayor, Council Members and Mr. Hart stating the same.

Ms. McGuire reminded the Board Members that the upcoming flu clinic will be held on Wednesday, November 7<sup>th</sup>. She is considering scheduling the 2013 clinic at the end of October in lieu of during the first week in November.

Dr. Billstein said the optimal time to get a flu shot is mid October. It takes a period of roughly two weeks to get an immune response.

Ms. McGuire stated she typically gives the President of the Franklin Lakes Seniors a few date options for the flu clinic and allows him/her to decide.

Ms. McGuire said she received a telephone call from the Police Department on Friday, 11/02/2012, stating there were gas odor complaints from tenants at the Franklin Square Shopping Center. Fire engines were dispatched and it was determined that the employees at Tommy Cheng Restaurant were not using the hoods when cooking. PSE&G came and turned their gas off. Fire Chief Knubel requested the Health Inspector close Tommy Cheng Restaurant.

Ms. McGuire said on Thursday, 11/01/2012 and Friday, 11/02/2012, Bergen County Department of Health Services grounded their inspectors due to a gas shortage. They were not permitted to drive the County cars and were told to stay at home.

Due to the odor complaints, the County was contacted. Mrs. McGrath, the Oakland inspector, covering for Mrs. Vanacore, was granted permission to go to Tommy Cheng to close the restaurant.

The owner of Tommy Cheng requested an inspection today because PSE&G turned his gas back on. Mrs. McGrath inspected the restaurant and permitted him to reopen.

**Open the Time for Public Comment:**

On a motion by Mr. Vieldhouse, seconded by Mrs. Fuhr, the time for public comment was open.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

No one from the public came forward to speak.

On a motion by Mr. Vieldhouse, seconded by Mrs. Linz, the time for public comment was closed.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

**Adjournment:**

On a motion by Mr. Vieldhouse, seconded by Dr. Billstein, the meeting was adjourned at 8:00 PM.

Roll Call Vote: All Ayes – Mr. Vieldhouse, Mrs. Fuhr, Mrs. Linz, Dr. Billstein

Respectfully submitted,

Betsy McGuire  
Secretary/Registrar, Board of Health