

## **HIGHTSTOWN BOARD OF HEALTH**

Minutes from January 3, 2007 Meeting

### **Board Members Present:**

Mary Ann Paglione  
Sarah Kluxen  
Dylan Ross  
Rob Thibault  
Katherine Zaiser  
Lynda Harrington (Alt. 1)  
Hilary Stults (Alt. 2)

### **Board Members Absent:**

Dr. John Laudenberg

### **Township Council Liaison:**

Walter Sikorski

### **Staff Present:**

Robert Hary, Health Officer  
Sharon Lane, Public Health Nurse  
Jamie Murphy, Recording Secretary

Mayor Bob Patten was also in attendance at the meeting.

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### **Call to Order**

President Protem Robert Hary called the January 3, 2007 meeting to order at 7:34 pm.

### **Sunshine Law**

Adequate Notice of this meeting has been provided as required under Chapter 231, P.L. 1975 with notices being sent and posted.

### **Election of Officers**

Mr. Hary called for nominations for President. Member Paglione nominated Member Thibault, which was seconded by Member Kluxen. No other nominations were made. Motion was passed unanimously. New President Thibault called for nomination for Vice President. Member Paglione nominated Member Ross, which was seconded by Member Zaiser. The motion was passed unanimously.

### **Ceremonial Matters**

#### **Proclamation to Cathy Signorin**

Mayor Patten presented Cathy Signorin with a proclamation thanking her for her 10 years of service to the Borough as a Board of Health member from October 1996 through October 2006. Pres. Thibault also awarded Ms. Signorin with proclamation of appreciation from the Board of Health.

### **Mayor Wellness Campaign Awards**

Mayor Patten expressed appreciation to Sharon Lane, R.N. for her role in the walking program. Mayor Patten and Ms. Lane presented the award for most miles by an individual to Ryan McCalley, who walked 155 miles in 6 weeks. Mayor Patten and Ms. Lane presented the award of most miles walked by a family to the Asalstin/Crabtree family, who walked 434 miles in 6 weeks. Each of the winners was given an iPod as a gift.

### **Policies for 2007**

#### **Setting of Meeting Time & Dates**

After a brief discussion, Pres. Thibault asked for a motion to set the first Wednesday of each month except July & August at 7:30 pm in the Municipal Courtroom as the meeting time & dates. A motion was made by Member Ross and seconded by Member Paglione. The motion passed unanimously.

#### **Setting of Policy on Public Comment**

Pres. Thibault stated that the current policy allots each individual a total of 3 minutes to speak during public comment and 3 minutes to speak on a certain agenda item. Pres. Thibault asked for a motion to continue with the current policy. A motion was made by Member Kluxen and seconded by Member Zaiser. The motion passed unanimously.

#### **Public Comment**

There were no members of the public present.

#### **Approval of Minutes**

Member Ross objected to wording in the December 6, 2006 minutes. An agreement was made on the proper wording. A motion was made by Member Ross to approve the amended December 6, 2006 minutes. The motion was seconded by Member Zaiser and passed unanimously.

#### **Health Officer's Report**

Health Officer Hary deferred the December report until the February meeting.

#### **Nurse's Report**

Sharon Lane reviewed the December 2006 Nurse's Report. She finished the directly observed therapy TB case. The patient is doing well and was compliant with medications.

Ms. Lane stated the flu clinics were finishing up, with an occasional call for a flu shot. Flu shots were given to 20 employees and Ms. Lane went to Holly House to administer flu shots to residents there.

Ms. Lane finished purchasing the books for the home visits with new mothers. Two pediatricians and Princeton Health Systems helped to offset the cost of the books and the books should be completed within the month.

The walking program had a total of 169 residents participating, yet they only had a return of 16 log books. She encouraged everyone to think of ways to encourage more follow-up for the next walking program.

### **Old Business**

There was no old business to discuss.

### **New Business**

#### **2007 Contract for Public Health Nurse**

Mr. Hary affirmed the contract was the same language as last year with the following corrections; a 3% increase in hourly rate and an increase to 4 weeks vacation as a 10 year employee. Member Zaiser asked if the change from part-time to full-time was working. Mr. Hary said that it was working great in both West Windsor and Hightstown. Member Paglione asked if West Windsor was continuing with Ms. Lane. Mr. Hary said that it is the second year of the 2-year contract. Pres. Thibault asked for a motion to approve the contract. A motion was made by Member Ross and seconded by Member Paglione. The motion passed unanimously.

#### **2007 Contract for Pediatrician**

Mr. Hary affirmed the contract was the same language as last year with the following corrections; increase of 3% in the hourly rate as well as the "to not exceed" amount. Ms. Lane stated Dr. Aggarwal works at the well baby clinics and she used all of last year's 39 hours contracted. Ms Lane said that Dr. Aggarwal performs physicals of the babies and oversees the nurse practitioners as well as overseeing the nurses at the clinics. Mr. Hary stated that sometime in 2007 Planned Parenthood will be moving locations. They will find another location for the child health clinics. Pres. Thibault asked for motion to approve the contract. A motion was made by Member Ross and seconded by Member Kluxen. The motion passed unanimously.

#### **2007 Contract for Recording Secretary**

Pres. Thibault asked for a motion to approve the contract to appoint Jamie Murphy at \$90 a meeting. A motion was made by Member Zaiser and seconded by Member Ross. The motion was passed unanimously.

#### **Other New Business**

Member Paglione asked of any new issues for the new year. Mr. Hary stated that they are ordering the flu vaccines for this year at this time. They are continuing with the pandemic flu planning with small grants for educational materials. The plan is to have the Borough prepared to stay open with a protected staff in the event of a pandemic.

### **Adjournment**

Member Ross moved for adjournment. Member Paglione seconded. The motion passed. The meeting was adjourned at 8:20 pm.

The next meeting of the Hightstown Board of Health will be held on February 7, 2007.

Respectfully submitted,  
Jamie Murphy  
Recording Secretary