

**Board of Health**  
**Minutes**  
**January 12, 2016**

**Call to Order:** President, Betty Sullivan, called the regular meeting of the Caldwell Board of Health to order at 6:24 p.m.

**Roll Call: Present:** Betty Sullivan, Maryann Rivera, Ann Christensen, Rhonda DeStefano, Valerie Schleck, Annmarie Snedeker, John Cascarano, Mike Fitzpatrick and Maria Burak.

**Absent:** Meg Norton.

Betty Sullivan welcomed John Cascarano our new Council Representative for 2016. John Cascarano gave the oath of office to Betty Sullivan and Valerie Schleck.

**Announcement of the Presiding Officer:** President, Betty Sullivan, stated that adequate notice of the meeting had been given by posting the notice on the bulletin board and in writing to all official newspapers and to all persons requesting notice.

**Approval of Minutes:** Betty asked that the Board review the minutes of the December 8, 2015 meeting. A motion was made by Maryann Rivera and seconded by Rhonda DeStefano to approve the minutes. All agreed.

**Any Citizen wishing to be heard:** There was no response to this call of action.

**Reorganization of Committee:** Betty asked the Board to review the 2016 meeting dates. Maria stated that the November meeting falls on Election Day so she moved it to the third Tuesday, November 15<sup>th</sup>. A motion was made by Rhonda DeStefano and seconded by Ann Christensen to approve the meeting dates for 2016. All agreed.

Betty asked the Board to review the By-laws of the Board. A motion was made by Rhonda DeStefano and seconded by Valerie Schleck to approve the By-laws for 2016.

Betty turned the meeting over to Rhonda DeStefano who presented the slate of Officers for 2016. Rhonda nominated Betty Sullivan for President. She then opened the nominations to the floor. There being no other nominations, and Betty accepting the nomination, the Board elected Betty Sullivan by acclaim to the position of President of Board of Health. Rhonda opened up nominations for Vice President to the floor. Ann Marie nominated Rhonda DeStefano for Vice President. There being no other nominations, and Rhonda accepting the nomination, the Board elected Rhonda DeStefano to the position of Vice President of the Board of Health. Rhonda nominated Maria Burak as Secretary of the Board. She then opened the nominations to the floor. There being no other nominations, and Maria accepting the nomination, the Board elected Maria Burak to the position of Secretary to the Board of Health. Rhonda turned the meeting over to President Betty Sullivan.

**Old Business:** Betty asked Maria about the Animal Control Contract. Maria stated that she is still waiting for Clifton to get back to us regarding a contract. Mike stated that he believes Bloomfield will just reinstate the contract that we already had in place. Bloomfield is now using Clifton for their Animal Control. Mike will meet with the Administrator of Bloomfield tomorrow morning and let us know the outcome. Betty stated that the calendar on our webpage is too busy and we need to take some items off of it. Maria will work with Michael Hodges on this item. Betty stated that we will table to fee schedule until later in the year.

***New Business:*** Maria presented the 2016 Food Licenses as listed on the agenda except Fat Fish Taco for approval. A motion was made by Maryann and seconded by Valerie to approve all Food Establishments listed on the agenda including the Grover Cleveland Senior Center for their 2016 food license. All agreed. A motion was made by Maryann and Rhonda to approve Fat Fish Taco pending approval from the Bloomfield Board of Health. All agreed. Maria presented the 2016 Public Establishment license as listed on the agenda for approval. A motion was made by Maryann and seconded by Annmarie to approve the 2016 Public Establishment licenses as listed. All agreed. Maria presented four Day Care Licenses listed on the agenda for approval. A motion was made by Maryann and seconded by Valerie to approve the 2016 Day Care Licenses as listed. All agreed. Maria presented one Massage License application for Evolution Fitness. A motion was made by Valerie and seconded by Rhonda to approve Evolution Fitness' Massage License. All agreed.

Maria stated that the Annual Rabies Clinic is due to take place on January 30, 2016 from 1:00 – 2:30 p.m. She asked John to mention this clinic at the next Council meeting. Betty also asked John to mention our web page at the next Council meeting.

***Health Report:*** Mike presented the health report for December 2015. He reviewed all health complaints as well as inspections that took place during this time. There were no Animal Control reports.

***Adjournment:*** The meeting adjourned by accliam at 7:20 p.m. The next meeting will be on February 9, 2016.

Submitted by:  
Maria Burak