

**MINUTES FOR THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
TO BE HELD AUGUST 11, 2021 AT 7:30 P.M.
BOROUGH HALL
101 WASHINGTON AVENUE, WESTWOOD, NJ**

1. Opening of the Meeting

This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Board of Health meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board.

2. Roll Call

Donna Bott – Present

Maria Costello – Present

Louise Cue – Present

Sue McCloskey – Present

Maria Montana – Present

Cheryl Pletsch – Absent

Also Present: Borough Administrator/Acting Health Department Head Durene Ayer
Borough Clerk Karen Hughes, who acted as Chair for the meeting.
Councilmember Cheryl Hodges, Board of Health Liaison

3. Salute to the Flag

Mrs. Hughes led the salute to the flag.

4. Government 101 Presentation

Ms. Hughes and Ms. Ayer presented a slideshow on the duties of the Board of Health and Health Department; running an efficient meeting; budgetary matters; and the hiring process.

5. Election of Officers: Chair, Vice Chair, Secretary

a. Office of Chairperson:

Maria Montana nominated Louise Cue. Seconded by Maria Costello.

Motion to close nominations: Donna Bott Second: Maria Costello

All members voted in favor of closing the nominations

Roll Call Vote to Elect Louise Cue as Chairperson:

Bott: Yes

Costello: Yes

Cue: Yes

McCloskey: Yes

Montana: Yes

Pletsch: Absent

b. Office of Vice Chairperson

Maria Costello nominated Donna Bott. Ms. Bott declined.

Louise Cue nominated Maria Montana. Seconded by Sue McCloskey.

Motion to close nominations: Donna Bott. Second: Louise Cue

Roll Call Vote to Elect Maria Montana as Vice Chairperson:

Bott: Yes

Costello: Yes

Cue: Yes

McCloskey: Yes

Montana: Yes

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Pletsch: Absent

c. Office of Secretary

Louise Cue nominated Sue McCloskey. Seconded by Maria Costello.

Motion to close nominations: Donna Bott. Second: Louise Cue

Roll Call Vote to Elect Sue McCloskey as Secretary:

Bott: Yes

Costello: Yes

Cue: Yes

McCloskey: Yes

Montana: Yes

Pletsch: Absent

6. Formation of Bylaws Committee

Ms. McCloskey suggested that forming a bylaws committee be pushed off until the two larger matters of filling the Health Department vacancy and researching the health services provider contract be addressed. All agreed.

7. Setting Date for Special Meeting

Maria Costello moved there be a special meeting sometime in the next two weeks. Louise Cue seconded. All members voted in favor holding a special meeting.

Sue McCloskey moved the special meeting be held on 8/26/2021 at 7:30 pm. Maria Montana seconded. Louise Cue moved the topic should be the vacancy. All members voted in favor of the date, time and topic.

8. Public Forum

Motion to Open the Public Forum: Maria Costello Second: Louise Cue

All members voted in favor.

Cheryl Hodges, Second Ave – thanked Mrs. Hughes and Mrs. Ayer for the presentation. Various board members echoed Ms. Hodges' sentiment.

Motion to Close the Public Forum: Donna Bott Second: Louise Cue

All members voted in favor.

9. Adjournment

Motion to Adjourn: Donna Bott Second: Sue McCloskey

All members voted in favor.

The time was 9:40.

Approved by all attendees
9/8/21
Susan McCloskey