

Board of Health of the Borough of Allendale  
Re Organization Meeting Minutes  
January 9, 2025

PRESENT: President Nadine Benoit, Board Members Heidi Askin, Robin Iversen, Christopher Martin, Linda Morgan, Lori Napolitano and Susan Toron,

ABSENT:

ALSO PRESENT: Board of Health Secretary Amanda Richards  
Health Dept- Erica Shore

The Re Organization Meeting of the Board of Health of the Borough of Allendale was held November 7, 2025, in-person at the Allendale Community Center, 210 West Crescent Avenue, Allendale, New Jersey 07401, with adequate notice of same posted for public viewing. The meeting was called to order at 8:03 p.m. by President Benoit. Amanda Richards confirmed that the open public meeting requirements had been satisfied.

***Oath of Office:***

Amanda Richards administered the oaths of office to Nadine Benoit and Heidi Askin

***Resolutions:***

The following resolutions were voted on and approved:

**25-01/ Order of Voting**

Motion by Board Member Linda Morgan, second by Board Member Robin Iversen that Resolution 25-01 be and is hereby approved

On a voice vote, The Board's decision to accept the Order of Voting was by unanimous vote.

Resolution 25-01 be and is hereby approved.

**25-02/Election of Board of Health President – Nadine Benoit**

Motion by Board Member Susan Toron , second by Board Member Robin Iversen that Resolution 25-02 be and is hereby approved

On a voice vote, The Board's decision to accept Nadine Benoit as president was by unanimous vote.

Resolution 25-02 be and is hereby approved.

**25-03/Time and Place of Board of Health Meetings for 2025**

Motion by Board Member Heidi Askin , second by Board Member Linda Morgan that Resolution 25-03 be and is hereby approved

On a voice vote, The Board's decision to accept Time and Place of Board of Health Meetings for 2025 was by unanimous vote.

Resolution 25-03 be and is hereby approved.

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Re Organization Meeting Minutes  
January 9, 2025

**25-04/** Approval of Inrerlocal Service Agreement Northwest Bergen Regional Health Commission-Well Baby

Motion by Board Member Chris Martin, second by Board Member Linda Morgan that Resolution 25-04 be and is hereby approved

On a voice vote, The Board's decision to accept the Order of Voting was by unanimous vote.

Resolution 25-04 be and is hereby approved.

***Approval of Minutes:***

Motion by Board Member Askin, second by Board Member Martin, with no objections and all members present in favor, that the Minutes of December 5, 2025, Meeting be approved.

***Secretary/Registrar Report:***

Amanda Richards stated the Adult Clinics are present at the XYZ Club. The Vital Statistics Monthly Report for December listed 4 Marriage Certificates for a total receipt of \$40.

XYZ meetings will be moved to the Allendale Community Center and will resume February 7<sup>th</sup>

***Communications/Corresponds***

Free Rabies Clinic – January 18, 2025 10am-11am at the Red Barn

***Health Officer/Sanitarian Reports:***

Erica Shore standing in for Laura Folco- Nothing New- everything is good.

Establishment closed by Board of Health due to no running hot water- was reinspected and were cleared to reopen.

The board asks for more detailed information reports regarding

Amanda to send over reports of anything unusual in the future- animal bites, food establishments etc.

***Old Business:***

USR Coalition- not much new going on.

School Report – Have not heard anything

***New Business:***

February 27<sup>th</sup> council meeting- Proclamation for Maria Creen.

Amanda will reach out to Maria's son to see if he has any information.

Amanda will reach out to Borough Historian to see if he has any information.

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Re Organization Meeting Minutes  
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***President's Report:***

Wash hands and vaccinate!

***Public Comment:***

No member of the public came forward.

***Adjournment:***

There being no further business to come before the Board of Health, on a motion by Boardmember Heidi Askin, with second by Board Member Robin Iversen , and unanimously carried, the meeting was adjourned at 8:37 p.m.

Respectfully submitted

Amanda Richards  
Board of Health Secretary