

Eastern Highlands Health District
Board of Directors Regular Meeting
Minutes
Coventry Town Hall, Annex
Thursday December 13, 2012, 4:30 PM

Members present: M. Capriola (Alternate), J. Elsesser, R. Field, R. Fletcher, J. Luiz, M. Kurland (4:45), E. Paterson, P. Schur, J. Stille, D. Walsh, S. Werbner

Staff present: R. Miller, C. Trahan, M. Brosseau, K. Dardick (5:20)

Members absent: M. Hart, C. Mailhos (Alternate), T. Tully, M. Zambo (Alternate)

E. Paterson called the meeting to order at 4:46 PM.

Election of Board Officers (Chair, Vice Chair, Assistant Treasurer)

D. Walsh made a MOTION, seconded by R. Field to elect as Chair, Elizabeth Paterson, as Vice Chair, John Elsesser, and as Assistant Treasurer, Joyce. Stille. MOTION PASSED unanimously.

Approval of Minutes (October 18, 2012)

A MOTION was made by J. Stille and seconded by P. Schur to accept the minutes of the October 18, 2012 meeting as presented. MOTION PASSED unanimously. M. Capriola and R. Fletcher abstained.

Public Comments

None

Old Business

1. ECHIP Employee Wellness proposal update

R. Miller gave an update on the proposal which is currently in a holding pattern. R. Miller stated that any contract negotiated would be brought to the Board for review and approval prior to execution.

New Business

2. Board of Directors 2013 Regular Meeting Schedule

A MOTION was made by D. Walsh and seconded by J. Stille to adopt the Eastern Highlands Health District Board of Directors 2013 regular meeting schedule as presented. MOTION PASSED unanimously.

3. Proposed Transfer from General Fund to Capital Nonrecurring Fund

R. Miller outlined the reasoning behind this proposed transfer. Questions arose about how the \$80,000 figure was derived and why this wasn't going to be part of the upcoming budget process.

S. Werbner requested that strategic planning objectives be made a priority for this \$80,000.

MOTION made by S. Werbner, seconded by J. Stille to authorize a transfer of \$80,000 to fund strategic planning priorities by the Chief Financial Officer from the General Fund (634) to the Capital Nonrecurring Fund (635), with such transfer taking place no later than January 30, 2013.

Discussion ensued. J. Luiz requested that action on this motion be deferred until after discussion of agenda items 4 and 5. S. Werbner and J. Stille WITHDREW and DEFERRED the MOTION.

4. Proposed Fiscal Year 2013/2014 Budgets – Set public hearing date

R. Miller presented the salient issues of the proposed budget including a spending increase of 1.5% with a \$725,220 total budget, a 2% increase in town membership rates, and no proposed increase in service fee rates.

A MOTION was made by D. Walsh and seconded by J. Stille to set a public hearing date of Thursday January 17, 2013 at 4:30 PM, Coventry Town Hall, Annex, to hear public's comments regarding the Proposed Fiscal Year 2013/2014 Eastern Highlands Health District budgets. MOTION PASSED unanimously.

Discussion ensued about the budget and the possibility of future limited revenue from state and federal sources, and about the ability to modify the budget following it being adopted. S. Werbner proposed the idea of using the unspent fund balance to cover the town contributions to make a level funded budget.

MOTION made by M. Kurland and seconded by J. Stille to move agenda item #5 up in the agenda to before Town Reports. MOTION PASSED unanimously.

5. Hypothetical State Grant in Aid Reduction Scenario's

R. Miller highlighted the three hypothetical scenarios proposed in the event of a reduction in State Aid. R. Miller also pointed out that the agency would exploit any opportunities to save where possible.

No action on this item.

Return to Item #3. Proposed Transfer from General Fund to Capital Nonrecurring Fund

MOTION made by S. Werbner and seconded by J. Stille to authorize a transfer of \$80,000 to fund strategic planning priorities by the Chief Financial Officer from the General Fund (634) to the Capital Nonrecurring Fund (635), with such transfer taking place no later than January 30, 2013. MOTION PASSED unanimously.

Town Reports

Bolton: J. Stille gave an update on the Bolton Sewer project; Phase 1 & 2 have received letters to connect; Phase 3 should be in February or March; Phase 4 is waiting on DEEP approval to award the contract.

Discussions continue on blue-green algae.

Coventry: J. Elsesser reported that the sewer study is pending before DEEP.

The restaurant formerly Daisy's will be reopening in the spring as Cravings and will have indoor seating.

Town council created and is appointing members to an ad hoc water study to look at proposal from Ct water company to bring water to Coventry.

Mansfield: M. Capriola provided an update on Storrs Center project; Moe's has opened, Mooyah's is planning on opening next week; Dog Lane Café is also hoping to open next week; Geno's will be opening in the Spring. Construction on second phase of apartments is underway and 25% of them are already leased. Price Chopper has been approved.

D. Walsh questioned the Water study and potential impact on Coventry.

Tolland: R. Field reported that there will be a benefit held at the Track Nine diner in Willington to raise money for Teen Substance abuse education.

Subcommittee Reports

No additional items

Directors Report

6. FY 13 Budget Transfers

R. Miller reported that the Finance Committee authorized adjustments to the FY12 budget. This results in a uniform comparison of line items between fiscal years. This was necessary to accommodate a change in accounting methods that uniformly applies grant deductions among regular staff.

7. Quarterly activity report period ending 9/30/12

R. Miller brought to everyone's attention the histograms showing an increase in soil testing, septic permit, and B100a review activities and a decrease in complaints, as compared to this time last year.

8. Strategic Plan Update

Special committee met and began going through the Action plan item by item. The next meeting will be January 7, 2013. The Action Plan will be brought to the Board for approval once the process is complete.

9. TB case management

R. Miller informed the board of the circumstances surrounding a TB case in the community and how the case and case contact investigation is being managed.

Communications

11. Rabies Press Release

R. Miller relayed the story of the incidents that lead to the need to issue a press release, and the positive outcome.

Adjournment

MOTION made by R. Field and seconded by M. Kurland to adjourn at 6:10 pm. MOTION PASSED unanimously.

Next Board Meeting – January 17, 2013, 4:30 pm at the Coventry Town Hall Annex.

Respectfully submitted,



Robert Miller
Secretary