

Eastern Highlands Health District  
Board of Directors Regular Meeting Minutes  
Coventry Town Hall Annex  
Thursday, August 15, 2019

**Members present:** J. Carrington (Mansfield), R. Devito (Ashford), T. Nuccio (Tolland 4:45pm), E. Paterson (Mansfield), P. Shapiro (Mansfield), J. Stille (Bolton), M. Walter (Columbia), D. Walsh (Coventry),

**Staff present:** R. Miller, M. Brosseau, C. Trahan, J. Kelly (Administrative Officer for Bolton)

**Call to Order:** E. Paterson called the meeting to order at 4:35 pm. E. Paterson welcomed J. Carrington and introduced J. Kelly, Administrative Officer for Bolton.

**Approval of minutes of June 20, 2019** J. Stille made a MOTION, seconded by D. Walsh to approve the minutes of the June 20, 2019 meeting with the following modifications:

- Under town report for Coventry, change "D. Walsh was part of a committee" to "K. Dardick was part of a committee"
- Under town report for Bolton, change "greet" to green.

MOTION PASSED with P. Shapiro and J. Carrington abstaining.

#### **New Business**

#### **Ratify State DPH per capita grant application FY19/20**

R. Miller reported to the board that this per capita grant application has been submitted. R. Miller requested ratification of the application. D. Walsh made a MOTION seconded by J. Stille to ratify the Eastern Highlands Health District's Fiscal Year 2019/2020 State of Connecticut Department of Public Health Per Capita Funding Application as presented August 15, 2019. MOTION PASSED unanimously.

#### **Subcommittee Reports**

#### **Finance Committee – Quarterly financial reports for the period ending 6/30/18**

R. Miller presented to the board a brief over view of the quarterly financial report for the period ending 6/30/19, noting that the finance committee accepted the report as presented.

#### **Personnel Committee – Timeline DOH performance review process and timeline**

D. Walsh reported to the board that the personnel committee met and reviewed the performance review process of the Director. The same instrument used in previous years will be utilized again this year. The timeline for the director performance review process will need to be modified due to the turnover in the Human Resources department at the Town of Mansfield. D. Walsh encouraged all board members to participate and to add comments when selecting a rating other than "meets expectations".

A brief discussion ensued regarding the vacancies in the Department.

## **Town Reports**

### **Bolton**

J. Stille informed the board that they were able to hand pull weeds, rather than treat the weeds in the lake. The Annual Bolton Farmers Market will be held August 25<sup>th</sup>. And the annual Lutz Museum Farm Day will be held August 31<sup>st</sup> at the Fish Family Farm.

### **Tolland**

T. Nuccio informed the board that a new Town Manager for Tolland has been hired. T. Nuccio initiated discussion about the number of residents experiencing sodium chloride issues with their well water. She is advocating for her community.

### **Columbia**

M. Walter informed the board that business at the Main Moose is "booming". He noted that the Thunderbird Café is upgrading their equipment. Finally, he informed the board that there were minor algae blooms in the lake, and they are keeping an eye on it.

## **Directors Report**

### **Substance Abuse in Our Communities Workgroup – Activity Update**

R. Miller reported that the committee has been busy. The committee is working with the Town of Mansfield on the development of a policy to pre-stage naran at public buildings.

R. Miller informed the board that the committee is working with the Town of Coventry Police Department on a prescription drug take back campaign with a goal of collecting 100 lbs of medication in 20 days.

R. Miller reported that Cecile Serazo, Community Health and Wellness Coordinator is doing outreach events.

### **Quarterly activity report – period ending 6/30/19**

R. Miller directed the Board members' attention to the histograms noting that soil testing is slightly down, Public Health Reviews have increased slightly, and Food service inspections have decreased due to staff vacancies over the year.

D. Walsh expressed concern about the cleanliness of movie theatres, in particular the areas under the seats.

### **34 Old Farms Road, Willington, Makuch Property – update**

R. Miller informed the board that Mr. Makuch was informed that EHHD is not in a position to make a legal decision regarding the matter. The State DPH is the oversight body. L. Mathieu from the State DPH met with Mr. Makuch and supported the connection to the public water system.

## **Staff Recruitment**

R. Miller informed the board that 2 new staff have been hired. Thad King, a veteran sanitarian, has been hired as a Sanitarian II. He will be covering Mansfield, Bolton and

Andover land services. Zachery Jezek has been hired as an environmental health inspector. As an entry level position, Zachary will be training on responding to complaints, and food service inspections, with eventual transitioning to land use service.

R. Miller noted that there is still a part time environmental health inspector vacancy. This position will be posted soon. R. Miller expressed concern in finding a qualified food service inspector for this vacancy.

J. Stille suggested that the Personnel Committee look into the issue of pay and benefits packages. D. Walsh agreed to add it to the items for the personnel committee to review.

**Communications**

**BlumShapiro re: Communication with Those Charged with Governance**

R. Miller called attention to this item so that any questions the board might have could be addressed by C. Trahan.

**DPH Food Protection Program re: MOU with DCP**

R. Miller explained that this MOU gives DCP access to inspections done at bakeries by local public health.

**DPH Water Supply Section re: Evaluation of Source Water for PFAS**

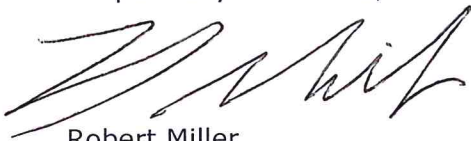
R. Miller noted that this is an emerging nationwide issue determined to have harmful effects. The EPA has not set maximum containment standards and labs don't have the technology to mainstream testing and analysis. Guidelines will be established for testing public water systems.

**Adjournment**

P. Shapiro made a MOTION seconded by J. Stille to adjourn the meeting at 5:35 pm. MOTION PASSED unanimously.

**Next Board Meeting, October 17, 2019, 4:30 PM at Coventry Town Hall Annex**

Respectfully submitted,



Robert Miller  
Secretary