

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Coventry Town Hall Annex
Thursday, December 14, 2017

Members present: R. DeVito (Ashford), J. Elsesser (Coventry), J. Higgins (Andover), T. Nuccio (Tolland), E. Paterson (Mansfield), P. Schur (Willington), J. Stille (Bolton), B. Syme (Scotland), D. Walsh (Coventry), M. Walters (Columbia), S. Werbner (Tolland)

Staff present: R. Miller, M. Brosseau

Call to Order: E. Paterson called the meeting to order at 4:31 pm.

Rob introduced and welcomed newest board member Tammy Nuccio representing the town of Tolland.

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

E. Paterson called for nominations.

S. Werbner inquired if current officers were interested in remaining in their positions. All answered yes. S. Werbner made a MOTION, seconded by P. Schur to nominate and elect the existing slate of officers to continue for another term. MOTION PASSED unanimously.

Approval of minutes of October 19, 2017

J. Elsesser made a MOTION, seconded by D. Walsh to approve the minutes of the October 19, 2017 meeting as presented. MOTION PASSED with P. Schur, T. Nuccio and B. Syme abstaining.

Approval of minutes of October 31, 2017

J. Elsesser made a MOTION, seconded by J. Stille to approve the minutes of the October 31, 2017 meeting as presented. MOTION PASSED with D. Walsh, T. Nuccio and B. Syme abstaining.

Proposed Fiscal Year 2018/2019 Operating Budget, CNR Budget, and fee schedule – set public hearing date

R. Miller gave an overview of the salient points of the budget proposal. He noted that the Finance Committee met prior to the regular board meeting and recommended the board move the proposal forward and set a public hearing date with a stipulation that the food service late fees and reinspection fees apply to non-profit, school and town entities

The salient points in the proposed budget include:

- Total spending proposal of \$812,237, which is a 0.5% decrease from FY 17/18
- Member Town contribution rate increase of 0.3% to \$5.31 per capita
- Total CNR spending of \$15,000

R. Miller reviewed the salient changes in the fee schedule. Discussion ensued about whether schools should be charged for services they receive.

S. Werbner requested that a review be done regarding the level of service being delivered following the redistribution of work load. R. Miller noted that a review will be done. As part of the original staffing assignment change the board had directed reviews at the 6 and 12 month mark.

D. Walsh made a MOTION, seconded by M. Walter to set a public hearing date of Thursday, January 18, 2018 at 4:30 PM, Coventry Town Hall Annex, 1712 Main Street Coventry, CT, to hear the public's comments regarding the Proposed Fiscal Year 2018/2019 Eastern Highlands Health District Operating budget, capital non-recurring budget, and modified fee schedule as presented. Motion PASSED unanimously.

S. Werbner made a MOTION, seconded by J Stille to remove the exemption and have the fee schedule apply to school food service operations. Motion PASSED with D. Walsh opposing.

Town Reports

Ashford – R. DeVito reported that the Cumberland Farms and Dollar store have opened in Ashford.

Coventry – J. Elsesser reported that Cumberland Farms is working the way through planning and zoning. Probate court has order inspections of the outbuildings at Caprilands property. Reids has been taken off the market. The Beebe House restaurant building is up for sale.

Bolton – J. Stille reported that Bolton and Coventry are working together on an economic development strategy for town lines. 2 gas stations are looking to raze and start over. A dentist office is going in on Rte 44.

Scotland – B. Syme reported that the first package store has opened in Scotland.

Columbia – M. Walter reported that a used car and auto repair facility is moving from Willimantic to Columbia. The 7-11 project has been completed. A Contract has been signed for a solar project at the school.

Director's Report

Substance Abuse in our Communities Workgroup – Update

R. Miller reported that the workgroup has been active, working on putting out materials. Copies of the materials were distributed to first responders. The group hosted a Narcan train the trainer event. A third resource document is in development. This will be a tri-fold with a detailed roster of area programs and services

Strategic Plan Progress – Online permit application/tracking system

R. Miller informed the board that the training for the online permit system has been delayed due to staff leave issues, thus delaying the go live date by at least one month. R. Miller has sent a letter to the assessors in each town requesting updated CAMA data.

1st Quarter FY 17/18 Activity Report

R. Miller gave a general overview of the environmental health activities, noting that soil testing is up slightly and well permits show a decrease due to dealing with a drought at the same time last year.

Food Code Transition Update

R. Miller informed the board that Staff has started mandatory online training. The state DPH postponed the first two classroom inspector training events.

Sanitarian of the Year

R. Miller announced to the board that Jeff Polhemus was recognized by his colleagues at Connecticut Environmental Health Association as Sanitarian of the Year.

Adjournment

S. Werbner made a MOTION, seconded by P. Schur to adjourn at 6:05pm. Motion PASSED.

Next Board Meeting, January 18, 2018, 4:30 PM at Coventry Town Hall Annex

Respectfully submitted,



Robert Miller
Secretary