

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes - DRAFT

Thursday, June 12, 2025

Members present: E. Anderson (Andover), M. Capriola (Mansfield-Virtual), J. Drumm (Coventry), J. Elsesser (Coventry), J. Rupert (Bolton), C. Silver-Smith (Ashford – Virtual), M. Walter (Columbia-Virtual)

Staff present: Director of Health R. Miller, Office Manager M. Brosseau

J. Elsesser called the meeting to order at 4:36pm

Minutes

M. Walter made a MOTION, seconded by J. Rupert to approve the minutes of the February 20, 2025 meeting as presented. MOTION PASSED unanimously.

EHHD Strategic Plan – Implementation Plan Approval

R. Miller presented an overview of the development and intended use of the implementation plan. R. Miller thanked J. Elsesser, J. Rupert, E. Anderson and C. Silver-Smith for their help in the process of developing the plan.

J. Rupert inquired how feedback to the Board would be delivered. R. Miller expressed that his intention is to provide quarterly updates.

J. Rupert made a MOTION seconded by C. Silver-Smith to approve the implementation plan for the EHHD Strategic Plan, FY 2025-FY2029, as presented on June 12, 2025. MOTION PASSED unanimously.

EHHD Opioid Initiative Presentation and Authorization

R. Miller presented highlights of the Opioid Action Initiative Proposal.

J. Drumm joined the meeting.

M. Capriola joined the meeting.

J. Elsesser made a MOTION seconded by J. Rupert to authorize the Director of Health to negotiate and execute Memoranda of Agreement with interested member towns to implement the EHHD Opioid Action Initiative. MOTION PASSED unanimously.

Subcommittee Reports

Personnel Committee

Establishment of Juneteenth Holiday

M. Capriola reported on the adoption of Juneteenth as an observed paid holiday, noting that it was unanimously endorsed by the Personnel Committee as their meeting on June 11, 2025.

E. Anderson joined the meeting.

J. Rupert made a motion, seconded by E. Anderson to add Juneteenth as a holiday. Motion Passed with 5 Yes and 2 No; J. Drumm and J. Rupert voted no. J. Rupert went on the record to say that he has nothing against the holiday, but cannot support it as his Board did not support it for his town.

Director of Health Performance Evaluation Instrument & Timeline

M. Capriola presented the timeline and evaluation instrument. M. Capriola noted that the timeline is consistent with past years. R. Miller noted that the personnel committed agreed by consensus to the memorandum from M. Capriola regarding the Evaluation and Timeline.

Finance Committee Financial Report for period ending 3/31/2025

R Miller presented the financial report for the period ending 3/31/2025, noting the salient features. R. Miller noted that the service fee categories are behind at this time of the year and will hopefully catch up. Traditionally, there is a lull in service during the winter months.

J. Elsesser went on the record to say that the board has historically, intentionally off set operating expenses with lowering of fund balance.

J. Rupert made a MOTION, seconded by J. Drumm to accept the financial report as presented. MOTION PASSED unanimously.

Executive Committee – Appointment of Auditor

R. Miller reported that the executive committee met on May 7, 2025 to review the Finance Director's recommendation for auditor. At that meeting CliftonLarsonAllen LLP was unanimously appointed as the auditing firm for EHHD for fiscal year 2024/2025.

J. Elsessor noted that it would be complicated for EHHD to get an independent auditor.

Director's Report

Federal Grant Impacts – Update

R. Miller provided an update on the suspension order and eventual reinstatement of Federal grants.

Fiscal Year 25/26 State Budget Impacts – Update

R. Miller provide an update to the State Budget and the impact on the funds available to EHHD. R. Miller noted that the budget before the Governor cuts funds to Local Public Health by 10%. J. Elsesser noted that the governor has not yet signed the budget bill. A special meeting of the Finance Committee may be needed to discuss the loss of funds.

Tobacco Best Practices Grant Award

R. Miller reported on the Tobacco Best Practices Grant awarded to EHHD. The award is \$166,000 over 3 years.

Quarterly Activity Report period ending 12/31/2024

R. Miller presented the salient features of the quarterly report. Highlights include advocacy efforts during this legislative session.

CAHD - Legislative Session Bill Tracking report

R. Miller informed the board about the bills being closely monitored by CADH.

Town Reports

Columbia M. Walter reported that a potential new restaurant will be opening in Columbia

Andover E. Anderson reported they have received an appropriation of \$250K for rec facilities in Andover. E. Anderson also noted that the bridge repair at Bunker Hill is proceeding.

Bolton J. Rupert reported that the Heritage Farm Trail has been approved by the Board of Selectmen. He also noted that the town has been awarded a STEAP grant that will be used for soccer fields and resurfacing of 3 basketball courts. J. Rupert noted that with the assistance of E. Anderson, the Recreation Director applied for a transportation grant. The town has been awarded the grant and will use the funds for an e-bike program. The Bolton Lake will open on 6/23.

Coventry J. Drumm reported that the water line project is moving forward and the Hop River bridge project is just about finished.

Adjournment

J. Rupert made a MOTION, seconded by E. Anderson to adjourn the meeting at 5:45pm. MOTION PASSED unanimously.

Next Board Meeting – August 21, 2025, 4:30 PM

Respectfully submitted,

Robert Miller
Secretary