

Eastern Highlands Health District  
Board of Directors Regular Meeting Minutes  
Coventry Town Hall Annex  
Thursday, January 18, 2018

**Members present:** J. Carrington (Mansfield), R. DeVito (Ashford), J. Elsesser (Coventry), J. Higgins (Andover), T. Nuccio (Tolland), E. Paterson (Mansfield), P. Shapiro (Mansfield), J. Stille (Bolton), D. Walsh (Coventry), M. Walter (Columbia)

**Staff present:** R. Miller, K. Dardick, M. Brosseau

**Scheduled Business – Public Hearing – Proposed Fiscal Year 2018/2019 Budgets and Fee Schedule**

R. Miller opened the public hearing at 4:30pm by reading the announcement into the record. (See attached hearing notice.) R. Miller confirmed that there were no written comments submitted.

E. Paterson asked for comments from the public.

R. Carroll, Director of Finance for Coventry Public Schools expressed concern regarding assessing a fee on the Board of Education food services program.

F. Baran, Superintendent of Scotland Public Schools stated he was looking for additional information regarding the fee to be assessed on food service programs. Specifically inquiring about the amount of the fee and who would be responsible for paying it since Scotland contracts with Eastconn for their food service program.

D. Walsh inquired as to how many other towns in the district contract outside of the town for food services. Discussion occurred, informing the board that Andover contracts with Coventry, while Bolton, Columbia and Scotland contract with Eastconn.

Hearing no other comments, E. Paterson closed the Public Hearing at 4:36pm.

E. Paterson called the regular meeting to order at 4:36pm.

**Approval of minutes**

J. Elsesser made a motion seconded by J. Stille to approve the minutes of the December 14, 2017 meeting as presented. MOTION PASSED unanimously.

**Public Comments**

R. Miller addressed the question of fees asked by F. Baran. Discussion ensued regarding who would be responsible for the fee. R. Miller stated that the licensee of the food service establishment would be responsible for the fee. F. Baran asked if the fee schedule would be adopted at the present meeting and if notification would be sent to the different institutions. R. Miller noted that the fee schedule is on the current meeting agenda for action, and if it is adopted notification will be sent to the institutions.

## **Old Business**

### **Proposed Fiscal Year 2018/2019 Operating Budget, Proposed Fiscal Year 2018/2019 CNR Budget, and Proposed Fiscal Year 2018/2019 fee schedule**

R. Miller provided background on the preparation of the budget. J. Elsesser reminded people that there is an expectation of reduction in state funding and shortfalls would need to come from fees or property taxes. Fees are more complicated this year because of the adoption of the FDA Food Code and changes to the classifications of food service establishments resulting in additional work without compensation.

J. Stille made a MOTION, seconded by J. Elsesser adopt the Fiscal Year 18/19 Operating Budget, Fiscal Year 2018/2019 CNR Budget, and Proposed Fiscal Year 2018/2019 fee schedule as presented January 18, 2018. MOTION passed unanimously.

P. Shapiro asked what the increase for individual schools. R Miller stated that the fee would be dependent on the classification and the range would be between \$255 and \$380.

P. Shapiro initiated discussion about the difference between fees and property taxes.

J. Stille reminded the board that staff time is taken to do inspections without and recouping the cost.

J. Elsesser initiated discussion about holding the motion to adopt the budgets until there was a better idea of what the state budget cuts would be. General consensus was that there was no need to postpone the motion.

## **New Business**

### **Memorandum of Agreement By and Between Ledge Light Health District and the EHHD for Public Health Emergency Preparedness-ratification**

R. Miller presented a brief overview of the agreement that has been signed. D. Walsh made a MOTION, seconded by J. Stille to ratify the "Memorandum of Agreement for the DPH Public Health Preparedness Program, By and Between the Ledge Light Health District and Eastern Highlands Health District 2017-2018" as presented on January 18, 2016. MOTION PASSED unanimously.

D. Walsh left the meeting.

## **Report from Dr. Dardick**

K. Dardick reported that influenza is here with a vengeance. He informed the board of a new device in his office that is able to diagnose influenza in about 15 minutes.

R. Miller directed the board to the DPH 2017-2018 Influenza update for Week 52 in the meeting packet.

K. Dardick encourages people to get the flu vaccine even though it may not prevent you from contracting the flu, it will lessen the severity of the illness. He noted that if diagnosed early, Tamiflu is helpful in relieving the symptoms.

R. Miller noted that there is information on our website from the state health department. And that the state health department is rallying local health departments to assist with flu clinics.

K. Dardick informed the board that a new vaccine for shingles has been approved by the FDA. This vaccination is recommended for everyone over 50. Unfortunately, it may be very costly.

### **Town of Mansfield/EHHD Employee Wellness Service Agreement (FY17/18) – Ratification**

R. Miller proved an overview of the agreement.

J. Stille made a MOTION, seconded by J. Elsesser to ratify the agreement, "Town of Mansfield/Eastern Highlands Health District Employee Wellness Service Agreement", as presented on January 18, 2018. MOTION PASSED unanimously.

### **Subcommittee Reports**

#### **Finance Committee**

R. Miller reported that the finance committee met prior to the regular board meeting where they reviewed and accepted the quarterly financial report for the period ending 12/31/17 as presented.

#### **Town Reports**

Mansfield – E. Paterson introduced John Carrington, Interim Town Manager for Mansfield.

Bolton – J. Stille informed the board that Bolton has several potential commercial projects on the horizon.

Coventry – J. Elsesser reported that there was a car accident recently that took out the power to the south end of town resulting in a loss of water pressure to numerous water customers. J. Elsesser also informed the board that the owner of Lakeview has purchased the building where the Penalty Box is located. Andover, Bolton and Coventry have received a grant to do a 3 ½ mile greenway study to but in a walkway along the Route 6 Corridor. J. Elsesser informed the board that CT Water will be bringing a new well online this summer that will bring water to the village.

#### **Director's Report**

#### **Substance Abuse in our Communities Workgroup**

R. Miller reported that the workgroup is putting together a new resource document to be given to Social Service groups and first responders.

R. Miller informed the board that Coventry BOE & Coventry Police Department are hosting a showing of "Chasing the Dragon: The Life of an Opiate Addict" to educate high school students and their parent about the dangers of opioid addiction.



**Strategic Plan Progress – Online permit application/tracking system**

R. Miller informed the board that progress continues on the online permit tracking software; Assessors data has been received from all but 1 town; a staff training session has been scheduled for January 25<sup>th</sup>; and there is a targeting go live date of March 1<sup>st</sup>. R. Miller noted that this will be an ongoing initiative.

**FDA Food Code Transition - update**

R. Miller reported that staff is working on the online training. He also informed the board that he is nervous about the role of DPH in moving forward with implementation as regulations must be released before new statutes can be enforced.

R. DeVito asked if hard copies of the code would be made available to staff. R. Miller indicated that they would.

J. Stille made a MOTION, seconded by J. Elsesser to adjourn at 5:50pm.

Respectfully submitted,



Robert Miller  
Secretary