

**Eastern Highlands Health District
Board of Directors Meeting
Coventry Town Hall – Annex**

Thursday, August 20, 2009

Present: E. Paterson, M. D. Walsh, D. Cameron, T. Tully, J. Elsesser, J. Stille, J. Luiz

Staff Present: R. Miller, M. Remy, J. Polhemus

Absent: F. Daniels, R. Fletcher (Alternate), D. Cianci (Alternate), C. Anderson (Alternate), L. Eldridge (Alternate), S. Chace (Alternate), Andover Appointee (Vacant), M. Hart, M. Kurland, P. Schur, S. Werbner

E. Paterson called the public hearing to order at 4:35 p.m.

Public Hearing – Proposed Amendments FY 09/10 EHHD Fee Schedule:

R. Miller read the public hearing notice into the record. This notice is attached to the minutes. No written communications were received.

Public comments: Roberta Wilmont, market master for the Coventry Farmers Market stated fee schedule is fair and well received by committee members and farmers.

E. Paterson called the public hearing to a close at 4:40 p.m.

Chair Elizabeth Paterson called the meeting to order at 4:45 p.m.

Approval of June 18, 2009 Minutes: A MOTION was made by J. Stille, seconded by J. Elsesser, to approve the minutes of the June 18, 2009 meeting as presented with the following change: Town Reports for Coventry – “Canyon Falls” should be “Kenyon Falls.” The MOTION was PASSED unanimously.

Public Comments – R. Wilmont encouraged all to go to www.coventryfarmersmarket.com to vote for the Coventry Farmer’s Market in the “Love Your Farmers Market Contest”

Old Business:

1. Proposed Amendments FY 09/10 Fee Schedule: R. Miller reported that the amendments proposed provide new food vendor categories for farmer’s markets.

A MOTION was made by M. D. Walsh, seconded by J. Stille to adopt the amended FY09/10 fee schedule as presented effective November 1, 2009. The MOTION was PASSED unanimously. (The adopted amendments are attached to these minutes.)

New Business:

2. Preventive Health Block Grant Funding Application FY 2010: R. Miller reported this grant (\$11,963) has allowed the health district to make basic employee wellness services available to all public sector employees within ten towns in health district. Discussion ensued regarding the services offered to towns. R. Miller to check with A. Bloom regarding outreach to towns.

D. Walsh made a MOTION, seconded by D. Cameron to ratify the FY 2009/2010 Preventive Health and Health Services Block Grant, Continuation Funding Application as signed by the Director of Health on June 30, 2009. The MOTION was PASSED unanimously.

Town Reports:

Columbia – J. Luiz reported pollution issue at old gas station; well water testing in area. R. Miller and J. Polhemus assistance in matter was appreciated.

Coventry – J. Elsesser reported on Daisy Creamery, Walgreens and Kenyon Falls development projects. He also asked town staff to develop staffing contingency plans in preparation for the fall flu season and H1N1.

Directors Report:

3. Waste Water Management Code:

R. Miller reported that at April 2009 meeting this was discussed during fiscal presentation and he was asked to present further information for board consideration and discussion. R. Miller highlighted complaint and septic repair data which indicated a problem with septic system maintenance district wide. He also presented a draft code which is modeled after a Chatham Health District code that has been in effect for six months. The main salient provisions are septic tank re-registration, pumping permit applications, permit to discharge renewals/issuance/enforcement, public information and fees. This code would encourage proper operation and maintenance of septic system thereby protecting surface and ground water from which residence get their drinking water.

J. Elsesser stated he believes a need for inspections and repairs but not solely to generate fees; need to look at other ways to generate revenues. J. Elsesser supports pursuing grants that can fund surveys that can generate data supporting the need for comprehensive waste water management. J. Luiz reported that Columbia is currently considering a pump out ordinance of homes surrounding lake.

R. Miller reported EHHD issues a Permit to Discharge for every septic system repair or new system which is statutorily valid for five years. EHHD does not have the resources or program to renew expired permits to discharge.

J. Stille expressed concern with creating more fees during difficult economic times. D. Cameron too did not favor the concept of a waste water management code.

It was the consensus of the Board to table this issue. R. Miller to monitor Chatham Health District program and revisit it in a year with possibility of inviting Chatham Health Director to speak to Board.

4. 2009 H1N1 Influenza A Update: R. Miller reported that staff is actively planning and preparing for upcoming Fall season. Has been in contact with school superintendents and nurses, emergency management directors regarding infection transmission control and school based vaccination clinics. R. Miller reported August has seen significant decrease in flu cases. We are currently updating contact list for physicians, UCONN health services, long term care facilities, etc. Formal notification received from DPH that EHHD is going to receive an additional \$34,000 to plan and prepare for distribution and administration of vaccine at local level. Initial delivery of vaccine will be October with first tier priority groups identified as pregnant women, EMS and health care workers, children between six months and four years with underlying health conditions, and caregivers of children under six months of age. Primary care providers will provide vaccine. Second tier will include those listed above plus all healthy children between four and twenty four years of age. We are coordinating with area VNA's to assist with vaccinating our citizens.
5. Quarterly Financial Report: Finance Committee met on July 28, 2009, reviewed and accepted reports. R. Miller reported that he spoke to Denise Merrill about state budget proposed 12% cut to health districts. R. Miller reported also that a former employee has filed for unemployment. Health district's total liability is \$16,000 for 12 months.

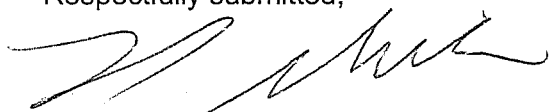
6. Quarterly Activity Report: No discussion

Communications:

↳ Miller reported that M. Hart was appointed CCM's representative to the Governor's Council for Local Public Health Regionalization.

A motion was made by D. Cameron, seconded by D. Walsh to adjourn the meeting at 6 p.m. The MOTION was PASSED unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Robert Miller', written in a cursive style.

Robert Miller
Secretary



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**Eastern Highlands Health District
Public Hearing
Proposed Amendments to Fee Schedule FY 09/10**

The Eastern Highlands Health District will hold a Public Hearing on Thursday, August 20, 2009, at 4:30 p.m. in the Coventry Town Hall, Annex, 1712 Main Street, Coventry Connecticut, to hear citizen's comments on the Proposed Amendments to the FY 2009-2010 District service fee schedule. At this hearing interested persons may appear and be heard and written communications received. Copies of the proposed fee schedule amendments are available in the Andover, Ashford, Bolton, Chaplin, Columbia, Coventry, Mansfield, Scotland, Tolland and Willington Town Clerk offices. Written comments will be received up to the close of the hearing and can be directed to the Health District Board of Directors at 4 South Eagleville Road, Mansfield, CT 06268

Dated at Mansfield, Connecticut, this 4th day of August, 2009.

Robert L. Miller
Director of Health

Eastern Highlands Health District

Fee Schedule - FY 09 - 10

Proposed Amendments

	Adopted FY09/10	Proposed Amendments FY09/10
Service Activity		
Food Establishment License		
Class I	\$ 105.00	no change
Class II	\$ 130.00	no change
Class III	\$ 185.00	no change
Class IV	\$ 265.00	no change
Temporary	\$ 40.00	no change
Re-Inspection	\$ 50.00	no change
2 nd Re-inspection	\$ 100.00	no change
Food Establishment Plan Review Fees Per Plan		
Class I & II	\$ 130.00	no change
Class III & IV	\$ 210.00	no change
Subsurface Sewage Disposal		
Permit - New	\$ 150.00	no change
Permit - Major Repair	\$ 150.00	no change
Permit - Minor Repair	\$ 60.00	no change
Permit - Design Flow >2000 GPD	\$ 300.00	no change
Percolation (perc) Test	\$ 75.00	no change
Deep Hole Test (fee includes 3 pits per site)	\$ 85.00	no change
Each Additional Pit	\$ 20.00	no change
Subdivision Plan Review (per lot)	\$ 90.00	no change
(Fee includes review of one set of revisions)		
Subdivision Plan Revisions Reviewed (per lot)	\$ 30.00	no change
(Fee is for each added set of revisions)		
Plan Review (per plan)	\$ 90.00	no change
Review plans revised more than once	\$ 30.00	no change
Plan Review for Tank Replacement	\$ 40.00	no change
B100a Review (Building/Zoning Permit)	\$ 40.00	no change
Septic Tank/System Abandonment	\$ 50.00	no change
Miscellaneous		
Well Permit	\$ 90.00	no change
Mortgage Inspection/Report for FHA,VA	\$ 50.00	no change
Commercial Bank Mortgage Inspection/Report	\$ 100.00	no change
Group Home/Daycare Inspection	\$ 70.00	no change
Lead Inspection per Sanitarian	\$65/hour	no change
Family Campground Inspection	\$ 100.00	no change
Cosmetology Inspection		
Small	\$ 50.00	no change
Large	\$ 150.00	no change
New Service Activity Categories		
Farmers Market Food Vendor Seasonal License Categories		
Farmer Food Vendor License - Cold samples only		
One market location		no fee
Multiple-market locations		no fee
Non-farmer Food Vendor License - Cold samples only		
One market location		\$ 25.00
Multiple-market locations		\$ 40.00
Farmer Food Vendor License - Low Risk Food Preparation		
One market location		\$ 25.00
Multiple-market locations		\$ 40.00
Non-farmer Food Vendor License - Low Risk Food Preparation		
One market location		\$ 40.00
Multiple-market locations		\$ 60.00
Food Vendor License - High Risk Food Preparation		\$ 200.00