

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

Thursday, June 18, 2009

Chair Elizabeth Paterson called the meeting to order at 4:30 p.m.

Present: E. Paterson, D. Walsh, D. Cameron, M. Kurland, S. Werbner, T. Tully, J. Elsesser, J. Stille, M. Hart, P. Schur

Staff Present: R. Miller, Dr. Dardick, M. Remy, J. Polhemus, C. Trahan

Absent: F. Daniels, R. Fletcher (Alternate), D. Cianci (Alternate), C. Anderson (Alternate), L. Eldridge (Alternate), S. Chace (Alternate), Andover Appointee (Vacant), J. Luiz

Public Hearing – Proposed FY 09/10 Fee Schedule:

E. Paterson called the public hearing to order.

R. Miller read the public hearing notice into the record. This notice is attached to the minutes. One written communication was received from Clark Stearns First Selectman from the Town of Scotland. Mr. Stearns' communication was read into the record and is attached to these minutes.

Public comments: Roberta Wilmont, market master for the Coventry Farmers Market stated she was pleased with work being done on Fees of Farmers Market. Bryan O'Hara, market master for the Storrs Farmers Market stated negotiated fee structure is satisfactory.

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

Approval of April 16, 2009 Minutes: A MOTION was made by D. Walsh, seconded by S. Werbner, to approve the minutes of the April 16, 2009 meeting as presented. P. Schur, J. Stille and J. Elsesser abstained. The MOTION was PASSED unanimously.

Public Comments - none

Old Business:

1. Proposed FY 09/10 Fee Schedule: R. Miller reported that the primary reason to set a public hearing for a proposed fee schedule is to provide an option to the Board to increase fees due to recent fiscal challenges, which include possible per capita grant funding decreases and estimated decrease in service fee revenues. R. Miller reported two important things have changed since this public hearing date was set: 1. step increases to staff salaries were frozen by the Board for FY 09/10 and 2. EHHD received confirmation that the BT Grant will be received and available to backfill salaries and benefits. These circumstances may result in a total estimated savings of \$26,000 in salaries and benefits for FY 09/10.

P. Schur reported the Incremental Increase Options sheet for fees is not accurate. He suggested producing a document that is correct for public hearing.

J. Elsesser recommends that the Board defer this action until more is known about the state budget. He recommends the finance committee meet to recommend a fee schedule for Board consideration.

A motion to adopt the proposed fee schedule as warned for FY 09/10 was MOVED by J. Elsesser, seconded by J. Stille. A discussion ensued regarding the Finance committee to revise fee schedule for a second public hearing.

The MOTION FAILED unanimously.

By consensus of the full board a public hearing date is set for August 20, 2009 at 4:30 p.m. at the Coventry Town Hall Annex to hear public comments regarding a proposed EHHD fee schedule and to authorize the Finance Committee to develop said fee schedule.

New Business:

2. Proposed Fee Schedule for Local Farmers Market Food Vendor: R. Miller reported that at the direction of Board Chair E. Paterson, selected EHHD staff, board members and markets masters form an Ad Hoc Committee to develop a proposed fee schedule for food vendors at a farmers market. The committee completed their work and the resulting proposed fee schedule will be incorporated into the full suite of proposed service fees for the 8/20/09 public hearing.
3. Appointment of Auditor for FY 08/09 – J. Elsesser made a MOTION to appoint Blum, Shapiro and Company as the new auditor, seconded by D. Walsh. The MOTION was PASSED unanimously. It was noted that the cost of their services will exceed the budget line item by \$610.

Town Reports:

Jolton – J. Stille reported on sewer project and high school/addition project.

Mansfield – M. Hart reported on 4 Corners (Route 195 & 44) commercial sewer and water project.

Coventry – J. Elsesser reported on ice cream shop to open, housing blight ordinance, Canyon Falls project and that 6,000 people showed up for latest farmers market.

Directors Report:

R. Miller reported on the agency's response to H1N1 influenza. Much of EHHD time (approximately 2.5 FTE over two weeks) was spent on managing information. This primarily involved notifying and communicating with area stakeholders.

One consequence of the health district response for the fall flu season may be a lack of staff available to conduct basic services such as soil testing, plan reviews and inspections.

R. Miller stated that the health district may need the support of member towns with the local response.

Concerns for future include lack of resources to respond if confronted with an increase in illness severity, or a CDC/DPH directive to administer vaccines or dispense antiviral medications to local community.

Dr. Dardick commented that, right now, disease severity associated with H1N1 is mild and questioned the need to develop a vaccine.

The good news is that we do have plans in place, conduct staff and community trainings, and continue to improve preparedness to pandemic influenza.

R. Miller reported that Finance Committee accepted the Quarterly Report ending March 31, 2009.

Communications: No discussion

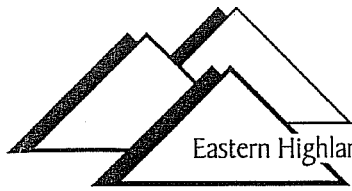
Executive Session: None

A motion was made by P. Schur, seconded by M. Kurland to adjourn the meeting at 6 p.m. The MOTION was PASSED unanimously.

Respectfully submitted,

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

Robert Miller
Secretary



Eastern Highlands Health District

4 South Eagleville Road ♦ Mansfield CT 06268 ♦ Tel: (860) 429-3325 ♦ Fax: (860) 429-3321

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

The Eastern Highlands Health District will hold a Public Hearing on Thursday, June 18, 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 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 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 3rd day of June 2009.

Robert L. Miller
Director of Health

TOWN OF SCOTLAND



Scotland Town Hall 9 Devotion Road, P.O. Box 122 Scotland, CT 06264
Town Hall: (860) 423-9634 1st Selectman: (860) 456-7797

May 6, 2009

Elizabeth Paterson, Chair
Board of Directors
Eastern Highland Health District
4 South Eagleville Road
Mansfield, CT 06268

Re: Raising of Service Fee Rates for FY 2009/10

Dear Ms. Paterson,

In lieu of attending the public hearing on raising the Service Fee rates for Fiscal Year 2009/10, I would like to have read into the record that we in Scotland do not feel that the raising of service fee rates is justified in these tough economic times, nor the way to make up a projected budget deficit, especially in light of the fact that the Eastern Highlands Health District has a current surplus of approximately 36% of the annual budget. I would like to be able to say to the citizens of Scotland that there will be no further rise in the service fees related to Eastern Highlands Health District for at least the next fiscal year.

Doug Cameron, our representative on the Board of Directors, informs me that even if the entire budget shortfall is funded from surplus, it will only drop the surplus from \$286,638 (at 3/31/09) down to \$235,838 or 30% of the annual budget. This seems to me to be a more than adequate cushion and it also sends a very positive message to the people who utilize the services of EHHD that the District is doing its part to contain costs and still maintain service levels.

Thank you.

Yours truly,

A handwritten signature in cursive script that reads "Clark W. Stearns".

Clark W. Stearns, 1st Selectman
Town of Scotland

RECEIVED

MAY - 8 2009

EHHD