

CHATHAM HEALTH DISTRICT

Serving the Towns of East Haddam, East Hampton, Hebron, Marlborough & Portland

Board Members

Alan H. Bergren, *Chairman*
Thad D. King, MPH
Bradley P. Parker, *Vice Chairman*
Susan Bransfield, *Treasurer*
Peter Hughes
Michael Hillsberg

DISTRICT HEALTH DIRECTOR

Board Meeting

January 30, 2007
2:15 PM
East Hampton Town Hall

Present: Alan Bergren Susan Bransfield
 Brad Parker Michael Hillsberg
 Peter Hughes

Other: Thad King Don Mitchell
 Bill Cox

1. Call to Order

Chairman Parker called the meeting to order at 2:17.

2. Approval of Minutes - 12/12/06

Motion was made by Ms. Bransfield, seconded by Mr. Hillsberg, to approve the minutes of the December 12, 2006 meeting. Vote was unanimous in favor.

3. Public Remarks

Mark Gottesteiner, owner of property at lot 10 Schoolhouse Lane East Hampton, was present to request someone other than Mr. King be involved in his process for obtaining a building permit. Mr. Gottesteiner gave a history on his property, owned since 1987. Mr. Gottesteiner stated that Mr. King was "prejudice" against him and has interfered with him attempting to obtain a permit from the Wetlands Agency.

Chairman Parker, in consensus with the Board, felt that there was not an issue at this time in that a permit has not yet been applied for. It was felt that the Board could not advise on an issue that Mr. Gottesteiner thinks may arise.

4. Emergency Response Planning Update – Bill Cox

Mr. Cox presented the Board with a handout from a recent planning meeting attended for Middlesex Hospital Pandemic Planning. Mr. Cox requested District towns recommend a liaison to work with the hospital planning.

The Board held a discussion regarding a pan flu outbreak and temporary locations for ill persons in the event that the hospitals are overwhelmed with patients.

A tour of the different clinic sites was held to try to determine the most appropriate facility for the vaccination locations. Currently East Hampton High School is the primary facility. However, the consensus of the tour group consisting of coordinators, medical personnel and volunteers is that Portland and RHAM are the ideal locations for the primary and backup vaccination sites. Members of the tour group are interested in presenting their findings to the Board at the next BOH meeting.

Following a brief discussion, the Board set a Special Meeting for February 27, 2007 at 5:45pm to allow for a presentation by the Emergency Coordinators. The Board also changed the regular meeting time from 2:00pm to 4:00pm.

5. Communications

Mr. King noted a letter sent to the engineer for the Skyline II project in East Hampton regarding well exemptions.

Mr. King noted receipt of a letter from DPH Contracts and Management regarding Cost Standards.

A letter was sent to Kevin Flannery regarding 15 Flannery Row, East Hampton regarding a failing septic systems in which a non-licensed contractor performed the installation.

A notice of violation was issued for 24 Flanders Road, East Hampton for a failing septic system.

Notice was sent to Pizzeria DaVinci in Cobalt for failure to comply with a requirement to complete a B100a site plan.

Mr. King discussed comments received from Atty Holtman regarding the contract with Haddam.

6. Director of Health Report

Mr. King noted bills in legislature to increase per capita funding by 50% (\$2.49), a possible \$39,000 additional funding.

Mr. King noted the receipt of an additional \$28,500 in Pan Flu funding. Mr. King proposed a budget utilizing the funds to assist with approximately 18 weeks of the Health Educator position, beginning April 1, 2007. Deliverables include finishing the plan and conducting a drill.

Mr. King discussed the contract with Haddam. This contract would generate \$13,000 in additional funding over the next year. Haddam is still investigating long term options, joining a district or higher a full-time Health Director.

7. Election of Officers

Motion was made by Mr. Hughes, seconded by Mr. Bergren, for the officers to remain as is. Vote was unanimous in favor for Mr. Parker to remain on as Chair, Ms. Bransfield to remain on as Vice-Chair and Mr. Bergren to remain as Treasure.

8. Haddam-Chatham HD PHS Contract

The final contract reflects changes based on suggestion by Atty Holtman. Mr. King briefly discussed the Districts obligation under the contract. The contract does not include sanitarian duties. Coverage will include two hours per week that Mr. King will be in the Haddam office (Thursday 4-6pm).

Motion was made by Mr. Hillsberg, seconded by Mr. Hughes, to approve the Haddam Agreement. Vote was unanimous in favor.

9. Housing Ordinance and SDS Management Ordinance Discussion

Mr. Mitchell presented to the Board his findings as he has researched in regards to a Housing Ordinance. Mr. Mitchell has spoken to the lead State housing prosecutor who recommends by far the IPMC as the model code. Mr. King suggested investigating rental registration ordinances in which rental operators license/register their properties and the codes could be adopted as required standards to operate the units. Discussion was held regarding inspections and the implementation process for the ordinance/codes. Mr. Mitchell will complete his review and prepare a recommendation.

Mr. King discussed a pump-out ordinance. The statutes require pump-outs to be permitted and a permit to discharge to be issued. There are approximately 12,000 septic systems in the District. The implementation of the web-based system will assist in the management of this requirement. Mr. King stated that Steve Knauf is researching this ordinance.

10. Budget Discussion

Following a brief discussion motion was made by Mr. Hughes, seconded by Ms. Bransfield, to approve the 07-08 Budget with an amendment to allocate \$2500 from the Fund Balance to cover Tuition Reimbursement. Vote was unanimous in favor.

11. Old Business

Mr. King stated that a meeting was held between Mr. King, Mr. Knauf and members of the Hebron Lions in regard to the Hebron Fair. The Lions were made aware of the expectation of the District in regards to food service permitting, fees, forms and inspections.

Ms. Bransfield expressed concern that the District website is hosted by the Town of East Hampton and may cause confusion as to whose website it is. Mr. King stated that this will be rectified with the new web-based system.

Mr. King stated that there has been no action at this time in regard to meeting with the Town Planners about the water concerns discussed at the previous meeting.

12. New Business

There was no New Business to discuss.

13. Adjournment

Following no further business Mr. Hughes moved to adjourn, seconded by Mr. Hillsberg. Vote was unanimous in favor. Meeting adjourned at 4:28pm.