

# CHATHAM HEALTH DISTRICT

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

## BOARD MEMBERS

## DISTRICT HEALTH DIRECTOR

Bradley P. Parker *Chairman*

Thad D. King, MPH RS

Alan H. Bergren, *Treasurer*

Peter Hughes

Michael Hillsberg

Susan Bransfield, *Vice Chairman*

Board of Health  
Special Meeting

June 21, 2007

2:00 PM

East Hampton Town Hall

Present:

Brad Parker

Susan Bransfield

Michael Hillsberg

Peter Hughes

Other:

Thad King

### 1. Call to Order

Chairman Parker called the meeting to order at 2:07pm.

### 2. Approval of Minutes (May 29, 2007)

The approval of the May 29, 2007 is tabled to the July meeting.

### 3. Public Remarks

There were no members of the public present.

### 4. Emergency Response Planning Update

Mr. King updated the Board on the Emergency Response Planning. Mr. King stated that Marlborough conducted a drill this past weekend. Approximately 50 volunteers were present with 100+ individuals processed. The drill was very successful.

Mr. King stated that a projected 10-15% decrease is expected in next years emergency response funding. Additionally, the Pan Flu money is going to be cut and a portion will be placed in an RFP and local health departments will have to compete for it.

Mr. King attended a Steering committee meeting last night. East Hampton individuals need to be contacted to participate.

Mr. Hillsberg discussed a meeting that he attended in which the Deputy Commissioner of Homeland Security stated that the next wave of funding will be used to upgrade radios, cots, and a joint drill between DPH and Homeland Security. Mr. Hillsberg also stated that volunteer firefighters will be eligible for payment in drill participation. Mr. King stated that Mr. Cox should investigate these options and stated that he would also make the Steering Committee aware.

#### 5. Communications

Mr. King stated that the Per Capita Grant has been prepared and is ready for signature. We will receive \$77,903, based on the 2005 population of 46,010.

Liz Davidson received two "Thank you" letters from students in East Haddam that had participated in Government Day.

Mr. King noted a letter regarding a B100a review for a change of use in Cobalt for the Pizzeria Da Vinci.

#### 6. Director of Health Report

Mr. King stated that his awaiting acknowledgement of the additional \$38,000 to the Per Capita Grant.

#### 7. Pumping Ordinance/Pumping Permit Policy

Steve Knauf presented the proposed pumping ordinance and pumping permit policy. The primary purpose of the ordinance is to ensure that existing systems are functioning properly. Mr. Knauf is hopeful that homeowners will embrace the policy as more educational than enforcement, aiding the homeowner in identifying minor maintenance rather than extensive, expensive repairs. Discussion was held regarding whether or not to attach a fee to the pumping permit. Consensus of the Board was that there should not be a fee associated with the pumping permit. Suggestion was made that the fee be associated with the permit to discharge renewal rather than the pumping permit.

Mr. King suggested that the ordinance and policy be presented to the town WPCA's. Discussion was held regarding placing the pumping information on the land records.

Also discussed was Section B, paragraph b and c; members of the board felt that they should read more definitively.

The consensus of the Board was for Mr. King to proceed to the WPCA's/Board of Selectman (where appropriate).

#### 8. Rental Housing Ordinance - Advisory Board Construction

Don Mitchell presented the proposed rental housing ordinance. Mr. Mitchell presented the Board with a "work plan" (attached) as a status of the ordinance. It was clarified that the Health District (Director or Sanitarians) do not have condemnation authority. Mr. Mitchell went through several paragraphs for explanation and clarification. Discussion pursued in regard to a "board of appeals" and whether the Board of Health would act as the authority or there would be an actual appointed membership for appeals. Mr. King advised the Board to take some time to consider what they would like to do. Discussion was held regarding "grading and drainage". Discussion was opened regarding section 302.4 Weeds and section 302.7 Accessory structures. Consensus was to refrain from making any decision on the issues at this point. The Board also chose to hold off on a decision for section 304.2 Protective treatment.

Mr. Mitchell also presented the Board with a Landlord Registration Form from the Town of Mansfield as a sample form. Discussion was held regarding a fee for the registration. Mr. Mitchell made clarification that the registration and the ordinance are completely separate issues and the registration is not something that the District is looking to move forward on at this time.

The Board was hopeful that the ordinance could be adopted by October and would like a status in September, following the meetings with the Fire Marshals and Building Officials.

#### 9. Recommendation Letter to East Hampton Town Council - Public Water System

Discussion was held regarding the options that the Town of East Hampton had been reviewing in regard to the public water system. Mr. King briefly presented the Board with a background of the issue. Following discussion, the consensus of the Board was not to endorse a specific plan but to endorse a plan that can be approved by the Department of Public Health. Motion was made by Mr. Hughes, seconded by Mr. Hillsberg, to endorse the memorandum as amended by the Board. Vote was unanimous in favor.

#### 10. Old Business

There was no old business to discuss.

11. New Business

The Board expressed concern for representation East Hampton.

12. Adjournment

Following no further discussion, motion was made by Ms. Bransfield, seconded by Mr. Hillsberg to adjourn the meeting. Vote was unanimous in favor. Meeting adjourned at 3:42pm.

**Property Maintenance Code of the Chatham Health District  
Work Plan**

1. Meet with Board of Health regarding purpose of the ordinance. Go over exceptions, deletions etc. Try to get consensus on the direction it is heading to gauge acceptability.
2. Based on feedback, revise Property Maintenance Code.
3. Check for areas of current codes not covered by new code and revise.
4. Meet with District Building Officials regarding code (chapters 3,4,5&6) and referenced standards. Modify as necessary.
5. Meet with District Fire Marshals (or Chiefs if deemed appropriate) to review Chapter 7. Modify as necessary.
6. Meet with Planners or Zoning officials if necessary to make sure no conflicts have been created. Modify as necessary.

7. Go back to Board of Health with the modified documents to update status.
8. Meet with District legal counsel for document review. Revise as required. Go back to Board if substantive changes are necessary.
9. Meet with realtors and landlords of large holdings to educate on the ordinance proposed. Receive feedback.
10. If directed to do so by the Board of Health, hold a public meeting on the proposed code for educational purposes and to receive feedback.
11. Go back to Board of Health for final review and approval.
12. Go through legal adoption process.

It seems