

CHATHAM HEALTH DISTRICT

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

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Susan Bransfield, *Chairman*
Peter Hughes, *Vice Chairman*
Michael Hillsberg, *Treasurer*
Howard Dean
Mark Walter
Kate Morris
Candace Casale

DISTRICT HEALTH DIRECTOR

Thad D. King, *MPH, RS*

January 27, 2009

9:00 AM

Chatham Health District Conference Room (240 Middletown Avenue, East Hampton)

Special Meeting – Board of Health

Present: Susan Bransfield Peter Hughes Mark Walter
Kate Morris Howard Dean Candace Casale

Absent: Michael Hillsberg

Other: Thad King

1. Call to Order

Chairman Bransfield called the meeting to order at 9:05am. The meeting began with a tour of the new facility.

2. Approval of Minutes

Motion was made by Ms. Morris, seconded by Mr. Walter, to approve the minutes of December 18, 2008 as written. Vote was unanimous in favor, with Mr. Dean abstaining.

3. Public Remarks

There were no comments from the public.

**4. Emergency Response Planning Update
-MOU**

Ms. Bransfield stated that the Portland Board of Selectmen had reviewed the Draft MOU. There were no comments and she would like to have the original for the next Board meeting for signature.

Mr. Kramer expressed a desire to have a point of contact that would represent the CEO for planning purposes along with the MOU. This person would be appointed by the CEO (could be the Fire Chief, Police Chief, Emergency Management Director, etc) that would be a decision maker and involved in the planning of the POD's. Signing of the MOU and establishing a point of contact are necessary in moving forward with addressing deficient areas from the TAR.

5. Communications

Mr. King noted that Mr. Mitchell's presentation at the Annual Radon Conference was well received. There have been many requests for his PowerPoint presentation. Mr. King noted that the state will be providing funds and has requested that the District develop a brochure. There has been much interest from other towns as well as EPA in the District's Radon program.

The District has received approximately 200 Radon kits available for residents. The kits are being held at the main office and will be issued as requested. A \$10 fee is being requested for each kit and will be reimbursed as the results are received.

Mr. King stated that one housing code order was issued in the town of Portland.

Mr. King noted that in regard to Emergency Planning, the Security Plan has been signed between Portland and East Hampton. Ms. Bransfield stated that she held the original. There is no drill required at this time under the contract. A Pan Flu table top exercise is being planned for the schools.

At this time (9:30am) a motion was made by Mr. Hughes, seconded by Mr. Dean, to recess for the Budget Public Hearing. Vote was unanimous in favor.

Chairman Bransfield resumed the meeting at 9:46am.

6. Director of Health Report

-Jeff Catlett

Mr. King introduced the newest member of the Chatham Health District team, Jeff Catlett. Mr. Catlett is contracted with the District through Eastern Highland Health District. Mr. Catlett will be involved in getting the Wastewater Regulation up and running and conducted food service inspections. Mr. Catlett will primary be working out of the East Haddam and Marlborough offices.

-Food Service Inspections

Mr. King stated that 10 inspections have been completed out of 41. That number should be significantly higher. However, we did not have an update from our contract. Mr. Hughes requested that the schools be inspected prior to February vacation.

7. ~~08-09~~ 09-10 Budget Discussion/Adoption

Motion was made by Mr. Hughes, seconded by Mr. Dean, to adopt the proposed budget. Chairman Bransfield noted that Mr. King would check the spreadsheet calculation questioned by Mr. Hughes. Clarification was made that the agenda reads 08-09, should read 09-10 Budget. Vote was unanimous in favor.

8. Amendments to Wastewater Regulation Discussion/Adoption

Postponed discussion following public hearing.

9. Grant Initiatives

-General Mills(FOODPLAY)

Mr. King noted that the District was pursuing an additional grant through General Mills for \$10,000. This program is focused toward 4-9 year old nutrition and fitness. A May notification is expected.

10. Old Business

-Salon Regulation-no update

-Housing Code-Mr. Mitchell stated that there has been no change in the status of the housing code. The State is still working on a code. There has been debate over the handling of blight issues. Chairman Bransfield stated that the Town of Portland has been working on a blight ordinance. Mr. Walter requested advice on a property in East Haddam. Mr. King stated that there have been properties within the District where the court has issued a stay of 30 days and then has granted the District permission to enter the property to clean up. There has been an issue with who pays for the cleaning, the Town or the District.

At this time (10:00am) a motion was made by Mr. Hughes, seconded by Mr. Dean, to recess to the Public Hearing regarding the Wastewater Regulation revision. Vote was unanimous in favor.

Chairman Bransfield resumed the meeting at 10:26am.

Item 8.(Revisited) Amendments to Wastewater Regulation Discussion/Adoption

Motion was made by Mr. Hughes to adopt the revisions of the Wastewater Pumping and Permit to Discharge Regulation. Motion was seconded by Mr. Dean. Discussion was held regarding notice to the public. Consensus of the Board was to publish the amendments in the Rivereast News Bulletin and Middletown Press and that the full regulation to be published in the Haddam Bulletin and on www.chathamhealth.org. Vote was unanimous in favor.

-Website- is up and running, there are still issues with updating information. Suggestions were made to update contact information, add meeting dates to the calendar and add the website address to agendas and letterhead.

11. New Business

-Private Drinking Water

Mr. King presented the Board with a situation within the District in which there is an area contaminated with elevated levels of MTBE. This area is in close proximity to two food establishments. The Public Health Code, under the schedule of DPH, does not require these establishments to test for VOCs. These establishments are not even notified of the contamination. Mr. King estimated that there are thousands of private water supply users around areas of known contaminated wells that have probably never tested their water. Mr. King suggested a local regulation requiring some sort of testing around contaminated sites and getting information out to the public.

Mr. King noted that the 08-09 audit has been distributed. It will be added to the next agenda for discussion.

12. Adjournment

Following no further discussion, motion was made by Ms. Casale to adjourn. Motion was seconded by Ms. Morris. Vote was unanimous in favor. Meeting adjourned at 10:47am.