

**BOARD MEMBERS**  
*Andrew Tierney, Chairman*  
*Vacant, Vice Chairman*  
*Peter Hughes, Treasurer*  
*Susan Bransfield*  
*Rosemary Coyle*  
*Emmett Lyman*  
*Michael Maniscalco*  
*Kate Morris*  
*Stan Soby*



**DIRECTOR of HEALTH**  
*Mr. Mitchell Mitchell,*  
*MPH RS*

*Colchester, East Haddam, East Hampton, Hebron, Marlborough, & Portland*

**SPECIAL MEETING-Board of Health**

November 14, 2018, 1:00 PM

Marlborough Town Hall, 26 North Main Street, Marlborough, CT.

Present: Andrew Tierney                      Emmett Lyman                      Peter Hughes  
          Michael Maniscalco                    Stan Soby (via phone)            Susan Bransfield  
          Kate Morris

Others: Don Mitchell

1. Call to order

Chairman Tierney call this Special meeting of the Board of Health to order at 2:03pm.

2. Public Remarks

There were no public remarks.

3. Ad for new Health Director

Mr. Mitchell reported that the ad for Health Director was based on a prior ad used, with changes made including population served and the approximate annual budget and overall administration management of the District. Slight changes were made based on Board member suggestions. Discussion was held regarding whether the ad needed to be reviewed by DPH and as to where the position will be listed. Consensus was made that a courtesy copy would be sent to DPH. The position will be posted through DPH's Health Alert Network, CT Association of Directors of Health, New England Health Association, and possibly through the Yankee Conference contacts.

**Motion was made by Mr. Maniscalco, seconded by Mr. Hughes to approve the ad for new Health Director. Vote was unanimous in favor.**

The deadline for return was suggested as January 2, 2019.

4. Proposed New fee schedule

See attached.

Mr. Mitchell noted that there was an error on the proposed change, Permit to Discharge should state "no charge". Discussion ensued. Mr. Mitchell reported that the changes would be approximately fee neutral. A discussion ensued about late fees as well, and the possibility of amending them. Mr. Soby suggested adding a Late Fee for Non-Profit to be 50% of the event/licensing fee.

5. Set date for public hearing of fee schedule

**A motion was made by Mr. Hughes to adopt the changes to the fee schedule and adopt Stan's suggestions for late fees for non-profits, and to have the public hearing on December 18, 2018 prior to the regular Board of Health Meeting. Motion was seconded by Mr. Soby. Vote was unanimous in favor.**

Mr. Mitchell mentioned that the renewal letters may be delayed going out until the public hearing. It was discussed the letters should not be delayed.

#### 6. Public Remarks

Mr. Mitchell reported there was correspondence from the Chairman of the Economic Development Commission of East Haddam to Mr. Lyman recommending East Haddam remove themselves from the Chatham Health District and join Connecticut River Area Health District. Mr. Lyman claimed he had some information that supported their position. It was not entirely factual. Mr. Mitchell said he had a meeting with Bob Casner and Irene Haines prior to this letter and they were expressing their concerns about the businesses in East Haddam. Mr. Mitchell has been reaching out to contacts in East Haddam including the Lakes Association, property owners of Lake Hayward, and the Senior Center to ask about any concerns people may have. Mr. Tierney has received letters from various businesses stating that they have been happy with the services they have been receiving from Chatham Health. Last night there was a meeting with the EDC and Board of Selectmen. Mr. Mitchell, Steve Knauf, and Mr. Tierney attended. Mr. Casner presented some of his concerns, one of which was staffing, and the confusion over the recent turnover with Kim Hamley. Mr. Mitchell stated that work did continue to get done in East Haddam even without Kim there, and staff made sure East Haddam was covered, and did their best to respond to their needs. There was some concern that we were not responsive and not business friendly. They mentioned needing more educational programs, and Mr. Mitchell was agreeable to that. Mr. Mitchell said he presented quite a bit of information the EDC was unaware of regarding programs Chatham Health already has up and running, such as the flu vaccine clinics, the radon programs, and the lake pollution programs. Mr. Mitchell noted that he has always made it known that he was open to coming to speak any time East Haddam or any District town entity needed him. One of the biggest complaints seemed to be personality conflicts. There were some contractual questions, and concern for set office hours.

Mr. Tierney recognized the loss, but felt the District was dealing with it appropriately, although the concern was valid and was heard. Communication seemed to be a big concern and that people were open to dialog. Mr. Tierney stated that he does not dispute that the District may have growing pains or may need to do some public relations. However, complaints have been addressed as we receive them. Mr. Tierney commented that although staff may not be in the office, they can receive files in the field and in other offices electronically and have the ability to address questions instantaneously. Mr. Tierney also noted that the reorganization of Chatham Health can address many of the issues that have been coming up.

Mr. Knauf reported the message he heard was that the community is important.

Mr. Tierney also stated that installers came to him after the meeting and said that they have been happy with the way services of the District.

In conclusion the Board felt it was important to respond back to East Haddam letting them know that their concerns were heard and what our plan was suggesting putting together a memo addressing concerns, identifying office hours, noting the number of education programs that will be provided to each town per year, and reiterate the existing programs.

#### 7. Adjournment

**Following no further business to discussion motion was made by Mr. Maniscalco, seconded by Ms. Morris, to adjourn the meeting. Meeting adjourned at 2:10pm.**