

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  
Don Mitchell, MPH RS

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

Board of Health  
May 30, 2017  
1:00 PM  
East Haddam Grange , Town Street, East Haddam

Present: Andrew Tierney      Michael Maniscalco      Rosemary Coyle  
Kate Morris                      Stan Soby                      Emmett Lyman  
Susan Bransfield (arrived 1:05pm)      Peter Hughes (arrived 1:08pm)

Others: Don Mitchell

1. Call to order

Chairman Tierney called this regular meeting to order at 1:00pm.

2. Public Remarks

There were no public remarks.

3. Communications

Mr. Mitchell stated that he is working with State Prosecutor Steve Lusko on an arrest warrant for noncompliance to the order issued on 4 Pinehurst Lane in Moodus.

**Motion was made by Ms. Morris, seconded by Mr. Maniscalco, to move agenda item 6 before item 4. Vote was unanimous in favor.**

6. New Business (Everbridge Discussion)

Bill Kramer requested Everbridge reps Bridget Sarris and Francis Willett, as well as Craig Mansfield (East Haddam EMD) to attend the meeting to discuss renewing the Everbridge contract. Discussion was held regarding the reduction in the grant to fund the system, the current use by the towns and town entities (EMDs/senior centers/schools/etc), and the lack of use by Portland, and the towns entering into their own individual contracts. Portland utilizes the State's emergency notification system through Middletown dispatch. Members of the Board questioned the use of the system outside of the grant requirement for emergency preparedness and other systems that could be used for a lower cost.

**Motion was made by Mr. Hughes, seconded by Mr. Soby, to table the Everbridge discussion to June in order to gather additional information and alternatives. Vote was unanimous in favor.**

4. Director of Health Report

- Bathing water sampling

Bathing water sampling has begun.

- Two part time food service inspectors hired

Kristin Ollson and Kevin Elak have been hired as our two part time food inspectors.

- Ticks

Mr. Mitchell stated that there have been a high number of ticks being submitted for testing this year. Mr. Mitchell has been talking with Dr. Molaei at the CT Agricultural Experiment Station, Tick Testing Laboratory and Dr. Molaei has offered to make a presentation if there is any interest. Hebron and East Hampton Superintendents have expressed a desire. Mr. Mitchell will continue to coordinate.

- Unclaimed bodies the responsibility of Towns

Mr. Michell noted that a recent CADH discussion announced that each year there are about 50-60 unclaimed bodies sent to the State morgue. The cost of disposal, by statute, is the responsibility of the towns. The medical examiner's office has always covered this cost but will no longer. The estimated cost is \$500 per body.

## 5. Old Business

- Open positions

- Administrative Assistant

Interviews were conducted and an offer made. However, the candidate unfortunately declined the offer. Additional interviews will be conducted.

- Sanitarian II

Interviews are scheduled for today and next Tuesday.

- Bookkeeping transition

The computer and QuickBook software have been purchased. George Sinnamon will be meeting with Tina Lanzi to set it all up.

- Authorized overtime

Two employees are taking advantage of the authorized overtime; Jaime Ellis and Vickie Han.

Recommendation was made to contact a temp agency to bring in someone to answer phones.

## 6. New Business

- Everbridge discussion

Previously discussed.

- Emergency preparedness grant budget revision

Mr. Mitchell is preparing to submit a budget revision. The amount will remain the same just moving funds within line items.

- Health Insurance

Mr. Mitchell has been looking into other health insurance options working with Lynn Gurnham at MDG Benefits Solution.

- Director's contract

Chairman Tierney requested that copies of the contract and goals be sent out to the Board members.

- Personnel, Environment and Community Health committees need to schedule

A current list of committees and members will be sent out and committee meetings scheduled.

7. Approval of April 25, 2017 meeting minutes  
Tabled approval of the minutes to the next meeting.

8. Public Remarks  
There were no public remarks.

9. Adjournment  
**Following no further business to discussion motion was made by Ms. Coyle, seconded by Mr. Maniscalco, to adjourn. Vote was unanimous in favor. Meeting adjourned at 2:25pm.**