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DIRECTOR of HEALTH  
Don Mitchell, MPH RS

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

Board of Health

July 25, 2017

1:00 PM

East Hampton Town Hall, 20 East High Street, East Hampton, CT.

Present: Andrew Tierney                      Rosemary Coyle                      Emmett Lyman  
                 Michael Maniscalco                      Kate Morris

Others: Don Mitchell

1. Call to order

Chairman Tierney called this regularly scheduled meeting to order at 1:12pm.

2. Public Remarks

There were no comments from the public.

3. Communications

Mr. Mitchell stated that a letter was sent to St. Clements regarding the East Hampton facility where the fire occurred, stating that the facility did not have proper permitting and they would need to go through proper procedure should they want to go online.

4. Director of Health Report

- Temporary Office Assistant

Mr. Mitchell stated that we do have a temporary person from A.R. Mazzotta to assist in the office.

- Bathing sampling

Mr. Mitchell stated that we are in the middle of bathing water sampling. Results are normally mailed out by the state lab within a week. We will be notified within 24 hours via telephone only of areas that test high for bacteria. Algae testing will only be conducted when needed.

Mr. Mitchell stated that there will be a meeting/training at the main office on Thursday July 27<sup>th</sup>. This training will be conducted by State of CT Environmental Engineering Section personnel who deal with subsurface sewage. Periodically there are cases that need to be heard by State hearing officers regarding septic systems. They will also go on site visits within of the District where soil testing is being conducted and systems are being installed.

5. Old Business

- Everbridge

Mr. Mitchell is still waiting to speak to the correct person in regarding to pricing and contract.

- Director's performance review

Mr. Tierney stated that he is awaiting two reviews and once received a Personnel, Policy, & Budget Committee meeting will be set.

6. New Business

- Per Capita application

Mr. Mitchell noted receipt of correspondence stating that the Sate Per Capita will be fully funded at \$1.85.

- Lead Grant will not be available this year

Mr. Mitchell also noted receipt of correspondence that the Lead Grant would not be funded. This was a budgeted amount of a little over \$4500.

- Significant health department actions and response

Mr. Mitchell stated that there have been two recent events.

-St. Clements fire event is ongoing. Mr. Mitchell noted earlier the letter sent regarding proper permitting. They will also require a zone change through Zoning to use the East Hampton facility as it is currently in a residential zone. Mr. Mitchell also noted that the attorney for St. Clements is also the attorney for the Chatham Health District. There are currently no cases in which Atty Slater is handling for the District and there is no contract. Consensus of the Board was to send a letter to sever the relationship due to possible conflict of interest with the District and some of the towns the District serves.

-A local restaurant failed a routine inspection and a re-inspection. Corrections have been made to several areas and a referral to the building department seemed to have them headed in the proper direction.

- Hoarding and other Social Service issues

Mr. Mitchell stated that there are more and more hoarding issues that have been coming in. We have been working with, and will continue to work with, Social Services, Building Official, and Fire Marshal on these cases.

- Chatham Health District at Community Events

Mr. Mitchell stated that staff has shown interest in having a presence at a couple community events. They will do a meet and greet at an East Haddam Farmers Market and have secured a booth at the Hebron Fair. The Hebron Fair is a 4 day event and requires staffing the entire time. Flu shots will be offered Friday during the fair. Recommendation was made by the Board to partner with other entities to share the booth.

7. Approval of April 25, 2017, May 30, 2017 and June 27, 2017 meeting minutes

**Motion was made by Mr. Maniscalco, seconded by Ms. Coyle, to approve the minutes of April 25, 2017 as written. Vote was unanimous in favor with Mr. Lyman abstaining.**

**Motion was made by Ms. Coyle, seconded by Ms. Morris, to approve the minutes of May 30, 2017 as written. Vote was unanimous in favor with Mr. Maniscalco abstaining.**

**Motion was made by Ms. Coyle, seconded by Mr. Lyman, to approve the minutes of June 27, 2017 will a correction to the misspelling of Mr. Mitchell's name in the second paragraph of agenda item 5. Vote was unanimous in favor with Ms. Morris abstaining.**

8. Public Remarks

There were no public remarks.

9. Adjournment

Following no further business to discuss motion was made by Ms. Colye, seconded by Ms. Morris, to adjourn the meeting. Vote was unanimous in favor. Meeting adjourned at 1:53pm.