

**Torrington Area Health District
Board of Directors
April 19, 2018**

Members Present: Nancy Rahuba, Gerard Perusse, Louis Timolat, Thomas Juliano, Thomas Breakell, Robert Collins, Thomas McClintock, Gloria Gourley, Anthony Orsini, Peter Oliver, Daniela Ouellette, Jessica Magda, Jessica Wright, Ronald Russ.

Members Absent: Richard Sheldon, Eliot Greenberg, Edward St. John, JoAnn Battistioni, William Minacci, Dr. Scappaticci, Joseph Petricone, Jr., Tim Waldron, Janelle Wilk, Renato Focareto, Keith Wilson.

Public Hearings (3)

Chairman Collins called the Public Hearing #1 to order at 7:00 pm
Public Hearing was closed at 7:05 pm

A. Proposed Food Service License Fee Changes.

Mr. Stansfield presented the following changes:

Class 1 Food Service will increase to \$175.00
Class 2 Food Service will increase to \$275.00
Class 3 Food Service will increase to \$400.00
Class 4 Food Service will increase to \$500.00
With these increases there will be an increase of \$13255 in the budget for TAHD.

Motion was made by L. Timolat to resolve and accept and the Food Service License fee increase to become in effect as of July 1, 2018 as present by T. Stansfield Vote called and motion passed.

Public Hearing #2 Called to order at 7:06 pm
Public Hearing Closed At 7:10 pm

B. Water Treatment Wastewater Permit and Fee

Mr. Stansfield gave a brief history on this issue and answered and questions and concerns by Board Members. Once discussion ended the following motion was presented by Mr. Breakell and seconded by P. Oliver.

**Motion: To accept the water treatment wastewater permit process as presented with the fee of \$100.00.
Vote called and motion carried.**

Public Hearing #3 on FY19 Budget

Chairman Collins called Public Hearing to order at 7:12 pm.
Public Hearing was closed and 7:15pm.

Director Rubbo went over the proposed budget for FY 19 and answered any questions or concerns that the Board may have. Once discussion was ended T. McClintock made the following motion that was seconded by N. Rahuba.

Motion to accept FY 19 budget as presented. Vote called and motion carried.

Regular meeting of the TAHD Board of Health was called to order at 7:20 pm by Chairman Collins

1. Minutes: Motion to accept minutes of the January 18, 2018 meeting as written was made by N. Rahuba and seconded by T. McClintock. Vote called, motion carried.

2. Board of Health and Staff

a. Changes in Board – None

b. Changes in Staff – WIC

- Jacqueline Zaklukiewicz – WIC Coordinator
- Mary Golan – WIC program Nutritionist
- 2 other staff position one for a Nutritionist and Program Assistant as well.

c. Board Chairman Comments

- Changes will be taking place over the next 5 years as the role of the Health Department changes.

3. Items for Board Members.

- None at this time

4. Committee Reports

a. Finance Committee – Waldron in his absence Director Rubbo presented

- Local Per Capita for FY 18 was funded fully due to budget issues for this current FY
- Income highlights for FY18 – licenses and fees prediction that we will be on budget or even over what was predicted.
- Expenses side – discussed and right on target with budget figures.
- Review schedule of allocations and vote on the following motion
L. Timolat made a motion to accept Schedule of Allocation as attached and presented and G. Gourley seconded. Vote called and motion carried.

b. Building Committee – Petricone in his absence Director Rubbo presented

- Discussion began on renewing the lease for 339 Main St., Torrington (former Lab Building)
Motion made by R. Russ and seconded by T. McClintock to renew lease at 339 Main Street for a 3 year period. Vote called and motion carried.
- Discussion began on the future of 364 Main Street over the next few years this particular building will require some significant reconstruction (such as decks and interior work plus second means of egress) the thought here would be weighing these costs with what the property is actually worth to TAHD and if there is another use for such property. Since parking is an issue the thought would be to raze the building and use the lot as a parking lot. Director Rubbo would like to Board to allow him to begin this investigation.
A motion was made by P. Oliver and seconded by G. Perusse to move forward with options for the investigation for razing 364 Main Street. Vote was called and motion carried.

c. Personnel Committee – Gourley

- Nothing at this time

5. Director's Report

- Flu season nationally is definitely passed peak but in CT lately there has been some activity
- Emergency Flu Clinic was held at TAHD per the State Department of Public Health's request
- New phone system is up and running
- New Document Management System up and running - Deputy Director Stansfield will present later in meeting.

6. Programs

- a. Immunization – Written report included
- b. Emergency Preparedness – Written report included
- c. SPF-Rx Grant – Written Report
- d. Environmental Health
 - Website demonstration
 - Therefore Document Management System fully implemented and the Board was given a brief demonstration
- e. Medical Reserve Corp – Written report included

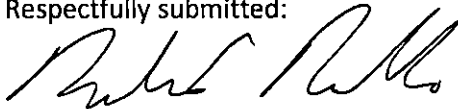
7. Other Business

- None

8. Adjournment

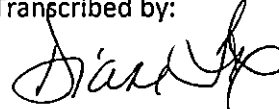
- **Motion to adjourn by N. Rahuba seconded by T. Breakell at 8:49 PM. Motion carried.**

Respectfully submitted:



Robert Rubbo, Director of Health

Transcribed by:



Diane Fox, Administrative Secretary