

TORRINGTON AREA HEALTH DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 15, 2023

Members Present: L. Timolat, Canaan, T. Breakell, Goshen, R. Collins, Chairman, Harwinton, W. Minacci, North Canaan, A. Orsini, Plymouth, J. Magda, Torrington, T. Waldron, Torrington, A. Mickel, Watertown, W. Hudock, Winsted

Member present via Zoom: N. Rahuba, Bethlehem, E. Bauer, Borough of Litchfield, S. Vontell, Morris, G. Gourley, Norfolk, P. Oliver, Salisbury, and staff member R. Smith

Staff Present: R. Rubbo, J. Rompre, J. Saffioti, D. Fox

Meeting was called to order at 7PM by Chairman Collins

1. Minutes of April 20, 2023, meeting

Motion made by L. Timolat and A. Mickel respectively to accept the minutes of the April 20, 2023, meeting as written. Hearing no objections and with one abstention. The motion carried

2. Board of Health & Staff

- Kim Murphy Full Time Secretary will begin June 20, 2023
- Emily Minacci Part Time Assistant Business Manager begins July 3, 2023
- Robert Smith, Registered Sanitarian has announced retirement from full time as of September 30, 2023

3. Questions and/or concerns from board members or members of the public to be placed on the agenda

Motion made by L. Timolat and W. Hudock respectively to add the above discussion regarding Longmeadow Pond to end of this agenda. Hearing no objections or abstentions the motion carried

4. Updates from Chairman – R. Collins

- Newsletter sent to Board and all CEO of district town
- Distribution list for the newsletter
- Commendation and gratitude to Richard Rossi and Susan Simmons for all their years of service to TAHD.

5. Committee Reports

a. Finance Committee – L. Timolat

- FY 23 – Year to Date Report
 - All is on track at this point on time
- FY 24 – YTD
 - Shaping up with having adequate margins in funds

Director – Rubbo

- FY 23 - YTD
 - Review and highlights of current budget with 2 weeks left in this fiscal year.
 - All monies have been received for State Per Capita
 - Fees monies received for services by TAHD are on target
 - Grants income highlights and updates
 - Will end fiscal year with 100,000 -200,000 revenue

Where As: Subsequent to the appropriation of funds for the 2022-2023 TAHD budget, the TAHD was awarded certain grants not accounted for in the original FY23 budget. (See attached memorandum of subject grant information)

AND WHERE AS: The income awarded grants was received and spent and, therefore, to reconcile the budget's authorized income to expense record.....

NOW RESOLVED: The FY2022-2023 budget is hereby amended by a supplemental appropriation in accordance with the attached memorandum and does now ratify all proper expenditures made in accordance with the terms and conditions of the referenced grants.

This above motion was brought forth by L. Timolat and W. Hudock respectively. A vote was called and hearing no abstentions or objections the motion carried.

- Review Schedule of Allocation for FY24
 - Highlights and review of the Schedule of Allocation for FY24 with recommendations by DOH
- Motion made by L. Timolat and W. Hudock respectively to transfer \$20,000 from 339 Main Street account to 350 Main Street account and transfer \$20, 3000 from 364 Main Street account to 350 Main Street account within the schedule of allocation. Vote was called hearing no abstentions or objections the motion carried.*
- Paving of Northside parking lot
 - Went over contracting bids that have been already received – waiting for 3rd
- Motion made by L. Timolat and W. Hudock respectively to grant the Director of Health the authority to enter a contract with a paving company to have the north parking lot paved not to exceed \$50,000. Vote called and motion carried.*
- b. Personnel Committee – No report currently
- c. Building Committee – R. Rubbo/T. Breakell
- Contract for generator has been signed
 - Generator project to start within the month

6. TAHD Sanitary Code

- Addition of groups exempt to license fees for temporary events
 - Proposed Change: Temporary event permit applications submitted which directly benefit the following groups shall be exempt from an application fee: Religious groups, youth organizations, and agencies funded in whole or in part by tax dollars from the towns which are members of the Torrington Area Health District and recognized U.S. military organizations such as the Veterans of Foreign Wars, the American Legion, or similar organizations at the discretion of the Director of Health or his appointee. The fee exemption does not exempt the organization from making application in a timely fashion and any late fees shall apply.

Motion made by L. Timolat and N. Rahuba respectively to adopt the proposed changes to the TAHD Sanitary Code as presented. Vote called and hearing no abstentions or objections the motion carried.

7. Director's Report

- Presentation of FDA Food Code by Justin Rompre and John Saffioti, Sanitarian with TAHD
 - Development and implantation of an inspection process for the TAHD staff. Have made presentations at other Health Departments on the recommendation of the State of CT.
 - Highlights of tools developed to aid in enforcement of the FDA code for food inspections.
 - Trainings all completed by staff to continue to inspect food service establishments

8. Program Reports

- Environmental Health Program –
- Food Protection Program
- Immunization Program- Written Report
- Rural Communities Opioid Response Program (RCORP) – Written Report
- CDC Comprehensive Suicide Prevention – Written Report
- Diabetes Prevention/Block Grant – Written Report
- Overdose Data to Action (OD2A)- Written Report
- SOR Academic Detailing – Written Report
- Emergency Preparedness Program – Written Report
- Lead Poisoning Prevention Program – Written Report
- Reportable Diseases- Written Report

9. Other Business – Blue Algae

- N. Rahuba, question regarding Long Meadow Pond and Blue Algae and whether there has been a bloom currently. Discussion to continue at the end of the printed agenda
- Discussion ensued and follow-up will take place with water sampling.

10. Adjournment

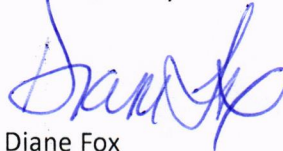
Motion made by L. Timolat and W. Hudock respectively to adjourn the June 15, 2023, meeting of the Torrington Area Health District Board of Directors. Vote and hearing no abstentions or objections the meeting was adjourned at 8:40 PM.

Respectfully submitted,



Robert Rubbo
Director of Health

Transcribed by



Diane Fox
Administrative Secretary