



77 Main Street North, Suite 205
Southbury, CT 06488
BOARD OF DIRECTORS MEETING
Wednesday 04/06/22, 5:45 PM

Voting Members in Attendance

Anne Neumann (Woodbury, Board Chair)
Richard Hunter (Southbury)
Larry Ellis (Oxford)
Fred D'Amico (Oxford)
Michael Crespan (New Milford)
Dr. Paul Nee (Southbury) (*via google meet*)
Dr. Jermey Levin (New Milford) (*via google meet*)
Chris Cosgrove (New Milford)

Non Voting Members in Attendance

Lisa Michelle Morrissey (Secretary)

Staff in Attendance

Joe Kmetz
Marvalee Washington-Allen (Note-taker)

Guests

First Selectman Jeff Manville (Southbury)
John Michaels (Southbury Board of Finance)
Justin Bette (Southbury Board of Selectmen)
Steve Bigham (Republican American Reporter)
John Diehl (Southbury Board of Selectmen)
Stephen Pendergast (Voices Reporter)

Voting Members Not Present

Dean Sarjeant (Washington)

Regular Board of Directors: Meeting called to order 5:42pm

● **Approval of Minutes**

Motion to approve March 02, 2022, and March 16, 2022 meeting minutes.

Motion: J.Levin

Second: R.Hunter

M.Crespan called for the correction of the spelling of Jim Brinton's name

Two Abstentions (J. Levin, C. Cosgrove)

Motion Carries

- **Chairman's Report**

Ms. Neumann stated there were no new updates from the previous board meeting and opened up discussion on the public hearing.

Mr. Ellis discussed the need for a special meeting to discuss the budget from the CEOs. Ms. Neumann asked Ms. Morrissey to send out several dates to the CEOs for them to meet and discuss the budget. She stated that she would be traveling for work until the end of the month and would not be able to attend the meeting.

Mr. Crespan asked how many board members should attend the budget meeting. A general discussion followed and 2-3 board members or district staff would attend if needed.

- **Guest and Staff Presentations**

1. Environmental Health: Joe Kmetz, Chief Sanitarian for HVHD, discussed how busy it has been with septic applications and building additions. This may be due to the real estate boom, with everyone trying to lock in before interest rates rise. Mr. Kmetz also expressed that this is typically the time of year when it is busy for environmental health.
2. Community Health: Ms. Morrissey spoke on behalf of Heidi Bettcher, RN BSN Community Health Nurse Supervisor for HVHD, who was unable to attend the meeting. Ms. Morrissey gave an update on the district's vaccine clinics for COVID-19. The positivity rate across all five towns has increased and testing has decreased. Ms. Morrissey stated that there will be an increase in cases after the spring break.

Joe Kmetz left the meeting 5:57pm

- **Board of Health and Staff Updates**

1. Changes in Board Members:

There was an introduction of the board members Chris Cosgrove and Jeremy Levin who are representatives for the town of New Milford to any Board members who were not present at the previous meeting. The Town of Washington board member, Dean Sarjeant will hopefully be introduced at the next board meeting.

2. Changes in Staff

None at this time

3. Items for Information/consideration by Board Members

Ms. Morrissey discussed the need to review the contract process, to allow the Director of Health to sign low dollar value contracts or agreements without the approval of the board. She suggested that the motion and resolution include a dollar value.

Approval of a resolution to allow the Director of Health to sign contracts under \$5,000 without board approval.

Motion: L. Ellis

Second: M. Crespan

All in Favor

Motion Carries

4. Ms. Neumann discussed new by-laws and hopes that the by-laws will be ready for review within the next month.

5. *Discussion about the budget approval process. This year followed the same processes as previous years. The board voted on a budget to send to CEOs by their deadline in December. Typically feedback is received in January, if there is any; a public hearing is scheduled for April. Fred D'Amico stated that the public hearings are very low attendance. Unless there was feedback received that necessitated an amendment to the budget, the budget as voted on previously would stand.*

6. Ms. Neumann requested that at the next meeting a permanent Vice-Chair be appointed for the HVHD Board

7. Discussion regarding the creation of special committees. Consensus that the new bylaws should have a mechanism to create special purpose committees.

● **Directors report**

1. Ms. Morrissey announced that the district was awarded a \$75,000 grant from NACCHO which is for training and resources for the Medical Reserve Corps (MRC). Megan McClintock, the MRC Coordinator will be implementing the project proposal; we are awaiting the executed contract before issuing a press release.

2. ELC 2 grant application has been submitted to CT DPH and will be reviewed within the next few weeks. The funding covers 60 weeks and is COVID-19 centric.

3. Ms. Morrissey discussed recruitment and on-boarding of an APRN for sports physicals during the summer period.

4. COVID-19 vaccines were in the news recently as there was some reporting that they might not be provided by the Federal Government free of charge, possibly starting fall.

- **Old Business**

1. Mr. Crespan wanted to know if we had any updates on new office spaces and per capita payments. Ms. Neumann mentioned office spaces are currently on hold until after Southbury's budget meeting..

2. Ms. Morrissey discussed receipt of per capita payments from all five towns for March 1st.

- **New Business**

No new business.

- **Meeting Adjournment-6:31pm**

Motion : The adjournment of the meeting.

Motion L. Ellis

Second C. Cosgrove

All in Favor

Motion Carries