



77 Main Street North, Suite 205
Southbury, CT 06488
BOARD OF DIRECTORS MEETING
Wednesday 5/3/2023, 5:30 PM

Voting Members in Attendance

Fred D'Amico (Oxford) Board Chair
Larry Ellis (Oxford) Vice Chair
Michael Crespan (New Milford)
John Michaels (Southbury)
Dr. Jeremy Levin MD (New Milford)(Via Google Meet)
Deb Fuller (Woodbury)
Chris Cosgrove (New Milford)

Non Voting Members in Attendance

Amy Bethge Director of Health

Staff in Attendance

Joe Kmetz (Chief Sanitarian)
Jen Luis (Recording)

Guest in Attendance

Russell Blair - State Representative for FOIA Training

Voting Members Not Present

Dean Sarjeant (Washington)
Jack Kelly (Southbury)

MEETING MINUTES

Meeting called to order- Board Chair Fred D'Amico 5:31 pm

Approval of Minutes

Motion to approve 4/5/2023 BOD meeting minutes
Deb Fuller made a motion to approve the minutes
Second: Chris Cosgrove
All in favor
Motion Carries

FOIA TRAINING

Russell Blair who is the Director of Education and Communications for the State of CT FOIA Commission stated he is a resource for cities and towns, state agencies and citizens who have any questions about FOIA and how to reply. The two main pieces to FOIA's are public meetings and public records. Anyone can attend a public meeting but they do not have to give their name and there is nothing in the law to allow them to address the board. They can attend and observe the meeting. Board members have to discuss issues in an open session if the board members discussing the issue make up a quorum. Meetings can be in-person or by electronic equipment. There are two types of

meetings: a regular meeting and a special meeting. The regular meeting agenda should go to the town clerks 24 hours in advance and there is no requirement it needs to be posted to the district's website. The special meeting agenda is also a 24 hour before requirement but does need to be posted to the website 24 hours before the special meeting. Meeting minutes should be recorded by 7 days after the meeting. You can put it on the district's website but it is not a legal requirement. Hybrid meetings should have a way for the public to access and boards can put links or dial in number to meetings on agenda post the agenda 48 hours in advance. Executive sessions have 5 reasons within the law to meet, personnel matters, security issues, litigation, discussion of the sale or lease of property, and discussion of records exempt from FOIA. Mr. Cosgrove asked if there is something in the FOIA law if someone abuses the FOIA requests. Mr. Blair stated that there is a law and if they find someone is abusing the FOIA requests they will be barred from requesting.

The board discussed if they wanted to continue using hybrid meetings. The board discussed it would be easier for all board members. A possible livestream suggestion was made also. The board will continue to discuss as they asked Ms. Bethge to look further into the hybrid method of meetings and she stated she would look into it and do a proposal.

Staff Presentations

Community Health Team

Ms. Bethge stated that in April community health started the program with each of the senior centers called Healthy Chats with Heidi. She has done a few in the past but has started to amp up the program. It was a success and residents are looking forward to the future monthly programs. It is a round table discussion on topics of health related topics, such as tick borne illness. The next topic will be about blood pressure. Community Health has 12 different blood pressure clinics per month at various locations. To date over 150 residents have used the clinics and several have been referred to a physician. The childhood immunization program continues with vaccinating 15 to 20 children per month and growing. Heidi Bettcher has started a six week training program to get certified as a teacher for a chronic disease self-management class. Once completed classes will be able to take place for the towns throughout the district. Medicare insurance has had a few roadblocks such as changing the name of the district and adding additional clinics which has taken 5 - 6 months. Another barrier has been the changes to authorized personnel and had to be submitted to each insurance company. The insurance claims are now starting to be submitted for the past flu clinics. Mr. D'Amico stated that Ms. Bettcher has done a very good job.

Environmental Health Team

Mr. Kmetz stated it is still going strong.

Chairman's Report

Mr. D'Amico stated himself and Ms. Bethge will be going to the board of selectmans' meeting 5/4/23. The Southbury board of selectmen asked Ms. Bethge to attend the meeting. Mr. D'Amico said he debated whether or not we should go but was convinced to go by Ms. Bethge. Mr. D'Amico said if Ms. Bethge was to attend; he would be going and would like some other board members to attend also. Ms. Fuller stated she feels that Ms. Bethge has to go and she is glad that Mr. D'Amico is going with her and would like to see other board members go also. Mr. Crespan stated he would like to attend. Mr. Cosgrove said he is tied up and can not attend but he has reservations about going. Mr. D'Amico said that if the town has complaints instead of going to the meeting then they should come to the district's meeting and voice their complaints. Mr. Michaels stated that himself and Jack Kelly will be there as Southbury representatives. He stated the board of selectman all realize we are moving forward and whatever happened in the past is over and done with and Ms. Bethge is not privileged of whatever happened in the past because she was not here and it is not her responsibility and going forward she has an excellent story to tell and he feels she should attend the meeting. Mr. Cosgrove would defer to Ms. Bethge as she is the director and if she feels it is appropriate and she wants to do it he would stand behind her but the district will really have to think how we communicate with towns and their boards. Mr. Crespan said we should also acknowledge this is something just for

the Town of Southbury. He stated they did go to Woodbury but that is when Woodbury and Southbury were thinking of forming their own district. Ms. Fuller stated that Woodbury is very pleased with Ms. Bethge. Ms. Bethge stated based on conversations that she has had she feels as though it will be a productive meeting. She has a number of items to present to the group and is optimistic that they will be received well. Dr Levin said his guidance to Ms. Bethge is that the board supports her.

Executive Session started 6:27pm

Mr. Ellis made the motion to go into Executive Session at 6:20pm

Second: Mr. Cosgrove

All in favor

Motion Carried

Discussion and debriefing concerning strategy and status of the following case:

a). Lustig vs. Health District

Executive session ended at 6:34pm

Mr. Michaels made a motion to authorize Newport to release retirement funds for Pomperaug staff based on advice from counsel.

Second: Chris Cosgrove

All in favor

Motion Carries

Directors Report

Ms. Bethge discussed a vacation buy out for Joe Kmetz due to accumulation of vacation time and inability to use this time due to staffing shortages following the loss of the previous director and a member of the sanitarian staff. Before Ms. Bethge joined the district, Mr. Kmetz stood in as Acting Director, and the district will not have their open sanitarian position staffed until June 1.

Ms. Fuller made a motion to buy out 113.5 hours of vacation time for Mr. Kmetz.

Second: Mr. Cosgrove

All in Favor

Motion Carries

Mr. Cosgrove stated that he understands that this is a special circumstance, but that we should limit this to that because he thinks it is important for staff to take their vacation time. Ms. Fuller agrees.

Ms. Bethge discussed payment of overtime for Mr. Kmetz due to staff shortages. Mr. Cosgrove stated that this should be short term. The board agreed.

Mr. Michaels made the motion to approve overtime over 40 hours for Mr. Kmetz for April, May & June.

Second: Ms. Fuller

All in Favor

Motion Carries

Ms. Bethge stated a new sanitarian will start on June 1st. Also a new Environmental Health Administrator will be starting July 1st.

Old Business

None

New Business

None

Meeting Adjournment - 6:55pm

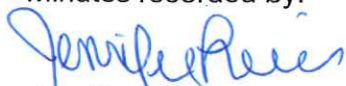
Motion to adjourn: Larry Ellis

Second: Deb Fuller

All in Favor

Motion Carries

Minutes recorded by:



Jennifer Luis