



77 Main Street North, Suite 205
Southbury, CT 06488
BOARD OF DIRECTORS REGULAR MEETING
Wednesday 05/08/24, 5:30 PM

Voting Members in Attendance

Fred D'Amico (Oxford, Board Chair) (Dial in)
Larry Ellis (Oxford, Vice Board Chair)
Chris Cosgrove (New Milford)
Dr. Jermev Levin (New Milford) (Google Meet)
Michael Crespan (New Milford) (Google Meet)
Casey Flanagan (Sharon) (Google Meet)
John Michaels (Southbury)
Jack Kelly (Southbury)
Deb Fuller (Woodbury)

Non-Voting Members in Attendance

Amy Bethge, MPH (Director of Health) (Recording)

Voting Members Not Present

Dean Sarjeant (Washington)

Guest Speaker

Adam Seifert - Riverside Retirement Advisors

MEETING MINUTES

Meeting called to order- Larry Ellis – 5:30 pm

Approval of Minutes

Motion to approve 3/6/24 meeting minutes

Mr. Michaels made a motion to approve the minutes

Second: Ms. Fuller

Abstained: Mr. Ellis

All in favor

Motion Carries

Mr. Michaels made a motion to move Guest speaker, Adam Seifer from Riverside Retirement Advisors, to first on the agenda

Second: Larry Ellis

All in Favor

Motion Carries

New Business

Mr. Seifert discussed moving all HVHD current and past staff to the Voya Retirement Plan and for Riverside Retirement Advisors to take on the role as record keeper for the Voya Retirement Plan.

Mr. Michaels made a motion that HVHD accept the switch of the plan to Voya with the district absorbing the record-keeping fee.

Second: Ms. Fuller

All in Favor

Motion Carries

Mr. Michaels made a motion to enter into Executive Session and to invite Adam Siefert into the discussion along with the Board.

Second: Mr. Cosgrove

All in favor

Motions Carries

Executive Session

Executive session started 6:01pm

Executive session ended 6:20pm

Mr. Michaels made a motion to approve \$10,000.00 to Tracy Saxe's firm to further review insurance coverage.

Second: Dr. Levin

All in favor

Motion Carries

Finance Subcommittee Report

Mr. Michaels stated that the sub-committee has not met to discuss the financial reports. Reports are shared with the sub-committee on the 15th of every month by HVHD's contracted bookkeeper.

Chairman's Report

None

Director's Report

Ms. Bethge stated that HVHD has put together a community profile data dashboard, which can be found on the Communities page of our website: (<https://hvhdct.gov/communities/>). The intent of the dashboard, which includes data compiled from federal, state, and local resources, is to provide residents and community based organizations with data resources from which to pull and will hopefully lead to further collaborations with local entities in all communities served.

Ms. Bethge also stated that HVHD has successfully implemented a credit card system, which allows residents to pay fees online without having to come into the office.

Ms. Bethge provided Board members with the book: 10 Basic Responsibilities of Nonprofit Boards which has a lot of good information, specifically the advocacy component.

As discussed at the last meeting, Ms. Bethge shared that updated language for the “health” section on each of the town’s websites had been provided to town administrators to allow for residents to more effectively utilize HVHD’s forms and request property file information.

Ms. Bethge requested recommendations for appointees to a Community Health Subcommittee.

Mr. Cosgrove asked if HVHD had seen any water sources in the district with PFAS above the new EPA limits. Ms. Bethge shared that when the EPA moved the guidance to 4 ppt for public water systems and community wells, the state of Connecticut was required to do so as well. This new guidance and the accompanying press release is available on HVHD’s website. Aquarion has been testing their systems over the past several years and posting this information on their website

<https://www.aquarionwater.com/water-quality/water-quality-reports/ct-water-quality-reports>.

Aquarion water reports can also be found on HVHD’s website.

The EPA’s guidance on private wells is that the person who owns the well is responsible for testing through the proper mechanisms. Certified labs are required by Connecticut state statute to provide HVHD with testing results, however DEEP is the entity responsible for investigating and communicating with residents regarding remediation. To date, Ms. Bethge shared that she is aware of only one private well in the District that has tested over the DUAL of 10 ppt.

Mr. Michaels made a motion to add two items to the agenda regarding staff vacation buyout and Square 9 digitization discussion.

Second: Mr. Crespan

All in favor

Motion Carries

Board members discussed vacation buyout, no action was taken. Ms. Bethge will further review the policy and propose verbiage for the Boards review.

Ms. Bethge discussed Square 9 as the digitization vendor for HVHD. The vendor has been researched and vetted for digitization of property files. The start date for the project would be July 1st of the next fiscal year (24/25). This would help the community to review their property files online and save them a trip to the office. Mr. Crespan asked about the large plans to be scanned and Ms. Bethge stated they are working with IT to make sure HVHD has the proper scanning equipment.

Dr. Levin made the motion to accept the Square 9 proposal for digitization of the property files.

Second: Mr. Crespan

All in favor

Motion Carries

Old Business

HVAC Replacement - Mr. Kelly discussed the proposals for the new HVAC system. He reviewed all the quotes and researched references. Mr. Kelly recommends using the A.E. Olsen company for the replacement of the HVAC system.

Mr. Kelly made the motion to use A.E. Olsen company with their updated quote for the replacement of HVHD's HVAC system.

Second: Mr. Michaels

All in favor

Motion Carries

Meeting Adjournment – 7:13pm

Motion to adjourn: Ms. Fuller

Second: Mr. Michaels

All in Favor

Motion Carries

Recorded by:

Amy Bethge

Amy Bethge