

Connecticut River Area Health District

Serving the Towns of Clinton, Deep River and Old Saybrook

First Selectman, Richard Smith, Chairman

Michael Dunne, M.D.

First Selectman, William Fritz, Secretary

David Shearer, M.D.

Peter Neff, Treasurer

455 Boston Post Road, Unit 7
Old Saybrook, CT 06475
Phone: 860-661-3300 Fax: 860-661-3333

Minutes

Monday, April 28, 2014

Regular Meeting of the CRAHD Board of Directors

455 Boston Post Road, Suite 7

Old Saybrook, CT 06475

11:00 AM

A. Call to Order

Chairman Dick Smith called the meeting to order at 11:10 am

B. Roll Call

Chairman Smith identified the following as present: Board Member David Shearer, Board Member Michael Dunne, Treasurer Peter Neff, Director of Health Jim Monopoli

C. Approval of Minutes from January 27, 2014 Regular Meeting

Shearer moved, **Smith** 2nd, motion to approve minutes from January 27, 2014 Regular Meeting

3 APPROVED, 1 abstention

D. Old Business

- **Status of application for 3rd party reimbursement**

Director Monopoli reported that he will seek out the credentials of Dr. Condulis and submit the application to Medicare.

- **Ordinance Development**

Director Monopoli distributed latest draft copies of the Food Service Ordinance, the public pool ordinance, the Body Code Ordinance and the

revised Fee Schedule showing minor changes to reflect the new proposed ordinances.

All three ordinances have gone through CRAHD's attorney for review and comments have been incorporated.

Monopoli briefly discussed the ordinances and the fee schedule changes. He indicated that these draft would likely be final. A public hearing needs to be scheduled.

Neff moved. 2nd Smith, to schedule a public hearing to consider adoption of the ordinances. The public hearing is to be scheduled at a special meeting on June 2nd, 2014.

APPROVED 4-0

- **Regional pump out boat: status**

Director Monopoli reported that he's done what he can for now in attempting to connect Coastal Environmental Services (CES) with local marinas and the shoreline towns. Meetings were held with both but were not well attended. Monopoli stated that there was general support for the regional operation but not a lot of interest in active participation. CES will continue to solicit the 25% in kind contribution from local sources on its own. Monopoli said he would be there to support them if needed.

- **Borough of Fenwick, contract draft**

Director Monopoli is waiting for attorneys to work out some small details in the draft MOA between Fenwick and CRAHD.

- **Further review, discussion, action on CRAHD proposed 2014-2015 operating budget.**

Director Monopoli went over the budget in some detail both on the revenue and expenditures sides. Revenue from the regional CTG grant ends in October. Although undecided, there may be a reduction in preparedness funding, and a possible cut in the preventative health block grant funding. This may result in less hours for contractor Carlson. On the expenditure side, health insurance and rent are the largest increases, with added expenditures for legal services and IT services. The remainder of the budget remains comparable to last year.

There was some discussion on salaries for employees. Monopoli will come up with a proposal for the board to consider regarding employee compensation.

Neff moved, **Smith** 2nd, to schedule a public hearing on the 2014-2015 operating budget schedule for June 2, 2014 special mtg.

APPROVED 4-0

E. New Business

- **Discussion/Action on lease for office space**

Director Monopoli presented a draft proposal to lower the rent for the office space for the next two years of the lease in exchange for lease extension of another 5 years, extending the lease to 2022. Under the proposal, there would be a cost savings over the term of the new lease. After some discussion, the board recommended that in the proposal, that the rent start at \$10.25 per ft. squared and go up in 50 cent increments annually.

Neff moved, 2nd **Dunne**, to authorize Director Monopoli to negotiate a new lease term with cost savings with the landlord by submitting the proposal as revised.

APPROVED 4-0

- **Certified Resolution for DOH to enter into contracts for CRAHD**

Director Monopoli presented a certified resolution for the board to consider and adopt, allowing him to enter into contracts on behalf of CRAHD. A resolution already exists, but SCSU requested one with the following wording so Monopoli is requesting a new resolution adoption. The resolution states:

I, Richard Smith, Chairman of the Connecticut River Area Health District (CRAHD) Board of Directors, a health district organized and existing under the laws of the State of Connecticut, do hereby certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Board of Directors of the Company duly held and convened on April 28, 2014, at which meeting a duly constituted quorum of the Board of Directors was present and acting throughout, and that such resolution has not been modified, rescinded or revoked, and is at present in full force and effect:

RESOLVED: That Jim Monopoli, Director of Health of the Connecticut River Area Health District, is empowered and authorized to execute contracts on behalf of the Connecticut River Area Health District.

IN WITNESS WHEREOF, the undersigned has affixed his signature this 30th day of April, 2014. The Company has no corporate seal.

Richard Smith, Chairman
CRAHD Board of Directors

Shearer moved, **Dunne 2nd**, to adopt resolution as presented. The board made it clear that they want to be informed about contracts that will be entered into on behalf of CRAHD.

APPROVED 4 – 0

F. Chairman’s Report

No Report. Chairman Smith requested that this item be changed to “Other business”

G. Director’s Report

Director Monopoli reported that CRAHD led a preparedness mass dispensing drill for the region on April 14, 2014 at Winthrop Middle School. The drill was well attended and the objectives of the drill were met. Monopoli thanked Chairman Smith for ensuring a constable was on-site for security through the town of Deep River. An after action report is being generated to submit to CT DPH.

Monopoli also reported that he took over as plan administrator for the district’s 401K retirement fund, taking over for Treasurer Neff.

There will be a childhood lead poisoning prevention workshop held at OSHS on Friday, May 2nd that CRAHD is hosting. Area pediatricians, day care operators, and school nurses have been invited.

Monopoli also reported that staff Sanitarians have been busy sampling wells for arsenic and uranium as part of the statewide effort. Approx. 90 wells have been sampled. No results yet.

- **Adjournment**

Neff moved, **Dunne 2nd**, motion to adjourn at 12:27 pm

APPROVED 4 - 0

Respectfully Submitted,

Jim Monopoli

Acting Clerk, DOH