

MINUTES OF THE BOARD OF HEALTH MEETING FOR THE NEWTOWN DISTRICT  
DEPARTMENT OF HEALTH, FRIDAY, DECEMBER 9, 2016, NEWTOWN MUNICIPAL  
CENTER, LAND USE CONFERENCE ROOM, 3 PRIMROSE STREET, NEWTOWN, CT  
06470

PRESENT: Dr. Robert Grossman, Chairman; Board Members: Dr. William Begg; Joan Crick, Herb Rosenthal, Curtis Read; and staff Dr. Draper – Medical Advisor and Donna M. Culbert - Director of Health

**I. Public Participation:** No public participation. Dr. Begg asked about the historical scheduling of the Board meetings and the public's participation. Board members responded that meetings have been held in the past on various days and times of day and depending on topics or emergent public health issues residents have attended meetings that had items of particular concern, for example tickborne disease and a proposed cluster residential development.

**II. Acceptance of Minutes of Previous Meetings -** A motion was made and approved to accept the minutes from the BOH meeting on January 27, 2016.

**III. Reports of Officers and Director of Health**

**1. Update on District Activities –** Ms. Culbert reviewed the Update on District Activities with the Board members. Update Report attached.

**Under Environmental Activity,** Ms. Culbert reported that inspection and permit activity is relatively stable, with the exception of the marked increase in water supply well permits, for both deepening and hydrofracking as well as for new wells. The major contributor for the increase in well work is the drought.

Ms. Culbert explained to the Board members there is an on-going application for a large scale development in Bridgewater for which she has been involved with the water supply and wastewater disposal review and comment. The development is called Joshua Heights and Mr. Read expanded on the history of the attempted development of the property by the same owner over 20 years. There are significant local concerns about the site's ability to handle the amount of development and required water supply and wastewater disposal. There is a CT DEEP public hearing scheduled for December 13, 2016 at 6 pm at the Burnham School in Bridgewater. Mr. Read has included Ms. Culbert in the list of speakers for the hearing.

**Under Community Health Activity,** Ms Culbert reviewed the on-going work with Western CT Health Network and the greater Danbury/HVCEO region on Chronic Disease prevention. Focus on physical activity, improved nutrition, heart health, diabetes prevention. Maureen Farrell from Regional Y is our committee chair.

Ms. Culbert also highlighted the monthly Health Promotion efforts at the Newtown Municipal Center. Efforts have included Stress Relief/Relaxation; Heart Health; Healthy Homes and Radon; BLAST; Breast Cancer awareness; Septic Systems; Water supply Wells; Mental Health; Thanksgiving and Food Safety; Flu and Illness Prevention and Safe holidays. Maureen Schaedler has been instrumental in putting together the information and displays with support from the staff.

Ms. Culbert reported the Newtown Prevention Council (coalition of community members toward a safe and substance free town) conducted an Opioid Forum on Oct. 5<sup>th</sup>. There was also an Opioid Forum at Roxbury Town Hall on June 23<sup>rd</sup>. The Board members discussed the opioid crisis in our towns, our region and our country. This is an important issue the Board wants to keep current and active on. The Board agreed to have Opioids remain a standing item on the agenda and also to hear from speakers in our communities about their experiences and efforts.

Ms. Culbert reported that the Health District has moved its bank account from Bank of America to Newtown Savings Bank.

#### **IV. Old Business – None to report**

#### **V. New Business**

##### **1. Resolution for Authorization to apply for funds and enter into agreements for Public Health Emergency Response and Preparedness Planning**

Below is the resolution needed to allow Donna M. Culbert, Director of Health to continue to apply for and execute contracts for Public Health Emergency Response and Preparedness Planning:

“Be it resolved that, on December 9, 2016, pursuant to Section 19a-243 of the Connecticut General Statutes, Donna M. Culbert, MPH, PE, RS, Director of Health for the Newtown District Department of Health, is authorized to make and to approve on behalf of the District any and all contracts or amendments thereof with the State of Connecticut Department of Public Health, for the Purpose of Public Health Emergency Response and Preparedness Planning.”

Curtis Read made a motion to accept the resolution. All in favor. Resolution authorized.

## **2. Resolution for Authorization to apply for funds and enter into agreements for Health Promotion, Health Education/Risk Reduction Programs**

Below is the resolution needed to allow Donna M. Culbert, Director of Health to continue to apply for and execute contracts for Health Promotion, Health Education/Risk Reduction Programs:

“Be it resolved that, on December 9, 2016, pursuant to Section 19a-243 of the Connecticut General Statutes, Donna M. Culbert, MPH, PE, RS, Director of Health for the Newtown District Department of Health, is authorized to make and to approve on behalf of the District any and all contracts or amendments thereof with the State of Connecticut Department of Public Health, for health promotion, health education and risk reduction programs.”

Curtis Read made a motion to accept the resolution as presented. Seconded by Herb Rosenthal. All in favor. Motion approved.

## **3. FY 2017-2018 Budget**

Ms. Culbert informed the BOH members that the proposed FY 2017-2018 budget does not reflect much change such as acquisitions or programming. Ms. Culbert noted that the only notable increases are in the Salary line item which reflects the employee contracted salary increase of 2 percent, as well as the two numbers that she receives from Bob Tait, Financial Director, for the Pension line item and for the Health Insurance line item.

Ms. Culbert noted that there appears to be a reduction in the Food Protection Program line item under Programs, however that part of the funding comes from the State Per Capita grant and Ms. Culbert was asked by CT DPH to place those dollars in the Salary line item instead.

Ms. Culbert informed the BOH members that the State Per Capita grant has gone down. Ms. Culbert added that the collected District fees have gone up a little and that some Public Health Emergency Preparedness grant funds helps pay for salary.

Ms. Culbert reviewed the proposed budget documents that she shared with the BOH members and explained that the cover sheet summarizes the proposed 2017-2018 budget, the second page lists the budget by category, and the final page lists expenditures and the different services that are provided by each town.

Ms. Culbert explained that Ed Knapik's town truck was replaced this year as planned and Keith Vaughn's town truck may be replaced sooner than next year's planned replacement, as its condition warranted its removal from the road. Ms. Culbert added that technically the trucks are owned by the Town of Newtown, but their use is insured through the Health District.

Herb Rosenthal made a motion to accept the proposed 2017-2018 Budget. Curtis Read seconded. All were in favor. Motion approved.

#### **4. CT Commissioner of Public Health Raul Pino's proposed Public Health integration concept**

Ms. Culbert shared with the BOH members that the Commissioner of Public Health, Dr. Raul Pino, is looking to consolidate health departments and health districts. Mr. Pino's initial proposal was to create eight districts that follow the county lines or nine districts that follow the council of government lines.

Ms. Culbert explained that presently there are 73 health departments/health districts in the State of CT. Ms. Culbert noted that the draft language would ask each town to contribute 1.5% of their overall budget to pay for the new district - a calculation that is 3 or 4 times more than what the town(s) currently contribute.

Ms. Culbert informed the BOH members that right now it is only a concept that is being circulated. Mr. Pino has not clearly defined the problem he is trying to solve. He talks about health inequity and improving health outcomes, which are more indicative of larger health departments/districts. Ms. Culbert stated that it is an evolving issue and she will keep the BOH members informed.

**VI. Executive Session** - There were no Executive Session items.

#### **VII. Any Other Business That May Properly Come Before the Board of Health**

Mr. Read suggested that the BOH members come up with a schedule for future BOH meetings and offered that dates in March, June, September and December 2017 be considered. It was suggested that Ms. Culbert contact BOH members the first of the month previous to the proposed meeting month to confirm the next meeting date and time.

Mr. Read asked how the public was informed of BOH meetings. Dr. Grossman replied that we notify the Town Clerk's office and they publicize it. Board members reflected on previous BOH meetings where various members of the public were present.

### **VIII. Adjournment**

Having no further business, Dr. Grossman made a motion to adjourn the meeting. Curtis Read seconded. Motion approved. Meeting adjourned at 4:20 pm.

Submitted by



Maureen C. Schaedler  
Administrative Assistant