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(Approved working notes)

**BOARD OF HEALTH  
MEETING OF FEBRUARY 26, 2009  
ROCKY HILL COMMUNITY CENTER  
Minutes**

**I. CALL TO ORDER AND ATTENDANCE**

Chairman Nancy Klatt called the Thursday, February 26, 2009 meeting of the Central Connecticut Health District Board of Health to order at 6:38 p.m. in Room 2 of the Rocky Hill Community Center, Rocky Hill, Connecticut.

**Present:** Nancy Klatt, Chairperson  
Patricia Checko, Vice Chairperson  
Arthur Yoaps  
Ray Jarema  
Dianne Doot  
Kevin Borrup  
Judith Sartucci  
Carolyn Wysocki  
Amanda Hurwitz (arrived at 6:47 p.m., leaves at 8:05 p.m.)  
Paul Hutcheon, M.P.H., R.S. Director of Health

**Excused:**

**Staff:** Eileen Knapp, Recording Secretary

**Quorum**

**2. BUDGET**

The Board agreed to work toward adopting Version 3 of the Budget, which incorporated the budget cuts proposed by the Governor. Version 3 assumes a reduction of \$78,403 in the state Per Capita Grant. There is an increase in the amount charged to cash customers for flu shots in the amount of \$30. The budget is being balanced with a transfer of \$87,100 from the Reserve Fund. The budget represents a 6.1% decrease in overall expenditures compared to the current year. Salaries are proposed at a 1% increase, the salon inspector position is eliminated and the hours for the part time secretarial position are cut to 6 hours per week. They are budgeting under the assumption that two employees are declining medical coverage. The Visit-with-a-Nurse Clinics are being eliminated.

After a brief discussion the Board came to a consensus to eliminate the Visit-with-a-Nurse Clinics. Judy suggested changing the focus of this program in the future to injury prevention in the elderly.

There was agreement by the Board to raise the cash flu shot charge to \$30.

Carolyn suggested looking at other sources of revenue including providing wellness clinics through partnering with fitness centers and insurance companies, adding another town to the District and providing school health clinics. Paul said adding another town to the District may actually cost them money depending on the District. She also asked about increasing the permit fees for septic inspections. It was agreed that raising the fees further wouldn't bring in that much additional revenue because there aren't that many inspections being done. Carolyn asked about charging for lead investigations. Paul said he doesn't see the District charging a family for the lead investigation when their child is poisoned. They could require the homeowner to pay for the inspections but these cases are few and far between and they wouldn't be paying the District, they would have to pay a licensed lead inspection company.

The Board discussed the proposed 1% increase in salaries. Carolyn and Judy voiced their opposition to the 1% increase because of the difficult economic times the District is facing. The majority of the Board was in favor of the 1% increase at this time.

The Board agreed to the elimination of the salon inspector position.

**A MOTION was made by Carolyn Wysocki to go into Executive Session for personnel matters. Seconded by Judy Sartucci. 8 were in favor (Klatt, Checko, Wysocki, Jarema, Yoaps, Hurwitz, Doot, Sartucci), 1 opposed (Borrup), MOTION CARRIED.**

Eileen Knapp left the room for the Executive Session.

**A MOTION was made by Pat Checko to come out of Executive Session. Seconded by Kevin Borrup. MOTION CARRIED UNANIMOUSLY.**

(Amanda leaves at 8:30 p.m.)

A 2-3% reduction in the Emergency Preparedness Grant is expected for the upcoming year. Version 3 of the budget proposes a 63% reduction in the Professional Development Fund. Carolyn proposed having the Annual Report copied instead of printed for \$900. There was a discussion about the stipend for mileage. Paul said the stipend is for \$100 for every 1000 miles driven for employees who drive their own cars. After a lengthy discussion the Board came to a consensus to remove the \$2,200 stipend for mileage from the budget.

The Board discussed the web master stipend and agreed to leave it in the budget. Carolyn said it was her understanding that the Community Health Coordinator position was supposed to be grant funded. There was consensus on the Board to leave the salary for the Community Health Coordinator position in the budget.

The Board decided to hold another public hearing for the proposed budget. Judy suggested advertising the public hearing better, including putting a notice on the website.

**A MOTION was made by Pat Checko to approve Version 3 of the budget to go to public hearing on March 19, 2009 with consensus to eliminate the \$2,200 vehicle stipend line item. Seconded by Kevin Borrup. 6 in favor (Klatt, Checko, Jarema, Borrup, Doot, Yoaps) 2 opposed (Wysocki, Sartucci), MOTION CARRIED.**

### **3. OTHER**

Pat distributed a draft of a letter she prepared addressing the Governor's proposed budget cuts.

**A MOTION was made by Kevin Borrup to adjourn. Seconded by Pat Checko. MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at 8:42 p.m.

Respectfully submitted,

Paul Hutcheon, M.P.H., R.S. Director of Health