



Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234
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NDDH Board of Directors Meeting Minutes
Date: April 11, 2019 – 3:00 PM

Location: NDDH Conference Room
69 South Main Street, Unit 4
Brooklyn, CT 06234

This meeting was called to order at 3:00 PM by Chair, Tammy Wakefield

1. Public Hearing – FY2020 Budget-no public participation
2. Roll Call

Present: Robert Kelleher, Brooklyn; Elaine Lippke, Borough of Danielson; Heidi Clifford, Borough of Danielson; Luther Thurlow, Canterbury; Robert Grindle, Hampton; David Griffiths, Killingly; Deborah Richards, Eastford; Donald Gladding, Plainfield; Robert Kerr, Plainfield; Donna Grant, Pomfret; Lana Salisbury, Sterling; Nathan Swift, Union; Gail Dickinson, Woodstock

Barney Seney, Putnam and Delpha Very, Thompson were excused with notification. Donna Grant arrived at 3:17PM.

Staff Present: Susan Starkey, Director of Health, Melissa Nichols, Finance/HR

3. Audience of Citizens (Opportunity for Public/Staff Participation) – John Sarantopolous: A friend with a health issue, was disappointed that we do not prosecute people for health violations. He wanted to know if this was true. Sue stated that when there are violations of public health codes, we issue orders for correction, and when these corrections are not made, we write up arrest warrants that are then sent to the Housing Court. It is then up to the state housing prosecutors to enforce the laws. The ultimate decision of legal prosecuting is one step above us. Robert Kerr provided additional information to this stating the individual that can be reached for these health code issues. Austin Tanner: Thanks us for new itinerant information, wanted to know is there anything that can be done to consolidate all the permits needed for multiple events? He was informed that there was a new law in place that says one itinerant food vendor permit will be good for the whole state, still needing zoning permission from other locations. Also brought up that he could not find our agenda on the NDDH website. The agendas are posted on site of the business and sent to the town clerks for posting in our town halls.

4. Minutes: January 10, 2019

Motion was made by E. Lippke to approve the Minutes of the January 10, 2019 meeting. Seconded by R. Kerr. R. Kelleher, L. Thurlow, D. Griffiths, D. Richards, D. Grant, D. Gladding, L. Salisbury, N. Swift voted in favor. R. Grindle, T. Wakefield and G. Dickinson abstained. Motion passes 10-0-3

5. Communications

- Lana Salisbury, Sterling, appointed for a three-year term expiring March 7, 2022
- John Firlik, alternate Sterling, has not been reappointed to the Board
- Paul Torcellini, Eastford, appointed as alternate representative expiring December 31, 2021
- Robert Andrews, Woodstock, appointed as alternate representative expiring February 15, 2021

6. Issues – Discussion followed regarding how to retain/recruit needed personnel, despite low per capita and what NDDH can offer to current and future employees to stay competitive in the public health work place.

7. Financial Report –

- A. Motion was made by R. Grindle to approve the per capita of \$5.25. Seconded by D. Gladding. R. Kelleher, E. Lippke, L. Thurlow, D. Griffiths, T. Wakefield, D. Grant, D. Richards, R. Kerr, L. Salisbury, N. Swift, and G. Dickinson voted in favor, motion passes 13-0-0
- B. Motion was made R. Kelleher to approve the FY20 Fee Schedule. Seconded by N. Swift. E. Lippke, L. Thurlow, R. Grindle, D. Griffiths, T. Wakefield, D. Grant, D. Richards, D. Gladding, R. Kerr, L. Salisbury and G. Dickinson all voted in favor, motion passes 13-0-0
- C. Motion was made by D. Gladding to accept the FY20 budget with the caveat that changes may be needed to transfer funds due to personnel changes and staff restructuring. Seconded by R. Grindle. R. Kelleher, E. Lippke, L. Thurlow, D. Griffiths, T. Wakefield, D. Grant, D. Richards, R. Kerr, L. Salisbury, N. Swift and G. Dickinson voted in favor, motion passes 13-0-0

8. Adjournment – Motion was made to adjourn at 4:36 by D. Griffiths, seconded by D. Grant, all approved, meeting adjourned at 4:48PM