

MEETING MINUTES
Easton Board of Selectmen
January 16, 2020
7:30 PM
Town Hall Conference Room A

David Bindelglass called the meeting to order at 7:30 p.m.

Present: David Bindelglass, Kristi Sogofsky and Robert Lessler

1. Robert Lessler moved to approve the minutes of the Board of Selectmen Meeting, January 2, 2020 with the following amendments; in the fifth sentence of agenda item 8, the word "tabled" should be changed to "suggested" and in the seventh sentence, after "ash trees" the words "as possible" should be added. In agenda item 10, "retiring" should be replaced with "adjourning". Kristi Sogofsky seconded. Motion passed unanimously.
2. A resident requested that the website be checked regarding Department of Public Works Surplus Material information. Another resident requested that the sign on the table read "recorded as well as filmed". Another resident asked that an explanation be given on agenda item 7 as to the process of regionalization.
3. Kristi Sogofsky moved to approve the following tax refunds as recommended by Krista Kot, Tax Collector: 1.CHASE AUTO FINANCE - \$616.83; 2. LERETA, LLC - \$13,512.07. Robert Lessler seconded. Motion passed unanimously.
4. Robert Lessler moved to release Driveway Bond Permit #1594 to Mitch & Gina Deesso in the amount of \$3,000 as recommend by Bruce Bombero Deputy Director of Public Works. Kristi Sogofsky seconded. Motion passed unanimously.
5. Having needed a motion during the last meeting, Robert Lessler moved to appoint Tara Donnelly Gottlieb as an alternate on the Board of Finance for the unexpired term of 1.2.2015 – 1.2.2021. David Bindelglass seconded. Kristi Sogofsky voted no. Motion passed.
6. Robert Lessler moved to appoint Lisa Fleurette as an alternate on the Board of Assessment Appeals for the unexpired term of 11/5/2019 – 11/7/2023. Kristi Sogofsky seconded. Motion passed unanimously.
Robert Lessler moved to re-appoint Shari Butler as a member of the Board of Ethics for the term of 1/2/2020 – 1/2/2022. Kristi Sogofsky seconded. Motion passed unanimously.
Kristi Sogofsky moved to re-appoint Jacqueline Kaufman as a member of the Board of Ethics for the term of 1/2/2020 – 1/2/2022. Robert Lessler seconded. Motion passed unanimously.
Robert Lessler moved to re-appoint Ross Ogden as a member of the Planning and Zoning Commission for the term of 1/2/2020 – 1/2/2025. Kristi Sogofsky seconded. Motion passed unanimously.
Kristi Sogofsky moved to re-appoint Alison Sternberg as an alternate on the Planning and Zoning Commission for the term of 1/2/2020 – 1/2/2023. Robert Lessler seconded. Motion passed unanimously.
Robert Lessler moved to re-appoint Scott Charmoy as an alternate on the Zoning Board of Appeals for the term of 1/2/2020 – 1/2/2023. Kristi Sogofsky seconded. Motion passed unanimously.
Kristi Sogofsky moved to appoint Charles Lynch as an alternate on the Zoning Board of Appeals for the unexpired term of 1/2/2018 – 1/2/2021. Robert Lessler seconded. Motion passed unanimously.
Robert Lessler moved to appoint Linda Dollard as a member of the Commission for the Aging for the unexpired term of 1/2/2019 – 1/2/2022. Kristi Sogofsky seconded. Motion passed unanimously.
Kristi Sogofsky moved to re-appoint Melina Testa O'Brien as a member of the Commission for the Aging for the term of 1/2/2020 – 1/2/2023. Robert Lessler seconded. Motion passed unanimously.

Robert Lessler moved to appoint Cheryl Constand as an alternate on the Commission for the Aging for the term of 1/2/2020 – 1/2/2023. Kristi Sogofsky seconded. Motion passed unanimously.

Robert Lessler moved to re-appoint Tom Cable as a member of the Park and Recreation Commission for the term of 1/2/2020 – 1/2/2023. Kristi Sogofsky seconded. Motion passed unanimously.

Kristi Sogofsky moved to re-appoint David Gombos as a member of the Park and Recreation Commission for the term of 1/2/2020 – 1/2/2023. Robert Lessler seconded. Motion passed unanimously.

Kristi Sogofsky moved to re-appoint Mary Ann Freeman as a member of the Senior Center Advisory Board for the term of 1/2/2020 – 1/2/2023. Robert Lessler seconded. Motion passed unanimously.

Robert Lessler moved to appoint Pat Camuto as a member of the Senior Center Advisory Board for the term of 1/2/2020 – 1/2/2023. Kristi Sogofsky seconded. Motion passed unanimously.

Kristi Sogofsky moved to re-appoint David Buchanan as a member of the Board of Fire Commissioners for the term of 1/2/2020 – 1/2/2025. Robert Lessler seconded. Motion passed unanimously.

Robert Lessler moved to re-appoint David Smith as an alternate to the Area Nine Cable Council for the term of 7/1/2019 – 6/30/2021. Kristi Sogofsky seconded. Motion passed unanimously.

Kristi Sogofsky moved to re-appoint Thomas Bladek, MD as a member of the EMS Commission for the term of 1/2/2020 – 1/2/2025. Robert Lessler seconded. Motion passed unanimously.

Kristi Sogofsky moved to re-appoint David Bussolotta as a member of the Pension and Employee Benefits Commission for the term of 1/2/2020 – 1/2/2024. Robert Lessler seconded. Motion passed unanimously.

Robert Lessler moved to re-appoint Robert Sadowski as a member of the Pension and Employee Benefits Commission for the term of 1/2/2020 – 1/2/2024. Kristi Sogofsky seconded. Motion passed unanimously.

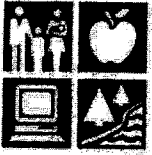
Kristi Sogofsky moved to re-appoint Sarah Donovan to the Catchment Area Councils for the term of 1/1/2020 – 1/1/2023. Robert Lessler seconded. Motion passed unanimously.

7. Dr. Chris Michos, Director Health and Polly Edwards, Health Officer presented information on joining the proposed Health District Westport/Weston (WWHD). (SEE ATTACHED) Dr. Michos acknowledged the loyal and dedicated service of Polly Edwards. Both plan to retire in the near future. They both believe this would be in the best interest of the Town, cost approximately what the operating budget currently is for the Health Department and provide many more services (free and low cost) to members of our community. Mark Cooper, Director of Health for the WWHD will be available for information sessions at various times in the coming weeks. A public hearing would be followed by a vote at the Annual Town Meeting. Kristi Sogofsky moved to continue with discussions on the possibility of joining the Westport Weston Health District and planning of informational sessions. Robert Lessler seconded. Motion passed unanimously.
8. Justin Giorlando presented background and information on the Sustainable CT Municipal Certification Program. This is a volunteer program which promotes sustainability for municipalities. Points are earned and can avail towns for grants. The Resolution authorizes the Land Use Director, Justin Giorlando to be the contact person and complete the registration. The team members would be made up of one member each of the Planning and Zoning Commission, Conservation Commission and Energy & Environment Task Force. David Bindelglass read the Resolution Supporting Participation in the Sustainable CT Municipal Certification Program (SEE ATTACHED) Robert Lessler moved to approve the resolution. Kristi Sogofsky seconded. Motion passed unanimously.
9. David Bindelglass requested a delay on any further discussion on proposed ordinance for setting Annual Town Meeting.
10. A resident requested the Health Department informational session be put online or the website. Another resident commented on the win/win situations of the programs that can be offered by joining the WWHD. Another resident requested more info on the availability of septic and building permits and the cost of joining

the WWHD. A final resident asked that those who speak in Public Comment state their name and address for the record.

11. Robert Lessler commented that both he and Kristi Sogofsky attended the latest information session on the new Easton Courier and an online newspaper may be coming soon. There is an open public session tentatively scheduled for February 1, 2020 at the West Campus of SHU. David Bindelglass relayed the info for the upcoming Freedom of Information Seminar Tuesday, January 28, 2020 at 6:00 pm at the Redding Town Hall Hearing Room. (SEE ATTACHED)
12. Robert Lessler moved to adjourn at 8:47 pm. Kristi Sogofsky seconded. Motion passed unanimously.

3A~01.16.20



Westport Weston Health District

Ms. Polly Edwards, R.S., Health Officer
Town of Easton
225 Center Road
Easton, CT. 06812

December 4, 2019

Thank you for the opportunity to meet with you and Dr. Michos to discuss local public health services and how the Westport Weston Health District (WWHD) could help provide the ten essential public health services to Easton residents.

Brief WWHD History

The WWHD was the first health district formed and recognized in the State of Connecticut in 1965 under Chapter 368f of Connecticut General Statutes by the legislative bodies of Westport and Weston. During the past 54 years, the health district has provided clinic services, health education, consultative services, referrals for special medical care, environmental services, and conducted epidemiological investigations for constituent towns. The health district is fully compliant with all State of Connecticut public health service and reporting mandates. Responsive to changing times, the health district has recently streamlined the environmental permitting process and made access to applications more convenient and timely reviews. Additionally, the community health division has been reorganized and staffed to provide expanded public health nursing services and programs developing evidence-based data systems to obtain the metrics needed to measure program effectiveness and the impact on the health of the population in the communities we serve as is being required by the state.

Proposed Easton Public Health Budget

Currently, Easton budgets \$96,296 for local public health services, inclusive of all wage, benefit and operating expenses. The health district proposes an Easton Health Assessment of \$100,000 paid in equal quarterly installments. This amount is much less than what it costs to provide standalone comprehensive public health service that meets all State public health mandates but would be enough by joining the WWHD because State Per Capita funding of \$1.66 per capita would become available, not only for Easton's population, but also Weston's and Westport's. By leveraging local funding with State Per Capita funding, it will be possible to extend all WWHD's programming to Easton.

How would the WWHD improve the public health of Easton citizens.

Easton currently enjoys outstanding environmental services; this will continue with the advantage of having other full-time environmental staff to assist in larger projects, public health issues, back up for vacations and/or illness, as well as epidemiologic investigations if necessary. Home owners and contractors would also have access to services Monday through Friday 8 am to 4:30 pm at the health district's main office.

Easton residents would also be eligible for additional services that the health district currently provides, as well as an enhancement of some of Easton's current services. For example, new services that would become

available include visits to the health district's outpatient clinic services, Travel clinic, Infectious/communicable disease surveillance and follow-up. I have attached a brochure summarizing all the health clinic's services.

Health district staff may be able to enhance Easton's Senior Center programs such as flu and pneumonia vaccinations, participate in WWHD's "Let's Chat" series of informational presentations on a wide variety of topics that include Fall prevention, senior safety, use of medical technology, nutrition, etc.

The health district can assist Easton in its response to hoarding with staff who respond as part of a team of local officials who all have some role in mitigating this growing problem. We have found it much more effective in resolving such issues by working closely with Social Service personnel, the Fire Marshal, Building Official, and sometimes the Probate Court. The health district hosts a regional Hoarding Task Force that meets regularly at 180 Bayberry Lane to share lessons learned and intervention strategies.

In comparing the 2019 Greater Norwalk Region Community Health Improvement Plan and Implementation Strategy (Norwalk Hospital) and 2019 Greater Bridgeport Region (Bridgeport Hospital and St. Vincent's Medical Center) Collaborative Community Health Needs Assessment and Implementation Plan (CHAs) and resultant Community Health Improvement Plans (CHIPs), the top five health issues of greatest concern for both Hospital service areas are very similar. The Health District's Community Health program is prepared to actively participate in the partnerships working on the regional CHAs and ensure specific CHIP goals are met for our constituent towns.

How Would it Work?

Although the Easton Town Hall is exactly 7 miles from the WWHD's main office at 180 Bayberry Lane in Westport, it seems to make sense to keep Easton's Health Department space where it is as a satellite office where Easton residents can meet Health District staff. The dates and times of such an office would be based on need and open to negotiation. Easton's public health records could stay where they are for easy access for residents and other Easton land use staff. In time, I envision having public health interns scan the public health records so they could be made available to WWHD staff where ever they are needed. The WWHD has moved word processing, emails, and other record keeping onto Microsoft's governmental secure 365 cloud platform to comply with confidentiality and record retention requirements. One of the advantages of doing so is that all the records stored in the cloud are available to all Health District staff, 24 hours/365 from any computer they can log on to.

The Process of joining the WWHD

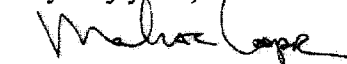
Actions needed to be taken by Easton:

1. Publicize and hold a public hearing
2. Vote by the legislative body to join the District.
3. Provide a copy of the town's legal notice and record of vote to the State of Connecticut, Department of Public Health Office of Local Health Administration.
4. Provide a copy of the town board meeting minutes approving the Town of Easton to join the WWHD
5. Appoint one person to be a representative on the new District Board of Directors.

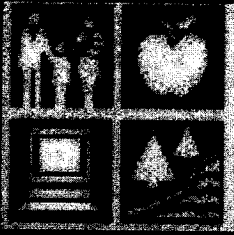
Actions needed by the WWHD Board of Directors

1. The WWHD Board must hold a board meeting and vote to accept the Town of Easton into the WWHD
2. Provide the State of Connecticut, Department of Public Health Office of Local Health Administration with a copy of the minutes from the district board meeting accepting the town of Easton into the WWHD.

Very truly yours,



Mark A.R. Cooper, Director of Health
Westport Weston Health District



Westport Weston Health District Clinic – Health Clinic
180 Bayberry Lane Westport, CT 06880
P:203.227.9571 F:203.221.7199

Our Health District Prides ourselves on being able to offer free and affordable services!

Some of our **Free** services include:

- Community Wellness Homebound Visits
- Lead Testing
- Annually Offered Radon Testing
- Blood Pressure Screenings
- Glucose Testing
- Male & Female Condoms
- Sexual Transmitted Infection Testing
- Home Hoarding Inspections
- Numerous Free Health Talks and Lectures
- Hydration and Rest Station During Heat Waves/Warming Station in the Winter
- Annual Skin Cancer Screening
- Providing Education at Senior Centers, Schools, and Town Halls
- Educational Tables/Booths
- Various Mobile Influenza Clinics Established in All Participating Health District Towns
- Home Mold Inspections/Humidity Testing
- Free Educational Material on a Vast Amount of Health Topics

Some of our **Low-Cost** services (most services are around or lower than insurance reimbursement rates. We will submit claims to insurances whenever possible)

- Urine Testing \$10
- Urine Drug Toxicology \$35
- 12 Lead Electrocardiogram \$50
- Ha1C Testing (Diabetes Screening) \$30
- Rapid Strep A Throat Swab Test \$15
- Albuterol Nebulizing Treatment \$40
- Cholesterol Lipid Panel \$30
- 3 Component Foot Exam \$5
- New Patient Office Visits (Range \$40-\$130)
- Establish Patient Office Visits (Range \$20-\$85)
- Travel Clinic Consults \$50 per person, Each additional person \$30
- Hemoglobin Testing \$5
- Auditory Screening \$40
- Visual Acuity Screen \$10
- Cholesterol Counseling \$20
- Smoking Behavior change counseling visit (Range \$30-\$40)
- Wound Care (Range \$33-\$41)
- Tick Identification and Tick-Borne Illness Testing \$10

WESTPORT WESTON HEALTH DISTRICT SERVICES





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INTRODUCTION

The Community Health Department of WWHD provides health promotion and disease prevention through education, screenings, immunizations and surveillance. These efforts help prevent chronic disease and improve the health of the community. Many services are provided at the Health District's office and an appointment is necessary for most services. Examples of regular programs include:

- Travel clinics, routine immunizations, and in department and mobile influenza vaccine clinics.
- Free blood pressure screenings
- Wellness clinic
- Cholesterol & Ha1C (diabetes) screenings
- Confidential HIV/STD counseling and testing.

The Health District's public health nurses provide health check visits to the homebound residents of Westport and Weston and are also available to conduct free in-home safety assessments upon requests. Many services are offered free or at a reduced charge. The Health District also teams up with local medical organizations and providers to offer screening programs each year for breast and prostate cancer, skin cancer, as well as other health concerns.

The Health District's health staff sponsors a wide variety of health education programs to the community in partnership with local civic organizations. A current health message and monthly calendar of events are available online at WWHD.org.

*The WWHD health clinic is licensed by the State of Connecticut Department of Public Health
License No: 1038

Services

WWHD: Health District

1. STAFF & BOARD INFORMATION

Clinic Management:

Mark A. R. Cooper, MPH, RS; Director of Health

Louis E. D'Onofrio Jr, DNP, MSN, FNP-C, PCCN; Director of Clinical Care

Nursing Team:

Loren Pace, RN; Public Health Nurse Team Lead

Joanne Ryan, RN; Home Visiting Nurse Team Lead

2. SERVICES & SCREENINGS PROVIDED

- **Occupational Health Testing & Screenings:**

- Urine drug toxicology
- Work required immunizations (example Hepatitis B)
- Physical exams
- Audiometer hearing testing
- Basic visual testing using a Snellen chart

- **Electrocardiogram (ECG):**

- 12-Lead ECGs can be performed at the WWHD. Routine ECG screening is advised to screen for abnormalities such as atrial fibrillation. ECGs are also advised to monitor heart rhythms for some medications, such as Adderall, Vyvanse, Methadone, and trazodone for example.

- **Urinalysis Testing**

- Using a CLIA waived urine dip stick kit, random urine testing can be completed in office. Urine testing can be completed to aid in patient's chronic disease monitoring or to help identify active infections or concerns.

- **Cholesterol Screening**

- While a patient is fasting, the WWHD staff can collect a small sample of blood and check patient's cholesterol. With only a few minutes of waiting for results, the patient will be given results which can also be faxed to their primary care provider. Patients have the option to meet with a WWHD medical provider to discuss the results in greater detail.

- **Hemoglobin A1C/Diabetes Screening**

- In office testing and results for diabetes screening

- **School Physicals**

- School physical exams can be completed that meet the DPH's recommendations, including hemoglobin testing performed in office.

Services

WWHD: Health District

- **Travel Clinics**

- The travel clinic was started in 1998 to help ensure residents had all the required and advised vaccines prior to travel. Since 1998, the travel clinic has grown to include 30min. consultations, client informational materials, and use of an electronic health record (EHR).
- A Connecticut licensed medical professional (Doctor of Nurse Practitioner/Medical Doctor/Doctor of Osteopathic Medicine) will meet with the patient/client.
- During a travel clinic consultation, the following will be discussed: travel itinerary, vaccine history, current and recent medication, allergies, travel risks, medication and vaccine risks, planned activities during travel to address risk reduction management.
- Since October 1997, the health district clinic has been appointed a Yellow Fever Vaccination Center.
- All medications and vaccines are stored and monitored per the CT DPH standards. The health district clinic has a relationship with Norwalk's community health department in case vaccines should need to be stored during power outages. This ensures vaccines are always stored at appropriate temperatures and reduces the risk of financial loss.
- The travel clinic works with nonprofit organizations to provide consult and vaccines to large groups of people for mission trips/service trips and school trips.

- **Influenza Vaccines & Clinics**

- Every year the clinic director and staff have meetings to prepare for the upcoming flu season. Various vaccine types are reviewed for purchase to ensure ample supply is available for the community.
- Senior, standard adult, and pediatric vaccine doses are available each season.
- The health district clinic has several departments located and community located flu vaccine clinics.
- The health district clinic visits local senior centers, town halls, and libraries to offer walk-in and by appointment flu vaccine administrations

- **Routine Immunizations**

- Five days a week all standard adult and pediatric vaccines are available by appointment to be administered by trained nursing staff.

Services

WWHD: Health District

- **Blood Pressure Screenings**

- Community members can come to the health district clinic to obtain free blood pressure checks conducted by trained staff. When available, grant funded blood pressure machines can be awarded to those with hypertension for home monitoring.
- Community members with hypertension can make routine visits to the health clinic for blood pressure monitoring.

- **Rabies Testing**

- The health district clinic is will send animals suspected of having rabies to the state laboratory for testing.
- The health district clinical staff will inform residents that were exposed to an animal that was tested with the results.
- The health district clinical staff can administer rabies vaccines after the first initial hospital dose was administered.
- The health district clinic works very closely with local authorities and animal control professionals to reduce community exposures

- **Tick Testing & Lyme Disease**

- The health district clinic's trained staff will take and inspect ticks presented to the office from the community. Ticks with suspected risk of disease are sent to a state diagnostic lab to identify presence of pathogens such as those that cause Lyme Disease.
- Community members can request an appointment to meet with a medical professional whom may prescribe prophylactic antibiotics

- **Radon Testing**

- On a yearly basis, the health clinic works with the DPH to provide free radon home test kits.
- Residents with elevated home radon levels are advised to use a radon reduction system and given information about mitigation.

- **Provider encounters and counseling**

- Residents may call to make an appointment with a clinic medical professional for screenings and counseling.

Services

WWHD: Health District

- **Skin Cancer Screening**

- Annually local dermatologists meet with community members at the health district clinic to perform skin screenings for free.

- **Lifestyle Management Programs**

- The health district is continuously monitoring community needs to incorporate programs. Some of the previous programs offered have been Live Well, A Matter of Balance, Fall Prevention, and Live Well-Diabetes.

- **Home Safety Assessments**

- By request or referral, a health clinic member evaluates a community member's home for fall risks, in-home hazards, and unsafe living conditions.

- **Homebound Health Check Program**

- Provide non-skilled nursing visits for the prevention and early detection of exacerbations, complications, and/or unsafe conditions.
- Provide vaccines to homebound residents

- **Safer Home Task Force**

- To promote a safe and healthy living environment for residents and to help prevent hoarding behaviors from creating unsafe or hazardous conditions.

- **Homeless Shelter Visits**

- Clinical staff work with local shelters to provide PPD screenings, vaccines, and sick visits for residents

- **Educational lectures and talks**

- Starting in 2018 the health district clinic has community discussions titled "Let's Chat" which include guest specialist speakers on various health topics
- Clinic staff and nursing students work with local schools to develop educational talks to add into educational curriculums.

- **STD Testing**

- The clinic can submit lab orders to local testing centers or perform some screenings in office including HCV & HIV.

MARK A.R. COOPER M.P.H., R.S.

250 Roxbury Road · Southbury, Ct. 06488

Telephone

Fax

E-mail

203.264.2232 · 203.267.6067 · Southburymarc@juno.com

OBJECTIVE

Continued pursuit of challenging and rewarding service, striving to protect and improve the public's interests, health and quality of life.

QUALIFICATIONS

- Master of Public Health Degree.
- Over 26 years of supervisory/administrative and managerial experience.
- A collective 42 years experience in various governmental leadership positions.
- Effective advocacy skills needed to balance the interests of local, state, and federal agencies, and other community groups.
- Extensive consensus building experience with consumers, providers, and others to obtain desired primary and secondary objectives.
- Office and personnel management skills attained through work experience and training.
- Long-term collaborative partnerships developed with community volunteer citizen groups.
- Knowledge and skills relating to media relations, communications, and public affairs.
- Strong work ethic and commitment to public service, focusing on responsive, dedicated accountability.

WORK EXPERIENCE

DIRECTOR OF PUBLIC HEALTH
Westport – Weston Health District

NOVEMBER 3, 2008 TO PRESENT

The full-time Chief Executive Officer of the Westport – Weston Health District administers the program of service provided by the Health District and protects and promotes the health, safety and welfare of the residents of the towns of Westport and Weston; has full authority and responsibility to plan, staff, direct, and implement the programs and manage the affairs of the District according to policies established by its Board of Directors; enforces pertinent sections of the Public Health Code of the State of Connecticut, the Westport Weston Sanitary Code, and all federal and state licensure regulations and standards for community health and environmental services. Oversees a staff of 15, including public health clinical services, with a budget of about 1.3 million dollars.

FIRST SELECTMAN
Town of Southbury

DECEMBER 7, 2001 TO NOVEMBER 3, 2008
(Elected to four terms by the public)

This is an elective position. The First Selectman of the Town of Southbury, is the administrator of the town's public affairs overseeing both the internal and external affairs of the town. Responsibilities include preparation, oversight and monitoring of the budget, facilitator of public interactions, official representative of the town with other governmental agencies, coordinator of all boards and commissions, oversees forecasting and planning for the town's future, and provide policy and political leadership.

Public relations messages are developed and presented to the media, business associations, elected officials, and citizen groups to obtain consensus and approval on budgets, community action plans, and programs.

In accordance with the Town Charter, the First Selectman also serves as the Chief of Police, having the powers, duties and responsibilities conferred by Connecticut General Statutes. Oversaw a staff of 140 employees with an annual budget of about \$17 million dollars.

DIRECTOR OF HEALTH
Newtown Health District

MAY 1, 1993 TO DECEMBER 2001
Newtown, Connecticut

As Director of Health for the Newtown Health District, had a critical role in organizing, implementing, and administering comprehensive public health programming. I oversaw compliance to federal and state requirements, budget development with appropriate controls and monitoring. I was instrumental in creation of the Newtown Health District; initiated the financial bookkeeping system, outsourced payroll, successfully conducted initial labor negotiations (and two successor agreements), and pursued grant procurements.

It was my responsibility to establish accounting procedures and obtain Board of Health approval for the District's *Cash Disbursement/Accounts Payable System Narrative and Policy*; *Cash Receipts/Accounts Receivable System Narrative and Policy*; and the *Purchasing Manual and Policy*.

As Director of Public Health, demonstrated effective administration of the District by developing public health programs responsive to emerging community concerns while maintaining a local funding budget that only increased by 1.6% over a 5-year period.

This position was responsible for the protection, promotion, and improvement of the community's health, prevention of disease & injury, and enforcement of public health codes. Also served as hazmat coordinator, keeping current on hazardous materials management and bio-terrorism issues.

Director of Environmental Health
Newtown Health Department

June 2, 1986 to April 30, 1993
Newtown, Connecticut

Responsible for the daily operation of the Health Department and time management of staff. Duties included securing public program participation and implementation scheduling. As the department head responsible for the planning and implementation of environmental health related programs, reporting was made directly to the First Selectman. Skills and experience developed in this position included performing risk assessments, setting up public health surveillance systems, organizing appropriate responses to environmental contamination problems, as well as securing approvals and funding.

CODE ENFORCEMENT OFFICER
Oxford Health Department

AUGUST 1977 TO JUNE 1, 1986
Oxford, Connecticut

In this position, knowledge of a municipality's various land-use and planning functions was acquired. Code enforcement responsibilities included active environmental field investigations and analysis; Enforcement of the Connecticut Public Health Code, Zoning Regulations, Inland-Wetland Regulations; Implementation of Water Pollution Control Authority regulations; and coordination of and assistance to the Building Department. This unique blending of responsibilities provided a broad understanding of the administrative goals and tools municipal governments have to manage its quality of life and meet Statutory obligations.

EDUCATION

MASTER OF PUBLIC HEALTH
University of Connecticut, School of Public Health

1988 TO 1992
Farmington, Conn.

Public Health Intern
Danbury Hospital, Office of Community Medicine

May to December 1992
Danbury, Connecticut

BACHELOR OF SCIENCE
NATURAL RESOURCE & CONSERVATION MANAGEMENT

1973 TO 1977
Storrs, Conn.

Numerous Career Training Courses – See Attached

1977 TO PRESENT

COMMUNITY SERVICE EXPERIENCE

Chairman, Naugatuck Valley Council of Governments, (elected by members)

July 2004 to June 2006

Director, Connecticut Resources Recovery Authority
(Appointed by Senate Minority Leader)

June, 2002 to Nov 3, 2008

Served as chairman of the Organizational Synergy & Human Resources Committee
The Board oversaw a total annual budget exceeding \$100 million dollars.

Co-Chair DMR Advisory and Planning Council, Northwest Region
(Commissioner Appointment)

March, 2000 to Jan. 1, 2009

Member Southbury Training School Board of Trustees
(Governor Appointment)

Effective October, 1999

Southbury Board of Selectmen (elected)

1995 TO 2001

Southbury Water Pollution Control Authority (appointed - past Chairman)

1981 TO 1991

Southbury Inland-Wetland Commission (elected - past Chairman)

1979 TO 1990

REFERENCES

Upon Request

Resumeupdate19-01

AUTHORIZING RESOLUTION OF THE

TOWN OF EASTON

Board of Selectman

CERTIFICATION:

I, Christine Halloran, the Town Clerk of Easton do hereby certify that the following is a true and correct copy of a resolution adopted by the Board of Selectman at its duly called and held meeting on January 16, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

**Resolution Supporting Participation
In the Sustainable CT Municipal Certification Program**

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: *Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment;* and

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities; and

WHEREAS, Easton embraces an ongoing process of working toward greater sustainability, selecting which actions it chooses to pursue from the voluntary menu of actions provided by Sustainable CT; and

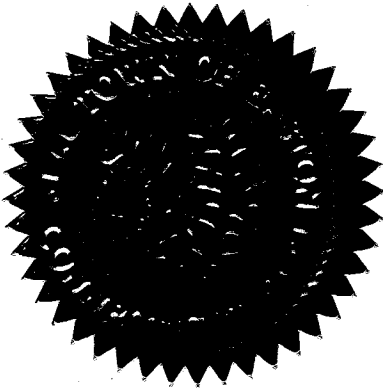
RESOLVED, by the Board of Selectmen of Easton that we do hereby authorize the Land Use Director to serve as Easton's Sustainable CT contact person for the Sustainable CT Municipal Certification process and authorize the Director to complete Municipal Registration on behalf of Easton; and

RESOLVED, that to focus attention and effort within Easton on matters of sustainability, and in order to promote Easton's local initiatives and actions toward Sustainable CT Municipal Certification, the Board of Selectmen establishes an advisory Sustainability Team. The members of the Team shall include one member of the Planning and Zoning Commission, one member of the Conservation Commission, and one member of the Energy & Environment Task Force, all of whom shall be appointed by the First Selectman; and.

RESOLVED, that the first meeting of the Sustainability Team must be held within 90 days of passing this resolution and that the Sustainability Team shall meet as frequently as needed, but no less than quarterly; and

RESOLVED, that the Sustainability Team shall report annually to the Board of Selectmen on the progress of its activities toward Sustainable CT certification, with reports and presentations made publicly available.

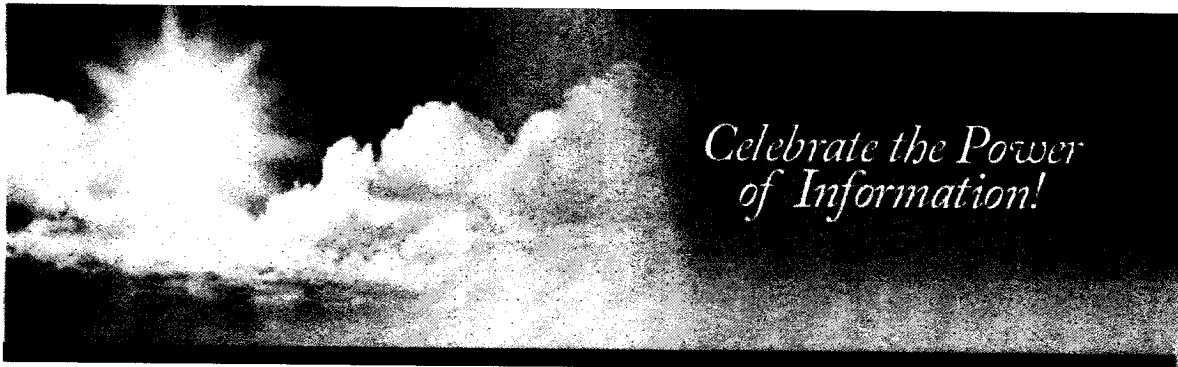
IN WITNESS WHEREOF: The undersigned has executed this certificate the 21st day of January 2020.



Christine Halloran
Christine Halloran, Town Clerk



FREEDOM OF INFORMATION



**Freedom of Information Seminar
Tuesday, January 28, 2020 at 6:00 p.m.
Redding Town Hall Hearing Room**

All board and commission members are strongly encouraged to attend this informative session presented by Thomas A. Hennick, Public Information Officer. Members of the public are also welcome to attend.

If you have specific questions about Freedom of Information, please email them to the Town Clerk prior to the meeting.

Please RSVP to Michele R. Grande, Town Clerk by January 27, 2020.

Phone: 203-938-2377

Email: townclerk@townofreddingct.org.