

AGENDA

Regular Meeting of Thursday, July 21, 2016 at 12:30 p.m.

A. Safety Moment

B. Consent Agenda

1. Approve Minutes – June 16, 2016 meeting
2. Capital Budget Authorization - August 2016
3. Capital Budget Transfer Notifications (no action required)
4. Monthly Financial Report – June 2016
5. Accounts Receivable Update – June 2016
6. Transfer from Capital Contingency
7. Report on Code of Ethics Compliance for six-month period ending May 31, 2016

C. Finance: L. Discepolo and R. Kowalski

1. Impact of Refinancing on FY 2017 Projected Results

D. Employee Engagement Update: D. DiGianvittorio

E. Updates: L. Bingaman

F. Reports on RPB Committee Meetings

G. Meet as Pension, Benefit & Compensation Committee: D. Marsh

1. Approve Minutes – May 19, 2016 meeting
2. CEO FY 2016 Goals Update
3. Discussion of FY 2017 Goals and Global Metrics
4. *CEO and Management Performance Evaluation – Including Executive Session
5. Continued discussion on Compensation Philosophy: D. Marsh – Including Executive Session
6. Review and Recommend CEO and Officer Compensation – Including Executive Session
7. Discussion and Approval of FY 2016 Global Metrics and Bonus Payout

H. Consider and act on recommendations of Pension, Benefit & Compensation Committee

I. Executive Session

RPB should be excused at Item H.4* **TOWN OF KILLINGWORTH

Public Health Agency

323 Routes 81

Killingworth, CT 06419

July 13, 2016

MINUTES

Members Present: Chair Natalie Ortoli Drew, Betty Dennis, Robin Duffield, Cathy Iino (departed 7:10), Sue Nesci, Ernest Pizzuto, and Health Director Paul Hutcheon

Members Absent:, Cheryl Fine, Martha Hogan, Michelle Kelvey-Albert, and Barbara Klein

Chair Natalie Ortoli Drew called the meeting to order at 7:01pm.

Minutes

Paul Hutcheon and Sue Nesci explained that the Town Clerk noted that there was an error in voting acceptance of the May meeting minutes. Cathy lino suggested that the June minutes, which contained the vote, be amended.

MOTION: Ernest Pizzuto moved and Sue Nesci seconded acceptance of the May 11th minutes. Voting in favor: Natalie Ortolì Drew, Sue Nesci, and Ernest Pizzuto, Opposed: 0; Abstentions: Betty Dennis, Robin Duffield, and Cathy lino. The motion carried 3:0:3.

MOTION: Ernest Pizzuto moved and Cathy lino seconded approval of the June 8th minutes, as amended above. Voting in favor: Natalie Ortolì Drew, Robin Duffield, Cathy lino, Sue Nesci, and Ernest Pizzuto; Opposed: 0; Abstentions: Betty Dennis. The motion carried 5:0:1.

First Selectman Update Cathy lino had no updates.

Health Director Update Paul Hutcheon provided the following updates on some of the ten essential local health department services.

Diagnose & Investigate Health Hazards- Paul reviewed the permit compliance audit for the sewage treatment plant at the Haddam-Killingworth Middle School. He consulted with middle school staff on their response to the recommendations included in the audit.

Inform & Educate about Public Health- Paul reported that the June 14th lead removal training class had 15 people attend. The Connecticut River Area Health District has indicated that they are not interested in partnering on the training for next year. The town will be eligible and will apply for a new lead grant in July.

Develop Public Health Policies and Plans- Paul reported that Middlesex Hospital is preparing a needs assessment that the IRS requires for the 27-28 towns it serves. The hospital has requested a list of key informants from the town, who will be asked to take part in an online survey to be completed by the end of August. The committee suggested a few local additions to the hospital list of town contacts.

The new fee schedule for the town Health Department was approved and has been distributed. The information is posted on the town website.

Paul is working on an online 85 page annual report to the state Department of Public Health due in September.

Enforce Laws & Regulations- Paul reported that there is a new law prohibiting use of latex gloves in food service establishments because of the possibility of the latex remaining on food and subsequently causing an allergic reaction. Paul prepared and sent a letter on the new law to Killingworth food establishments. Local health departments are responsible for enforcement.

MOTION- Ernest Pizzuto moved and Robin Duffield seconded a motion to adjourn. Voting in favor: Natalie Ortolì Drew, Betty Dennis, Robin Duffield, Sue Nesci, Ernest Pizzuto; Opposed: 0; Abstentions: 0. The motion carried: 5:0:0.

There being no further business, the meeting adjourned at 7:53 pm. There will be no August meeting. The next meeting will be September 14th.

Respectfully submitted,
Susan M. Nesci
Susan Nesci, Secretary