



Town of Trumbull

5866 Main Street
Trumbull, CT 06611
(203) 452-5005

MINUTES Trumbull Board of Health April 20, 2015

Members Present: Dr. Richard Bellows, Eileen Panesse, Deborah Cavalier, Nancy Busch

Also Present: First Selectman, Timothy Herbst, Chief of Staff, Lynn Arnow, Director of Labor Relations, James Haselkamp

CALLED TO ORDER: First Selectman Herbst called the meeting to order at 3:25 pm. All present joined in the Pledge of Allegiance.

First Selectman Herbst swore in all members of the Board. First Selectman Herbst entertained motion for appointment to Trumbull Board of Health.

MOTION: Moved by Ms. Panesse, seconded by Ms. Busch to nominate Dr. Richard Bellows as Chairman of the Trumbull Board of Health.

VOTE: Motion CARRIED unanimously.

MOTION: Moved by Dr. Bellows, seconded by Ms. Busch to nominate Eileen Panesse as Vice Chairman of the Trumbull Board of Health.

VOTE: Motion CARRIED unanimously.

MOTION: Moved by Ms. Cavalier, seconded by Ms. Panesse to nominate Nancy Cavalier as Secretary of the Trumbull Board of Health.

VOTE: Motion CARRIED unanimously.

Meeting turned over to Chairman Dr. Bellows.

Ms. Arnow handed out packet to board members that include the following documents:

- Town Charter which outlines the duties and primary responsibilities of hiring of Health Director.
- CT General Statues that defines duties and responsibilities for Board of Health
- Statistics on services that TMHD has provided over the past several years to Trumbull residents
- 2013-2014 TMHD Annual Report
- Copy of budget

TRUMBULL LAND RECORDS
ATTEST
TOWN CLERK

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RECEIVED FOR RECORD

- District Fee Schedule
- Back up information on programs such as cholesterol screenings

Mr. Haselkamp explained that fee schedule would need to be voted on by July 1, 2015.

Mr. Haselkamp has four eligible applicants and interviews are scheduled for Monday, April 27th at 3:30 and handed out application packets to Board Members. One is a current Health Director, one is a former Health Director and the other two have significant roles in their Health Departments. Mr. Haselkamp handed out a list of drafted questions and suggested, members will determine questions and can add or remove from draft. Department will consist of full time Health Director, full time Sanitarian, full time clerk, part time nurse and part time health educator. Critical to have Health Director and Sanitarian by July 1, 2015. Sanitarian position is now posted and will close soon. Health Director once chosen will hire the Sanitarian. Other position will be posted soon. Health Director reports to TBH and staff reports to Health Director.

Ms. Arnow explained that a physician will also have to be hired as someone is needed to sign orders; this amount is included in budget.

MOTION: Moved by Dr. Bellows seconded by Ms. Busch to move into Executive Session at 4:10 pm.

VOTE: Motion CARRIED unanimously.

MOTION; Moved by Dr. Bellows, seconded by Ms. Busch to move out of Executive Session at 4:42 pm.

VOTE: Motion CARRIED unanimously.

Motion to adjourn moved by Ms. Panesse, seconded by Ms. Cavalier, meeting adjourned at 4:44pm.

Respectfully Submitted,
Barbara Whetstone