



## *Town of Trumbull*

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

---

**MINUTES**  
**Trumbull Board of Health**  
**Minutes**  
**May 13, 2015**

**Members Present:** Richard Bellows, Eileen Panesse, Deborah Cavalier, Nancy Busch, Debra Charles

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

**CALL TO ORDER:** Chairman Bellow's called the Health Board to order at 6:35 p.m.

**MOTION:** Moved by Mr. Bellows to schedule monthly Trumbull Health Department Meetings on the 2<sup>nd</sup> Monday of each month, at 6:00 PM in the Long Hill Room, Trumbull Town Hall. Seconded by Ms. Cavalier.

**MOTION:** Moved by Mr. Bellows to accept the minutes from April 27, 2015 meeting without changes, seconded by Ms. Panesse.

**VOTE:** Motion carried unanimously

Mr. Haselkamp shared that the recruitment for the Sanitarian position is closed and that there is one position for Sanitarian. There were six applicants and two are currently with TMHD. The new Trumbull Health Director will be conducting the interviews with these candidates.

**MOTION:** Moved by Mr. Bellows to move into Executive Session at 7:00 PM, seconded by Ms. Charles.

**VOTE:** Motion carried unanimously

**MOTION:** Moved by Mr. Bellows to exit Executive Session at 7:14 PM, seconded by Ms. Charles.

**VOTE:** Motion carried unanimously

**MOTION:** Moved by Mr. Bellows to name Rhonda Capuano as Director of the Trumbull Health Department, seconded by Ms. Cavalier.

**VOTE:** Motion carried unanimously

RECEIVED FOR RECORD  
VOLUME \_\_\_\_\_ PAGE \_\_\_\_\_  
2015 MAY 19 1:40  
TOWN CLERK  
TRUMBULL LAND RECORDS

First Selectman Herbst called Rhonda Capuano to congratulate her and let her know that the Board's decision was unanimous.

First Selectman Herbst shared Ms. Capuano's background:

- Served for over 30 years in Norwalk Health Department as an Health Educator, Assistant Director, Acting Director.
- 2009 – Present at Human Services Council in Norwalk
- Bachelor's Degree in Community and School Health Education, State University of NY Stony Brook.
- Master in Public Health from Southern Connecticut State University
- Certified Health Education Specialist
- Adjunct Professor at Southern Connecticut State University in the area of public health

Mr. Bellows shared with committee that Ms. Capuano is going to need their support as this is being built from the ground up

Mr. Haselkamp will look in the Ms. Capuano's effective start date.

Ms. Arnow shared that the location of the Trumbull Health Department will be the previous Ranger Station on White Plains Road by Unity Park. The building is being newly outfitted for Health Department and will be ready on time. Various software options for the Health Department are being looked into at this time.

First Selectman Herbst mentioned that all involved felt it was very important the Health Department has its own space and that it be a state of the art facility.

Mr. Haselkamp mentioned that the fee structure needs to be discussed for licensing, vaccinations, etc. before next regular scheduled meeting.

MOTION: Moved by Mr. Bellow to adjourn meeting at 7:35 PM motion, seconded by Ms. Cavalier.

VOTE: Motion carried unanimously

Respectfully submitted by,  
Barbara Whetstone