



# TORRINGTON AREA HEALTH DISTRICT

350 Main Street ♦ Suite A ♦ Torrington, Connecticut 06790  
Phone (860) 489-0436 ♦ Fax (860) 496-8243 ♦ E-mail [info@tahd.org](mailto:info@tahd.org) ♦ Web [www.tahd.org](http://www.tahd.org)  
*"Promoting Health & Preventing Disease Since 1967"*

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**THE BOARD OF HEALTH WILL MEET  
ON THURSDAY, JUNE 15, 2023 AT 7:00 PM  
350 Main Street Torrington, CT 06790**

- *Listed below Agenda items are motions that will be sought during the meeting*

1. Minutes of April 20, 2023 meeting

*Move to accept the April 20, 2023 minutes*

2. Board of Health & Staff
  - a) Changes in Board Members – none
  - b) Changes in Staff
    - Kim Murphy Full Time Secretary begins June 20, 2023
    - Emily Minacci Part Time Assistant Business Manager begins July 3, 2023
    - Robert Smith has announced retirement from full time as of September 30, 2023
3. Question and/or comments from board members or members of the public to be placed on the agenda  
(If an action item is added to the agenda a 2/3 vote is needed to take any action)
4. Updates from Board Chairman
5. Committee Reports
  - a) Finance Committee – Lou Timolat
    - FY 23 Year to Date Report
    - FY 24 update

WHERE AS: Subsequent to the appropriation of funds for the 2022-2023 TAHD budget, the TAHD was awarded certain grants not accounted for in the original FY23 budget. (see attached memorandum of subject grant information).....

AND WHERE AS: The income of the awarded grants was received and spent and, therefor to reconcile the budget's authorized income to expense record.....

***NOW RESOLVED: The FY 2022-2023 budget is hereby amended by a supplemental appropriation in accordance with the attached memorandum and does now ratify all proper expenditures made in accordance with the terms and conditions of the referenced grants.***

- Review Schedule of Allocation for FY24

***Move to transfer \$20,000 from 339 main street account to 350 Main street account and transfer \$20,300 from 364 Main Street account to 350 Main Street account within the schedule of allocation.***

***Move to grant the Director of Health the authority to enter into a contract with a paving company to have the north parking lot paved not to exceed \$50,000***

- b) Personnel Committee – Keith Wilson
- c) Building Committee – Tom Breakell
  - Bids to pave north parking lot

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**Borough of Bantam, Bethlehem, Canaan, Cornwall, Goshen, Harwinton, Kent, Borough of Litchfield, Litchfield, Middlebury,**

**Morris, Norfolk, North Canaan, Plymouth, Salisbury, Thomaston, Torrington, Warren, Watertown, Winsted**  
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- Contract for full building generator has been signed
6. TAHD Sanitary Code
    - Addition of groups exempt to license fees for temporary event permits

*Move to adopt the proposed changes to the TAHD Sanitary Code as presented*

7. Director's Report
  - Presentation of FDA Food Code by Justin Rompre & John Saffioti
8. Program Reports
  - Environmental Health Program – Tom Stansfield
  - Food Protection Program – Tom Stansfield
  - Immunization Program – Written Report
  - Rural Communities Opioid Response Program (RCORP) – Written Report
  - CDC Comprehensive Suicide Prevention – Written Report
  - Diabetes Prevention / Block Grant – Written Report
  - Overdose Data to Action (OD2A) – Written Report
  - SOR Academic Detailing – Written Report
  - Emergency Preparedness Program – Written Report
  - Lead Poisoning Prevention Program – Written Report
  - Reportable Diseases – Written Report

9. Other Business

10. Adjournment

*Move to adjourn*



Robert Rubbo, MPH  
Director of Health