



**Board of Directors
Facilities Committee**

**November 1, 2022
6:00PM
Katharine Matthies Conference Room**

MINUTES

COMMITTEE MEMBERS PRESENT: Rosalie Averill, Chair, Adam Bronko, Barbara Dlugos, Jean Jones

COMMITTEE MEMBERS ABSENT:

GUESTS: Jennifer Behuniak

STAFF PRESENT: Jessica Kristy, Director of Health

The meeting delayed starting until 6:25pm and opened with a rollcall.

A. New Business

a. 98 Bank Street maintenance updates

- i. There have been 2 ongoing oil tank removal projects happening in our parking lot over the recent months.
 1. The removal project of the tank near the exit that was owned by 100 Bank St. is partially complete. The tank was removed but the hole remains. This is in part what contributed to the flooding of the Community Health Annex a few weeks ago. It is temporarily covered with a tarp and pieces of plywood to hold down the tarp. Jess was not provided with a specific timeline for completion, only that it was hoped to be done soon.
 2. The removal of the oil tank near the handicap spots by the 98 Bank St. Environmental Health entrance is complete. The tank was removed, and the hole was paved over. A temporary oil tank sits on top of the paved patch. It is hooked up and running so the building has heat as we enter the cooler weather. The Town of Seymour will be moving the building on to natural gas, which is why a temporary tank was installed. As updates become available on that project, Jess will notify the Facilities Committee.
- ii. The Town painted parking spots and handicap space lines in the upper rear parking lot some time over the weekend. Jess reported she was unaware if they plan to mark spaces in the lower lot.
- iii. Cathy, Office Administrator for Fischel Properties, emailed Jess with a photo regarding the overflowing recycling (red) dumpster. Jess responded to her notifying her that NVHD does not utilize the 100 Bank St. dumpsters. NVHD's cleaning crew uses the 98 Bank St. dumpster. Our office has received verbal complaints about the recurring overflow of the new red dumpster that replaced a different dumpster. Cathy replied that she was going to ask the carting company to increase their pickup schedule. The dumpster has remained full and overflowing.



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B. Old Business

- a. Continued discussion regarding potential facility relocation sites

Committee Chair, Rosalie, reviewed the action items that the Facilities Committee has taken so far.

NVHD is remains seeking any potential facility options and continues to request any real estate or facilities that can accommodate NVHD's needs.

It was reported that no additional facility prospects were received from partners nor commercial real estate brokers. Previous locations that were toured or discussed are no longer viable options.

The Director of Health and Assistant Directors of Environmental and Community Health Services are to be included and invited to any scheduled tour when scheduled.

Jess is to contact Attorney Stanek inquiring about the requirement, or potential exemption, for NVHD to pay property tax within a member municipality should the district purchase any land/facility.

Jess is to inquire and obtain any information related to the roof of 98 Bank Street and whether the building is considered a historical building or not.

The meeting adjourned at 7:40PM.

Submitted by J. Kristy.

