1. Call Meeting to Order.

2. Pledge of Allegiance.

3. Roll Call.

4. Public Comment.

5. Minutes.
   a. Regular Meeting, July 18, 2022

6. Chairman’s Report
   a. Correspondence.

7. Town Manager’s Report.

8. Subcommittee Reports.

   a. Consider approval of a Sick Bank Policy for Town employees.
   b. Consider a resolution authorizing tax refunds.
c. Consider a resolution authorizing the transfer of funds between line items for Fiscal Year 2022-2023.

10. Executive Session.

   a. Discussion regarding the sale of Town Property – Former Town Hall, 37 DeForest Street


   a. Consider contract for the purchase of town property located at 37 DeForest Street and authorize the Town Manager to execute documents for the purpose of the sale.

TORRINGTON AREA HEALTH DISTRICT
ANNUAL REPORT: JULY 1, 2021 – JUNE 30, 2022

The TAHD served over 133,000 people in twenty boroughs, cities, and towns covering 611 square miles.

The TAHD Community Health Program partnered with DPH and FoodCORE to investigate: 7 giardiasis, 4 campylobacteriosis, and 14 salmonellosis cases. TAHD guided schools, daycares, and community members on a variety of health issues and administered 563 flu vaccines to residents. TAHD consulted with 7 residents regarding potential rabies exposures submitting 7 specimens to the DPH Laboratory for rabies testing. Ticks brought in by 84 residents were sent to the Connecticut Agricultural Experiment Station for Lyme disease bacteria testing.

TAHD is an active member of Fit Together, a Northwest Connecticut Healthy Eating and Active Living Initiative. The 5210-fitness initiative is the cornerstone of the group’s outreach and educational efforts. Fit together allocates its resources for community assistance and has awarded $15,000 in mini grants to community partners to support projects that align with Fit Together’s mission and strategies. These included funds to assist the Torrington Kids Marathon, a new Torrington Kids Golf program, the Torrington Middle School Fitness trail, fitness equipment for the Gilbert School and healthy snacks and healthier food preparation at Café Yum in the Torrington Public Schools. Fit Together supported sustainable healthy environmental opportunities in Torrington and Winsted by designating funding for a new all level fitness trail along the Sue Grossman Still River Greenway.

TAHD is an active member of the Litchfield County Opiate Task Force (LCOTF) and a member of the LCOTF executive committee, working on strategies and solutions to the opiate epidemic. TAHD received a grant to provide programming for the Statewide Expansion and Response Project for the Overdose Detection Mapping Application to ensure comprehensive coordination of services. This application along with the data from the medical examiner’s office and our Spike response alert allows our team to respond to a suspected drug overdose. TAHD staff provided training to local pharmacies and medical offices on the CT Prescription Monitoring and Reporting System, Naloxone administration, Medication Assisted Treatment, and Resetting Pain Expectations as part of the Academic Detailing on Opioid Safety. TAHD is also part of Rural Communities Opioid Response Program-Implementation (RCORP) aimed at reducing the morbidity and mortality of substance use disorder (SUD), including opioid use disorder (OUD), in high-risk rural communities. This will advance RCORP’s goal by strengthening and expanding prevention, treatment, and recovery services to enhance rural residents’ ability to access treatment and move towards recovery.

TAHD entered into a contract with United Way of Connecticut (UWC) to expand upon cross-sector efforts within the state to implement a comprehensive public health approach to suicide prevention to reduce suicide morbidity and mortality among three key vulnerable populations in the state: 1) middle-aged adults 35-64 years of age, particularly those in high-risk occupations or with serious mental illness or substance use disorder, 2) young adults 18-24 years of age and 3) adolescents 10-17 years of age.

TAHD is an active member of the National Diabetes Prevention Program working to prevent or delay type 2 diabetes. This is a yearlong, lifestyle change program designed for people with prediabetes and those at high risk for type 2 diabetes. Goals for participants include 150 minutes of weekly activity and 5 to 7% weight loss. TAHD began the first program in November at the Winchester Senior Center. At completion of the program, participants will receive a Certificate of Completion.

The TAHD Immunization Action Program (IAP) worked with local providers and hospitals to ensure compliance with CT childhood immunization laws. TAHD has partnered with 12 medical and 40
community-based organizations in the district to educate, bring awareness, and encourage immunization. TAHD provided medical providers with educational materials for staff and patients to promote vaccine confidence and promoted educational events. For community partners, we have set up displays in libraries, museums, food banks and attended numerous events such as back-to-school night & health fairs. TAHD distributed approximately 100 posters in public spaces such as post offices, coffee shops, libraries, and town halls. To encourage vaccination, TAHD continues to utilize social media.

The TAHD Childhood Lead Poisoning Prevention Program provided case management for more than 40 children with blood lead levels (> 5μg/dl) as well as provided educational information to more than 100 families. Abatement/Remediation Orders were issued for 1 property. 2 abatements were completed.

TAHD Environmental Health Program resulted in the following inspections/licenses/permits: 868 food inspections, 349 temporary food permits, 121 new septic systems, 309 repaired septic systems, 207 private well permits, 111 private pool permits, 248 beauty salons & barber shops inspections, 560 house addition permits, 366 soil tests, 38 subdivision lots, 89 public pools were inspected, and 20 daycare centers inspected. Records show that approximately 366 samples were submitted to the state lab for testing of drinking water, beach and pool water, lead in water, soil and dust, and stool samples for pathogens. Sanitarians investigated 287 complaints of various public health concerns; 25 legal orders/voluntary compliances were issued for enforcement purposes.

The TAHD Emergency Preparedness Program continues to work with local and regional community partners. Activities included: outbreak investigations, contact tracing, consultation (health partners, public safety, town, and school officials) receiving and distribution of personal protective equipment, and vaccination clinics. A Point of Dispensing (POD) drill was done at the Torrington Middle School.

The Medical Reserve Corps (MRC) Program aimed its focus on local community education with a wide range of topics. Educational and training opportunities consisted of Heart Saver First Aid, CPR/AED courses, Mental Health during the COVID19 Pandemic, Opioid Crisis, recognition, and response, STOP the BLEED, and Emergency Preparedness in the home. TAHD’s goal was to increase awareness and create a training curriculum so the public can better protect themselves and others in a safe, timely, and effective manner.

To date, TAHD has vaccinated 10,641 individuals for COVID through public and private clinics as well as homebound vaccinations. During November-January we held COVID-19 booster clinics. TAHD partnered with Hartford Healthcare, New Opportunities, Community Health & Wellness as well as The Office of Rural Health for the pediatric population and have hosted approximately 20 mobile vaccination clinics through DPH & Griffin Health Care. TAHD continues to distribute at-home COVID-19 test kits throughout the community including community centers, libraries, shelters, and food pantries.

The TAHD partners with Hydro Technologies lab for its Water Testing Program. Hydro Technologies, a full-service lab located in New Milford, CT offers a wide range of testing of drinking water. This partnership allows TAHD to offer a local option for water testing to its member towns. In addition, we offer free technical advice on private drinking water wells, sampling procedures, and water testing results.

Robert Rubbo, MPH, Director of Health
WATERTOWN SICK LEAVE BANK POLICY

Effective ________

Sick Leave Bank

The purpose of the Sick Leave Bank is to provide a means of obtaining additional sick leave days to avoid loss of compensation due to a catastrophic illness or injury of the employee Sick Leave Bank member that requires intermittent or continuous absence from work. Catastrophic injury or illness is defined as a life-threatening condition or combination of conditions affecting the mental or physical health of the employee, and includes, but is not limited to, the following: lengthy hospitalizations, necessary surgery requiring a lengthy recovery, an ongoing treatment regimen requiring frequent time off work, or complicated pregnancy requiring bed rest or hospitalization. The catastrophic illness or injury must require the services of a health provider. This benefit is available to eligible, voluntarily participating employees who have legitimately exhausted all of their accumulated sick and vacation leave.

Membership

a. All regular full-time and regular part-time Watertown employees who have a sick leave balance of six or more days at the time of the initial contribution shall be eligible to participate in the Sick Leave Bank.

b. Newly hired employees shall be eligible to participate in the Bank the month following the accumulation of six sick leave days.

c. Upon joining, an eligible employee must immediately contribute 1-3 days of accumulated sick leave.

d. Once employees elect to participate in the Sick Leave Bank, membership is established for the duration of their employment, unless they submit a statement to discontinue membership or decline to make the required annual contribution to the Sick Leave Bank.

e. A participant granted leave of absence shall retain his/her status upon returning to regular duties.
General Operating Procedures

a. Enrolled employees will be automatically re-enrolled each year and may be required to contribute 1-3 days from their sick leave accumulation to the Bank depending upon the annual cumulative usage from the Bank. Employees continue as members until they submit a statement to discontinue membership or decline to make a required annual contribution, or employment ends.

b. The Sick Leave Bank may be open for re-enrollment of participating members in any month following a decline to the balance of less than one day per member.

c. Non-participating employees shall be provided an opportunity to enroll in each succeeding annual benefits open enrollment period and may be required to contribute 3 days from their sick leave accumulation to the Bank depending upon the annual cumulative usage from the Bank.

d. Participation is restricted to eligible employees who have contributed to the Bank.

e. Sick Leave Bank usage is not available to an employee's family member.

f. Sick Leave Bank usage is not available to employees who are receiving any type of payment while on leave. This includes sick leave, vacation, pension payments, disability payments, Social Security payments or workers compensation.

Contributions

a. Each employee who is a member shall contribute 1-3 days of his/her annual sick days to the Bank each year. A sick day contributed to the Bank will be deducted from the sick leave days available to the contributing employee. The requirement for contributions is based on annual cumulative days used from the Bank. This annual contribution may be waived, as determined by the Town Manager.

b. The day, once contributed to the Bank, becomes a property of the Bank and may not be reclaimed by the employee except this as specified in this policy. Only employees who are active members of the Sick Leave Bank in any given year shall be eligible to draw on the Bank.
Criteria for Sick Leave Bank usage shall be as follows:

a. Catastrophic accident by the employee requiring absences from work.

b. Catastrophic illness of the employee.

c. Extended hospitalization of the employee.

d. Exhaustion of all available sick, personal, compensatory, and vacation leave. Legitimacy of previously used employee earned sick leave may be considered.

Application and Withdrawal

a. An employee may apply to withdraw Sick Leave Bank days only after exhausting all accumulated paid leave days. These days would include all earned vacation days, sick days, compensatory and personal days. The employee could then withdraw Sick Leave Bank days only after: (1) application approval as outlined in the application and approval process, and (2) after missing two consecutive weeks of work.

b. Each grant of sick leave days shall be limited to a maximum of 60 consecutively scheduled working days. The total sick leave granted from the Sick Leave Bank to any one member shall not exceed 60 days for any one illness, recurring illness, or injury.

c. Employees who have already exhausted all their accumulated sick leave in accordance with criteria for Sick Leave Bank usage will be exempt for the remainder of the current calendar year from the eligibility requirement of contributing sick days to the Bank.

d. To be considered for Sick Bank leave usage a written request, signed by the employee’s department head, must be submitted to the Finance Director. Requests for Sick Leave Bank assistance must be in writing and be accompanied by a written statement from a licensed medical practitioner stating the beginning date of the condition, a description of the catastrophic illness or injury, and date the employee may be able to return to work. Progress reports may be required to continue sick leave payments to the employee.

Approval and Appeal Process

Watertown Sick Leave Bank Policy
Dated:
a. The employee’s application for Sick Leave Bank withdrawal shall be initially reviewed by the Finance Director. The initial approval or rejection of the employee's application will be the responsibility of the Finance Director.

b. Should the employee disagree with the initial decision, the employee may submit an appeal and written statement to the Finance Director within 10 business days of receiving notice of the denial. The matter will then be reviewed by the Appeals Committee consisting of one finance department representative and the presidents of the various Town unions.

c. The Appeals Committee shall submit a recommendation based on its findings to the Town Manager whose decision will be final and binding.

**Discontinuation**

In the event that the Town discontinues the Bank, all employees who are members of the Bank at the time of discontinuation shall remain members without additional contributions until all days in the Bank are exhausted or the remaining pool of days is pro-rated back to the contributing employees.

TC Approved _____
RESOLUTION

WHEREAS, taxpayers have made applications for property tax refunds in accordance with C.G.S. Section 12-129 Refunds of Excess Payment.

WHEREAS, the Tax Collector recommends that the refunds be made in accordance with the provisions of Section 12-1298;

NOW THEREFORE BE IT RESOLVED, that the Town Council approves the attached listing of tax refunds.

Dated at Watertown, Connecticut this 15th day of August, 2022.

Jonathan Ramsay, Chairman
Watertown Town Council

At a Town Council meeting held on August 15, 2022 the foregoing resolution was moved or adoption by Councilman/ Councilwoman ________________________, The motion was supported by Councilman/ Councilwoman ________________________.

Resolution was declared adopted.

Susan King, Clerk
Watertown Town Council
ACTION TAKEN BY THE TOWN COUNCIL:

At a regular meeting of the Town Council held on _____ day of ___________ 2022, it was authorized to refund property taxes, interest, and fees amounting to $______________ to the below applicants.

<table>
<thead>
<tr>
<th>Bill</th>
<th>Name</th>
<th>Address</th>
<th>City/State/Zip</th>
<th>Prop Loc/Vehicle Info.</th>
<th>Reason</th>
<th>Tax</th>
<th>Int</th>
<th>L/F</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-03-0050609</td>
<td>ALVARADO JAVIER</td>
<td>107 FALLS AVE</td>
<td>OAKVILLE, CT OE</td>
<td>1999/1876L22X4X5S279012</td>
<td>Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.</td>
<td>82.98</td>
<td></td>
<td></td>
<td>82.98</td>
</tr>
<tr>
<td>2019-03-0050583</td>
<td>ALVARADO JAVIER</td>
<td>107 FALLS AVE</td>
<td>OAKVILLE, CT OE</td>
<td>1999/1876L22X4X5S279012</td>
<td>Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.</td>
<td>77.33</td>
<td></td>
<td></td>
<td>77.33</td>
</tr>
<tr>
<td>2020-03-0050546</td>
<td>ALVARADO JAVIER</td>
<td>260 CROWN ST 2-L</td>
<td>NEW HAVEN, CT</td>
<td>1999/1876L22X4X5S279012</td>
<td>Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.</td>
<td>75.00</td>
<td>2.25</td>
<td>5.00</td>
<td>82.25</td>
</tr>
<tr>
<td>2020-03-0058991</td>
<td>HENION DEBRA J</td>
<td>33 NEWFIELD AVE</td>
<td>WATERBURY, CT</td>
<td>2002/2H655642H52S24212</td>
<td>Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.</td>
<td>76.72</td>
<td>3.45</td>
<td>5.00</td>
<td>85.17</td>
</tr>
<tr>
<td>2020-03-0058992</td>
<td>HENION STEPHEN W</td>
<td>33 NEWFIELD AVE</td>
<td>WATERBURY, CT</td>
<td>2006/VMWIRE335678N77067</td>
<td>Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.</td>
<td>85.05</td>
<td>3.87</td>
<td>5.00</td>
<td>94.92</td>
</tr>
<tr>
<td>2020-04-0080513</td>
<td>BEROZY AMELYN</td>
<td>717 MAIN ST</td>
<td>OAKVILLE, CT OE</td>
<td>2018/JMBFREVUJ737078</td>
<td>Sec 12-129 Refund of Excess payments (DUPLICATE PAYMENT)</td>
<td>31.50</td>
<td></td>
<td></td>
<td>31.50</td>
</tr>
<tr>
<td>2020-04-0082751</td>
<td>MCLAUGHLIN MICHAEL D</td>
<td>60 NORWAY ST</td>
<td>OAKVILLE, CT OE</td>
<td>2016/M2Y14X0XGC245582</td>
<td>Sec 12-129 Refund of Excess payments (DUPLICATE PAYMENT)</td>
<td>61.78</td>
<td></td>
<td></td>
<td>61.78</td>
</tr>
<tr>
<td>2020-04-0083286</td>
<td>PISKURA BRYANNA R</td>
<td>60 NORWAY ST</td>
<td>OAKVILLE, CT OE</td>
<td>2021/MLHBNC357M5400497</td>
<td>Sec 12-129 Refund of Excess payments (DUPLICATE PAYMENT)</td>
<td>129.74</td>
<td></td>
<td></td>
<td>129.74</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>621.10</td>
<td>9.57</td>
<td>15.00</td>
<td>645.67</td>
</tr>
</tbody>
</table>

Susan King, Clerk of the Town Council
RESOLUTION

WHEREAS, expenses in the 2022-23 fiscal year require the transfer of funds:

NOW THEREFORE BE IT RESOLVED, by vote of the Watertown Town Council, that the following actions are taken relative to the transfer of funds.

**TOWN ROAD AID FUND**
AMOUNT: $100,518.60
FROM: 062-50799-090-1851-9062 – Chip Seal
TO: 062-50799-090-2885-9062 – Pave Rehab Sect V
REASON: Bookkeeping entry to record to use of funds

**2013 PUBLIC WORKS PROJECTS FUND**
AMOUNT: $21,739.00
FROM: 234-50526-246-2674-9234 – Northfield Rd Culvert Relining
$7,619.00
234-50526-246-2837-9234 – Bowers Culvert Replacement
$14,120.00
TO: 234-50526-246-2885-9234 – Pave Rehab Sect V
REASON: Bookkeeping entry to record to use of funds

Dated at Watertown, Connecticut this 15th day of August, 2022.

________________________
Jonathan Ramsey, Chairman
Watertown Town Council

At a regular meeting of the Watertown Town Council held on Monday, August 15, 2022 the foregoing resolution was moved for adoption by Councilman/Councilwoman______________________. The motion was supported by Councilman/Councilwoman______________________.

Motion declared adopted.

________________________
Susan King, Clerk