



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

HEALTH AND HOUSING DEPARTMENT
155 DEER HILL AVENUE

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September 24, 2004

TO : Danbury Common Council

FROM: Jack Kozuchowski, Coordinator of Environmental & Occupational Health Services

RE: Monthly Status Report - Environmental Health Division
August, 2004

Key Indicators	This Month	Last Month	# Difference	% Difference	YTD
<i>Hazardous Materials Management (hours)</i>	67	71	(4)	(6)	138
<i>Wetlands / Water Resources Management (hours)</i>	118	88	30	34	206
<i>Natural Resource Management</i>	28	13	15	115	41
<i>Program Administration (hours)</i>	89	94	(5)	(5)	183
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	129	194	(65)	(34)	323

Current Projects

Name	Status	Next Steps	Completion Date
<p>Hazardous Materials Management</p>	<p>1) Barnum Court Phytoremediation</p> <ul style="list-style-type: none"> ➤ Completed growing season air sampling for mercury ➤ Supervised work of field technicians in maintaining the site ➤ Planned post phytoremediation soil analysis <p>2) Bioterrorism Preparedness</p> <ul style="list-style-type: none"> ➤ Participate in regional BT planning sessions. ➤ Conduct rehearsal of tabletop exercise ➤ Initiate review of equipment and instrumentation needs for emergency response to BT incidents 	<ul style="list-style-type: none"> • Execute post phytoremediation soil analysis • Conduct Tabletop Exercise for Bioterrorism scenarios; • Develop Risk communication component of Public Health Emergency Plan • Develop Local Health Alert Network (LHAN) • Participate in regional Planning for BT preparedness and response 	<p>October 2004</p> <p>On-going</p>
<p>Water Resource Management</p>	<p>Prepared proposal for modification of City Zoning regulations on Water Supply Protection District Overlay Zone, to include Candlewood Lake..</p>	<p>Review with City staff and send to Zoning Commission.</p>	<p>November 2004</p>
<p>Natural Resource Management</p>	<ul style="list-style-type: none"> • Conducted meetings of Ives Trail Task Force • Designed specifications for Ives Trail educational signs for the Foundation Section of the Ives Trail with the Danbury Museum and the Danbury Music Centre. Prepared draft of RFQ for sign makers to bid on production. 	<ul style="list-style-type: none"> • Issue RFQ, select sign maker and oversee production and installation of signs. • Clear connector Trail from Ives Birthplace Museum to the orange trail on Tarrywile Park meadows. • Install trail markers on the Foundation Section of the trail 	<p>September 2004</p>

Future Projects

Name	Rationale	Effect
None	Complete current projects before taking on new undertakings.	No new projects to be taken on – except for emergency assignments – due to program overload

Narrative

The major project activities of the Environmental Health Division (EHD) for August, 2004 can be summarized as follows.

- **Hazardous Materials Management.** Work continues on the Tabletop Exercise. After completing the design of the power point format of the exercise scenario, a date was selected (September 29th) and emergency response department heads were invited.

Additionally, the EHD reviewed instrumentation for environmental sampling and personal protective equipment (PPE) for BT agents. Excess funding from the 2003-2004 BT grant from the State of Connecticut will be utilized to enhance the preparedness and response capabilities of EHD staff for BT incidents with this instrumentation and PPE.

The EHD continued oversight over the “Phytoremediation demonstration” on Barnum Court. Biweekly inspections of the site were initiated

- **Environmental Impact Commission.** The staff of the Environmental Health Division continues to do the best it can to staff the EIC, splitting screening reports, conducting reviews of complex applications and inspecting problem sites that are in construction. The EHD staff is doing the best they can to maintain a reasonable turn-around period for reports, permits and site inspections.
- **Water Resource Management.** The EHD prepared a draft of modification to the City Zoning regulations that would encompass the recommendations of the Candlewood Lake Authority subcommittee for establishing buffer zone development restrictions around the lake.
- **Natural Resource Management.** Work continued on planning for the Ives Trail. The Swampfield Land Trust. A commitment was made to open the “Foundation Section” of the Ives Trail by October 17, 2004, in time for the 130th celebration of Charles Ives birth that is being sponsored by the Danbury Music Centre. A joint committee with the Executive Directors of the Danbury Museum and the Danbury Music Centre and the Chairman of the Ives Trail Task Force was formed to design the text and select graphic images of the three educational signs that will be placed around the Ives Birthplace Museum, and trail markers that will feature a photo image of a bugle (the favorite instrument of Charles Ives) which will point the direction of the trail. The committee composed a “Request for Quotes” that will be issued by the City with a deadline of September 28.



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HOUSING AND FOOD SERVICE REPORT

August, 2004

INSPECTIONS

NUMBER

	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	300	336	(36)	(11)	636	619	17	3
B.	68	48	20	42	116	98	18	18
C.	127	65	62	95	192	179	13	7
D.	103	220	(117)	(53)	323	339	(16)	(5)
E.	126	116	10	9	242	174	68	39
F.	25	20	5	25	45	57	(12)	(21)

- A. Total Housing Inspections
- B. Total Housing Inspections Common Areas
- C. Total Housing Inspections Dwelling Units
- D. Total Housing Inspections Nuisance
- E. Total Food Service Inspections
- F. Total General Nuisance/Miscellaneous Inspections


Paul Schierloh
Associate Director

NARRATIVE FOR MONTHLY REPORT

HOUSING AND FOOD SERVICES SECTION

Field activities for housing and food service functions conducted during the reporting period are reflected in the statistical summary attached. In addition to the normal administrative, inspection and enforcement activities associated with these functions, the section undertook the initiatives outlined below which would be deemed to be of special interest or importance.

The food service section continued the license renewal process for the new license period that began on July 1, 2004. License packets were mailed out to 540 food establishments in Danbury. Before licenses are reissued, establishments must document that they are in compliance with the State's Qualified Food Operator and designated alternate requirements. Establishments must also pay all outstanding reinspection fees as well as any personal property tax amounts that are delinquent for more than one year. Any food service that does not renew its license by August 1 is charged a late fee of one hundred dollars. License fees are not required of not-for-profit agencies.

Enforcement hearings were scheduled for a total of **75** establishments, including 52 establishments that had not submitted applications, 4 establishments that had submitted improper fees, 5 establishments that had not paid past-due reinspection fees, 6 establishments that had not submitted adequate Qualified Food Operator documentation and 8 establishments that had not submitted adequate documentation regarding the required designated alternate. Hearings began on August 24 and are scheduled to continue through September 16. As of August 31, all but **18** establishments had complied. Closure orders were issued to **5** establishments following their scheduled hearing dates in August. The remaining 13 establishments had hearings scheduled for September.

The housing section made court appearances on one case in August. Several cases were also resolved prior to court appearances. Every effort is made to encourage cooperation in making needed improvements, but non-compliance leads to court action and possible penalties for contempt of court orders.

The department has continued annual nuisance sweeps in downtown neighborhoods in conjunction with Mayor Boughton's Blight Taskforce activities. The Department continues to investigate complaints throughout the city referred through the Mayor's Blight Hotline and other departments in addition to complaints made directly to the department. The department also participates in investigations by the Illegal Apartment Enforcement Team. The department has also received complaints and service requests through the City's new Q-Alert program.

The department has also continued working with the LAMPP Project, the agency sub-contracted by the State to administer lead poisoning prevention and remediation funds recently awarded to Connecticut by the Federal government. During the reporting period LAMPP received permission from the federal government to begin accepting applications. The City will be working with LAMPP to identify tenants and property owners who would be eligible to receive risk assessments as well as funds to abate lead hazards. This will enable Danbury property owners to access funds available to abate lead paint, replace windows, doors and perform other repairs to make units lead safe. The department has continued outreach efforts in cooperation with the Mayor's Office. Department personnel joined LAMPP staff in a joint assessment of a Danbury property that has received preliminary approval for assistance from LAMPP.

The housing section also provides staff support for the Danbury Housing Partnership, the Community Reinvestment Taskforce, the Non-Profit Development Corporation of Danbury (NPDCD, Inc.) and the Danbury Fair Rent Commission. During the reporting period, the part-time fair housing officer handled 1 housing discrimination inquiry, handled 2 fair rent inquiries, processed 1 fair rent complaint, conducted 3 site investigations and attended 3 formal fair rent hearings.