



**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

**HEALTH AND HOUSING DEPARTMENT**  
**155 DEER HILL AVENUE**

**(203) 797-4625**  
**FAX (203) 796-1596**

November 28, 2005

Mayor Mark D. Boughton  
Common Council  
155 Deer Hill Avenue  
Danbury, CT 06810

Re: Department of Health & Housing Monthly Report to the Common Council

Dear Mayor Boughton and Members of the Common Council:

The October 2005 Department of Health & Housing monthly report is provided for your review. Detailed reports are attached for both the Housing & Food Service and the Environmental Health Divisions which identify specific inspections and hours provided by our staff. Should you have any questions regarding these issues, feel free to contact myself or each Division Head directly.

Main Topics

The Food Service Inspection summary scores are continuously posted for public information on the City of Danbury web site. Current inspection results are available for public review, these results area added to the web site by City staff.

A "Healthy Neighborhood is a Lead Safe Neighborhood" grant worker was hired. The grant worker is receiving training in how to operate blood lead screening clinics and is also facilitate agreements with local community partners to further prevent childhood lead poisoning.

The Department of Health & Housing staff received training in the use of the new Nextel telephone system and features such as GPS coordinates, PPT, and the enhanced 911 features for emergencies. This will to help each employee fulfill their role in emergency response, as well as facilitate a group discussion concerning the issues

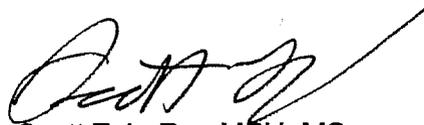
with gaining experience and confidence on how to implement the City's response plans. The Department staff also received training in the Grant application and administration process. This will improve inter-Department communication and increase efficiency when administering grant funding.

Additional Topics

In addition to the Department's year round workload, the seasonal issues have changed and added educational and regulatory tasks. A public information meeting was offered on October 6<sup>th</sup> at the Tarrywile Mansion concerning the Ives Trail task Force plan of development. The session offered a blueprint presentation of the general location and features of the trail, while also allowing for questions to be answered from members of the public interested in participating in the planning process.

You are encouraged to review all the information for each Division, as it provides details concerning ongoing activities. Also, I thank you for giving the Department of Health & Housing the opportunity to serve the Citizens of Danbury and feel free to contact the Division Supervisors or myself with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott T. LeRoy", with a long horizontal flourish extending to the right.

Scott T. LeRoy MPH, MS  
Director of Health

Cc: Dena Diorio, Director of Finance & Personnel



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**HOUSING AND FOOD SERVICE REPORT**

October, 2005

**INSPECTIONS**

	NUMBER							
	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	295	206	89	43	1114	1082	32	3
B.	90	79	11	14	363	241	122	51
C.	138	95	43	45	505	358	147	41
D.	63	31	32	103	234	475	(241)	(51)
E.	49	54	(5)	(9)	223	483	(260)	(54)
F.	22	51	(29)	(57)	173	95	78	82
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.

Four members of the housing and food section continued to participate in bioterrorism and hazmat response training as part of the department's initiative to expand its capability to respond to emergency incidents. A slight decrease in inspection numbers for the housing and food sections will be more than offset by the increased flexibility offered to the department to respond to unexpected events.

Section personnel completed training in pool inspections to join Environmental Health Section personnel in implementing a comprehensive pool inspection program. Four members of the section received in-house training this year which will provide the director additional flexibility in implementing the program next year.

Food service inspection totals for the month were lower than prior years due to the food inspector position vacancy. The new public health inspector started employment on May 23. The inspector cannot conduct food service inspections until successfully concluding field certification by the Connecticut Department of Public Health. The inspector has passed the State written exam. The inspector has undergone training in other disciplines within the department and has been conducting housing, nuisance and pool inspections. The inspector is currently on extended leave that began in mid-October. Housing inspection services have also been adversely impacted by the extended leave of the public health inspector assigned to housing inspections. This leave extended through the end of September.

The department has almost completed the food service license renewal process for fiscal year 2005-06. As of November 1, all but one of the approximately 550 food establishments in Danbury had submitted applications and been issued licenses. Actions are pending against the one outstanding establishments.

The Office of the Corporation Counsel processed nine housing/health code referrals in October. The housing section made court appearances on one case while several other cases were 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 nuisance sweeps in downtown neighborhoods. This effort also involves distribution of pamphlets on mosquito control and prevention of West Nile Virus. The Department continues to investigate complaints throughout the city referred through the Mayor's Blight Hotline and from other departments in addition to complaints made directly to the department. The department also participates in investigations by the Unified Neighborhood Inspection Team (UNIT). The department has also received complaints and service requests through the City's Q-Alert program and the CityScan program.

The department has also continued working with the LAMPP Project, the entity sub-contracted by the State to administer lead poisoning prevention and remediation funds awarded to Connecticut by the Federal government. The City has been 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 enables Danbury property owners to access funds available to abate lead paint, replace windows, doors and perform other repairs to make units lead safe. Danbury has had two projects consisting of seven total units funded through LAMPP or LAMPP partners.

The department has made a total of 8 referrals to LAMPP for lead assessments/education for eligible Danbury families since LAMPP opened up the referral process. One referral was made in October. There is currently one active application under review by LAMPP to provide assistance to a property owner to identify and correct lead hazards. LAMPP Program activities will be coordinated with the screening and education efforts to be undertaken under the Lead Safe Neighborhood grant secured by Director of Health Scott LeRoy. LAMPP funds will be available to pay for lead inspections and lead hazard abatement in homes of children identified through the new screening effort as having problematic lead blood levels. The lead outreach worker who will implement the new lead grant program has been hired and has begun training and assisting in organizing the program.

The housing section also provides staff support for the Danbury Housing Partnership and the Danbury Fair Rent Commission. The part-time fair housing officer handled one housing discrimination inquiry, received four fair rent inquiries, processed two formal complaints, conducted two site investigations and attended one formal hearing. The fair housing officer also completed the annual fair housing activities report for HUD and assisted with monitoring of compliance with affordable housing restrictions in connection with a density bonus project.



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November 22, 2005

TO : Danbury Common Council

FROM: Jack Kozuchowski, Coordinator of Environmental & Occupational Health Services *J.K.*

RE: Monthly Status Report - Environmental Health Division  
October, 2005

<b>Key Indicators</b>	<b>This Month</b>	<b>Last Month</b>	<b># Difference</b>	<b>% Difference</b>	<b>YTD</b>
<i>Hazardous Materials Management (hours)</i>	155	164	(9)	(5)	650
<i>Wetlands / Water Resources Management (hours)</i>	136	86	50	58	398
<i>Natural Resource Management</i>	32	45	(13)	(29)	115
<i>Program Administration (hours)</i>	52	53	(1)	(1.9)	199
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	130	164	(34)	(21)	568

## Current Projects

Name	Status	Next Steps	Finish date
<p><b>Hazardous Materials Management</b></p>	<p>1) Bioterrorism (BT) Preparedness</p> <ul style="list-style-type: none"> <li>➤ Prepared first draft of "After Action exercise report on the 9/26/05 emergency response exercise for City of Danbury</li> <li>➤ Conducted meeting regional "Health Emergency Planning Committee" of area health directors aimed at developing a regional response process for BT events</li> </ul> <p>2) Brownfield Assessments:</p> <p><i><u>Barnum Court:</u></i> Prepare sampling plan for rhizosphere soils.</p> <p><i><u>Main/East Franklin Street:</u></i> Reviewed Consultant's Phase II Assessment Plan and provided commentary.</p>	<ul style="list-style-type: none"> <li>• Finalize After Action Report on emergency response exercise</li> <li>• Participate in regional planning for BT preparedness and response; Initiate goals for 2005-2006 contract year preparedness planning.</li> <li>• Continue training EHD in Bioterrorism preparedness and response.</li> </ul> <p>Oversee air monitoring, soil sampling/analysis, analyze all results and prepare manuscript for publication of results.</p> <p>Work with Engineering Department to oversee Phase II Assessment investigations</p>	<p>November, 2005</p> <p>On-going</p> <p>On-going</p> <p>June, 2006</p> <p>September, 2006</p>
<p><b>Water Resource Management</b></p>	<ul style="list-style-type: none"> <li>• Reviewed limnologists report on weed study of Lake Kenosia and present findings to Kenosia Commission</li> <li>• Screened applications for Environmental Impact Commission, prepare reports present reports at EIC meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Continue staff liaison work with Kenosia Commission</li> <li>• Continue staff liaison<sup>7</sup> work with EIC</li> </ul>	<p>On-going</p> <p>On-going</p>
<p><b>Natural Resource Management</b></p>	<ul style="list-style-type: none"> <li>• Made presentation to DEP staff on Ives Trail Greenway (10/3)</li> <li>• Conducted Community unveiling of Ives Trail Blueprint designs at Tarrywile Mansion (10/6)</li> <li>• Conducted meeting of Ives Trail Task Force. (10/4)</li> </ul>	<ul style="list-style-type: none"> <li>• Work toward implementation of trail design and management/maintenance structure.</li> <li>• Construct trail.</li> </ul>	<p>May, 2006</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, 2005 can be summarized as follows.

- **Hazardous Materials Management.** The EHD orchestrated followed up on the successful exercise of the Community Emergency response Plan and Public Health Emergency Plan (conducted on 9/26) by preparing the first draft of the “After Action Exercise Report” and circulating the draft for review and commentary by the Exercise Design” committee.

The EHD continued to manage several Brownfield and subsurface contamination projects including the studies at the proposed Police Station on Main/East Franklin, the expanded Senior Center on Elmwood Place and the Barnum Court phytoremediation project.

- **Water Resource Management.** The EHD continued its management of multiple water resource projects, including Lake Kenosia, the Still River, Tarrywile Lake and Rogers Park Pond. Finally, the Division continues its staff support of the EIC, which will continue as best as it can, until the Senior Environmental Inspector position is appointed.
- **Natural Resource Management.** Work continued on planning for the Ives Trail. In October, the project was presented to the executive staff of the Connecticut Department of Environmental Protection and received a very positive review with constructive advice on furthering the project towards implementation. At its monthly meeting of the Ives Trail Task Force, the EHD presented a breakdown of tasks for completing the unfinished portions of the “Management and Maintenance” Handbook that was drafted by the National Parks Service. The EHD also presented a “trail segment construction management” strategy for creating the Ives Trail in 2006. Finally, the EHD orchestrated a highly successful presentation of the blueprint design for the Ives Trail to the general community at the Tarrywile Mansion on October 6.