



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

HEALTH AND HOUSING DEPARTMENT
155 DEER HILL AVENUE

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June 21, 2004

TO : Danbury Common Council

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

J.K.

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

Key Indicators	This Month	Last Month	# Difference	% Difference	YTD
<i>Hazardous Materials Management (hours)</i>	97	118	(21)	(18)	962
<i>Wetlands / Water Resources Management (hours)</i>	106	104	2	2	1336
<i>Natural Resource Management Program Administration (hours)</i>	51	26	25	96	312
<i>Administration (hours)</i>	108	88	20	19	872
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	289	134	155	116	1663

Current Projects

Name	Status	Next Steps	Completion Date
<p>Hazardous Materials Management</p>	<ul style="list-style-type: none"> • Supervised initial work of Bioterrorism Unit Facilitator • Reviewed, edited and issued Public Health Emergency Plans (for Bioterrorism) for Danbury. • Attended Risk Communication training for emergency preparedness and response • Supervised work of research interns to monitor Cottonwood Tree growth at Barnum Court. • Conducted field visit with Connecticut Agricultural Experiment Station to evaluate growth of Cottonwood Trees. 	<ul style="list-style-type: none"> • Oversee and evaluate work of position • Work toward implementing preparedness plan for Danbury. • Develop in service training program to train EHD staff in operation of CDC risk communication software. • Continue staff supervision of interns • Implement horticultural recommendations to enhance growth of Cottonwood trees 	<p>On-going</p> <p>On-going</p> <p>July, 2004</p> <p>May – October, 2004</p> <p>May 1, 2004</p>
<p>Water Resource Management</p>	<ul style="list-style-type: none"> • Environmental Impact Commission: oversee Project reviews for EIC and assist in preparation of screening reports for new applications. 	<ul style="list-style-type: none"> • Continue broad oversight over EIC permit processing and assist in Plan reviews. 	<p>On-going</p>
<p>Natural Resource Management</p>	<ul style="list-style-type: none"> • Completed draft of City-wide survey, review with Conservation Commission and Swampfield Land Trust. • Conducted workshop with Ives Trail Task Force to create a list of action steps to complete the blueprint for the Ives Trail by end of 2004 • Planned dedication ceremony for Still River History Wall 	<ul style="list-style-type: none"> • Conduct workshop to explain open space inventory and solicit input from public • Implement Action Plan • Conduct dedication ceremony on June 6, 2004 	<p>June, 2004</p> <p>December, 2004</p> <p>June 6, 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 May, 2004 can be summarized as follows.

- **Hazardous Materials Management.** The EHD completed the “Public Health Emergency Plan for the City of Danbury and submitted it to the Connecticut Department of Health for review. This Plan identifies the City’s blueprint for preparedness and response to Bioterrorism incidents. The EHD now has the challenge of overseeing the execution of the “Public Health Emergency Plan”. This Department’s Bioterrorism Unit Facilitator, under the supervision of the

Additionally, 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.
- **Natural Resource Management.** Work continued on the open space inventory project. It is scheduled for completion and presentation at a community workshop in June. A draft of the computer modeled mapping of undeveloped lands in Danbury was reviewed by the EHD. The EHD also conducted a workshop for the Conservation Commission and the Swampfield Land Trust to present the map and a draft of the Executive Summary and Recommendations that staff composed to accompany the map. This project will achieve the first ever City-wide open space inventory, fulfilling a fundamental City Charter responsibility of the Conservation Commission.



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HOUSING AND FOOD SERVICE REPORT

May, 2004

INSPECTIONS

NUMBER

	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	315	337	(22)	(7)	3140	3168	(28)	(1)
B.	58	87	(29)	(33)	713	602	111	18
C.	82	180	(98)	(54)	1303	789	514	65
D.	170	67	103	153	1089	1767	(678)	(38)
E.	133	146	(13)	(9)	1155	973	182	19
F.	16	21	(5)	(24)	240	606	(366)	(60)

- 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 completed preparations for mailing license renewal applications for the new license period that begins on July 1, 2004. License packets were mailed out to 540 food establishments in Danbury. Before licenses will be 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. As of the end of May, a total of **146** applications were received and reviewed. A total of 135 applications were approved as of May 28. One application remained on hold due to outstanding reinspection fees and ten applications remained on hold due to designated alternate deficiencies.

It should be noted that year to date food service inspection totals have been affected due to the extended leave of a public health inspector earlier in the year and the resignation of one part-time inspector.

The housing section made court appearances on one case in May. 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. An appearance was also made at one appeals hearing.

The department has initiated 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 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. 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 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 1 fair rent inquiry, processed 2 fair rent complaints, conducted 3 fair rent investigations and attended one formal hearing. The officer also attended 1 meeting of the Fair Housing Association of Connecticut. Staff also attended and provided staff support for a meeting of the Danbury Housing Partnership's Fair Housing Subcommittee.