



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

HEALTH AND HOUSING DEPARTMENT
155 DEER HILL AVENUE

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July 27, 2004

TO : Danbury Common Council

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

J.K.

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

Key Indicators	This Month	Last Month	# Difference	% Difference	YTD
<i>Hazardous Materials Management (hours)</i>	94	97	(3)	(3)	1056
<i>Wetlands / Water Resources Management (hours)</i>	113	106	7	7	1449
<i>Natural Resource Management</i>	25	51	(26)	(51)	337
<i>Program Administration (hours)</i>	98	108	(10)	(9)	970
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	205	289	(84)	(29)	1868

Current Projects

Name	Status	Next Steps	Completion D
<p>Hazardous Materials Management</p>	<ul style="list-style-type: none"> • Prepared draft of Tabletop Exercise scenario for drill of Bioterrorism and Community Emergency Response Plan • Reviewed regional Bioterrorism planning guidance, represent City on HVCEO subcommittee • Incorporate final revisions to Danbury's 2004 update to Community Emergency Response Plan, submit to emergency response department heads for review • Supervised work of research interns to monitor Cottonwood Tree growth at Barnum Court. 	<ul style="list-style-type: none"> • Review/edit draft of scenario / rehearse presentation • Work toward implementing preparedness plan for Danbury. • Promulgate and adopt 2004 revisions to Danbury's Community Emergency Response Plan. • Continue staff supervision of interns 	<p>Septmeber 2004</p> <p>On-going</p> <p>Septmeber 2004</p> <p>May – October, 2004</p>
<p>Water Resource Management</p>	<ul style="list-style-type: none"> • Completed draft of Phase II stormwater Management Plan for City of Danbury, submit to Engineering Department for submittal. • Environmental Impact Commission: oversee Project reviews for EIC and assist in preparation of screening reports for new applications. 	<ul style="list-style-type: none"> • Revise Plan if commentary from DEP identifies deficiencies. • Continue broad oversight over EIC permit processing and assist in Plan reviews. 	<p>On-going</p> <p>As necessary</p>
<p>Natural Resource Management</p>	<ul style="list-style-type: none"> • Conducted workshop to present City-wide survey of undeveloped lands with executive summary and recommendations • Conducted dedication ceremony for Still River History Wall 	<ul style="list-style-type: none"> • Completed • Completed 	<p>Completed</p> <p>Completed</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 revisions to the 2004 Community Emergency response Plan and sent it to emergency response department heads for review. Additionally, a tabletop exercise was designed by the EHD that will drill emergency response departments with a preparedness / response scenario for a Bioterrorist incident in Danbury. The exercise is being planned for September, 2004.

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 completed the preparation of the technical content of the DEP mandated *Phase II Stormwater Management Plan* and worked with the Engineering Department in preparing the entire application package to DEP for submittal.
- **Natural Resource Management.** Work was successfully completed on the open space inventory project. The final map illustrating the prioritized properties for environmental protection of open space, along with an Executive Summary and Recommendations was presented at a public workshop on June 3, 2004, fulfilling a fundamental City Charter responsibility of the Conservation Commission.

Also, the Still River History Wall was installed on June 6, 2004, at the Still River Greenway, with six 2 foot x 3 foot panels illustrating human interaction with the Still River over 5 different historical periods.



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HOUSING AND FOOD SERVICE REPORT

June, 2004

INSPECTIONS

NUMBER

	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	393	315	78	25	3533	3458	75	2
B.	74	58	16	28	787	661	126	19
C.	104	82	22	27	1407	849	558	65
D.	215	170	45	26	1304	1938	(634)	(33)
E.	134	133	1	1	1289	1058	231	22
F.	30	16	14	88	270	655	(385)	(59)

- 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 June, a total of **327** applications were received and reviewed. A total of 309 applications were approved as of July 1. Five applications remained on hold due to outstanding reinspection fees and thirteen 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 Department also conducted a free Qualified Food Operator training program for thirty-seven employees of Danbury food service establishments. The program included a special half-day training session in code compliance and responsibilities of the Qualified Food Operator in running a food service establishment. Department staff and a representative of the State of Connecticut Food Protection Program provided training. The second day of the program consisted of a Qualified Food Operator certification class conducted by a State-approved training organization. The training class was paid for with State Per Capita Grant funds provided to the City to augment health programs and services.

The housing section made court appearances on eight cases in June. 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 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 department attended a LAMPP Partners meeting on June 30 in New Haven.

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 2 housing discrimination inquiries, handled 3 fair rent inquiries and attended two formal fair rent hearings.