



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

HEALTH AND HOUSING DEPARTMENT
155 DEER HILL AVENUE

(203) 797-4625
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August 23, 2004

TO : Danbury Common Council

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

J.K.

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

Key Indicators	This Month	Last Month	# Difference	% Difference	YTD
<i>Hazardous Materials Management (hours)</i>	71	94	(23)	(24)	71
<i>Wetlands / Water Resources Management (hours)</i>	88	106	(18)	(17)	88
<i>Natural Resource Management</i>	13	51	(17)	(33)	13
<i>Program Administration (hours)</i>	94	198	(14)	(13)	94
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	194	204	(10)	(5)	194

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"> ➤ Submit QAPP revisions to EPA ➤ Conduct workshop session for future grant collaboration between University of Georgia, Wesleyan and Western Connecticut <p>2) Bioterrorism Preparedness</p> <ul style="list-style-type: none"> ➤ Participate in regional BT planning sessions. ➤ Review Public Health Preparedness guidelines for BT ➤ Review and critique PowerPoint presentation format for BT Tabletop exercise <p>3) Participate in meeting to evaluate progress in remediation of subsurface contamination at 345 Main Street</p>	<ul style="list-style-type: none"> • Plan and execute post phytoremediation soil analysis • Rehearse, schedule and 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 • Prepare letter to Consumer's Petroleum listing remediation / investigation requirements; Conduct follow-up meeting 	<p>October 2004</p> <p>On-going</p> <p>September</p>
<p>Water Resource Management</p>	<p>Reviewed Kingswood Kitchen Application to EIC for remediation of oil contamination in watercourse.</p> <p>Reviewed Candlewood Lake Authority recommendations for Buffer district around Candlewood Lake; prepared outline of regulatory options for Danbury.</p>	<p>Completed</p> <p>Prepare proposal for modification of City Zoning regulations to include Candlewood lake buffer area.</p>	<p>Done</p> <p>September, 2004</p>
<p>Natural Resource Management</p>	<ul style="list-style-type: none"> • Set Agenda for Ives Task Force meeting and reviewed objectives for Fall, 2004 	<ul style="list-style-type: none"> • Conduct progress meeting in August and prepare specifications for signs and trail markers for Foundation Section of Trail 	<p>September, 2004</p>
<p>Program Administration</p>	<ul style="list-style-type: none"> • Prepared for and conducted "Leadership Danbury" session at Still River Greenway 	<p>Completed July 22, 2004</p>	<p>Done</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 July, 2004 can be summarized as follows.

- **Hazardous Materials Management**. Following the submittal of the “*Public Health Emergency Plan*” (local Bioterrorism response plan) to the State, the EHD followed up by preparing for an exercise of the Plan. The tabletop exercise script, previously developed, was formatted into a power point platform. The power point tabletop scenario was reviewed and critiqued. The exercise was scheduled for mid-late September. Additionally, the EHD participated in meetings of regional representatives, orchestrated by HVCEO, to discuss coordinated inter-municipal preparedness and response processes for the Housatonic area.

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 reviewed the recommendations of the Candlewood Lake Authority subcommittee for establishing buffer zone development restrictions around the lake and initiated preparation of a process to encompass these guidelines within the context of Danbury’s zoning regulations.
- **Natural Resource Management**. Work continued on planning for the Ives Trail. The Swampfield Land Trust and the Task Force were awarded a grant from the Meserve Foundation to create the “Foundation Section” of the Ives Trail, centered on the Ives Birthplace Museum. The Swampfield land Trust has agreed to donate this grant to the City so that it can be managed under the auspices of the Ives Trail Task Force.



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HOUSING AND FOOD SERVICE REPORT

July, 2004

INSPECTIONS

	NUMBER							
	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	336	393	(57)	(15)	336	305	31	10
B.	48	74	(26)	(35)	48	52	(4)	(8)
C.	65	104	(39)	(38)	65	74	(9)	(12)
D.	220	215	5	2	220	178	42	24
E.	116	134	(18)	(13)	116	95	21	22
F.	20	30	(10)	(33)	20	34	(14)	(41)
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.

As of the end of July, a total of **473** food service applications were received and reviewed. A total of 450 applications were approved as of August 1. Six applications remained on hold due to outstanding reinspection fees, six due to Qualified Food Operator deficiencies, ten due to designated alternate deficiencies and one due to an outstanding violation order. A total of **59** establishments failed to submit applications and proper fees (8 others had closed in the interim). Enforcement hearings will be scheduled beginning in August for all establishments who have not fully complied with the licensing requirements.

The housing section made court appearances on two cases in July. 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. In July, the department also received training in the City's new Q-Alert program and began implementation along with other departments.

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 begun outreach efforts in cooperation with the Mayor's Office.

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 4 fair rent inquiries, processed 1 fair rent complaint and attended one formal fair rent hearing. Staff also attended and provided staff support for a meeting of the Danbury Housing Partnership during the reporting period. The fair housing officer also attended a quarterly meeting of the Fair Housing Association of Connecticut.