

COMMUNITY HEALTH COMMITTEE  
DEEP RIVER TOWN HALL

**Meeting Minutes: January 18, 2011 (7:30 pm)**

Attendance: Committee Members - Russell Marth, Maura Carver, Nancy Howard, Carl Olson, Diane Recchia. Absent: Dr. K. Zarfos, J. Nickse (Guests - None)

**1] Call to Order**

The meeting was called to order at 7:33 pm by Chairman Marth.

**2] Minutes of previous meeting:** Olson made motion to accept the minutes and motion seconded Howard. No changes suggested, passed 4 – 0.

**3] Minutes of December 20 special meeting:** It was agreed by mutual consent of members to table approval of these minutes until one of the members that were present could make any discussion of them more meaningful.

**4] Reports:**

- a) Funds Update:** Marth spoke of the Deep River Community Fund, that it is all set up and who the signatories are (below). It was also noted that the old “Memorial Fund” has been turned over to the Town and signature cards are being worked on as per conversation earlier that day between Marth and First Selectman Smith.

It was also discussed that the Memorial Fund, once set up, will be used since it is fully monetized. The CHC will begin to fill the DR Community Fund account, while spending down the Memorial account.

***Signatories for DR Community Fund (will be the same for the Memorial Fund):***

- 1) Chairman of CHC (Marth)
- 2) Either current Selectmen (currently in office Art Thompson and David Oliveria)
- 3) Town Treasurer (Tom Lindner)
- 4) Assistant Town Treasurer (Jayne Mather)

**5] Old Business:**

- a) Additional Officer Elections:** no action was taken

**d) Public Relations**

Marth reported writing a “hurry-up” document for the First Selectman to be included in the quarterly town publication: *Deep River News*. The one-page document highlighted what the CHC had done in its brief time together and the duties with which it is charged.

Further, Marth reported an initial meeting with Marianne Sullivan of the Valley Courier the previous evening. They plan to get together at some near future date to plan more publicity.

Ms. Recchia and others of the group spoke of getting involved in town at various events, including selling items or other activities. All agreed this would be a good idea. She further suggested a pamphlet be developed to explain the CHC and its work. Ms. Carver suggested a logo be developed.

Marth will work toward devising a logo with Longcat Graphics in Chester. From that, a pamphlet was deemed to be an excellent idea and should follow quickly. All members will begin to plan out the activities that might take place throughout the year at the Muster, Deep River Day, and other types of gatherings of townspeople.

### **B & C) Setting priorities and 2011 Action Schedule**

Marth presented a 26-point action chart. The members went over each item, noting what has been accomplished and which items are still to be begun or finished. In brief, the following items were chosen to work on...

- Mr. Olson and Ms. Recchia will work on the Nursing Services portion, with Mr. Olson meeting with the VNLV and Ms. Recchia working to find out if there are any gaps in services from the previous nursing service to the VNLV
- Mr. Marth will continue to work on publicity items.
- Ms. Carver will work on a Referral Document if one does not already exist (she will find this out) with Ms. Recchia if one is to be developed.
- A voucher system will need to be developed. This will require a meeting with the Town's Social Services and accounting people. Mr. Marth has had preliminary discussions with Town's account person... it is something that has been asked for by the Selectmen.
- Monetary needs: Continue working on the funds, materials needed for the funds (stationery, logo, pamphlet, etc)
- As a group, we need to work on holiday basket preparation early, how to keep a list, how to freshen the list (whom to go to do this) and so on. One suggestion was to reach out to school secretaries and to church groups.
- Develop a list of companies that might contribute, individuals and groups who might help with fund monetizing

**5] New Business:**

**a) Eligibility Criteria Draft Documents**

These documents were shared with the group as a draft-only. There were several changes (each agreed to by the membership at large by show of hands) and much general discussion. Mr. Marth will make changes, share them with the Selectmen (to do as necessary) and then will send final versions to each member, as well as filing the finals.

**b) Update on membership**

The Chairman noted that one of the members had resigned in December. There were several people interested in coming onboard and the final decisions would be up to the Selectmen.

*(Audience of Citizens not necessary, no others were present.)*

**Other Items:** None

There being no other further items or discussion, motion was made to close the meeting by Ms. Carver and second by Ms. Recchia., meeting adjourned at 9:25.

Next meeting to be held at 7:30 pm, Tuesday, 15 at the DR Town Hall.

*Respectfully submitted,  
Russell Marth, Chairman  
1/19/2011*