

**NAUGATUCK VALLEY HEALTH DISTRICT**

**98 BANK STREET, SEYMOUR, CT**

**VIRTUAL BOARD OF DIRECTORS MEETING**

**Tuesday, May 9, 2023**

**BOARD MEMBERS PRESENT:** Adam Bronko, Chairman, Tom Clifford, Thomas Carney, Barbara Dlugos, Rosalie Averill, John Zikaras, Jean Jones, Barbara Lombardi, and Justin Rompre.

**ABSENT:** Cady Lenart, Rita Pelaggi, Jan Mizerski, Meghan Smith.

**STAFF PRESENT:** Jessica Kristy, Director of Health, Carissa Caserta, Assistant Director of Community Health Services, Melanie Dokla, Assistant Director of Environmental Health Services, and Lisa McEachern, Business Manager.

**BOARD RECORDING SECRETARY:** Betty King.

**I. Call to Order and Pledge of Allegiance**

Adam Bronko, Chairman, called the meeting to order at 7:08 p.m. The Pledge of Allegiance was recited.

**II. Acceptance of Minutes of Board Meeting on April 11, 2023**

Discussion occurred.

**2023-37**      **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the Board Meeting of April 11, 2023, seconded by Rosalie Averill. All Ayes.

**III. Acceptance of Minutes of Public Hearing on April 26, 2023**

**2023-38**      **ACTION TAKEN:** Motion made by John Zikaras, to accept the Minutes of Public Hearing on April 26, 2023, seconded by Tom Clifford, All Ayes.

**IV. Correspondence**

**a. From: Jennifer Behuniak RE: Board of Directors Resignation**

A letter was read from Jennifer Behuniak sending her regrets to resign from NVHD Board of Directors effective May 1, 2023 due to a conflict of interest with her new employer.

**2023-39**      **ACTION TAKEN:** Motion made by Rosalie Averill, to send a letter to Jennifer thanking her for her years of service, seconded by Tom Clifford. All Ayes.

**b. From the Office of Policy and Management (OPM) RE: Appointment of Auditor**

A discussion was held at this time.

**2023-40**      **ACTION TAKEN:** Motion made by Rosalie Averill, to authorize Jess to offer George Cinnamon, CPA a one-year extension as NVHD's auditor for the Fiscal Year ending June 30, 2023, seconded by John Zikaras. All Ayes.

If George accepts, Jess will notify the Office of Policy and Management regarding the Appointment of Auditor and submit the required paperwork.

The Auditor position will go out to bid next year.

**c. From Director Kristy to NVHD Staff RE: Increased employee and employer contribution rates Connecticut Municipal Employees Retirement System (MERS) Plan effective July 1, 2023.**

Effective July 1, 2023, the employee contribution rates for members covered by Social Security will increase from 4.25% to 4.75%. The employee contribution rate for wages above the Social Security Wage Base is 7.50%. NVHD's employer contribution will be increasing from 17.55% to 19.57%.

**V.      Financial Report - Lisa McEachern, Business Manager**

The Financial Report for the month of April 2023 was reviewed and discussed.

**VI.     Chairman's Report – Adam Bronko**

None at this time.

**VII.    Director's Report – Jessica Kristy**

Jess stated that since Jennifer has resigned someone should be nominated as Vice-Chair until the next election. This was deferred to the Nominating Committee.

The Director's Report was reviewed and discussed.

## **VIII. Old Business**

None at this time.

## **IX. New Business**

### **a. Environmental Health Workforce Update – Jess Kristy and Melanie Dokla**

Jess and Melanie provided an overview about the challenges of the environmental health workforce shortage and its impact on the NVHD Environmental Health Division. Discussion also included staff and Board concerns of lack of certified food inspectors in the State. Two Sanitarian vacancies remain open.

**2023-41**      **ACTION TAKEN:** Motion made by John Zikaras, to authorize Melanie to be compensated for environmental health work performed after business hours at the after-hours rate set forth in the NVHD Personnel Policies, seconded by Justin Rompre.

Discussion occurred.

**2023-42**      **ACTION TAKEN:** Motion made by Tom Clifford, Amendment – authorize Melanie to be compensated up to and no more than, five additional hours per week at the after-hours rate, until the end of the fiscal year, June 30, 2023, seconded by Rosalie Averill. All Ayes.

## **X. Committee Reports**

### **a. Facility Committee - Rosalie Averill**

Rosalie reported that we have not toured any new facilities. We are still in talks with the Town of Seymour, but the topic was not included on their last Board of Selectmen meeting. Rosalie noted that we legally still have a lease.

### **b. Nominating Committee - Tom Clifford**

We have to replace the Vice-Chair position as Jennifer has resigned. Tom will meet with Jess to coordinate a Nominating Committee meeting ahead of the June meeting so that there will be a recommendation for the Slate of Officers and Executive Committee in accordance with the Board of Directors Bylaws.

**2023-43**      **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn the meeting at 8:10pm, seconded by Rosalie Averill. All Ayes.