

NAUGATUCK VALLEY HEALTH DISTRICT
98 Bank Street, Seymour, CT
VIRTUAL BOARD OF DIRECTORS MEETING

Tuesday, January 9, 2023

MINUTES

BOARD MEMBERS PRESENT: Adam Bronko, Chairman, Tom Clifford, Thomas Carney, Barbara Dlugos, Rita Pelaggi, Rosalie Averill, Marietta Sabetta, John Zikaras, Jean Jones, Barbara Lombardi, and, Justen Rompre.

BOARD MEMBERS ABSENT: Cady Lenart, Meghan Smith, and Jan Mizeski.

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

STAFF ABSENT: Melanie Dokla. Assistant Director of Environmental Health Services

BOARD RECORDING SECRETARY: Betty King

I. Call to Order and Pledge of Allegiance

Adam Bronko, Chairman, called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited.

II. Acceptance of Meeting Minutes

a. Regular Board Meeting on November 14, 2023

2024-25 **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the Regular Board Meeting of November 14, 2023, seconded by Justin Rompre. All Ayes.

b. Special Board Meeting on December 18, 2023

2024-26 **ACTION TAKEN:** Motion made by Rosalie Averill, to accept the Minutes of the Special Board Meeting of December 18, 2023, seconded by John Zikaras. All Ayes. Rita Pelaggi abstained.

Correction by Barbara Lombardi: Adam’s name was spelled incorrectly on action item 2024-22. Correction from “Aam” to “Adam.”

III. Correspondence

Jess read aloud a memo dated December 29, 2023, from the CT Department of Public Health to Directors Receiving Per Capita Funding. The Connecticut Office of Policy and Management (OPM) has decided to use 2021 population estimates for fiscal allocation purposes, including the obligated Per Capita funds from the state to local health.

IV. Financial Report - Lisa McEachern, Business Manager

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

V. Chairman's Report – Adam Bronko

None at this time.

VI. Director's Report – Jessica Kristy

The Director's Report was reviewed and discussed.

VII. Committee Reports

a. Facilities Committee

I. Discussion: Purchase of 98 Bank Street, Seymour, CT 06483

Committee Chair Rosalie announced that NVHD has purchased the facility. Our next steps are prioritizing the workplan and identifying contractors.

Adam suggested that a Facilities Committee host a meeting to discuss priority items and organize it by necessity, including staff input, and then bring that back to the full Board.

The Facilities Committee will meet on January 22, 2024.

II. Discussion: Utilities & Maintenance

2024-27 **ACTION TAKEN:** Motion made by Barbara Lombardi, that the board authorize the Facilities Committee to research the priorities for the maintenance, write and publish a Request for Proposal (RFP), and they be authorized to do so, seconded by John Zikaras. All Ayes.

b. Budget Committee
I. Set Budget Workshop Date

The Budget Committee Chair, John Zikaras will coordinate with Director Kristy to set the Fiscal Year 2024-2025 Budget Workshop date.

VIII. Old Business

None at this time.

IX. New Business

a. Acceptance of Quarter 2 Environmental and Community Health Statistics

2024-28 **ACTION TAKEN:** Motion made by Rosalie Averill, to Acceptance of Quarter 2 Environmental and Community Health Statistics, seconded by Marietta Sabetta. All Ayes.

X. Adjournment

2024-29 **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn the meeting at 7:32 pm, seconded by Adam Bronko, Chairman. All Ayes.

Minutes respectfully prepared by Betty King, Recording Secretary, and submitted by Jessica Kristy, Director of Health. Subject to revisions at the next full Board of Director Meeting.