

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

Tuesday, November 14, 2023

MINUTES

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

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

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

GUESTS PRESENT: Prospect Mayor Bob Chatfield, George R Sinnamon, CPA, and Attorney Jim Sheehy

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. New Business

a. Introduction of Mayor Bob Chatfield, Town of Prospect

The Mayor stated the he may be homeless along with the Town of Wolcott. He was informed about a month and a half ago that the town of Cheshire wanted to withdraw from Chesprocott which has been around since 1976. I am here to ask you if you have room for Prospect although there have been changes over the past week.

b. Audit Report for Fiscal Year Ending June 30, 2023 – George R Sinnamon, CPA

i. Acceptance of the Audit Report for Fiscal Year Ending June 30, 2023, as presented

2024-13 **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Audit Report for the Fiscal Year Ending June 30, 2023 as presented, seconded by Barbara Lombardi. All Ayes.

III. Acceptance of Minutes of Board Meeting October 10, 2023

2024-14 **ACTION TAKEN:** Motion made by Barbara Lombardi, to accept the Minutes of the October 10, 2023 Board Meeting, seconded by Rosalie Averill. Abstain - Marietta Sabetta.

IV. Correspondence

None at this time.

V. Financial Report - Lisa McEachern, Business Manager

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

VI. Chairman's Report – Adam Bronko

None at this time.

VII. Director's Report -Jessica Kristy

The Director's Report was reviewed and discussed.

VIII. Committee Reports

a. Facilities Committee

i. Executive Session: Discussion of the Purchase of 98 Bank Street, Seymour, CT 06483

2024-15 **ACTION TAKEN:** Motion made by Tom Clifford, to go into Executive Session at 8:05 pm for discussion of the purchase of 98 Bank Street, Seymour, CT 06483, with the Board of Directors, Attorney Jim Sheehy, and Director Jess Kristy, seconded by Rosalie Averill. All Ayes.

2024-16 **ACTION TAKEN:** Motion made by Tom Clifford, to exit Executive Session and return to public meeting at 9:02 pm, seconded by Barbara Lombardi. All Ayes.

b. Personnel Committee:

i. Executive Session: Environmental Workforce & Leadership Personnel

2024-17 **ACTION TAKEN:** Motion made by Tom Clifford, to go into Executive Session at 9:06 pm with the Board of Directors, Director Jess Kristy, and Assistant Director Melanie Dokla, seconded by Rosalie Averill. All Ayes.

2024-18 **ACTION TAKEN:** Motion made by Barbara Lombardi, to exit Executive Session and return to public meeting at 9:40 pm, seconded by John Zikaras. All Ayes.

2024-19 **ACTION TAKEN:** Motion made by Barbara Lombardi, to revise the Head Sanitarian job title to Chief Environmental Health Specialist with the salary at \$95,000. Further move to make a salary adjustment to \$100,000 for the Assistant Director of Environmental Health Services and Assistant Director of Community Health Services upon hiring of the Chief Environmental Health Specialist, seconded by Marietta Sabetta. All Ayes.

IX. Old Business

None at this time.

X. Adjournment

2024-20 **ACTION TAKEN:** Motion made by Barbara Lombardi, to adjourn at 9:42 pm, seconded by Justin Rompre. 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.