



Public Health
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Naugatuck Valley
Health District

NAUGATUCK VALLEY HEALTH DISTRICT

98 Bank Street, Seymour, CT

BOARD OF DIRECTORS MEETING

Tuesday, June 10, 2025

MINUTES

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

BOARD MEMBERS ABSENT: Rita Pelaggi, and Justin Rompre.

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

RECORDING SECRETARY June 10, 2025: Carissa Caserta

I. Call to Order and Pledge of Allegiance

John Zikaras, Chairman, called the meeting to order at 7:01p.m. The Pledge of Allegiance was recited.

II. Acceptance of Minutes of the Board Meeting on May 13, 2025

2025-54 **ACTION TAKEN:** Motion made by Rosalie Averill, accept the Minutes of the Board Meeting on May 13, 2025 with correction under Action 2025-49, seconded by Marietta Sabetta. All ayes.

III. Correspondence

None at this time.

IV. Financial Report – Jess

Jess discussed the Financial Report for the month of May.

V. Chairman’s Report - John Zikaras, Chairman

None at this time.

VI. Director's Public Health Report – Jess Kristy

The May Public Health Report was reviewed and discussed.

VII. Committee Reports

a. Facilities Committee

An update was given regarding the renovation of 98 Bank St. and discussed. It was agreed that the Committee would continue to meet over the Summer to review the id3A renovation budget packet.

b. Nominating Committee

The nomination of slate of officers and Executive Committee members for Fiscal Year 2025-2026 has been revised and was presented as follows:

Slate of Officers:

Chair: John Zikaras (Shelton)

Vice-Chair: Rita Pelaggi (Derby)

Executive Committee:

Chair: Tom Clifford (Ansonia)

Adam Bronko, Immediate Past Board
Chair (Naugatuck)

John Zikaras, Board Chair (Shelton)

(VOTE WILL HAPPEN AT SEPTEMBER REGULAR MEETING)

VIII. Old Business

IX. New Business

a. Re-appointment of Medical Director, Clinic Administrator, and Medical Staff

2025-55 **ACTION TAKEN:** Motion made by Rosalie Averill, to re-appoint Dr. Frederick Browne, MD, MBA, FSHEA, FACP, as NVHD's Medical Advisor, Carissa Caserta, MPH, as Clinic Administrator, and Kristie D'Averso, RN as Medical Staff, for FY25-26 seconded by Jean Jones. All ayes.

b. Re-appointment of Auditor FY 2025-2026

2025-56 **ACTION TAKEN:** Motion made by Linda Mascolo to re-appoint George Sinnamon, CPA to audit FY2024-2025 via a 1-year contract, seconded by Adam Bronko. All ayes.

c. Resolution of Director to sign contract FY 2025-2026

2025-57 **ACTION TAKEN:** Motion made by Barbara L., to authorize the Director of Health, Jessica Kristy, and in her absence, Carissa Caserta, Assistant Director of Community Health and Acting Director, to sign grant contracts and amendments and to execute on behalf of Naugatuck Valley Health District other instrument as part of or incident

to such contracts and amendments, effective immediately, and for Fiscal Year 2025-2026 including but not limited to, those with State Department of Public Health, the State Department of Social Services, other state and Federal agencies, private foundations, educational institutions, and other public health related programs, seconded by Marietta Sabetta. All Ayes.

d. Executive Session

- 2025-58** **ACTION TAKEN:** Motion made by Tom Clifford to enter Executive Session at 7:58pm with the Board of Directors, Director Jess Kristy and Assistant Directors Carissa Caserta and Melanie Dokla, seconded by Rosalie Averill. All Ayes.
- 2025-59** **ACTION TAKEN:** Motion made by Tom Clifford to exit Executive Session at 8:31pm, seconded by Rosalie Averill. All Ayes.
- 2025-60** **ACTION TAKEN:** Motion made by Marietta Sabetta to authorize the Director of Health to enter a 3-year Memorandum of Understanding (MOU) for Acting Director of Health coverage with Laurel Shaw, Director of Health of Monroe Health Department, as long as it is approved by the Commissioner of the Department of Public Health, seconded by Linda Mascolo. All Ayes.

X. Adjournment

- 2025-61** **ACTION TAKEN:** Motion to adjourn made by Tom Clifford at 8:33pm, seconded by Rosalie Averill. All Ayes.

Minutes respectfully prepared by Carissa Caserta and submitted by Jessica Kristy, Director of Health. Subject to revisions at the next full Board of Director Meeting.

