



Public Health
Prevent. Promote. Protect.
Naugatuck Valley
Health District

NAUGATUCK VALLEY HEALTH DISTRICT

98 Bank Street, Seymour, CT

BOARD OF DIRECTORS MEETING

Tuesday, March 11, 2025

MINUTES

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

BOARD MEMBERS ABSENT: Jan Mizeski

STAFF PRESENT: Jessica Kristy, Director of Health, Carissa Caserta, Assistant Director of Community Health Services, Melanie Dokla, Assistant Director of Environmental Health Services.

BOARD RECORDING SECRETARY: Betty King

I. Call to Order and Pledge of Allegiance

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

II. Acceptance of Minutes of the Board Meeting on February 11, 2025

2025-39 ACTION TAKEN: Motion made by Rosalie Averill, to accept the Minutes

of the Board Meeting on February 11, 2025, seconded by John Zikaras.

Discussion: There was a discussion related to adding the dollar amounts of the 3 invoices to ID3A into the meeting minutes. It was agreed that the dollar amounts would stay in the Facilities Committee meeting minutes.

All ayes, except Tom Clifford abstained.

III. Correspondence

None at this time.

IV. Financial Report – Jess

Jess discussed the Financial Reports for the month of February.

V. Chairman’s Report - John Zikaras, Chairman

None at this time.

VI. Director’s Public Health Report – Jess Kristy

The February Public Health Report was reviewed and discussed.

VII. Committee Reports

a. Facilities Committee

2025-40 **ACTION TAKEN:** Motion made by Rosalie Averill, Facilities Committee Chair, to move that the Board of Directors approve the revised proposal submitted by Macchi Engineers, LLC, for the amount of \$17,725, noting that the fire Flow Test is an optional \$1,000 expense to be approved, if necessary, at a later date by the Board of Directors.

Further move that the expenses for the Schematic Design, Boundary & Topographic Survey, Easement Commentary, and 10% Macchi Mark-Up by recorded in the Capital Reserve Fund. Seconded by Adam Bronko. All ayes.

Jessica Kristy reviewed the Feasibility Study Design Concept (proposed design) of 98 Bank Street renovation, provided by ID3A. All design is subject to change.

b. Budget Committee

2025-41 **ACTION TAKEN:** Motion made by Budget Committee Chair, Adam Bronko, move to accept the Budget Committee’s Proposed Fiscal Year 2025-2026 Budget and Fee Schedule with Revenues and Expenditures in the amount of \$1,792,032.40.

Further move to forward said Budget and Fee Schedule to member municipalities for their consideration and to Hybrid Public Hearing two weeks in advance of our next regular Board Meeting, seconded by Barbara Lombardi.

Jess will file notice of Public Hearing with the Republican American and Valley Independent Sentinel.

c. Personnel Committee

2025-42 **ACTION TAKEN:** Motion by Marietta Sabetta to authorize the Director of Health to offer a starting annual vacation accrual of three weeks (15 days) eligible after successful completion of the six-month probationary period, to the candidate for the Business Manager position. Seconded by Linda Mascolo. All Ayes.

VIII. Old Business
None at this time.

IX. New Business
None at this time.

X. Adjournment

2025-43 **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn at 8:20 p.m., seconded by Adam Bronko. All Ayes.

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

