

**NAUGATUCK VALLEY HEALTH DISTRICT**

**98 BANK STREET, SEYMOUR, CT**

**VIRTUAL BOARD OF DIRECTORS MEETING**

**Tuesday, March 14, 2023**

**BOARD MEMBERS PRESENT:** Adam Bronko, Chairman, Tom Clifford, Thomas Carney, Barbara Dlugos, Rita Pelaggi, Rosalie Averill, Jennifer Behuniak, John Zikaras, Jean Jones,

**ABSENT:** Cady Lenart, Jan Mizeski, Meghan Smith, Barbara Lombardi, 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 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 Virtual Board Meeting on February 14, 2023**

**2023-31**      **ACTION TAKEN:** Motion made by Rosalie Averill, to accept the Minutes of the Virtual Board Meeting of February 14, 2023, seconded by Tom Clifford. All Ayes. Abstain - Tom Clifford.

**III. Correspondence**

None at this time.

**IV. Financial Report – Lisa McEachern, Business Manager**

The Financial Report for the month of February 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.

- a. Discussion and possible action regarding the FDA Food Code and NVHD's Food Code: Melanie provided an update about the FDA Food Code transition during the Director's report. No action was taken and the agenda topic will be deferred to next month after Jess and Melanie can review Attorney Stanek's feedback on the proposed NVHD Food Code revision.

## **VII. Committee Reports**

### **a. Budget Committee - John Zikaras**

**2023-32**      **ACTION TAKEN:** I, John Zikaras, move to propose to adopt the proposed Budget of the Fiscal Year 2023-2024 and fee schedule with Revenues and Expenditures in the amount of \$1,725,925.51 and I further move that each eligible core fulltime employee shall receive a 4 per cent wage increment payable beginning July 1, 2023, seconded by Rosalie Averill. All Ayes.

### **b. Facilities Committee - Rosalie Averill**

The Facilities Committee was provided with a copy of the appraisal of 98 Bank Street, which is not available for Public Record because it is a real estate matter. We are looking for feedback from the Committee and then we will bring it back to the Board at which time we will call an Executive Session. We will continue to look for a building.

## **VIII. Old Business**

None at this time.

## **IX. New Business**

None at this time.

## **X. Adjournment**

**2023-31**      **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn at 7:45 PM, seconded by Rosalie Averill. All Ayes.