

Now that John NAUGATUCK VALLEY HEALTH DISTRICT

98 Bank Street, Seymour, CT

VIRTUAL BOARD OF DIRECTORS MEETING

Tuesday, November 15, 2022

MINUTES

BOARD MEMBERS PRESENT: Adam Bronko, Chairman, Tom Clifford, Thomas Carney, Barbara Dlugos, Cady Lenart, Rita Pelaggi, Rosalie Averill, Jennifer Behuniak, John Zikaras, Jean Jones, Barbara Lombardi, and Justin Rompre.

ABSENT: Jan Mizeski, and Meghan Smith.

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.

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. Audit Report for Fiscal Year Ending June 30, 2022 – George R. Sinnamon, CPA

George R. Sinnamon, CPA, reviewed the NVHD Audit Report for the Fiscal Year ending June 30, 2022. The Audit was reviewed and discussed.

Jess thanked George for the Audit on behalf of the District and for a detailed computation this evening. She also thanked Lisa, our Business Manager, for helping to prepare for the Audit and all the hard work that went into it.

III. Acceptance of Minutes of Board Meeting on October 11, 2022

2023-15 **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the Board Meeting of October 11, 2022, seconded by Rosalie Averill. All Ayes.

IV. Correspondence

None at this time.

V. Financial Report - Lisa McEachern

The Financial Report October 2022 was reviewed and discussed.

VI. Chairman's Report – Adam Bronko

a. Committee Reports

The Board of Directors Committee rosters were reviewed. John Zikaras is the Chair of the Budget Chair, filling the vacancy made . Cady Lenart is assigned to the Personnel Committee.

VII. Director's Report – Jessica Kristy

The Director's Report was reviewed and discussed.

VIII. Committee Reports

a. Facilities Committee – Rosalie Averill

We are continuing to look for places to relocate at this time. The Committee will meet again in January or February.

IX. Old Business

X. New Business

a. Acceptance of the Audit Report for Fiscal Year Ending June 30, 2022 as presented

2023-16 **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Audit Report for Fiscal Year Ending June 30. 2022, as presented, seconded by John Zikaras. All Ayes.

b. Executive Session: Director of Health Evaluation

2023-17 **ACTION TAKEN:** Motion made by Rosalie Averill, to go into Executive Session to discuss the Executive Director's Annual Review and asked that everyone that is not on the Board of Directors, whether virtual or in person, to please leave the meeting and that the recording of the meeting cease at 8:09 PM, seconded by Tom Clifford. All Ayes.

Jessica Kristy was called in to the executive session at 8:20 PM.

The executive session ended and reopened the public meeting at 8:30 PM.

2023-18 **ACTION TAKEN:** Motion made by Tom Clifford, to accept the performance review of the Director that includes a 3% salary increase to \$113,300 retroactive for the fiscal year July 1, 2021 thru June 30, 2022, and a 3% salary increase to \$116,699 retroactive to July 1, 2022. Furthermore, to authorize the Chairman to sign off on the review, seconded by Rosalie Averill. All Ayes.

XI. Adjournment

2023-19 **ACTION TAKEN:** Motion made by Rosalie Averill, to adjourn at 8:33 PM, seconded by Tom Clifford. 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 Directors meeting.