

**NAUGATUCK VALLEY HEALTH DISTRICT**

98 Bank Street, Seymour, CT

March 12, 2019

6:45 PM

**Public Hearing on NVHD Proposed Budget and Fees for Fiscal Year  
July 1, 2019-June 30, 2020**

**BOARD MEMBERS PRESENT:** Tom Clifford, Camille Kurtyka, Mary Connolly, Adam Bronko, Rosalie Averill, Jennifer Saksa, Jean Jones, and John Zikaras.

**STAFF PRESENT:** Jessica Stelmazek, Carissa Caserta, Melanie Dokla, Lisa McEachern

**BOARD RECORDING SECRETARY:** Betty King

Rosalie Averill, Chairman, opened the Public Hearing at 6:45 p.m.

Rosalie Averill, Chairman, read the following Legal Notice:

**LEGAL NOTICE**

*Notice is hereby given that the Naugatuck Valley Health District will hold a Public Hearing on its Proposed Budget and Fees for Fiscal Year 2020 (July 1, 2019 to June 30, 2020) on March 12, 2019 at 6:45pm in its 2<sup>nd</sup> floor conference room, 98 Bank Street, Seymour, CT. Phone: 203-881-3255. Copies are available at NVHD offices from 8:30 am to 4:00 pm, weekdays except holidays. If the Public Hearing scheduled for March 12, 2019 needs to be postponed, for any reason, the Public Hearing will occur April 9, 2019 at 6:45 PM in the 2<sup>nd</sup> floor conference room of NVHD, 98 Bank Street, Seymour, CT. If necessary, postponement notice will be posted on the NVHD website, [www.nvhd.org](http://www.nvhd.org). This notice is in accordance with the requirements set forth in Section 19a-243 of the C.G.S.. Board Chair Rosalie Averill, February 25, 2019.*

Rosalie Averill, Chairman, closed the Public Hearing at 7:00pm. No one was in attendance.

**BOARD OF DIRECTORS MEETING**  
**Tuesday, March 12, 2019**

**MINUTES**

**BOARD MEMBERS PRESENT:** Rosalie Averill, Chairman, Tom Clifford, Lisa Brailey, Camille Kurtyka, Mary Connolly, Adam Bronko, Jennifer Saksa, John Zikaras, Jean Jones, and Ed Kisluk.

**BOARD MEMBERS ABSENT:** Gary Merlone, Sue Mis, Edith Sletner, and Barbara Lombardi.

**STAFF PRESENT:** Jessica Stelmaszek, 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**

Rosalie Averill, Chairman, called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

**II. Acceptance of Minutes of Regular Board Meeting of February 5, 2019**

**2019-39**     **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the Regular Board Meeting of February 5, 2019, seconded by Camille Kurtyka. All Ayes. Abstain: Tom Clifford, and Jean Jones.

**III. Correspondence - Jessica Stelmaszek**

Jessica delivered the Preliminary Budget Packets to the Chief Elected Officials.

NVHD has partnered with neighboring health districts, Pomperaug and Chesprocott, to apply for a Connecticut Community Foundation grant called the Regional Opioids Alliance and Data Sharing (ROADS) Initiative. Rosalie signed a letter of support addressed to the Board of Trustees on behalf of the Board of Directors.

**IV. Financial Report - Lisa McEachern**

The February 2019 Financial Reports was reviewed and discussed.

**V. Chairman's Report - Rosalie Averill**

**a. Reschedule May 2019 Board of Directors Meeting**

**2019-40** **ACTION TAKEN:** Motion made by Tom Clifford, to reschedule the May meeting to May 7<sup>th</sup> as a Special Board Meeting, seconded by John Zikaras. All Ayes.

**b. Director of Health Evaluation - - Rosalie Averill**

The Executive Committee will meet after this meeting to schedule a time for the Director of Health Evaluation.

**VI. Director's Report - Jessica Stelmaszek**

The Director's Report was reviewed and discussed.

**VII. Committee Reports**

**a. Budget Committee - Ed Kisluk**

A Budget Committee meeting was held in January and everyone had a chance to explore our topics. Topics were reviewed and discussed its progress.

Tom thanked the Budget Committee for their work on the Budget.

**b. Strategic plan Committee – Jean Jones**

Jean discussed the Strategic Plan for 2015-2020. Jean reviewed the Strategic Plan and it was distributed to Board Members. Jean invited Board members to attend meetings.

**c. Facilities - Rosalie Averill**

A preliminary discussion was held regarding the lease status and current offer for NVHD to take ownership of the building from the Town of Seymour.

**VIII. Old Business**

**a. Proposed Budget for Fiscal Year 2019-2020**

**2019-41**      **ACTION TAKEN:** Motion made by Ed Kisluk, to adopt the Fiscal Year 2019-2020 Budget and fee schedule in the amount of \$1,445, 285.50. Further move the Fiscal Year 2019-2020 Budget shall fund 12 full time Core positions and that each eligible Core employee shall receive a 2 ½ per cent pay raise held as retroactive to July 1, 2019, subject to the receipt of adequate funding by the State, seconded by Adam Bronko. All Ayes.

**IX.    New Business**

None at this time.

**X.     Adjournment**

**2019-42**      **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn at 7:50 pm, seconded by John Zikaras. All Ayes.