

**NAUGATUCK VALLEY HEALTH DISTRICT**  
**98 Bank Street, Seymour, CT**  
**HYBRID BOARD OF DIRECTORS MEETING**

**Tuesday, April 9, 2024**

**MINUTES**

**BOARD MEMBERS PRESENT:** Adam Bronko, Chairman, Tom Clifford, Thomas Carney, Barbara Dlugos, Rita Pelaggi, Jan Mizeski, Rosalie Averill, Marietta Sabetta, John Zikaras, Barbara Lombardi, and Justin Rompre.

**BOARD MEMBERS ABSENT:** Cady Lenart, Meghan Smith, and Jean Jones.

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

**STAFF ABSENT:** Jessica Kristy, Director of Health

**BOARD RECORDING SECRETARY:** Betty King

**I. Call to Order and Pledge of Allegiance**

Adam Bronko, Chairman, called the meeting to order at 7:07 p.m. The Pledge of Allegiance was recited.

**II. Acceptance of Minutes of Board Meeting on March 12, 2024**

**2024-35 ACTION TAKEN:** Motion made by Tom Clifford, to Accept the Minutes of the Board Meeting on March 12, 2024, seconded by John Zikaras. All Ayes.

**III. Correspondence**

None at this time.

**Financial Report** – Carissa Caserta, Assistant Director of Community Health Services & Acting Director

The Financial Report for the month of March 2024 was reviewed and discussed.

**IV. Chairman’s Report – Adam Bronko**

None at this time.

**VI. Director’s Report – Carissa Caserta, Assistant Director of Community Health Services & Acting Director**

The Director’s Report was reviewed and discussed.

**VII. Committee Reports**

**a. Facilities Committee - Rosalie Averill**

I have some comments that I would like reflected. We had a meeting on March 12, 2024 and as of April 4<sup>th</sup> Jess is still waiting for approval to post the RFP on the Department of Administrative Services (DAS) CT source solicitation website. Rosalie reported that Attorney Stanek was contacted by Jess on April 2<sup>nd</sup> to review and comment on the RFP. Attorney Stanek clarified that it is not required to be posted as a legal notice, but Rosalie would like it to be. Adam commented that the RFP has been posted on the website since March 22<sup>nd</sup>. Carissa provided an update that several firms have contacted Jess inquiring about the RFP. Adam asked if it is required to be posted as a legal notice and Rosalie said that it is fine where it is posted, this would just be in addition to.

**2024-36**      **ACTION TAKEN:** Motion made by Tom Clifford, to put the RFP in a legal notice, seconded by Rosalie Averill. All Ayes. Abstain - Jan Mizeski.

**b. Budget Committee – John Zikaras**

The Public Hearing on the FY 2024-2025 Budget and Fee Schedule was held on April 3<sup>rd</sup> in a hybrid format. John Zikaras and Jess Kristy were the only attendees.

**VIII. Old Business**

**2024-37**      **ACTION TAKEN:** Motion made by Rosalie Averill, to go to Public Hearing for the revised NVHD Private Well Code and NVHD Subsurface Sewage Disposal Systems Code. The Public Hearing will be held on Thursday, April 11<sup>th</sup> at 5:00 in a hybrid format, seconded by John Zikaras. All Ayes.

**IX. New Business**

**2024-38**     **ACTION TAKEN:** Motion made by Rosalie Averill, move to table the Acceptance of FY 2023-2024 Quarter 3 Environmental and Community Health Statistics to the next meeting, seconded by John Zikaras. All Ayes.

**2024-39**     **ACTION TAKEN:** Motion made by Rosalie Averill, move to get three independent pest (insect and rodent) control quotes, seconded by John Zikaras.

Discussion: Barbara L. commented that Orkin should be contacted and our current contract be reviewed.

All Ayes except Jan Mizeski opposed.

**X. Adjournment**

**2024-39**     **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn the meeting at 7:33 pm, seconded by John Zikaras. 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 Director Meeting.

