



**NAUGATUCK VALLEY HEALTH DISTRICT**

**98 Bank Street, Seymour, CT**

**BOARD OF DIRECTORS MEETING**

**Tuesday, October 8, 2024**

**MINUTES**

**BOARD MEMBERS PRESENT:** John Zikaras, Chairman, Tom Clifford, Rita Pelaggi, Adam Bronko, Rosalie Averill, Marietta Sabetta, Jean Jones, Justin Rompre, and Tom Carney.

**BOARD MEMBERS ABSENT:** Barbara Lombardi, Cady Lenart, 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 Services.

**BOARD RECORDING SECRETARY:** Betty King

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

John Zikaras, Chairman, called the meeting to order at 7:09 p.m. The Pledge of Allegiance was recited.

**II. Acceptance of Minutes of the Board Meeting on September 10 2024**

**2025-22** **ACTION TAKEN:** Motion made by Rosalie Averill, to accept the Minutes of the Board Meeting on September 10, 2024, with revisions, seconded by Tom Clifford. All Ayes. Tom Clifford abstained.

Corrections made:

Missing Action:

**2025-17:** Motion made by John Zikaras to table the discussion of the Financial Reports until the next meeting, seconded by Rosalie. All Ayes.

Motion numbers updated.

Motion 2025-20 updated to reflect Rosalie abstained from the vote.

**III. Correspondence**

None at this time.

**IV. Financial Report –June (pre-audit), July, and August and September–  
Jess**

Jess discussed the Financial Report for June (pre-audit), July, and August and September.

**V. Chairman’s Report - John Zikaras, Chairman**

John has talked to the Committee Chairs and everyone has indicated they would stay on in their roles. John recommends seeking Co-Chairs or Vice Chairs for Committees.

- Personnel Committee: Tom Carney was asked to join the Committee.
- Facilities Committee: Cady Lenart was asked to join the Committee.
- Budget Committee: Adam Bronko will be serving as Chair. Jan Mizeski was asked to join the Committee.

The Board has two vacancies: one open position for Shelton and one open position for Naugatuck.

**VI. Director’s Public Health Report — September – Jess Kristy**

The September Public Health Report was reviewed and discussed.

**VII. Committee Reports**

**a. Facilities Committee**

**1. Action: Authorization of new Board Chair to sign contract with ID3A, LLC**

**2025-23**

**ACTION TAKEN:** Motion made by Tom Clifford, since Adam Bronko’s term as Board Chair has expired, I move that John Zikaras, Chair of the Naugatuck Valley Health District effective September 10, 2024, be authorized to sign the contract with ID3A, LLC., seconded by Marietta Sabetta. All Ayes.

Jess will send a copy to attorney Stanek.

**VIII. Old Business**

None at this time.

**IX. New Business**

**a. Resolution for updated Baking Authorization**

**2025-24**     **ACTION TAKEN:** Motion made by Rosalie Averill, that signatory authorization is given to the following individuals for ION Bank,

The Authorized signatories will be:

*John Zikaras, Chairman*  
*Rita Pelaggi, Vice-Chair*  
*Jessica Kristy, Director of Health*  
*Carissa Caserta, Assistant Director of Community Health Services*  
*Melanie Dokla, Assistant Director of Environmental Health Services*

seconded by Jean Jones. All Ayes.

**b. Acceptance of DPH Population Estimates 2023**

**2025-25**     **ACTION TAKEN:** Motion made by Rosalie Averill, to accept the DPH Population Estimates of 2023, seconded by Adam Bronko. All Ayes

**c. Acceptance FY 2024-2025 Quarter 1 Statistics Report**

**2025-26**     **ACTION TAKEN:** Motion made by Tom Clifford, to Accept FY 2024-2025 Quarter 1 Statistics Report, seconded by Justin Rompre. All Ayes.

**d. Executive Session: Director of Health Evaluation**

**2025-27**     **ACTION TAKEN:** Motion made by Adam Bronko to go into Executive Session for the Director of Health Evaluation at 7:56 PM, with only the Board of Directors present, seconded by Justin Rompre. All Ayes.

Jess Kristy was invited into the Executive Session at 8:08 p.m.

The Executive Session ended and reopened the public meeting at 8:16 p.m.

**2025-28**     **ACTION TAKEN:** Motion made by Tom Clifford, to accept the performance review of the Director of Health and authorize the Chairmain to sign off on it, seconded by Rosalie Averill. Rita Pelaggi abstained. All Ayes.

**X. Adjournment**

**2025-28**     **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn at 8:20 p.m., seconded by Justin Rompre. 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.

