

EAST SHORE DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
688 East Main Street, Branford, CT 06405

Executive Board Meeting Minutes
Thursday, October 9, 2025, at 5:30 pm
In-Person/Virtual Meeting

Present: Susan Addiss, Michael Pascucilla, Elaine Anderson, Virginia Fallon, Dennis Nastri, Michael Turcio, Darlene Zimmermann, Susan Deko

Absent: Wendy Bellmore, Dr. Richard Young

Dennis Nastri called the meeting to order at 5:36 pm.

1. Welcome/Public Comments General Discussion
 - a. Welcome, Melissa, new Office Manager, currently being trained by Marsha. Melissa introduced herself to the Board.
 - b. No public comments.
2. Approval of the September 12, 2025, ESDHD Board Minutes – Darlene Zimmerman motioned to approve the minutes, and Susan Addiss 2nd. All in favor. Approved.
3. Correspondences
 - a. Letter of support for Fair Haven partner in New Haven.
 - b. Letter of Recommendation for Sarah for a position after graduation.
 - c. Posting for Water Quality Project.
4. ESDHD Epidemiological Report – Madison Wierzel presented a report on:
 - Waste Water Update.
 - Respiratory virus summary.
 - Mosquito and tick precautions update.
 - Suicide data update.
 - Update at a glance; H5N1, measles, immunization.
5. Old Business
 - a. Travel Clinic update by Director – continues to be busy, many individuals are traveling. Some other vaccines were ordered that we usually do not administer. Collaborating with some of our partners at the universities to expand further and potentially offer additional vaccines.
 - b. Database – continue to research medical database, will have a draft for budget in January for the next fiscal year.
 - c. DPH/Yale Partnership/Internship Status
 1. The state continues to have funding for a student fellowship for spring and summer 2026. Screening process for the host (ESDHD) and for the student. When there is a match from a student to the ESDHD project, the grant will be provided for the fellowship.
 - d. Current/Pending Grants
 1. State paid the following:
 1. Immunization grant, which was almost two years overdue.
 2. Still awaiting \$10,000.00 grant from the state, we have executed a contract that is being processed.
 3. Received the \$42,500.00 suicide grant, \$2,500.00 for advertising, and \$40,000.00 for personnel and associated fees.
 4. Approval for Capital investment in the pump-out boat for a new pair of batteries \$17,000.00.
 5. Per capita grant was received at a reduction as previously stated (a reduction of a little over 15%, a little over \$20,000.00).

6. New Business

- a. Community Health Educator/Manager – will be retiring at the end of this calendar year.
- b. ESDHD vacancies
 1. Continue to have two vacancies - part-time administrative assistance and sanitarian.
- c. Testifying – Branford Local Ordinance (10/9). The ordinance is designed to protect trees from being cut down.
- d. November board meeting rescheduled to November 13. APHA extended an invitation for ESDHD to present research at its annual conference, scheduled for November.
- e. Website – has been updated, continues to be a work in process, and continues to make it more user-friendly for the community.
- f. Environmental Health Database – we had a soft opening and are using it, and continue to work out minor issues. Sanitarians will begin using the iPads on November 1st, and the office plans to utilize them for complaints starting in January, with a full rollout in February. We are collaborating with other health departments and are seeking partners to join us to lower the costs of the database.

7. Committee Reports

- Executive Committee - Dennis Natri – no report.
- Personnel Committee – Susan Deko – Full version of personnel policy with changes was passed around to the board for review. The director reviewed changes.
- Planning/Evaluation Committee - Elaine Anderson – December 12, celebration and holiday party at Abates in East Haven.
- Audit Committee – Michael Turcio – plan to schedule meeting in December.
- Budget Committee – Virginia Fallon – no report – date sometime after next board meeting.
- Ad Hoc Committee - By-Laws – Susan Addiss – no report.
- Ad Hoc Committee – Health District Building – Darlene Zimmermann – no report – on hold.

8. Directors' Report

- a. Executive Session -Susan Deko made a motion to go into executive session, and Darlene Zimmermann 2nd the motion. All in favor, Susan Deko made a motion to exit the executive session, and Virginia Fallon seconded the motion. All in favor.
- b. Budget update – Next month, the Director will have the per capita number to present to the towns.

9. Activity Reports

- Sent via email for review – no comments.

10. Adjournment

- Motion to adjourn by Susan Addiss and 2nd by Darlene Zimmermann. All in favor. Adjourned at 7:00 pm.

Respectfully Submitted,

Angela Carrano

Angela Carrano, DNP, MSN, RN, Secretary