

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

Executive Board Meeting Minutes
Thursday, September 11, 2025, at 5:30 pm
In-Person/Virtual Meeting

Present: Susan Addiss, Michael Pascucilla, Elaine Anderson, Virginia Fallon, Susan Deko, Dennis Natri, Michael Turcio, Dr. Richard Young, Darlene Zimmermann, Wendy Bellmore.

Absent: none

Dennis Natri called the meeting to order at 5:37 pm.

1. Welcome/Public Comments General Discussion – none.
2. Approval of the June 12, 2025, ESDHD Board Minutes – Darlene Zimmerman motioned to approve the minutes, and Virginia Fallon 2nd. All in favor. Approved.
3. Correspondences – none
4. Student Presentations
 - a. Avril Waters, Miquel Castillo Scafidi – Cedar Pond, Short Beach, and East Haven Shellfish Beds.
5. ESDHD Epidemiological Report – Madison Wierzel presented a report on:
 - Waste Water Update
 - Mosquito and tick precautions update
 - Flu Clinic
 - Update briefly: H5N1(bird flu), measles, immunizations
6. Old Business
 - a. Travel Clinic update by Dr. Young – reported individuals from Thailand, Nairobi, and South America, and the first college student who is doing a semester at sea—a lot of yellow fever vaccines.
 - b. DPH/Yale Partnership/Internship Status
 1. Submitted for funding for another student next summer.
 2. In the process of another student from UCONN to continue the study with Sarah.
 3. Fortunate to have several Yale students through the Public Health partnership. Each student receives a \$3,000.00 stipend.
 - c. Current/Pending Grants
 1. Some grants that have been reinstated need the government to re-execute because some of the language has been changed through them. No money has been received at this time.
 2. Received a \$40,000.00 suicide grant, received executed contract. Federal funds that flow through United Way to us as a subcontractor (from the Federal funds, state, United Way, and then ESDHD). Awaiting further details on this grant.
 3. The per capita grant is in process from the state. Has been reduced by 15% this fiscal year. Next year it will increase.
 4. DEMHS grant has been renewed, with \$71,500.00 administration fee to execute this grant. We have been buying the equipment for the hazmat, towns, police, and fire. 95% of the money is upfront.

7. New Business

a. Business Manager Position Search

1. Conducted the last of three interviews and will be offering the job for the position. This will be filled through an agency for three months, and we can hire her after without cost.
2. Susan Deko made a motion to accept the contract for IT for \$18,000.00 a year (\$1,500.00 a month) for a 5-year contract with up to a 5% increase a year. Elaine Anderson 2nd the motion. All in favor.
3. Susan Deko made a motion to accept Sue Addiss's resignation as vice chair and appoint Elaine Anderson as vice chair. Darlene Zimmerman 2nd the motion. All in favor.

8. Executive Session

- a. Susan Addiss made a motion to go into executive session, and Susan Deko 2nd. All in favor.
- b. Sue Deko made a motion to return from executive session, and Darlene Zimmermann 2nd. All in favor.

9. Committee Reports

- Executive Committee - Dennis Natri – no report
- Personnel Committee – Susan Deko – Policies are all set, will be executed next month.
- Planning/Evaluation Committee - Elaine Anderson – plan was to have a retreat, discussion of the budget for the event.
- Audit Committee – Michael Turcio – no report.
- Budget Committee – Virginia Fallon – no report – continue to monitor budget
- Ad Hoc Committee - By-Laws – Susan Addiss – no report.
- Ad Hoc Committee – Health District Building – Darlene Zimmermann – no report – on hold

10. Executive Session

Virginia Fallon made a motion to go into executive session, and Susan Deko 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.

11. Budget

a. Michael Pascucilla reviewed the budget.

1. ESDHD Background and Budget Overview
2. ESDHD Budget Request
3. ESDHD Proposed budget.
4. ESDHD Proposed Budget income.
 1. The noted population continues to decrease in our district and in the state of Connecticut.
5. ESDHD Budget Request Summary
6. Susan Deko made a motion to accept the proposed budget, and Darlene Zimmermann 2nd. All in favor.

12. Directors' Report

Budget update – Notification from the State regarding the Maternal Child Health grant, which has been approved. Awaiting contract and the funds totaling \$180,000.00, seeking two new home visitors.

13. Activity Reports

- Sent via email for review – no comments.

14. Adjournment

- Motion to adjourn by Susan Addiss and 2nd by Darlene Zimmermann. All in favor.
Adjourned at 7:41 pm

Respectfully Submitted,

Angela Carrano

Angela Carrano, DNP, MSN, RN, Secretary