

DISTRICT BOARD OF HEALTH

Thursday, May 14, 2026
3:00 p.m.
Bristol-Burlington Health District Office
240 Stafford Avenue
Bristol, CT 06010

AGENDA

- 1. Audience Participation (5 Minutes)**
- 2. Approval of Board of Health Meeting Minutes of April 9, 2026 (5 Minutes)**
- 3. Approval of Bills paid in April, 2026 (5 Minutes)**
- 4. Dental Committee Report (15 Minutes)**
- 5. Finance Committee Report (15 Minutes)**
- 6. Old Business (5 Minutes)**
- 7. New Business (5 Minutes)**
- 8. Monthly Reports: Director of Health, Sr. Dental Clinic, School Dental, School Health, Public Health and Environmental Health (25 Minutes)**
- 9. Adjournment**

BOARD OF HEALTH MEETING

MINUTES

April 9, 2026

A meeting of the Bristol-Burlington Health District's Board of Health was held in the Bristol-Burlington Health District Office, 240 Stafford Avenue, Bristol, Connecticut

Members Present: Brian Suchinski, Chairman
Kathy Langlais, Vice Chairwoman
Joshua Plourde, Burlington Representative
Donna Friday
Robert Wollenberg
Robert Wetmore

Staff present: Marco Palmeri, MPH, RS, Director of Health
Louise McGlone, Office Manager, Board of Health Secretary
Angelika Karwowski, Program Manager
Contractor: Skip Gillis, Financial Consultant
Elizabeth McGuire, School Health Services Coordinator
Erin Hamilton, Assistant School Health Services Coordinator
Barbara Lozier, Senior Registered Dental Hygienist
Misty Masotti-Diakon, Registered Dental Hygienist
Marlena Wollman, Registered Dental Hygienist

Liaison: Mayor Ellen Zoppo-Sassu, Bristol

The meeting was called to order by Chairman Suchinski at 2:59 p.m.

1. Attendance

No absences, all members present.

2. Audience Participation

- a. BBHD's Dental Hygienists introduced themselves to the Board and outlined their services and typical daily responsibilities. Registered Dental Hygienist Misty provided an example highlighting the scope of care and level of assistance delivered.
- b. BBHD's School Health Services Coordinator and Assistant Coordinator introduced themselves to the Board. Elizabeth McGuire presented the history and rationale behind the School Registration process, emphasizing its positive evolution and increased collaboration with the BOE in recent years.

Motion by Member Robert Wetmore, seconded by Member Robert Wollenberg to take item 5 (New Business) out of order, to immediately follow Audience Participation.

All in Favor. Motion carried.

3. New Business

- a. Approval of BBHD's FY 2026-2027 Budget

Motion by Member Donna Friday, seconded by Member Kathy Langlais to approve and adopt the Bristol-Burlington Health District's FY 2026-2027 budget.

All in Favor. Motion carried.

- b. No Heat Protocol to be added to the May 2026 Regular Meeting Agenda.

Motion by Member Robert Wollenberg, seconded by Member Robert Wetmore to take item 4 (Old Business) out of order, to immediately follow New Business.

All in Favor. Motion carried.

4. Old Business

- a. Amended February, 2026 Minutes- Amendment of Motion language at 4/9/2026 Regular Meeting.

Motion by Member Donna Friday, seconded by Member Kathy Langlais that *the Board shall have the responsibility to approve all new positions, or vacant positions over one year old, to be assessed at the budgetary time.*

All in Favor. Motion carried.

5. Approval of the Board of Health Meeting Minutes of March 12, 2026

Motion by Member Donna Friday, seconded by Member Robert Wetmore to approve the Board of Health Meeting Minutes of March 12, 2026 with the following amendment: *Correction of Dental Committee Member- Director Marco Palmeri; not Angelika Karwowski.*

All in Favor. Motion carried.

6. Approval of Bills paid in March, 2026

Motion by Member Donna Friday, seconded by Member Joshua Plourde to approve the March, 2026 bills.

- a. Brief discussion regarding FICA (Payroll Tax Withholdings) amounts.

All in Favor. Motion carried.

7. Monthly Reports: Director of Health, Senior Dental Clinic, School Health, School Dental, Public Health and Environmental Health.

Motion by Member Donna Friday, seconded by Member Kathy Langlais to approve the monthly reports.

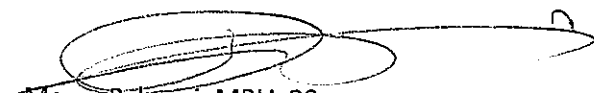
- a. It was noted that the Board will keep the July and August Regular Meetings scheduled, with the provision that they may be cancelled with proper notice if no new or urgent business arises.

All in Favor. Motion carried.

8. Adjournment

Meeting adjourned by Chairman Suchinski at 4:54 p.m.

Respectfully submitted,


Marco Palmeri, MPH, RS
Director of Health

APRIL 2026
BILLS
FY 25-26

FICA	\$ 60,057.81
LIABILITY INSURANCE: PROF/COMM/BOND LIABILITY & CIRMA - Core	
- School Health Program	
- School Dental Program	
- Housing Program	
POSTAGE	\$ 59.00
RENT & FUEL SURCHARGE	\$ 4,716.81
LEGAL FEES	\$ 14,076.00
LEGAL FEES - School Health	
CORE MISC	
CORE -	
-PROFESSIONAL FEES	\$ 11,304.38
-KRONOS	\$ 66.22
-EQUIPMENT MAINTENANCE	\$ 1,195.24
-TELEPHONE	\$ 680.61
-TRAVEL REIMBURSEMENT	
-PRINTING & BINDING	
- ADVERTISING	
-PROGRAM SUPPLIES	\$ 412.77
-MOTOR FUELS	
-OFFICE SUPPLIES	\$ 6.50
-CONF. & MEMBERSHIPS	
-MISCELLANEOUS	
HOUSING	
-PROFESSIONAL FEES	
-TELEPHONE	\$ 45.31
-TRAVEL REIMBURSEMENT	
-PROGRAM SUPPLIES	\$ 133.28
-CONFERENCE	
SCHOOL DENTAL	
-TRAVEL	
-PROGRAM SUPPLIES	\$ 109.06
-MACHINERY & EQUIPMENT	
-CONFERENCE & MEMBERSHIP	
SCHOOL HEALTH	
-PROFESSIONAL FEES	\$ 4,262.39
-EQUIPMENT	
-TELEPHONE	\$ 45.31
-TRAVEL REIMBURSEMENT	
-PROGRAM SUPPLIES	\$ 1,606.95
-CONFERENCE & MEMBERSHIP	\$ -
EMERG GRANT	
-PROG SUPPLIES	
-TELEPHONE	\$ 135.93
CDCY5 GRANT	
-CONF. & MEMBERSHIPS	
-PROGRAM SUPPLIES	
-PROFESSIONAL FEES	
ELC24 GRANT	
-PROGRAM SUPPLIES	
-PROF. FEES	\$ 2,750.00
-ADMIN FEES	
-REPAIRS AND MAINTENANCE	
-AUTO INSURANCE	
-MOTOR FUELS	
-OFFICE SUPPLIES	\$ 1,995.22
-VEHICLE LEASE	
CDCY5 GRANT	
-PROF. FEES	
-PROG SUPPLIES	\$ 25.00
WFD24 GRANT	
-PROF. FEES	
-CONF. & MEMBERSHIP	\$ 35.00
-PROG. SUPPLIES	
LEAD GRANT	
-PROF. FEES	
-PROG. SUPPLIES	
HCWH2 GRANT	
-PROF. FEES	
-PROG SUPPLIES	\$ 85.53
Total:	\$ 103,804.32