

DISTRICT BOARD OF HEALTH

Thursday, July 9, 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 June 11, 2026 (5 Minutes)**
- 3. Approval of Bills paid in June, 2026 (5 Minutes)**
- 4. Monthly Reports: Director of Health, Sr. Dental Clinic, School Dental, School Health, Public Health and Environmental Health (15 Minutes)**
- 5. New Business (30 Minutes)**
 - a. Discussion and vote on Union Contract**
 - b. Discussion and vote on Collier office furniture**
 - c. Discussion and vote on Juneteenth regarding 10 months employees**
 - d. Discussion and vote on \$ 14,817.16 for change order to sheetrock over masonry in the chalk board areas in renovation project.**
- 6. Old Business (105 Minutes)**
 - a. Discussion and vote on remainder of FordHarrison invoice #992353 for \$3,071.93 (5 Min)**
 - b. B. Discussion and vote on additional \$ 25,000 for legal with FordHarrison Law Firm (10 min)**
 - c. Attorney Spagnola with presentation of draft M.O.U. to be presented to City of Bristol (90min)**
- 7. Executive Session**
- 8. Any action as a result of Executive Session**
- 9. Adjournment**

**BOARD OF HEALTH MEETING
MINUTES
June 11, 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
Caitlynn Magda, Assistant Office Manager
Angelika Karwowski, Program Manager

Liaison: Mayor Ellen Zoppo-Sassu, Bristol
First Selectman Doug Thompson, Burlington

Audience in Attendance: Jacqueline Valentino

The meeting was called to order by Chairman Suchinski at 3:02 p.m.

1. **Audience Participation**
2. **Approval of the Board of Health Meeting Minutes of May 14, 2026**

Motion by Member Donna Friday, seconded by Member Joshua Plourde to approve the Board of Health Meeting Minutes of May 14, 2026.

All in Favor. Motion carried.

3. **Approval of Bills Paid in May, 2026**

Motion by Member Kathy Langlais, seconded by Member Donna Friday to approve the May, 2026 Bills. Brief discussion regarding Procurement Card (P-Card). BBHD will be adding these to monthly reports.

All in Favor. Motion carried.

4. **Committee Reports**

Motion by Member Donna Friday, seconded by Member Robert Wetmore to approve the Dental Committee Report. The Finance Committee has not yet met, but plans to after the new year begins.

All in Favor. Motion carried.

5. **Monthly Reports**

Motion by Member Joshua Plourde, seconded by Member Kathy Langlais to approve the monthly reports.

All in Favor. Motion carried.

6. Old Business

- a. The Board was updated on FordHarrison.

7. New Business

- a. Discussion on change orders for renovation project. Currently, there is an electrical change order which the City of Bristol is managing and funding.

8. Monthly Reports

9. Adjournment

Meeting adjourned by Chairman Suchinski at 3:52 p.m.

Respectfully submitted,

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Marco Palmeri, MPH, RS
Director of Health

June 2026
FY 25-26 Bills Paid

	LEASE, WARRANTS, PAYROLL	JUNE P-CARD
FICA	\$ 32,648.08	
CIGNA/MEDCO/DENTAL: HEALTH BENEFITS		
LIABILITY INSURANCE: PROF/COMM/BOND LIABILITY & CIRMA - Core		
- School Health Program		
- School Dental Program		
- Housing Program		
LIABILITY INSURANCE: LIFE/DISABILITY - Core		
- School Health Program		
- School Dental Program		
- Housing Program		
POSTAGE	\$ 550.00	
RENT & FUEL SURCHARGE	\$ 4,716.81	
RENT & LEASES - EMERG		
LEGAL FEES	\$ 43,489.07	
LEGAL FEES - School Health	\$ 3,724.00	
CORE MISC		
CORE -		
-PROFESSIONAL FEES	\$ 18,639.25	\$ 40.26
-KRONOS	\$ 67.50	
-EQUIPMENT MAINTENANCE	\$ 1,254.09	\$ 3,286.68
-TELEPHONE	\$ 715.13	
-TRAVEL REIMBURSEMENT		
-PRINTING & BINDING		
- ADVERTISING		
-PROGRAM SUPPLIES	\$ 3,085.44	\$ 334.42
-MOTOR FUELS		
-OFFICE SUPPLIES	\$ 291.68	
-CONF. & MEMBERSHIPS		
-MISCELLANEOUS		
HOUSING		
-PROFESSIONAL FEES		
-TELEPHONE	\$ 50.31	
-TRAVEL REIMBURSEMENT		
-PROGRAM SUPPLIES	\$ 355.68	
-CONFERENCE		
SCHOOL DENTAL		
-TRAVEL		
-PROGRAM SUPPLIES	\$ 414.57	
-MACHINERY & EQUIPMENT		
-CONFERENCE & MEMBERSHIP		
SCHOOL HEALTH		
-UNEMPLOYMENT INSURANCE		
-PROFESSIONAL FEES	\$ 64.00	
-EQUIPMENT		
-TELEPHONE	\$ 50.31	
-TRAVEL REIMBURSEMENT		
-PROGRAM SUPPLIES	\$ 2,271.61	
-CONFERENCE & MEMBERSHIP		
EMERG GRANT		
-PROFESSIONAL FEES		
-EQUIPMENT MAINT		
-TELEPHONE	\$ 150.93	\$ 210.80
CDCY5 GRANT		
-CONF. & MEMBERSHIPS		
-PROGRAM SUPPLIES	\$ 1,991.14	\$ 679.51
-PROFESSIONAL FEES		
WFD24 GRANT		
-PROF. FEES		
-CONF. & MEMBERSHIP		
-PROG. SUPPLIES		
HCWHG GRANT		
-PROF. FEES		
-PROG SUPPLIES		
Total:	\$ 114,529.60	\$ 4,551.67