

BOARD OF HEALTH MEETING

MINUTES

May 8, 2025

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

Present: James Moylan, Chairman
Jack Lu, Vice Chairman
Kathy Langlais
Robert Wetmore
Joshua Plourde, Burlington Representative

Staff present: Marco Palmeri, MPH, RS, Director of Health
Louise McGlone, Office Manager, Board of Health Secretary
Angelika Karwowski, Program Manager
Kristina Tanguay, Public Health Nurse II
Jessica Mastropiero, Community Health Worker

Audience in Attendance: Skip Gillis, Bristol, CT
Doug Thompson, Selectman, Town of Burlington, CT
Mayor Jeffrey Caggiano

The meeting was called to order by Chairman Moylan at 3:00 p.m.

1. Audience Participation
2. Approval of the Board of Health Meeting Minutes April 10, 2025

Motion by Robert Wetmore, seconded by Joshua Plourde to approve the Board of Health Meeting Minutes of April, 2025.

All in Favor. Motion carried.

3. Approval of Bills paid in April, 2025

Motion by Jack Lu, seconded by Kathy Langlais to approve the April, 2025 bills.

All in Favor. Motion carried.

4. Old Business

- a. Narcan Training

- i. BBHD employees Tina Tanguay, Public Health Nurse II and Jessica Mastropiero, Community Health Worker, presented the Board of Health with Narcan/ Naloxone training. They also provided an in-depth synopsis of how Narcan works and the current substance issues facing our community.
 - i. Vice Chairman Lu recaps old business noting that now the entire BBHD Board of Health is Narcan trained.

5. New Business

- a. Report from the Finance Committee
 - i. Finance Committee Chairman Lu makes note of the third quarter financial review during the committee's April 2025 meeting.
 - 1. Q3 results are on track with revenue and expenses.
 - 2. BBHD is monitoring staffing vacancies and is commended for being fiscally responsible.
 - 3. BBHD's Fund Balance is briefly discussed with the following noted:
 - a. City of Bristol approved \$100K reduction in BBHD's approved FY 25-26 budget.
 - b. Strategies in place such as the MOU with the City of Bristol and fund balance designations, which can be modified by the Board of Health.

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

- a. Director Palmeri has gone through his Director's Report and made note of the following:
 - i. Environmental Health:
 - 1. Very busy as usual. Nothing specifically noteworthy or unusual. Licensing season has begun.
 - ii. School Dental:
 - 1. Status quo; Husky reimbursements will slow or stop during the summer.
 - iii. School Health:
 - 1. One of BBHD's School Nurses is retiring in June 2025 after 19 years.
 - 2. One of BBHD's newer School Nurses has resigned due to child care needs.
 - a. Director Palmeri briefly discusses the possibility of per diem or part time nursing opportunities in the future.
 - iv. Public & Community Health:
 - 1. Narcan training provided
 - a. Doug Thompson recognizes the collaborative efforts of BBHD with the Town of Burlington and thanks BBHD.
 - v. Events/ Initiatives/ Misc. Information:
 - 1. Director Palmeri makes note that BBHD's Program Manager, Angelika Karwowski, MPH, will be present at the BOH meetings going forward and will act as a backup in the event the Director of Health cannot attend a meeting.
 - 2. D & O insurance was very briefly discussed since there are now three quotes and the BOH decided to act on the first quote received by *Professional Gov't Underwriters, LLC*.

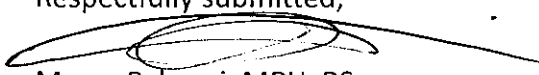
Motion by Jack Lu, seconded by Joshua Plourde to approve the first D&O Insurance option and move forward with binding coverage for July 1, 2025.

All in Favor. Motion carried.

7. Adjournment

Meeting adjourned by Chairman Moylan at 4:17 p.m.

Respectfully submitted,



Marco Palmeri, MPH, RS
Director of Health