



Approved by Board of Directors on May 12, 2025

PUBLIC BUDGET HEARING AND REGULAR MEETING MINUTES

ASPETUCK HEALTH DISTRICT BOARD OF DIRECTORS

APRIL 14, 2025

Subject to change until approved by the Board of Directors

The following voting Board Members were present at the in-person Public Budget Hearing: Chairman, Paul Shaum, Vice Chairwoman, Catherine Revzon, Paul Fonteyne, Ed Mally and Alison Walker. Also present: Luci Bango, Director of Health and Pam Scott, Director of Finance and Human Resources. There were no members of the public present for comment.

The Public Budget Hearing was called to order by Chairman, Paul Shaum at 7:00 pm. Ms. Bango read the Notice: Notice, Budget Public Hearing and Regular Meeting of the Aspetuck Health District to be held in the Health District Conference Room, 180 Bayberry Lane, Westport, CT 06880 on Monday, April 14, 2025, at 7:00 pm. There will be a Budget Public Hearing on the proposed Aspetuck Health District Budget for the fiscal year 2025-2026, which begins July 1, 2025. The Public Hearing will take place on Monday, April 14, 2025, at 7:00 pm. Immediately following the Budget Public Hearing there will be a Regular Meeting of the Aspetuck Health District Board of Directors. Sincerely, Lucienne Bango, MPH, REHS/RS, Ex-officio, Secretary Treasurer.

Ms. Bango noted that the Notice has been posted with the Town Clerks of Easton, Weston, and Westport and the Health District's website. A Public Notice has been published in the local Easton, Weston and Westport newspapers. She also noted that the Health District's budget has gone through each member town's budget hearing process, which she has attended to present the budget, and answered any questions. All towns have been receptive to budget.

There was a general discussion on the budget and the ongoing work of the district. Chairman Shaum asked if there were any questions relating to the budget. Hearing none, he declared the Budget Public Hearing closed at 7:05 pm. Paul Fonteyne seconded the motion.

Motion approved unanimously.

The following voting Board Members were present at the in-person Regular Board of Directors meeting: Chairman, Paul Shaum, Vice Chairwoman, Catherine Revzon, Ed Mally, Paul Fonteyne, and Alison Walker.

Also present: Luci Bango, Director of Health and Pam Scott, Director of Finance and Human Resources.

Chairman, Paul Shaum called the Regular Board Meeting to order at 7:06 pm.

- **Review and approval of March 2025 minutes:** Ed Mally pointed out several errors and general confusion in the minutes. Catherine Revzon also pointed out errors in names and titles of board members. Luci Bango stated that the previous board meeting was not recorded due to Zoom errors and an AI app was used to take the minutes which may have attributed to the errors. Ms. Bango will review the minutes and make corrections. The revised minutes will be emailed and voted on during the May board meeting. Chairman Shaum moved to table the March meeting minutes approval and Ed Mally seconded the motion.

Motion approved unanimously.

- **Personnel Policy:** Luci Bango presented the approved personnel policy to Chairman, Paul Shaum. Mr. Shaum was absent during the previous board meeting and therefore could not sign the final approved policy. Mr. Shaum signed the Personnel Policy.
- **Director of Health Report:** Luci Bango presented the March Director of Health report-public health news, financial reports, operational and permit activity reports for environmental and community health.
 - **Projects:** Ms. Bango discussed updates on various projects, including the installation of new furniture and the completion of the Web page. She also mentioned the purchase of items for National Public Health Week and the hiring of the new sanitarian and administrative support staff. Catherine Revzon inquired about the dates of the projects and Ms. Bango indicated that the projects started in December or January and are either completed or ongoing.
 - **Federal Funding:** Ms. Bango discussed the federal funding cuts and the impacts on grant funding. She discussed the possibility of cuts to the

Emergency Preparedness grant. The state will not know more about the impact to the grant until after the current budget period ends in June 2025. Mike Vincelli, the Emergency Preparedness Coordinator, is paid by this grant; however, we have funding in our operational budget to continue to support his position. Director Walker questioned the June date for hearing about grant callbacks. Ms. Bango explained the budget period and the potential impact on the grant. Catherine Revzon asked if the funding cuts would impact vaccine and disease surveillance and Ms. Bango stated that DPH confirmed that CT Wiz and CTEDSS will continue as is.

- **Financial Report:** Ms. Bango presented the financial report, including the year-to-date figures and the term “net income”. Director Fonteyne suggested changing the term to “surplus” or “contribution to reserves.” Ms. Bango explains the limitations of the financial report and the need for more comprehensive data
- **Environmental Health Activity:** Ms. Bango provided an update on environmental health activities, including the number of permit reviews and office appointments. She also mentions the busy season for building and the shortage of available land in Westport. March was an exceptionally busy month for office appointments and PE plan reviews. Construction continues to remain steady. March was a busy month despite the cold weather.
- **Community Health Activity-** Ms. Bango presented the metrics for community health activity by town, including the number of vaccines administered, and travel consults. She also stated that Vaxcare has not been completely onboarded, but hoping for a start date of May or June.
- Ms. Bango discussed the new fee schedule and she stated that she plans on implementing the changes at the beginning of the new fiscal year. A notice has been posted on the webpage including the new fee schedule and implementation date to inform the public.
- Director Revzon inquired about the contingency plan for measles and communication with the state. Ms. Bango explained the state’s role in notifying and working with local health departments. Director Revzon emphasizes the importance of social media for quick information dissemination. Ms. Bango stated that AHD works closely with DPH to stay informed of measles protocols and alerts and new information is posted on social media and the webpage.



- **Vehicles-**Ms. Bango proposes purchasing three vehicles for staff, with options for leasing or purchasing. She stated she will use some grant money towards

the purchase of vehicles. Ms. Walker asked about the impact of federal funding cuts for vehicle purchases. Mr. Fonteyne mentioned using grant money to buy down the lease cost and the monthly costs would be included in the yearly operational budgets. There was a discussion on vehicle purchase and final approval. The board authorizes the Director of Health to pursue the lease or purchase of three vehicles, subject to final numbers. Ms. Bango will provide information on vehicle costs. Ed Mally proposed a resolution to allow Ms. Bango to purchase 3 vehicles to be used for staff. The resolution was seconded by Paul Shaum.

Motion approved unanimously.

As there was no other business to discuss, a motion was made by Chairman Shaum, and seconded by Ed Mally, to adjourn the Regular Board meeting and go into Executive Session. to discuss personnel and board issues at 7:41pm.

Motion approved unanimously.

Respectfully submitted,

Luci Bango, MPH, REHS

Director of Health, Aspetuck Health District