



Aspetuck Health District 180 Bayberry Lane, Westport, Connecticut 06880  
T: 203-227-9571 F: 203-221-7199 W: [www.aspetuckhd.org](http://www.aspetuckhd.org)

**REGULAR MEETING MINUTES  
ASPETUCK HEALTH DISTRICT BOARD OF DIRECTORS  
December 8, 2025**

***Subject to change until approved by the Board of Directors***

The following voting Board Members were present via Zoom at the Regular Board of Directors Meeting: Chairman, Paul Shaum, Vice Chairwoman, Catherine Revzon, Board of Directors, Ed Mally, Scott Bennewitz, Doreen Collins and Allison Taylor Walker. Also present: Luci Bango, Director of Health and Pam Scott, Director Human Resources and Finance.

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

**Review and approval of November 10, 2025, minutes:**

The minutes from the November 10, 2025, Board of Directors meeting were reviewed. Ed Mally made a motion to accept the minutes. Doreen Collins seconded the motion.

**Motion approved unanimously.**

**Review of Director of Health Report for November:**

Ms. Bango discussed the consolidated income statement and pointed out that the information included is year to date rather than current month to date. Next month's statement will be more condensed to reflect the new chart of account report. Pam Scott explained that grant income is down significantly, which is reflected in the report. Ms. Bango stated that both environmental and community health revenue have increased. A question was asked about the vaccine costs being down and Ms. Bango explained that vaccine costs fluctuate depending on their need. Scott Bennewitz asked if there were any trends in income or expenses that are concerning and both Ms. Bango and Ms. Scott replied that the insurance premium increases are most worrisome. Ms. Bango also stated that she anticipates an increase in salaries to account for Administrative and Sanitarian positions that have not been filled that are needed to address the significantly increasing workload.

Ms. Bango stated that she will share the draft budget narrative with the Board, which includes the new position requests and staff and workload comparisons to other local health districts and departments. She stated that between the weeks of November 23rd and the first week of December the Sanitarians received 84 septic applications. These numbers are well above what other health departments receive, and the plans are complex due to the types of projects. Ms. Bango also highlighted the large number of restaurants that must be inspected and noted that there is only one Sanitarian conducting these inspections. Ms. Bango stated

Aspetuck Health District 180 Bayberry Lane, Westport, Connecticut 06880  
T: 203-227-9571 F: 203-221-7199 W: [www.aspetuckhd.org](http://www.aspetuckhd.org)

that the restaurant inspector is also in the process of training to become a Food Inspection Training Officer with CT DPH as required by the new FDA Food Code. There was discussion of the new building codes and increase construction that is anticipated in Westport. Ms. Bango stated that there is a need to hire another Admin and another Sanitarian to meet the demands of the workload, including the eventual transition to Accela. Doreen Collins asked if we could hire new staff now rather than waiting until the new fiscal year and Ms. Bango stated that they cannot make those determinations until the budget review with the consultant is complete. Ms. Bango stated that the budget information will be entered into Quick Books next week and they should have a better idea of their financial position at that point. Ms. Bango and Ms. Scott also discussed the positive changes made to the district including staff vehicles, which are one of the changes that will help attract potential hires.

Ms. Bango discussed plans to begin training staff including Admin and Sanitarians on the application process to develop better procedures to streamline review processes and cut down the on approval times. Ms. Bango also discussed the current respiratory virus trends in CT which are currently deemed low in terms of transmission. She also discussed the CDC changes to the recommendations for the Hep B vaccine and stated that Connecticut is keeping its current recommendations.

#### **Review of the 2026-2027 Board Meeting schedule**

Paul Shaum discussed the new 2026-2027 Board Meeting schedule and that the meeting will continue to take place on the second Monday of the month. Paul Shaum made a motion to approve the new schedule. Doreen Collins seconded the motion.

**Motion approved unanimously**

#### **Other**

Ms. Bango stated that she scheduled a meeting with Wendy Batteau of the Westport Representative Town Meeting (RTM) to discuss the budget and needs of the District. Mr. Bennewitz asked questions regarding the budget process related to the three towns. He asked if one budget is presented or if each town receives its own and Ms. Bango stated that one budget is presented. She said she would share the budget draft with the Board for review. Ms. Bango stated that she developed a budget approval procedure and would share that with the Board. She also briefly discussed the process and the meeting timeframes. She explained that the budget must be submitted to CT DPH by April 30<sup>th</sup>.



Aspetuck Health District 180 Bayberry Lane, Westport, Connecticut 06880  
T: 203-227-9571 F: 203-221-7199 W: [www.aspetuckhd.org](http://www.aspetuckhd.org)

Ms. Bango stated that the new First Selectman of Westport, Kevin Christie, visited the department and met with staff. She provided him with an overview of the district's programs and services.

Paul Shaum asked what the status of the Easton Task Force was and Ms. Bango stated that they have not yet been able to schedule a meeting with all Sanitarians and the Easton Task Force members due to scheduling conflicts. Doreen Collins stated that the task force most likely would have ended with the former First Selectman, however, she is not sure about the new First Selectman's plans. She also stated she thought it would be a good idea to meet with the new First Selectman and educate him on what AHD does and how it benefits the town of Easton. Ms. Bango said she would reach out to him and schedule a meeting.

**Adjournment:**

With there being no further discussion, Chairman Paul Shaum made a motion to adjourn the meeting. Scott Bennewitz seconded the motion. Meeting adjourned 7:41pm.

**Motion approved unanimously.**

Respectfully submitted,

Lucienne Bango, MPH, REHS/RS  
Director of Health, Aspetuck Health District  
Secretary/Treasurer/(Ex-Officio)