



Regular Board of Directors Meeting

ASPETUCK HEALTH DISTRICT BOARD OF DIRECTORS

May 11, 2026

Subject to change until approved by the Board of Directors

The following voting Board Members were present at the in-person Regular Board meeting: Chairman Paul Shaum, Edward Mally, Dorreen Collins, Scott Bennewitz, Allison Walker, and Vice Chairwoman Catherine Revzon.

Also Present: Luci Bango, Director of Health, and Pamela Scott, Director of Finance and Human Resources.

Chairman Paul Shaum called the Regular Board Meeting to order at 7:05PM.

Review and approval of April 13, 2026, minutes:

The minutes from April 13, 2026, Board of Directors meeting were reviewed.

Director Bennewitz made a motion to approve the minutes with minor changes. Director Shaum seconded the motion.

Motion approved unanimously

Review of the April Director of Health Report:

Luci Bango presented the April report. Scott Bennewitz suggested that because of the seasonality of activity a rolling 12-month average should be used when presenting the septic and building plan data to better show trends and year over year comparisons. Paul Shaum commented on the significant percentage in the "other" category of the community health activity, which is outside the three member towns. Scott Bennewitz suggested that it needed to be looked at and that an extra out-of-town fee be considered. Luci Bango agreed that an additional charge may be a good idea. Members thought the Director of Health Report format was improved and made it easier to make comparisons. Luci Bango noted that Community Health activity is now tracked on a Google spreadsheet and that staff was asked to backtrack to retrieve the previous year's data so that the spreadsheet could show comparison to past activity. Going forward the spreadsheet will be easier to manage.

Pamela Scott thanked Paul Shaum and Ed Mally for meeting with John (the consultant CPA). Pam summarized her meeting with John and Janet (the Health District's Bookkeeper) about ongoing issues. Pam explained that the balance report and P&L are still in process due to migration issues. Members should consider reports preliminary because the problems are not yet fully resolved. Reconciliation is in process with the CPA consulting firm. Pam Scott expects the process to be finished by the end of this fiscal year. Doreen Collins recommended that financial reports be labeled "draft" until the process is complete to avoid misinterpretation.

Luci Bango summarized various Health District activities, including a successful full-scale point of dispensing Anthrax exercise hosted by the Health District, Save A Life Narcan training, Get Real Day at Staples High School and a gardening discussion at Easton Senior Center. Three sanitarians and the Director of Health completed the required lead recertifications. The Director's report also highlighted the surge in Connecticut's tick activity, update on CT House Bill 5044, a recent case of Vibrio from eating oyster from out of state, and hantavirus. Beach water monitoring will resume on May 18th, and the AHD website recently received an award.

Fee Schedule

Luci Bango presented the proposed fee schedule effective July 1, 2026. The Board reviewed the proposed fee schedule increase of 2.5% rounded to the nearest \$5, though they noted the actual weighted average increase may be different due to varying service volumes. Members discussed calculating the exact percentage increase by comparing current and projected revenue numbers based on volumes. Scott Bennewitz asked about the average overall increase, noting discrepancies in the analysis. Luci Bango explained that data comes from different sources. Members discussed revenue calculations and fee increases, focusing on how to properly calculate percentage increases when rounding fees to the nearest five. The proposed fee schedule will be re-examined, and Scott Bennewitz will work with Luci and Pam.

Sanitary Code

Luci reviewed updates to the sanitary code and confirmed the language change previously voted on.

Easton Task Force

Members reviewed the Easton Task Force meeting minutes. Office hours have been eliminated, and file searches are handled by a Health District staff member. Scott Bennewitz suggested that Easton be sent an action plan that addresses each of the Task Force recommendations, including customer service improvements, application completeness checklists, and communication protocols. Luci Bango will prepare and send it to Easton.

By-Laws

Members reviewed proposed changes to the by-laws, particularly regarding service eligibility for non-residents, and decided to have attorney Bill Ryan review the updated by-laws document. Paul Shaum proposed creating an ad hoc committee to review the Board's by-laws and responsibilities, including evaluating the director of health and addressing issues like compensation, expense assessments, and indemnification. Paul Shaum made a motion to form a subcommittee. The motion was seconded by Scott Bennewitz.

Motion approved unanimously

Budget Process and Procedures

The group discussed the budget approval process, clarifying that towns are assessed only a proportionate share of expenses, not the full cost of operating the district. They agreed to modify language in the by-laws to better define what expenses are covered by fees and grants, and to encourage active engagement with town administration rather than just attending required meetings.

Per Capita Assessment Rates

Luci Bango discussed the per capita assessment rate, explaining that it is calculated by dividing the overall budget by the population. AHD's rate is higher than many other districts due to factors like commercial development and construction activity. Scott Bennewitz suggested comparing costs with neighboring towns like Darien, New Canaan, and Greenwich, and Luci Bango mentioned that operating a health department in similar municipalities would cost around \$400,000-\$500,000. The group agreed to review municipality costs versus district costs and consider reaching out to CT DPH for additional data.

Other

Members discussed the appointment of an auditor for FY 25/26 and FY 26/27. The Board agreed to proceed with the current auditor. Paul Shaum made a motion to continue using the current auditor. Ed Mally seconded the motion.

Motion approved unanimously

Executive Session

Paul Shaum made motion to go into Executive Session at 8:08PM to discuss personnel matters. Scott Bennewitz seconded the motion. Executive session ended at 8:47PM.

Adjournment

There being no further discussion, a motion was made by Paul Shaum to adjourn the meeting at 8:48PM. Scott Bennewitz seconded the motion.

Motion approved unanimously