

**Approved**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, December 10, 2015 – 5:30 p.m. Ledge Light Health District

The Regular December meeting of the Ledge Light Health District Board of Directors was held on Thursday, December 10, 2015 – 5:30 p.m., at Ledge Light Health District, 216 Broad Street, New London. Present were Chairperson Kent Sistare, Vice Chair Jackie Massett, Treasurer Ken Nogacek, Secretary Sue Vincent, Candace Devendittis, Danielle Gelinis, Barbara Gerrish, Maryellen Grace, Stephenie Guess, Kevin Serpa, Director of Health Steve Mansfield, and Supervisor, Administration/Finance & Special Projects Jen Muggeo.

Absent excused were Joyce Schmidt and Lewis Thomas. Absent unexcused was Steve Carlow and Corina Vendetto.

- I. CALL TO ORDER- Secretary Vincent called the meeting to order at 5:32 pm.
  - a. Adoption of the Meeting Minutes of 11/12/15 - After a motion by K. Serpa that was seconded by D. Gelinis, the minutes were approved with J. Massett abstaining and all other members presented affirming.
- II. PUBLIC PARTICIPATION– none
- III. STAFF PRESENTATION– J. Muggeo gave an update on the Community Health Needs Assessment.
- IV. REPORT FROM THE CHAIRPERSON- none
- V. COMMUNICATION FROM BOARD MEMBERS- none
- VI. REPORTS FROM SUBCOMMITTEES
  - a. Personnel- none; b. Finance- Treasurer K. Nogacek reported that the Finance Committee met earlier that evening and would report under New Business, Item C; c. Bylaws- none; d. Health Equity- none
- VII. REPORT FROM THE DIRECTOR OF HEALTH- S. Mansfield provided detail on his written December.
- VIII. FINANCIAL REPORTS-presentation of the financial report was moved to New Business, Item C.
- IX. OLD BUSINESS- none
- X. NEW BUSINESS
  - a. Board Committee Assignments: Chair Sistare indicated that he would re-appoint people to the committees they were currently serving on without any objections or indications that members wanted to serve on different committees. Committee appointments will be confirmed at the January meeting.
  - b. 2016 Board Meeting Dates: The calendar of meetings for calendar year 2016 was presented. Meetings will continue to be held on the second Thursday of the month, at 5:30 pm at the District office at 216 Broad Street in New London. J. Massett moved that the calendar be approved as presented. After a second by C. Devendittis, the motion was approved unanimously.
  - c. FY 2017 Budget - J. Muggeo presented the current financial report. K. Nogacek reported that the Finance Committee met and recommended the Board adopt the budget, which reflects a per capita

rate of \$7.29 (an increase of 2% from the current per capita rate). K. Nogacek moved that the Board approve the budget and set the municipal member per capita rate for FY17 at \$7.29. J. Massett seconded the motion, which was approved unanimously.

- d. Confidentiality Agreement: Director Mansfield presented the District's new Confidentiality Agreement and asked all Board members to review the document and return a signed copy to Estelle.

XI. OTHER- none

XII. ADJOURNMENT - After a motion by J. Massett that was seconded by M. Grace, the meeting adjourned at 6:05 p.m.