



Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234

860-774-7350 / Fax 860-774-1308 www.nddh.org

NDDH Board of Directors Meeting Minutes

Date: May 28, 2020 – 3:00 PM

Location: Zoom Video/Phone Conference

1. Public Hearing – FY 2021 Budget - There was no citizens present for discussion of NDDH FY 2021 budget. Public Hearing was closed at 3:04 p.m.
2. Commencement/Roll Call

This meeting was called to order at 3:05 pm by Board Chair David Griffiths.

Present: Robert Kelleher, Brooklyn; Luther Thurlow, Canterbury; Elaine Lippke, Danielson; Paul Torcellini, Eastford; Robert Grindle, Hampton; David Griffiths, Killingly; Heidi Clifford, Killingly, Robert Kerr, Plainfield; Ann Hinchman, Pomfret; Lana Salisbury, Sterling; Orla McKiernan-Raftery, Thompson; Nathan Swift, Union; Bob Andrews, Woodstock

Donald Gladding, Plainfield, arrived at 3:08 p.m.

Staff Present: Susan Starkey, Director of Health, Melissa Nichols, Finance/HR, Anna Griggs, Administrative Assistant, Linda Colangelo, Zoom Facilitator

3. Citizen's Participation – none
4. Minutes: January 9, 2020

Motion was made by R. Kerr to approve the minutes of the January 9, 2020 meeting. Seconded by L. Thurlow. B. Kelleher, E. Lippke, P. Torcellini, D. Griffiths, H. Clifford, D. Gladding, L. Salisbury, N. Swift and B. Andrews all in favor, B. Grindle, O. McKiernan-Raftery and A. Hinchman abstained, motion passed.

5. Communications

- Delpha Very appointed to the Board as an Alternate for the Town of Thompson for a three-year term, expiring 6/5/2021.
- Orla McKiernan Raftery appointed to the Board as the representative for the Town of Thompson for a three-year term, expiring 6/5/2021.

A motion was by E. Lippke and seconded by B. Grindle to amend the agenda to include a vote on the FY 21 Per Capita rate. B. Kelleher, L. Thurlow, P. Torcellini, D. Griffiths, H. Clifford, D. Gladding, R. Kerr, A. Hinchman, L. Salisbury, O. McKiernan Raftery, N. Swift and B. Andrews all in favor. Motion passed.

6. Reports

a. Executive Committee – Acting Director of Health.

A motion was made by N. Swift to request a waiver and approval of Maureen Marcoux as Acting Director of Health. This was seconded by R. Kerr. B. Kelleher, L. Thurlow, E. Lippke, P. Torcellini, B. Grindle, D. Griffiths, H. Clifford, D. Gladding, A. Hinchman, L. Salisbury, O. McKiernan-Raftery and B. Andrews all in favor, motion passed.

b. Personnel Committee – the Director of Health’s Annual Performance Evaluation Results.

A motion was made by O. McKiernan-Raftery to exclude Sue Starkey, Director of Health, from the Executive Session and seconded by R. Kerr. B. Kelleher, L. Thurlow, E. Lippke, P. Torcellini, B. Grindle, D. Griffiths, H. Clifford, D. Gladding, A. Hinchman, L. Salisbury, N. Swift and B. Andrews were opposed. Motion did not pass.

A motion was made at 3:43 p.m. by O. McKiernan Raftery and seconded by H. Clifford to enter executive session for the discussion of the Director of Health’s Evaluation. B. Kelleher, L. Thurlow, E. Lippke, P. Torcellini, B. Grindle, D. Griffiths, D. Gladding, R. Kerr, A. Hinchman, L. Salisbury, N. Swift and B. Andrews all in favor, motion passed. The Director of Health was invited to stay during executive session discussion. M. Nichols, L. Colangelo and A. Griggs were excused at this time. Regular meeting resumed at 4:16 p.m.

A motion was made by E. Lippke and seconded by P. Torcellini to approve and increase in the Director of Health’s salary to \$109,000 beginning July 1, 2020 for FY 2021 pending approval of the FY 21 budget. B. Kelleher, L. Thurlow, B. Grindle, D. Griffiths, D. Gladding, R. Kerr, A. Hinchman, L. Salisbury, O. McKiernan Raftery, N. Swift and B. Andrews in favor, H. Clifford opposed, motion passed.

c. Finance Committee – 1. FY 2021 Fee Schedule 2. FY 2021 Proposed Budget 3. FY 2021 Per Capita

A motion was made by N. Swift, seconded by H. Clifford to accept the proposed 2021 Fee schedule. B. Kelleher, L. Thurlow, E. Lippke, P. Torcellini, B. Grindle, D. Griffiths, D. Gladding, R. Kerr, A. Hinchman, L. Salisbury, O. McKiernan Raftery and B. Andrews in favor, motion passed.

A motion was made by N. Swift and seconded by L. Thurlow to accept the proposed FY 2021 budget. B. Kelleher, E. Lippke, P. Torcellini, B. Grindle, D. Griffiths, H. Clifford, D. Gladding, R. Kerr, A. Hinchman, L. Salisbury, O. McKiernan Raftery and B. Andrews in favor, motion passed.

A motion was made by R. Kerr and seconded by L. Salisbury to accept the FY 2021 Per Capita of \$5.75. B. Kelleher, L. Thurlow, E. Lippke, P. Torcellini, B. Grindle, D. Griffiths, H. Clifford, D. Gladding, A. Hinchman, O. McKiernan Raftery, N. Swift and B. Andrews in favor, motion passed.

7. Adjournment – Motion was made to adjourn at by E. Lippke, seconded by L. Thurlow. B. Kelleher, P. Torcellini, B. Grindle, D. Griffiths, H. Clifford, D. Gladding, R. Kerr, A. Hinchman, L. Salisbury, O. McKiernan Raftery, N. Swift and B. Andrews in favor, motion passed, meeting adjourned at 5:03 p.m.