

Approved
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, March 8, 2012 – 5:30 p.m. Ledge Light Health District

The regular March meeting of the Ledge Light Health District Board of Directors was held on Thursday, March 8, 2012 – 5:30 p.m., at Ledge Light Health District, 216 Broad Street, New London. Present were Chairperson Kent Sistare, Secretary Susan Vincent, Treasurer Phyllis Wienski, Barbara Gerrish, Corina Vendetto, Maryellen Grace, Robert Burns, Joseph Whittemore, Director of Health Baker Salsbury and Supervisor Administration/Finance Jennifer Muggeo.

Absent excused were Vice-Chair Jackie Massett, Danielle Gelinas, Candace Devendittis, Steven Carlow and Catherine Kolnaski.

- I. CALL TO ORDER- Chairperson Sistare called the meeting to order at 5:38 pm.
 - a. Adoption of the Meeting Minutes of 2/9/2012- Chairperson Sistare called for a motion to adopt the meeting minutes. P. Wienski made a motion; S. Vincent seconded. The minutes were adopted unanimously.
- II. PUBLIC PARTICIPATION – none
- III. STAFF PRESENTATION-The staff presentation was cancelled
- IV. REPORT FROM THE CHAIRPERSON- Chairperson Sistare said he finished preparing the summary report for the Director’s evaluation, which would be discussed further during the executive session.
- V. COMMUNICATION FROM BOARD MEMBERS- C. Vendetto wanted to congratulate staff member Stephanye Clarke for her work on the Health Justice CT Video Challenge and encouraged all board members to log on and vote for the video. R. Burns said the CT Public Health Association wrote a nice response for the proposed genetically modified food labeling bill.
- VI. REPORTS FROM SUBCOMMITTEES
 - a. Personnel- none
 - b. Finance- none
 - c. Bylaws- none
- VII. REPORT FROM THE DIRECTOR OF HEALTH- Director Salsbury’s report was distributed in advance of the meeting.
- VIII. FINANCIAL REPORTS- J. Muggeo presented the financial report.
- IX. OLD BUSINESS- none
- X. NEW BUSINESS- Director Salsbury proposed two Resolutions to the Board:

FY12-003 – Resolution Allowing for the Adjustment of Certain Fees

WHEREAS; the Ledge Light Health District assesses fees for certain services, including licenses for food service establishments; and

WHEREAS; some food service establishments are ‘seasonal’ meaning they are open only for six months or less;

NOW THEREFORE BE IT RESOLVED:

That the Ledge Light Health District Board of Directors authorizes that license fees for such seasonal establishments shall be reduced to exactly one-half (50%) of the full fee associated with a license for that food service establishment’s class.

Chairperson Sistare called for a motion to approve Resolution FY-12-003. S. Vincent made a motion, B. Gerrish seconded. The Resolution was unanimously approved.

FY12-004 – Resolution Authorizing the Director of Health to Make Certain Temporary Adjustments to Fees in Order to Facilitate a Seamless Transition of the Town of Stonington into the District

WHEREAS; the Town of Stonington is considering joining the Ledge Light Health District; and

WHEREAS; the Ledge Light Health District Board of Directors considers that it would be beneficial to the District and to the public health of Southeastern Connecticut for Stonington to become part of the District and for there to be a seamless transition; and

WHEREAS; food service establishments in the Town of Stonington currently pay license fees that are lower than the District’s license fees;

NOW THEREFORE BE IT RESOLVED:

That the Ledge Light Health District Board of Directors authorizes the Director of Health to offer temporary adjustments to license fees for food service establishments for a period not to exceed two fiscal years should the Town of Stonington join the District.

Chairperson Sistare called for a motion to approve Resolution FY-12-004. P. Wienski made a motion, C. Vendetto seconded. The Resolution was unanimously approved.

XI. EXECUTIVE SESSION-

a. Chairperson Sistare called for a motion to go into executive session for the purpose of considering the evaluation of the Director of Health. C. Vendetto made a motion, M. Grace seconded. The Board went into executive session at 6:05 p.m. The executive session ended at 6:52 p.m.

b. Following the executive session, Chairperson Sistare called for a motion to adjust Director Salsbury’s compensation by increasing Ledge Light Health District’s contribution to his 401K by 2% of his salary and to commit funds equal to 2% of his salary as a Retirement Bonus to be paid to him upon his leaving Ledge Light Health District effective February 21. C. Vendetto made a motion, S. Vincent seconded. The Board unanimously approved the adjustment.

XII. OTHER- none

XII. ADJOURNMENT – After a motion by P. Wienski that was seconded by M. Grace, the meeting adjourned at 6:56 p.m.

