

DRAFT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, March 13, 2025 – 5:30 p.m. Ledge Light Health District

The Regular meeting of the Ledge Light Health District Board of Directors was held on Thursday, March 13, 2025 – 5:30 p.m., at 74 Garfield Avenue, New London.

Present: Chairperson Danielle Steward-Gelinas, Vice Chair John Kiker, Secretary Sue Vincent, Treasurer Ken Nogacek, Steven Buttermore, Brian Clinton, Paul Goldstein, Ryan McCammon, Eugene Pfeifer, Nicole Porter, Tracee Reiser, and Kent Sistare, Director of Health Jen Muggeo, and Communications Coordinator Estelle Harrison. **Absent Excused:** Kendra Clark, Thomas Gotowka, Susan Graham, and Michele Petrucelli. **Absent Not Excused:** Steven Carlow and Candace Devendittis. **Members of the Public:** Ken Parker and Desire Parker.

PUBLIC HEARING REGARDING UPDATED FOOD REGULATION (5:30 p.m.)

- I. CALL TO ORDER – D. Steward-Gelinas called the hearing to order at 5:33 p.m. and read the public notice.
- II. PUBLIC COMMENTS ON PROPOSED FOOD REGULATION – No public comments or written correspondence were received.
- III. ADJOURNMENT - The meeting adjourned at 5:36 p.m.

PUBLIC HEARING REGARDING PROPOSED FY26 BUDGET (5:35 p.m.)

- I. CALL TO ORDER – Chairperson D. Steward-Gelinas called the hearing to order at 5:36 p.m. and read the public notice.
- II. RECEIVE PUBLIC COMMENTS ON PROPOSED FY26 BUDGET – No public comments or written correspondence were received.
- III. ADJOURNMENT - The meeting adjourned at 5:37 p.m.

REGULAR MEETING OF THE BOARD OF DIRECTORS (5:40 p.m.)

- I. CALL TO ORDER- Chairperson D. Steward-Gelinas called the meeting to order at 5:40p.m.
 - a. Adoption of the Meeting Minutes of January 9, 2025- B. Clinton moved to approve the minutes as presented. K. Nogacek seconded the motion, which was approved unanimously.
- II. PUBLIC PARTICIPATION- none
- III. REPORT FROM THE CHAIRPERSON- none
- IV. COMMUNICATION FROM BOARD MEMBERS- none
- V. REPORTS FROM SUBCOMMITTEES
 - a. Personnel- none. b. Finance- none; c. Bylaws- none. d. Health Equity- none
- VI. REPORT FROM THE DIRECTOR OF HEALTH- J. Muggeo gave an overview of her written report.
- VII. FINANCIAL REPORTS- J. Muggeo reviewed the financial statements.
- VIII. OLD BUSINESS
 - a. Adoption of Updated Food Regulation- T. Reiser moved that the Board adopt the updated food regulation. P. Goldstein seconded the motion which was approved unanimously.
 - b. Financial Policies- The Finance Committee met on February 12, 2025, to discuss how we manage funds.
 - 1. K. Nogacek proposed to lower the minimum threshold of the reserve fund balance from 25% down to 15%. S. Vincent seconded the motion which was approved unanimously.
 - 2. K. Nogacek proposed to move the majority of the reserve fund into the STIF account and keep approximately three-month average budget balance in the Chelsea Groton account. J. Kiker seconded the motion which was approved unanimously.
- IX. NEW BUSINESS
 - a. Adoption of the FY26 Budget- K. Nogacek moved that the Board adopt the FY26 Budget as presented. P. Goldstein seconded the motion which was approved unanimously.
 - b. Executive Session for Contract Negotiations- D. Steward-Gelinas moved to enter Executive Session with District Director Muggeo invited to stay. B. Clinton seconded the motion which was approved unanimously. The Board entered Executive Session at 6:08 p.m. and exited Executive Session at 6:27 p.m.
- X. OTHER - none
- XI. ADJOURNMENT – After a motion by J. Kiker that was seconded by S. Vincent and unanimously approved, the meeting adjourned at 6:28 p.m.