

# BOARD OF HEALTH MEETING

## MINUTES

February 9, 2023

A meeting of the Bristol-Burlington Health District's Board of Health was held in the Bristol-Burlington Health District Office, 240 Stafford Avenue, Bristol, Connecticut

**Present:** Shannon Mulz, Chairwoman  
Jack Lu  
Kathy Burness  
Mike Boucher, Town of Burlington  
James Moylan  
William Ghio

**Staff present:** Marco Palmeri, MPH, RS, Director of Health  
Louise McGlone, Office Manager, Board of Health Secretary

**Audience in Attendance:** Skip Gillis, Bristol, CT

The meeting was called to order by Chairwoman Mulz at 12:49 p.m.

### 1. Audience Participation

Mr. Gillis provided to the Board of Health an overview of BBHD's Draft 2024 Budget, explaining certain processes and departmental flow based on his robust experience with the City of Bristol.

### Approval of the Board of Health Meeting Minutes January 12, 2023

**Motion** by Jack Lu, seconded by Mike Boucher to approve the Board of Health Meeting Minutes of January 12, 2023.

**All in Favor. Motion carried.**

### 2. Approval of Bills paid in January, 2022

**Motion** by Kathy Burness, seconded by Mike Boucher to approve the January 2023 bills.

**All in Favor. Motion carried.**

### 3. Monthly Reports: Director of Health, Senior Dental Clinic, School Dental, School Health, Public Health and Environmental Health.

Director Palmeri mentions we are very busy in all areas of environmental health. Director Palmeri briefly details the recent weekend responses to extreme cold pipes burst in multi-unit housing, where BBHD assisted with determining if apartment was inhabitable and with relocation of tenants.

Director Palmeri states that the dental program is in normal operation.

Director Palmeri announces that our Health District is offering “Stop the Bleed” training, administered by our Emergency Preparedness Coordinator/ Health Educator to Bristol and Burlington agencies. BBHD has already trained some Bristol Firefighters. Mike Boucher mentions that his department already offers “Stop the Bleed” training and kits. Director Palmeri stated School Health is in normal operation.

Director Palmeri stated BBHD is still in negotiations with the Union, working with the attorneys.

Director Palmeri states the need to get Bristol Burlington Health District settled in terms of a prospective move and setting a deadline since there has been no commitment from the City of Bristol. It is suggested that the Board of Health members reach out to the City regarding our plan to move to BECC. Director Palmeri stated that moving to Burlington is a possibility.

Director Palmeri spoke regarding the upcoming 2024 budget, recommending the Board of Health form a Budget Sub Committee to review the budget and provide guidance. Director Palmeri then briefly goes through the Draft Budget. Director Palmeri also notes many areas of the budget increase are due to increased costs in areas we cannot control as in fuel, rent, benefits, general operating costs and insurance.

Director Palmeri briefly explains each of the divisions of BBHD and their associated expenses. He then goes over the City of Bristol’s Contributions, stating all of our divisions are staffed. Board of Health briefly discusses the preliminary budget, agreeing that there should be a budget for Husky, keeping modesty in mind, coming up with \$22,000 as a respectable prospective number, which could help offset what the City of Bristol expects to be used out of BBHD’s fund balance. It is known that the City of Bristol has historically changed or shorted BBHD’s budget.

Director Palmeri briefly responded to a question foodborne illness complaint at a local Bristol food establishment as it is important information, and goes on to elaborate on actions taken by BBHD to promote both health and safety.


4. **New Business**

5. **Old Business**

6. **Adjournment**

Meeting adjourned by Chairwoman Mulz at 2:23 p.m.

Respectfully submitted,



Marco Palmeri, MPH, RS  
Director of Health