



North Central District Health Department

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Patrice A. Sulik, MPH, R.S.
Director of Health

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF DIRECTORS
MINUTES OF REGULAR MONTHLY MEETING
Wednesday, January 11, 2023
Health District Main Headquarters
31 North Main Street
Enfield, CT 06082
6:00 pm

Members Present: Diane Wheelock, Chair, Maria Whelden, Fred Journalist, Catherine Cannon, William Meier, Jason Walsh, and James Hoyne.

Members Absent: Len Norton, Dianne Trueb, Michael DellaVolpe, Dean Gousse, Dawn Maselek, Victor Mathieu, Trisha Vayda, Brandon Jewell, and Ben Rodriguez.

Also Present: John Petronella and Steve Westerberg from Enfield Builders; Patrice Sulik, Director of Health and Tung Nguyen, Deputy Director of Health.

Call to Order/Determination of Quorum: The meeting was called to order by Diane Wheelock, Chair, 6:01 PM, after a quorum was determined.

Executive Session: None

Chairman's Report:

Director of Health Update: Update of Pending Business Items – (Provided in written form by the Director to the NCDHD Board. Discussion and clarification – no action required at this time).

Action on Consent Agenda:

1. Jason Walsh made a **motion**, seconded by Maria Whelden to approve the Proposed Layout for the Phase II remodeling of the Enfield Office (Funding approved July 2022). The motion carried unanimously.
2. Budget Transfer Request #1 was reviewed. The actual transfer of \$57,273 was approved at the November Regular Meeting of the Board, without the transfer request form. The motion carried unanimously.
3. William Meier made a **motion**, seconded by Maria Whelden, to approve Budget Transfer Request #2 as presented. The motion carried unanimously.
4. Maria Whelden made a **motion**, seconded by Jason Walsh, to approve moving the Proposed Budget for FY2023-2024 as presented to Public Hearing for the February 8, 2023, Public Hearing and Regular Meeting of the Board. The motion carried unanimously.

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Committee Updates and Discussions - (Reports provided in written form for discussion - any action would follow in New Business)

1. Finance – Maria Whelden, Chair – Quarterly Financials-Financials were reviewed.
2. Short and Long-Term Planning – Ben Rodriguez, Chair
3. Capital Improvements – Chair is vacant
4. Personnel – William Meier, Chair

New Business:

1. The Security Proposal will be discussed at the February Regular Meeting of the Board in Executive Session.
2. Maria Whelden made a **motion**, seconded by Fred Journalist to approve the “add alternate” of replacement windows for the second floor to be performed during Phase II of construction for an additional cost of \$19,760. Discussion of pricing for the “add alternate”, (replacement windows), to Phase II of construction. The motion carried unanimously.

Identification/Adoption of Additional Agenda Items

Adoption of Minutes

Maria Whelden made a **motion**, seconded by William Meier, to waive the reading of the Minutes of the Regular Meeting of the NCDHD Board on November 9, 2022, and that Minutes of said meetings be approved as amended. A typo was made under New Business item 1. The sentence stated, “as approved”, instead of “as presented.” The motion carried unanimously

Informational Items, Petitions, Communications, Correspondence, Reports, etc. Not Requiring Action

Adjournment

There being no further business to discuss, a **motion** was made by Maria Whelden and seconded by William Meier to adjourn. The motion carried unanimously, and the meeting was adjourned at 7:38 PM.

Respectfully submitted,

Patrice A. Sulik
Director of Health

Next Board Meeting: Wednesday, February 8, 2023, 06:00 PM, location to be determined.