



# Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234  
860-774-7350 / Fax 860-774-1308 [www.nddh.org](http://www.nddh.org)

## **DRAFT Finance Committee Meeting Minutes 3/19/26**

Start Time: E. Lippke called the meeting to order at 3:01 pm.

Attendees: Elaine Lippke (Chair), Christopher Lippke, Patti George, Mary Eames, John Murdock, Luigi Sartori (Director of Health), Melissa Nichols (Finance Manager), Linda Buisson (Executive Assistant)

### Public Participation

None.

### Meeting Minutes – February 19, 2026

P. George motioned to accept the minutes of February 19, 2026, as submitted. Second by J. Murdock. E. Lippke, P. George, and J. Murdock in favor. M. Eames abstained. Motion carried (3-0-1).

C. Lippke arrived at 3:06 pm.

### Year-to-Date FY 2026 Financial Report – February 2026

Financial Report represents eight months (67%) of fiscal year 2026. Actual to budget breakdown shows total income at 101% (includes: permit fees at 79%) and expenses at 62%.

Spring billing was executed and is due April 15, 2026.

### FY 2027 Budget Draft as of 3.19.26

Draft budget (03/19/2026) presented and discussed. Budget includes succession planning and hardware upgrades.

C. Lippke motioned to recommend the presented 2027 budget to the full Board for approval.

P. George seconded the motion. E. Lippke, C. Lippke, P. George, M. Eames, and J. Murdock in favor. Motion carried (5-0-0)

### Unfinished Business

None.

### New Business

None.

The Finance Committee agreed to cancel the tentative Thursday, April 2, 2026 meeting.

Next Meeting

The Finance Committee will reconvene on Thursday, May 28, 2026, at 3:00 pm in the NDDH Conference Room.

Adjournment

C. Lippke motioned to adjourn. M. Eames seconded the motion. E. Lippke, C. Lippke, P. George, M. Eames, and J. Murdock in favor. Motion carried (5-0-0)

Meeting adjourned at 3:35 pm.

Respectfully submitted,  
*Linda Violette Buisson*  
Executive Assistant