



# Northeast District Department of Health

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**NDDH Board of Directors Meeting **DRAFT****

**Date: June 11, 2026 – 3:00 pm**

**Location: NDDH, 69 South Main Street, Conference Room**

Meeting called to order 3:01 pm by L. Salisbury

## Attendance

Sophie Charron, Brooklyn; Elaine Lippke, Danielson; William Archer, Hampton; Patti George, Killingly; David A. Griffiths, Killingly; Mary Landry, Plainfield; Ann Hinchman, Pomfret; Lana Salisbury, Sterling; Danielle Robbins, Thompson; John Murdock, Union

Absent Excused: Zulfiqar Ali, Gail Dickinson, Anne Lamondy, Paul Torcellini

Absent: Bob Andrews, Chris Lippke

NDDH Staff: Luigi Sartori, Director of Health; Melissa Nichols, Finance Manager; Linda Buisson, Executive Assistant

Guests: Carla Jordan, Sterling alternate; Mary Eames, Thompson alternate; Maureen Nicholson, First Selectman/Pomfret alternate

## Citizen Participation

None

## Approval of Minutes – April 9, 2026

W. Archer motioned to accept the minutes as presented. E. Lippke seconded the motion. S. Charron, E. Lippke, W. Archer, D.A. Griffiths, A. Hinchman, L. Salisbury, D. Robbins, and J. Murdock, in favor. M. Landry abstained as this was her first meeting. Motion carried (8-0-1)

## Communications

L. Salisbury announced that Amanda Gonzalez received her Food Inspector Certification on May 6, 2026.

M. Landry was introduced as a new representative from Plainfield.

## Reports

- a. Executive Committee – no meeting / no report
- b. Bylaws Committee – no meeting / no report

c. Finance Committee

- *YTD Financial Report – April 2026*

The report presented represents the first ten months (83% of budget) of fiscal year 2026. Actual to budget breakdown shows permit income is 94%. Expenditures are 76% of the budget.

- *2027 Budget Update*

There is no update currently.

d. Personnel Committee – no meeting / no report

e. Director of Health Report

M. Marcoux recently accepted the position of Environmental Services Supervisor. She will continue to share an office with EHS staff. She will serve as a guide, continue to do inspections, and assist with a department succession plan. Her new position does require her to leave the bargaining unit as she moves into a management position.

3:14 pm P. George joined the meeting via zoom.

L. Sartori will have L. Buisson send/email the CADH legislative updates.

L. Sartori requested an extension to purchase a new vehicle before December 2026.

E. Lippke motioned to extend the vehicle purchase date to December 2026 and apply \$35K from FY26 surplus to fund the payment. M. Landry seconded the motion. S. Charron, E. Lippke, W. Archer, D.A. Griffiths, P. George, M. Landry, A. Hinchman, L. Salisbury, D. Robbins, and J. Murdock, in favor. Motion carried (10-0-0)

3:20 pm M. Nicholson joined the meeting via zoom.

New Business

Nominating Committee Appointments\*

The Nominating Committee is responsible for providing the next Chair and Vice-Chair nominations at the September 2026 board meeting. Recommendations must be submitted to the Executive Assistant on or before August 10<sup>th</sup> in accordance with the by-laws prior 30 days of the meeting.

M. Landry motioned to approve the following individuals to the nominating committee: J. Murdock (Board Chair selection), and two volunteers, E. Lippke and D. Robbins. P. George seconded the motion. S. Charron, E. Lippke, W. Archer, P. George, D.A. Griffiths, M. Landry, A. Hinchman, L. Salisbury, D. Robbins, and J. Murdock in favor. Motion carried (10-0-0)

Unfinished Business

None.

Adjournment

D.A. Griffiths motioned to adjourn. W. Archer seconded the motion. S. Charron, E. Lippke, W. Archer, P. George, D.A. Griffiths, M. Landry, A. Hinchman, L. Salisbury, D. Robbins, and J. Murdock in favor. Motion carried (10-0-0)

Meeting adjourned at 3:32 p.m.

The next Board meeting will be held on Thursday, September 10, 2026.

Respectfully submitted,  
*Linda Violette Buisson*  
NDDH Executive Assistant

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