



## **CHESPROCOTT HEALTH DISTRICT**

**1220 WATERBURY RD. CHESHIRE, CONNECTICUT 06410**

**PHONE (203) 272-2761 • FAX (203) 250-9412 • [www.chesprocott.org](http://www.chesprocott.org)**

### **Chesprocott Board of Directors Meeting Agenda**

Cheshire Town Hall, Room # 207

84 South Main Street, Cheshire CT 06410

Wednesday, April 16, 2025, 5:30 pm.

#### **Agenda**

- I. Roll Call:
- II. Welcome
  - a. Welcome Mr. John Schieffer, the new BOD member representing Town of Prospect.
  - b. Welcome Mr. Andrew Albert, the new BOD member representing Town of Wolcott.
- III. Approve Minutes
  - a. February 19, 2025, Regular Board Minutes
  - b. February 20, 2025, Special Meeting-Executive Session Minutes
  - c. March 19, 2025, Regular Board Minutes
- IV. Comments by the Chair /Vice Chair
- V. Communications
  - a. Letter from Mayor R. Chatfield appointing John Schieffer, as new BOD member representing Town of Prospect.
  - b. Letter from Mayor T. Dunn appointing Andrew Albert, as new BOD member representing Town of Wolcott.
  - c. Legal Notice of FY 26 Proposed Budget Public Hearing, April 29, 2025.
  - d. Notice from CT DPH of Supplemental Billing Opportunity
  - e. Notice of per capita costs sent to Chief Executives of member towns.
- VI. Committee Reports
  - a. Finance
    - i. Monthly Financial Report
    - ii. Review proposed annual budget report: due April 30, 2025

- iii. FY 26 Proposed Budget Public Hearing scheduled for Tuesday, April 29, 2025. Regular BOD meeting to follow.

VII. Division Report

- a. Acting Director of Health Report

VIII. Old Business

- a. Status of Director of Health Job search and other staff open positions.  
b. CT DPH Tobacco Control Grant Application 3 yr grant– 1, 076,014.35 with two subcontractors –partnered with HVHD and Danbury HD. Will hear if we get it on May 12<sup>th</sup>.  
c. Update and Contract renewal for Willscot trailer  
d. Status of Town of Cheshire approval of Jacunski Humes Architects design plans for former Artsplace building renovation.  
e. Status of CHD Employee Handbook (Last updated June 2018)  
f. Status of CHD Bylaws (Last updated May 2018)

IX. New Business

- a. Director of Health Transfer of Checking Account Money into STIF Account  
b. Update CHD BOD binder – May 2025

X. Adjournment

**2025 CHD BOD Meeting Schedule:**

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|--------------------------------|---|
| • April 16, 2025, 5:30 pm:     | Cheshire Town Hall, Cheshire, CT, Room # 207  |
| • April 29, 2025, 5:30 pm:     | Budget Public Hearing followed by Regular BOD meeting. Prospect Park & Rec Building, Room # 217 |
| • May 21, 2025, 5:30 pm:       | Prospect Park & Rec Building, Prospect, CT  |
| • June 18, 2025, 5:30 pm:      | <del>Wolcott Town Office, Wolcott, CT</del><br>Cheshire Town Hall, Cheshire, CT, Room # 207     |
| • July 16, 2025, 5:30 pm:      | Cheshire Town Hall, Cheshire, CT  |
| • August 20, 2025, 5:30 pm:    | Prospect Town Office, Prospect, CT  |
| • September 17, 2025, 5:30 pm: | <del>Wolcott Town Office, Wolcott, CT</del>   |
| • October 15, 2025, 5:30 pm:   | Cheshire Town Hall, Cheshire, CT  |
| • November 19, 2025, 5:30 pm:  | Prospect Town Office, Prospect, CT  |
| • December 17, 2025, 5:30pm    | <del>Wolcott Town Office, Wolcott, CT</del>   |