

**Approved**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, February 12, 2015 – 5:30 p.m. Ledge Light Health District

The regular February meeting of the Ledge Light Health District Board of Directors was held on Thursday, February 12, 2015 – 5:30 p.m., at Ledge Light Health District, 216 Broad Street, New London. Present were Chairperson Kent Sistare, Vice Chair Jackie Massett, Secretary Sue Vincent, Treasurer Ken Nogacek, Candace Devendittis, Danielle Gelinas, Stephenie Guess, Kevin Serpa, Lewis Thomas, Sue Vincent, Director of Health Baker Salsbury, Deputy Director Steve Mansfield, and Supervisor, Administration/Finance and Health Education/Community Outreach Jen Muggeo.

Absent excused were Steve Carlow, Barbara Gerrish, Maryellen Grace, Joyce Schmidt, and Corina Vendetto.

- I. CALL TO ORDER- Chairperson Sistare called the meeting to order at 5:35 pm.
  - a. Adoption of the Meeting Minutes of 1/8/15 - After a motion by J. Massett that was seconded by M. Grace, the minutes were unanimously approved.
- II. PUBLIC PARTICIPATION– none
- III. STAFF PRESENTATION–none
- IV. REPORT FROM THE CHAIRPERSON- Chairperson Sistare had nothing to report.
- V. COMMUNICATION FROM BOARD MEMBERS- none
- VI. REPORTS FROM SUBCOMMITTEES
  - a. Personnel- none; b. Finance- none; c. Bylaws- none; d. Health Equity- none
- VII. REPORT FROM THE DIRECTOR OF HEALTH- B. Salsbury gave a status update on the latest issues that were handled including Ebola investigation, tuberculosis, and a food borne illness outbreak.
- VIII. FINANCIAL REPORTS- Jen Muggeo presented the financial report.
- IX. OLD BUSINESS- none
- X. NEW BUSINESS
  - a. Discussion regarding the contract and appointment a Director of Health/Appointment of New Director.
    1. D. Gelinas moved, J. Massett seconded, that the Board appoint Stephen F. Mansfield as Director of Health effective 2/23/2015.
    2. D. Gelinas moved, J. Massett seconded, that the Board approve the employment contract as presented, which includes the following provisions concerning term, compensation and benefits:

3. Term of Employment.

1. The term of this Agreement will be for a three year period, commencing February 23, 2015 (the "Commencement Date"), unless earlier terminated by either party as set forth in Sections 3(b) and 3(c) of this Agreement. As required by Conn. Gen. Stat. § 19a-244, under no circumstances will the term of this Agreement exceed three (3) years.

4. Compensation and Benefits.

- a. Base Salary. For all services to be rendered by the Employee for the District in any capacity, the District will pay the Employee a base salary at the bi-weekly rate of \$3,846.15, which is equivalent to approximately \$100,000.00 per annum, payable in accordance with the District's customary payroll procedures. The Employee's salary may, at the Board or its designee's discretion, be subject to review and adjustment at any time.
- b. Retirement. For the duration of his employment under this contract, the District shall provide the Employee with the following retirement benefits:
  - i. The Employee shall be eligible to participate in the District's 457(b) salary deferral plan, currently administered through ICMA-RC. The District will match the salary deferral of the Employee, in an amount not to exceed two-percent (2%) of the employee's gross pay. The District's contributions will be deposited into the District's 401(a) plan, currently administered through ICMA-RC. Based on his length of service to the District, the Employee shall be considered 100% vested in these contributions at the start of this contract.
  - ii. The Employee shall continue his participation in the Town of Groton's defined benefit plan. Participation in this plan and benefits provided under the plan are governed by the Retirement Plan for Non-Union Employees of the Town of Groton and will be subject to any future amendments or changes in benefits as may be adopted by the Town of Groton. As a condition of the plan, the Employee will contribute four-percent (4%) of his gross pay through a payroll adjustment. The payroll adjustment will be processed on a post-tax basis.
  - iii. The District's contributions to the two plans as outlined in this contract are in lieu of the retirement benefits provided for in the District's personnel policies.
- c. Other Benefits. The Employee will be eligible for other benefits offered to non-union District employees in accordance with the District's plans and policies.

XI. OTHER- none

XII. ADJOURNMENT- After a motion by J. Massett that was seconded by C. Devendittis, the meeting adjourned at 6:12 p.m.