



# TORRINGTON AREA HEALTH DISTRICT

350 Main Street ♦ Suite A ♦ Torrington, Connecticut 06790

Phone (860) 489-0436 ♦ Fax (860) 496-8243 ♦ E-mail [info@tahd.org](mailto:info@tahd.org) ♦ Web [www.tahd.org](http://www.tahd.org)

*“Promoting Health & Preventing Disease Since 1967”*

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THE BOARD OF HEALTH WILL MEET  
**ON THURSDAY, JANUARY 15, 2026, AT 7:00 PM AT**  
350 MAIN STREET, TORRINGTON, CT

❖ *Listed below Agenda items are motions that will be sought during the meeting*

1. Fiscal Year 2024-2025 Audit Presentation – Chris King
2. Minutes of September 18, 2025 Board meeting  
❖ *Move to accept the September 18, 2025 minutes*
3. Chairman’s Report
4. Board of Health & Staff
  - a) Changes in Board Members – Howard Pulchin – Warren  
Kim Sparks – Litchfield
  - b) Changes in Staff – Kevin Patraw  
Diane Fox  
Phyllis Amodio  
Carmen Neile
  - c) Items for information/consideration by Board Members
5. Committee Reports
  - a) Finance Committee – Lou Timolat  
Treasurer’s Report
    - 1) FY26 YTD
  - ❖ *Move to Radify the FY26 Budget to include the 1 year extension of the suicide prevention grant \$40,000, the suicide prevention grant expense of \$10,000 to the McCall Foundation, and the increased exterior maintenance cost of \$8500 vs \$1500 for the mortar repairs to the exterior of the building.*
    - 2) Treasurer’s Report for FY27 Per Capita rate Recommendation
      - Grants
      - Schedule of Allocation
      - Per capita population
      - Health District rates comparisons in CT
  - ❖ *Move the 2026-2027 per capita be set at \$5.48*
    - 3) Business Manager Introduction / Updates – Emily Minacci
      - STIFF Account (Short Term Investment Fund)
- b) Building Committee – Tom Breakell

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**Borough of Bantam, Bethlehem, Canaan, Cornwall, Goshen, Harwinton, Kent, Borough of Litchfield, Litchfield, Middlebury, Morris, Norfolk, North Canaan, Plymouth, Salisbury, Thomaston, Torrington, Warren, Watertown, Winsted**

The Torrington Area Health District is an equal opportunity provider, and employer. To file a complaint of discrimination write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C., 20250-9410, or call (800) 795-3272 (voice), or (202) 720-6382 (TDD).

- Window Install Update
- Masonry Work for window project & repoint sections of the building that have large cracks.

c) Personnel Committee – Keith Wilson

- Updated Personnel Policies / Employee Handbook  
*Move to adopt the updated personnel policies as presented.*
- Resolution for Director of Health to sign documents  
*Move The Director of Health, Chairman of the Board of Health, Vice Chairman of the Board of Health, and/or their designee are authorized to sign any and all contracts, resolutions, legal agreements, and other documents necessary to conduct routine business on the behalf of the TAHD for the period of January 15, 2026 – January 21, 2027.*
- Resolution for TAHD Board Chairman to establish special purpose committees  
*Move the Chairman of the TAHD Board of Directors is authorized to establish special purpose committees, to appoint their officers, and to assign their subjects of study. Further, the Chairman of the TAHD Board of Directors will act as chairman pro tempore for the special purpose committees until and if he or she appoints a permanent chairman. This resolution is indefinite, subject to annual renewal by the TAHD board at each January regular meeting. The term of such permanent committee chairmen as may be appointed ends on the 1st of January of each year.*  
*This resolution is not meant to be construed so as to prevent the TAHD Board of Directors from acting on its own in the matter of committees or from assigning specific charges to standing committees.*

6. Directors Report

7. Program Reports

- a) Environmental Health Program- Justin Rompre
- b) Immunization Program – written report
- c) Emergency Preparedness – Brien Laforge - written report
- d) Medical Reserve Corp Program – Brien LaForge - written report
- e) Lead Poisoning Prevention Program – Anastasiya Domnich-Kovalevsky
- f) Influenza Clinics, TB Report, Food Borne Enteric Disease – Patricia Miglowiec – written report
- g) Suicide Prevention Program – written report
- h) Diabetes Prevention Program (Block Grant)

8. Other Business

- Election of Executive Committee per state Statute
- Adoption of Policy to be added to the TAHD bylaws to limit the powers of the Executive Committee to act on behalf of the Full Board.

9. Adjournment



Robert Rubbo, MPH, Director of Health