



SOUTH CENTRAL HEALTH DISTRICT

196 North Main St.
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Special Meeting

Date: Thursday, March 26, 2026
Time: 12:30 PM
Location: Plainville Municipal Center
One Central Square, Room 302 Plainville, CT 06062

Present: Ann Marie Conaty
Betsy Gaudian
Joseph Marino
Sharon O'Brien
Michael Paulhus
Alex Ricciardone
Susan Lonczak, DOH
Lisa Bennett

Absent: Elliott Colasanto, Chair
Robert Yamartino, Vice Chair

Meeting called to order at 12:42 pm by Ms. Lonczak, DOH.

Special Meeting

I. Roll Call

Roll call was conducted by Ms. Bennett.

Present at the time of roll call were:
Mr. Marino, Mr. Paulhus, Ms. O'Brien, and Ms. Conaty.

Additional members joined shortly thereafter, including: Ms. Gaudian and Mr. Ricciardone.

A quorum was present at 12:42 pm.

II. Minutes of meeting

MOTION

Mr. Marino made a motion to approve the February 12, 2026 meeting minutes as presented.
Ms. Conaty seconded the motion.

Vote: Unanimous approval.
Motion carried.
Motion approved by unanimous vote.

III. Comments by the Chair /Vice Chair:

No comments were made.

IV. New business:

i. FY26 Audit Presentation by Auditor – George Sinnamon

Auditor George Sinnamon presented the FY25 audit. The District received clean audit opinions on financial statements, compliance, and internal controls. The District remained below federal and state single audit thresholds.

Mr. Sinnamon reviewed the District's financial position, including an ending fund balance of approximately \$589,000 and an unassigned fund balance of approximately \$558,650, representing approximately 51% of annual operating expenditures.

Recommendations included maintaining appropriate reserve levels and exploring the use of interest-bearing accounts to improve returns on available funds.

Discussion occurred regarding fund balance levels, comparison to other districts, and investment options.

No action was taken.

V. Report by the Director of Health

The Director reported on ongoing operations, including completion of salon licensing, transition from food licensing, and preparation for summer programming and partnerships.

The Director also noted implementation of tablet-based inspection processes for environmental health staff.

VI. Old business

i. Budget – Continuation of discussion (conversion of part-time sanitarian to full time position)

The Director provided an overview of environmental health staffing, workload, and regulatory responsibilities across the District, including food inspections, complaint response, septic and soil evaluations, lead case management, and oversight of licensed facilities. It was noted that these functions require technical expertise, coordination, and responsiveness, with workload demands continuing to increase in both volume and complexity.

The Director stated that the District currently operates with one Chief Sanitarian, three full-time sanitarians, and one part-time sanitarian, and that the existing structure limits the ability to consistently meet operational demands.

Discussion focused on the potential conversion of the part-time sanitarian position to full-time. Board members acknowledged the operational need and the challenges associated with recruiting and retaining qualified part-time staff, particularly given training requirements and workforce expectations. The value of maintaining continuity and stability within the environmental health program was also discussed.

Financial considerations were reviewed, including the estimated cost increase and the need to identify sustainable funding sources. Potential options discussed included interest earnings through investment of available funds, grant opportunities, and fee adjustments. Board members also expressed concern regarding long-term sustainability in light of current municipal budget constraints.

The Director noted that additional evaluation of funding strategies and implementation timing would be conducted prior to bringing forward a formal recommendation.

The item was presented for discussion only.

No motion was made and no vote was taken.

ii. Body Care and Personal Services Code Amendment

The Director reviewed the proposed amendment to the Body Care and Personal Services Code, which includes the addition of Med Spa services under District oversight. The amendment also includes provisions to address temporary body care events, defined as events occurring for one to three consecutive days, to allow for appropriate permitting and oversight of short-term service providers.

The Director noted that the amendment is intended to provide regulatory clarity and ensure consistent oversight of emerging service types within the District.

Board members discussed outreach to affected establishments, the role of the Health District in supporting safe practices, and the potential for standardized messaging to promote public awareness of licensed services. It was further noted that the District has not received public comment regarding the proposed amendment.

MOTION

Ms. O'Brien made a motion to approve the amendments to the Body Care and Personal Services Code to include Med Spa services. Ms. Conaty seconded the motion.

Vote: Unanimous approval.

Motion carried.

VII. Next meeting: Thursday April 23, 2026 @ 12:30 p.m. Middlefield Community Center.

VIII. Adjournment

MOTION

Mr. Paulhus made a motion to adjourn the meeting. Ms. Conaty seconded the motion.

Vote: Unanimous approval.

Motion carried.

The meeting was adjourned at 2:20 PM.

Respectfully Submitted,
Susan B. Lonczak