



Board of Health

November 12, 2025

18 Mulberry Street

Nashua, NH 03060

12:30 PM

Our **mission** is to promote, protect, and preserve the health and well-being of the Greater Nashua Region through leadership and community collaboration. Our **vision** is to have an informed, safe, healthy, and resilient community where all people can thrive and prosper. We subscribe to the following **values**: integrity, leadership, adaptability, and respect.

Facilitator: Board Chair, Dr Charles Cappetta

Minutes

Board of Health (BOH): Dr. Charles Cappetta, Dr. Stephanie Wolf-Rosenblum (via Zoom), Henry Och (via zoom)

Board of Alderman:

Attendees *City Employees: Bobbie D. Bagley, Director; Heidi Peek-Kukulka, Health Officer; Flavia Martin, Deputy Chief Public Health Nurse, Bob Mack, Welfare Officer; Foqia Ijaz, CS Administrative Assistant; Nishtha Sharma, Epidemiologist; Public: Karisa Dubay-Simmons University*

Updates and Announcements

Meeting Called to Order	Board Chair, Dr. Cappetta called the meeting to order at 12: 30 P.M referencing NH RSA 91-A:2, II.
Approval of Minutes- October 2025	• Meeting minutes were tabled due to an incomplete quorum. • The meeting will proceed as an informational session.
Condolences for Alderwoman Gloria Timmons	• The Board expressed deep sorrow over the passing of Alderwoman Gloria Timmons and extended heartfelt condolences to her entire family. She was a valued and engaged member of Board of Alderman. She was gracious and dedicated, and her contributions to Public Health, particularly her support for reaccreditation and her work with the Board of Aldermen on behalf of the Board of Health, were greatly appreciated.

	• Her obituary notes that services will be held on November 23 from 9:00–11:00 AM at Rochette Funeral Home, followed by a gathering at the Nashua Country Club. • Dr. Cappetta used his discretion to allow the use of Chairman’s Fund for planting a tree in her memory. DPHCS will send flowers.
Director’s Report Presented by Bobbie D. Bagley	• Received \$12,000 from Dartmouth for the SUD/CHIP Support Services. • Aldermen approved the resolution to vote on: R-25-211 Relative to the Supplemental Appropriation of \$148,035.89 of unanticipated revenue into fund #7024 “Opioid Abatement Expendable Trust Fund”. • Ordinances passed to address Encampments and Campers to dissuade the continuance of forming encampments and unlawful parked vehicles. They will go into effect on December 1st aligning with the opening of overnight Warming Station. • On the agenda for November 10, 2025 at the Infrastructure Committee Meeting tabled from previous meeting: Regarding open hours for the outdoor City Hall Public Restrooms, tabled again. Through this new ordinance requiring the public bathrooms to remain open, a fiscal note was added—similar to legislation at the state level. The note includes a request for additional funding from supplemental city sources to cover the costs associated with keeping the bathrooms open. • We are continuing our strategic planning efforts. We will be reviewing and analyzing the feedback received from our Strategic Leadership Team and presenting that data to the division. Following this, we will engage a consultant to guide us through the next steps—sharing information with the public, gathering community feedback, and developing the final strategic plan for the division. This plan will outline our priorities and goals for the next five years. • Opioid Abatement Trust Support Program: ○ Nashua is one of 22 subdivisions in the state that receives a portion of the 15% settlement funds awarded nationally. ○ As a subdivision, the Mayor approves the use of these funds and allows the Division to provide input on spending priorities. ○ A summary of expenditures through October has been included, showing significant allocations toward housing support. ○ Utilization is expected to increase once the warming station opens. ○ Additionally, \$30,000 has been distributed to partnering organizations to support ongoing opioid-related initiatives. ○ Updates will continue to be provided so the Board remains informed about fund use and program impact. • Staff coordinated Let’s Talk Transportation IZI (intentional conversation). • The list of Director’s Boards, Committees, Commissions, Meetings and Trainings is in the report. • The Division received an award from New Futures in recognition of our advocacy efforts and the impactful work we have accomplished. Questions and Comments: • A question was raised regarding Growth Partners and how the Division will began working with them, as they had not been used previously. It was explained that Growth Partners has been established for some time and provides consulting services to regional public health networks at no cost, as they are funded through the state.

	- Once internal review is complete and the division has received input from the Strategic Leadership Team, the next phase will involve gathering additional feedback on identified strengths, weaknesses, opportunities, and threats. The Board of Health will also receive this information and have the opportunity to provide input. - A special acknowledgment was given to the Housing Services Officer LaTonya Muccioli for her exceptional work and participation in the recent Infrastructure Committee meeting. Her professionalism was greatly appreciated, and she was commended for her ongoing efforts and follow-up work related to the housing issue.
Situational Report provided by Epidemiologist Nishtha Sharma	- Measles: - USA: 1,682 cases with 3 deaths; in 43 States. - Mexico: 5,180 confirmed cases, 23 deaths. - Canada: 5138 cases, 2 deaths. - Tuberculosis Investigation (TB): - A total of 29 tests have been conducted, all of which returned negative results. Additionally, three repeat tests were performed, and all were also negative. - As of October 25, 2025, acute respiratory illness activity increased by 4% and pneumonia and Influenza like illness related is also increased and is 6.4% which above threshold (Epidemic threshold = 6.2%) - CHIP (Community Health Improvement Plan) and SWOT work is ongoing. - Attended the APHA Conference in Washington, D.C., where the main theme focused on making public health a national priority. Approximately 14,000 participants attended, including representatives from China, Hong Kong, South Korea, and India. The conference provided an opportunity to establish numerous professional connections.
CH Department Report provided by Deputy Chief PH Nurse Flavia Martin	- Between September and October, vaccine administration through our clinics increased by 89%. This increase was primarily driven by flu vaccinations, as well as expanded vaccination efforts for the insured population. - We provided several off-site flu clinics, offering vaccinations to city employees and vulnerable populations across the community. - The Chief Public Health Nurse is working closely with DHHS on the ongoing multi-jurisdictional tuberculosis investigation. - She testified in opposition to the ordinance prohibiting camping on public property at the recent Board of Aldermen meeting. - The DETOR Program initiative continues to move forward. This effort—conducted in partnership with the Association of Public Health Laboratories and the New Hampshire Public Health Laboratory—aims to integrate our electronic medical records with the state system. Work began in April, and we anticipate going live this month. We are currently finalizing legal review. This advancement is expected to significantly reduce labor-intensive processes and increase automation. - We are currently recruiting per diem RNs to expand our per diem pool. - The Chief PH Nurse is working on a collaboration with the Nashua School District's Career and Technical Education (CTE) program for high school students. - We remain limited in the supply of COVID-19 vaccine available to us; however, shipments have been consistent, and we have not experienced any shortages.

Environmental Health (EH) Department report provided by Health Officer – Heidi Peek-Kukulka	• Two voluntary closures of food service establishments occurred due to backup sewage issues. • Raccoon tested positive for rabies, rabies protocol advice given. • Health Officer & Deputy Health Officer attended NH Health Officer Association Fall Conference. • Deputy Health Officer attended a Disaster Planning and Preparation course in Peterborough NH. • Health Officer & Deputy Health Officer attended webinar by Ryan Dowd and Iain de Jong regarding homeless encampments. • Deputy Health Officer & EHS II attended a meeting with representatives from the Nashua School District Foodservice Management and a representative from the Nashua School District Plants Ops. regarding grease trap maintenance and use of enzyme additives for grease trap cleaning. • We are preparing for the upcoming Holiday Stroll. The event is scheduled for November 28. • An interview was conducted for the Environmental Health Specialist position. A second interview will be scheduled to confirm the applicant’s continued interest and move the process forward.
Welfare Department report provided by Bob Mack, Welfare Officer	• Shelter and rental assistance continue to be the largest expense, with a significant increase compared to last year. • A 3-year comparison was added to track trends and spending patterns. • Spending remains difficult to predict month to month, though seasonal patterns exist (e.g., fewer utility disconnect notices during winter moratorium). • Number of client contacts has increased, with more inquiries received this past month. • SNAP Benefits Interruption Response ○ Received calls regarding federal SNAP benefit delays due to the government shutdown. ○ Participated in a community collaborative led by United Way of Greater Nashua with 30+ partner organizations (food pantries, shelters, nonprofits). ○ State of NH allocated additional funding to the NH Food Bank to support local distribution. ○ Welfare Department implemented an expedited application process for food vouchers: Shortened form (2 pages instead of 10). Vouchers issued to households able to verify SNAP account status. Vouchers redeemable at Market Basket based on household size. ○ Clients also referred to local food pantries and the Nashua Soup Kitchen & Shelter, which distributed additional food. ○ Fewer applicants than expected. ○ Homebound individuals were supported through United Way’s delivery infrastructure. ○ Community partnerships helped fill gaps in food access during the SNAP disruption. • Assisted 4 families and 1 individual with emergency motel placements. • Referred 4 families and 3 individuals to public shelters.

	• Ongoing challenges persist in moving clients from shelters into permanent or transitional housing. • Continuing to refer clients to apply for winter fuel assistance. Questions and Comments: • Discussion on Community Food Insecurity & Holiday Support. Acknowledgment of Collaboration, recognition of strong partnerships and communication systems built during the pandemic. • Concerns Raised on ongoing financial strain on furloughed workers and families missing paychecks. • Anticipated delays in state/federal funding distribution. Increased need for food assistance during the holiday season. • Inquiry about engaging grocery stores, especially during the holidays, to support residents affected by SNAP disruptions. • Suggestion to leverage faith-based communities and grocery store donation boxes/collections. • United Way partners with grocery stores for food drives; volunteers stationed outside entrances requesting donations. Seasonal increases in donations, particularly around Thanksgiving. • Anecdotal reports indicate strong community generosity despite economic challenges. • Market Basket and Shaw's continue to maintain food donation bins.
Other Discussions	• Nashua Ballot question directly relevant to the BOH was the addition of two extra members (a social worker and an RN). The ballot measure passed. Next step is to determine the process for selecting the new members. Candidate recommendations go through the Board of Aldermen. The Board of Health may provide input on potential candidates. Timeline for appointments has not been finalized but may begin in January. • Proposal to conduct an online vote for the acceptance of the updated language for the Ethics Committee Document. • Discussion on calling a meeting of Ethics Committee to discuss a TB patients' case that is currently out of Nashua's jurisdiction.
Public Comment	A social work graduate student thanked the Board for allowing her to observe the meeting.

**Full departmental reports can be found on the City Website under November 2025 BOH Meeting Minutes and reports.*

The meeting adjourned at 1:45 PM.

Please join us for our Next Meeting:
December 10, 2025 at 12:30 PM