



Board of Health

December 10, 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

Attendees *Board of Health (BOH): Dr. Charles Cappetta, Henry Och
Board of Alderman: None
City Employees: Bobbie D. Bagley, Director; Heidi Peek-Kukulka, Health Officer; Kim Bernard, Chief Public Health Nurse, Bob Mack, Welfare Officer; Foqia Ijaz, CS Administrative Assistant; Nishtha Sharma, Epidemiologist*

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, November 2025	• Meeting minutes were tabled due to an incomplete quorum. • The meeting will proceed as an informational session.
Director's Report Presented by Bobbie D. Bagley	• The DPHCS vision and mission were read at the start of the meeting. • The FY27 budget process has begun several months earlier than usual to allow adequate time for discussion of budget needs. Key budget considerations include: ○ Environmental Health software needs ○ Community Health software and technology needs ○ Staffing requirements

	○ An 11% increase in benefits ○ Cost-of-living adjustments ○ 6% budget restriction for City Budget • In some other states, Boards of Health review departmental budgets. DPHCS will present the FY27 budget to the BOH to obtain feedback. • Public Hearing: Discussion about having a supplemental appropriation in the amount of \$300,000 to the Resource Center Expendable Trust Fund. This money would help support a community resource center that provides essential services. • Budget Review Committee: Proposal to create an expendable trust fund for the Nashua Resource Center that would be supported by city-approved funds. • Budget Review Committee: Proposal to create an expendable trust fund for the Nashua Resource Center that would be supported by donations. • A draft of the strategic plan is in progress. • Three requests have been reviewed by the Opioid Grant Review Committee. A total of \$30,000 has been awarded to partnering organizations. Two more applications will be reviewed by internal team. • The Warming Station opened on December 1st and is currently serving up to 43 people. It is fully staffed with per diem staff, along with volunteers. Donations continue to supplement operations. • The Public Health Strategist completed SWOT analysis and results were compiled. • Encampment closure is scheduled for December 15th. • PH Emergency Preparedness Coordinator: Monthly meetings continue; a tabletop exercise on power outages is planned. Newsletter and inventory updates are ongoing. • Assisted the Emergency Management Director to provide support for individuals affected by a recent six alarm fire. Questions and Comments: • Is there any information about NH Respite pausing operations? A: We do not have that information at this time. • Dartmouth is expected to provide \$10,000 for the Resource Center. The Board chair will follow up with the Medical Director. • DPHCS Director will reach out to additional partners for donations.
Situational Report provided by Epidemiologist Nishtha Sharma	• Measles: ○ USA: 1,903 cases with 3 deaths; in 43 States. ○ Mexico: 5,580 confirmed cases, 23 deaths. ○ Canada: 5298 cases, 2 deaths. • Tuberculosis Investigation is officially closed by the State. • Multistate outbreak of infant botulism is linked to ByHeart Whole Nutrition Infant Formula sold online and in major retail stores nationwide. • IZI data was analyzed and reports were distributed. • CHIP goals were drafted using Warming Station data, including identified needs, barriers, and service numbers. Monthly reports will be provided to the Director and the Human Services Officer.
CH	• Completed second round of TB testing for high risk individuals

Department Report provided by Chief PH Nurse Kim Bernard	• Nursing students completed fall rotations • DETOR project complete (EMR connected to NH PH lab) and is live now. • HCV Mobile Pilot Program roll out pending budget set up. • 1 RN completed Sexual Assault Nurse Examiner (SANE) Course at Dartmouth Hitchcock to be able to help sexual assault patients who present to our clinic.
Environmental Health (EH) Department report provided by Health Officer – Heidi Peek-Kukulka	• Three raccoons and one bat tested positive for rabies. Multiple factors contributed to these cases. Staff worked closely with the owner to ensure all actions followed RSA requirements. Public messaging was sent out across Nashua. Messaging emphasized avoiding contact with bats and raccoons and keeping pets up to date on vaccinations. Fish and Game may also issue related public messaging. • A few establishments showed poor performance during Food Service inspections. • Rodents continue to be an issue affecting both housing and food service locations. Cleanup is critical, and citations will be issued if conditions are not corrected properly. • There has been a shift in coordination with the School District. If school facilities are rented out, the special events protocol must be followed. • Staff participated in response activities related to a formula recall. • Attended the Human Affairs Committee and presented information about proposed software. • The open Environmental Health Specialist position will be reposted.
Welfare Department report provided by Bob Mack, Welfare Officer	• The rental assistance line has increased and is now the largest expense. When compared over the past three years, costs remain sporadic and difficult to predict. • While the number of vouchers issued has not increased significantly, the overall cost per voucher has increased due to rental costs. • The food assistance line increased due to the government shutdown, prompting a coordinated community-wide response. United Way led coordination, and the response was effective. A total of \$2,400 was spent on emergency assistance. • Three families and two individuals were placed in motels, and one individual was referred to a shelter. • Community Health Workers continue assisting clients with housing searches. • Estimated twenty-eight beds opened at the Nashua Soup Kitchen & Shelter yesterday. • The winter moratorium on utility shutoffs is in effect, making it more difficult for utility companies to shut off services. • General Assistance expenditures are at approximately \$314,000, slightly over budget. An additional \$100,000 is available in the trust fund and will be used as needed.
Other Discussions	• Next step to determine the process for selecting the new members. Candidate recommendations go through Lori Wilshire, President of the Board of Aldermen (BOA). Names of interested candidates can be submitted for review and vetting and can be submitted through Donna Graham.
Public Comment	No public comments.

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

The meeting adjourned at 1:30 PM.

Please join us for our Next Meeting:
January 14, 2026 at 12:30 PM