

**MINUTES OF SEPTEMBER 20, 2021**

**Roll Call of Members**

The annual meeting of the Board of Directors of The Mattabasset District was held Monday, September 20, 2021, at the Administration Building. Board Clerk Arthur G. Simonian called the meeting to order at 7:00 p.m. A roll call was taken. Present from the Town of Cromwell were Directors Bonnie Anderson, Joe Corlis and Doug Sienna. Present from the Town of Berlin were Directors John Dunham and James Fallon. Present from the City of Middletown were Directors Joseph Samolis and David Bauer. Present remotely from The City of Middletown were Directors Dale Aldieri and Gerald Daley. Present from the City of New Britain were Directors Rick Healey, Don Naples and Mary Marrocco. Present remotely from the City of New Britain was Director Tonilynn Collins. Also, present were Arthur Simonian - Executive Director, Michael Manfre – Operations Manager, Bill Adkins – Maintenance Manager and Edward T. Lynch Jr. – District Counsel was present remotely. Berlin Director Bob Argazzi was absent.

Mr. Simonian stated that per section 2-5 of the Charter, the first order of business is the election of officers, beginning with the Chairman.

**The Nominating Committee recommends John Dunham to the Office of Chairman.**

There were no other nominations from the floor.

MOTION: Ms. Collins moved to close the nominations.

Mrs. Anderson seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

A written vote was taken by the Board Clerk – Arthur G. Simonian.

RESOLVED: John Dunham was voted in as Chairman of the Board by the Board members present.

Mr. Simonian turned the chair over to Chairman John Dunham to preside over the remainder of the meeting.

**The Nominating Committee recommends David Bauer to the Office of Vice-Chairman.**

There were no other nominations from the floor.

MOTION: Mr. Sienna moved to close the nominations.

Ms. Collins seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

A written vote was taken by the Board Clerk – Arthur G. Simonian.

RESOLVED: David Bauer was voted in as Vice-Chairman by the Board members present.

**The Nominating Committee recommends Mary Marrocco to the Office of Secretary.**

There were no other nominations from the floor.

MOTION: Mrs. Anderson moved to close the nominations.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

A written vote was taken by the Board Clerk – Arthur G. Simonian.

RESOLVED: Mrs. Marrocco was voted in as Secretary by the Board members present.

**The Nominating Committee recommends Doug Sienna to the Office of Treasurer.**

There were no other nominations from the floor.

MOTION: Mr. Bauer moved to close the nominations.

Ms. Collins seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

A written vote was taken by the Board Clerk – Arthur G. Simonian.

RESOLVED: Mr. Sienna was voted in as Treasurer by the Board members present.

**The Nominating Committee recommends Dale Aldieri for the Office of Deputy Treasurer.**

There were no other nominations from the floor.

MOTION: Ms. Collins moved to close the nominations.

Mr. Healey seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

A written vote was taken by the Board Clerk – Arthur G. Simonian.

RESOLVED: Mr. Aldieri was voted in as Deputy Treasurer by the Board members present.

**PUBLIC SPEAKERS**

None

**Approval of August 16, 2021 Minutes**

MOTION: Mr. Sienna moved to approve the minutes of the August 16, 2021 Board Meeting.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Treasurer's Report**

MOTION: Mr. Sienna moved to approve the Treasurer's Report as presented.

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Budget Statement**

MOTION: Mr. Sienna moved to approve the Budget Statement as presented.

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Check Register – August, 2021**

No motion required.

**Staff Reports**

MOTION: Mr. Sienna moved to approve the Staff Reports as presented.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Executive Director’s Staff Actions:**

The Executive Director will speak with the Auditors on David Bauer’s request of how to better classify Retained Earnings/Reserves, which are not reported in the Monthly Board of Directors Booklet. The Executive Director and the Bookkeeper will correct Booklet page number 16, the corrected page will be emailed to the Board of Directors. The Executive Director and the District Engineer will make modifications and corrections to the CT DEEP MIU Permit spreadsheet.

**Engineering Committee**

MOTION: Mr. Sienna moved to approve the combined Engineering and Public Relations Report as presented.

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Finance Committee**

MOTION: Mr. Sienna moved to approve the Executive Director to carryover \$488,000 from FY21 Capital Project, Primary Tank Tunnel Rehab #71590 into Capital Non-Recurring Accounts (CNR), as per the attached spreadsheet (item #1).

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to approve the Finance Report as presented.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Human Resources Committee**

No report.

**Property Management**

MOTION: Mr. Fallon moved to approve the Property Management Report as presented.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Public Relations Committee**

No Report.

**Counsel's Report**

No report.

**New Business**

In accordance with Section 4-1 of the Charter, the Finance Committee must be voted upon from its membership.

MOTION: Mr. Samolis moved to approve the Nominating Committee’s recommendation that the Board of Directors appoint James Fallon, representing the Town of Berlin, Dale Aldieri, representing the City of Middletown, Rick Healey, representing the City of New Britain and Joe Corlis, representing the Town of Cromwell, to the Finance Committee, with Doug Sienna as the Chair.

Mrs. Anderson seconded the motion.

**Discussion**

RESOLVED: The motion was approved unanimously.

In accordance with Section 2-5 of the Charter and Section 14 of the By-Laws, the Board of Directors hereby confirms the Engineering, Human Resources, Property Management and Public Relations recommended committee assignments as listed below, and acknowledges authority to the Chairman, John Dunham, the right to make reassignments in 2021-2022, as deemed appropriate.

MOTION: Mr. Fallon moved to confirm the Engineering, Human Resources, Property Management and Public Relations Committee appointments as listed and acknowledges authority to the Chairman, John Dunham, the right to make reassignments in 2021-2022, as deemed appropriate.

Mr. Sienna seconded the motion.

**Discussion**

**Engineering Committee:**

John Dunham - Chair

Robert Argazzi, Bonnie Anderson, David Bauer, Don Naples

**Human Resources Committee:**

Gerald Daley - Chair

James Fallon, Doug Sienna, Joseph Samolis, Tonilynn Collins, Mary Marrocco

**Property Management Committee:**

James Fallon - Chair

Bonnie Anderson, Dale Aldieri, Gerald Daley,

**Public Relations Committee:**

Joseph Samolis - Chair

David Bauer, Joe Corlis, John Dunham

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Fallon moved to appoint Executive Director, Arthur G. Simonian as Board Clerk.

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Communications**

The Executive Director discussed the Fuel Cell Project, Deming Road Business Park License Agreement and High Flows from August & September. Art also informed the Board of Directors that the Office Manager, Melissa Lancia is out on Short Term Disability.

**Adjournment**

MOTION: Mr. Sienna moved to adjourn the meeting.

RESOLVED: The motion was approved unanimously.

The meeting adjourned at 8:08 p.m.