

THE MATTABASSETT DISTRICT

Memorandum

Date: April 10, 2017

Subject: Human Resources Meeting
Wednesday, April 12, 2017

To: Tom Tokarz, Tonilynn Collins,
Mary Marrocco, Joseph Samolis,
Doug Sienna and John Dunham

From: Arthur G. Simonian, Executive Director

Arthur G. Simonian

**Human Resources Committee Meeting
April 12, 2017
5:30 pm**

The Human Resources Committee Meeting will be held on **Wednesday, April 12, 2017, at 5:30 PM**. The Meeting will be held at the District Offices 245 Main Street, Cromwell, Connecticut.

AGENDA

- 1) **Borrowed Sick Time** – Review, discuss and recommend to the Board for approval an employee’s request to borrow additional sick leave. Past practice requires employees reimburse District if borrowed sick leave balance remains at time of employment separation – Executive Session.

- 2) **Related Business & Staff Updates**

C: Board Members not on the Human Resources Committee