

Date: July 13, 2017

Subject: Property Management Committee July 11, 2017 Meeting Minutes

To: Board of Directors

From: Property Management Committee, and Arthur G. Simonian, Executive Director



**Property Management Committee
July 11, 2017 Meeting Minutes**

The Property Management Committee met Tuesday, July 11, 2017 at The District Offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Peter Centurelli, called the meeting to order at 6:03 PM. In addition to the Chair, present were Committee Members – Dale Aldieri, Bonnie Anderson and David Bauer. There was a quorum. Also present were Board Chairman – John Dunham and Executive Director – Art Simonian.

1) Insurance RFP - Review RFQ for Mattabasset's Property, Casualty, Auto, Umbrella and Worker's Compensation Broker.

The Executive Director advised the Committee that letters were sent to four firms. The RFQ requested the firms send their qualifications and experience by July 28, 2017. The firms will be interviewed at the next Property Management Committee meeting (tentative for August 9, 2017). The contract will be from January 1, 2018 through December 31, 2018 with a 2 year option. The Executive Director will get the questionnaire together for the Committee to review.

Committee member Mr. Bauer would like the Brokers to provide testimonials on how they look out for their clientele in relation to new risks. The Executive Director suggested asking the brokers if they have any insight into the major risk we would run into as a Wastewater Treatment Plant.

The Chairman asked the Executive Director to reach out to Water Environmental Federation (WEF) to find out if they offer insurance to Wastewater Treatment Plants. The Executive Director will contact WEF to see if they offer insurance.

Committee member Mr. Bauer suggested pooling with other Wastewater Treatment Plants in the state to see if we could save money. The Executive Director will look into feasibility and potential to group with other plants in CT.

Mr. Aldieri moved, and Mr. Centurelli seconded, and the committee approved unanimously to adjourn at 6:35 PM.