

THE MATTABASSETT DISTRICT

Memorandum

Date: July 10, 2017

Subject: Agenda - Monday,
July 24, 2017 @ 7:00 PM
Board Meeting

To: Board of Directors

From: Arthur G. Simonian, Executive Director

AGS

Public Speakers

AGENDA

Roll Call

	<u>Pages</u>
1. Minutes of the meeting of June 19, 2017	1 - 5
2. Treasurer's Report	6 - 14
a. Receipts & Expenditures – FY 16-17	8
b. Operating Fund Statement of Income	9
c. Cash Flow Graphs	10 - 12
d. Investment Schedule	13
e. Investment Bank Distribution	14
3. Budget Statement	15 - 17
4. Check Register Report – June, 2017	18 - 20
5. Staff Reports	21 - 39
a. Monthly Report	21 - 28
b. Safety/Energy Report	29 - 31
c. Operational Profile	32 - 35
d. Monthly Flows & Rainfall Data for the Past Two Years	36
e. Effluent Quality Graph	37
f. Nitrogen Graph	38
g. Maintenance Graph	39
h. Executive Director & Staff Action Items	
1. Checkbook Analysis	
2. Cash Flow Analysis	
3. Research District Charter and By-Laws regarding Charitable Donations	
4. Provide Demo to Board on O&M Manuals and As-Built Drawings	
3. Follow-up with Travelers on the status of Cromwell Fire Department's claim.	
6. Committee Reports	
a. Engineering – (purple)	
1. Lab Nutrient Analyzer	
2. Energy Management Services RFQ	
b. Finance	
c. Human Resources	

- d. Property Management – (blue)
 - 1. Review Insurance RFP
- e. Public Relations – (gray)
 - 1. Newsletter
- f. District Project Construction Committee – (orange) Table Item
 - 1. Wright-Pierce’s Payment for May 2017 - \$2,912.85
 - 2. CHN Change Order No. 49 Payment - \$309,230.00
- 7. Counsel's Report
 - a. New England Uniform Claim against District - Executive Session
- 8. New Business
- 9. Communications
- 10. Adjournment

The next meeting of the Mattabassett District will be held on **Monday, August 21, 2017 at 7:00 p.m.**, in the Administration Building, Cromwell, Connecticut.