

*Date:* December 6, 2019

*Subject:* Agenda - Monday,  
December 16, 2019 @ 5:30 PM  
Board Meeting

*To:* Board of Directors

*From:* Arthur G. Simonian, Executive Director

Public Speakers

**AGENDA**

Roll Call

	<u>Pages</u>
1. Minutes of the meeting of November 18, 2019	1 - 3
2. Treasurer's Report	4 - 11
a. Receipts & Expenditures – FY 19-20	5
b. Operating Fund Statement of Income	6
c. Cash Flow Graphs	7 - 9
d. Investment Schedule	10
e. Investment Bank Distribution	11
3. Budget Statement	12 - 15
4. Check Register Report – November, 2019	16 - 18
5. Staff Reports	19 - 36
a. Monthly Report	19 - 26
b. Safety/Energy Report	27 - 28
c. Operational Profile	29 - 32
d. Monthly Flows & Rainfall Data for the Past Two Years	33
e. Effluent Quality Graph	34
f. Nitrogen Graph	35
g. Maintenance Graph	36
h. Executive Director & Staff Action Items	
1. Checkbook Analysis	
2. Cash Flow Analysis	
6. Committee Reports	
a. Engineering – (purple)	
b. Finance – (pink)	
1. Auditor Selection	
c. Human Resources – (yellow)	
d. Property Management	
e. Public Relations	
7. Counsel's Report	
a. Executive Session	

8. New Business
9. Communications
10. Adjournment

The next meeting of the Mattabassett District will be held on **Tuesday, January 21, 2020 at 7:00 p.m.**, in the Administration Building, Cromwell, Connecticut.