

**THE MATTABASSETT DISTRICT**

*Memorandum*

*Date:* April 6, 2018

*Subject:* Agenda - Monday,  
April 16, 2018 @ 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 March 19, 2018	1 - 4
2. Treasurer's Report	5 - 13
a. Receipts & Expenditures – FY 17-18	7
b. Operating Fund Statement of Income	8
c. Cash Flow Graphs	9 - 11
d. Investment Schedule	12
e. Investment Bank Distribution	13
3. Budget Statement	14 - 16
4. Check Register Report – March, 2018	17 - 19
5. Staff Reports	20 - 37
a. Monthly Report	20 - 27
b. Safety/Energy Report	28 - 29
c. Operational Profile	30 - 33
d. Monthly Flows & Rainfall Data for the Past Two Years	34
e. Effluent Quality Graph	35
f. Nitrogen Graph	36
g. Maintenance Graph	37
h. Executive Director & Staff Action Items	
1. Checkbook Analysis	
2. Cash Flow Analysis	
6. Committee Reports	
a. Engineering (purple)	
b. Finance (pink)	
1. 2017-2018 Budget Revisions	
c. Human Resources	
d. Property Management	
e. Public Relations	
7. Counsel's Report	
a. Executive Session	

8. New Business
  - a. Review and approve amendments to the Sewer Rules and Regulations revised on March 19, 2018
9. Communications
  - a. Reminder that evaluation forms for the Executive Director are due May 7, 2018.
10. Adjournment

The next meeting of the Mattabasset District will be held on **Monday, May 21, 2018 at 7:00 p.m.**, in the Administration Building, Cromwell, Connecticut.