

PUBLIC SPEAKERS

None

MINUTES OF April 16, 2018

Roll Call of Members

The monthly meeting of the Board of Directors of The Mattabassett District was held Monday, April 16, 2018, in the Administration Building. Chairman John Dunham called the meeting to order at 7:00 p.m. A roll call was taken and a quorum was present. Present from the Town of Cromwell were Directors Bonnie Anderson and Thomas Tokarz. Present from the Town of Berlin were Directors Robert Argazzi, John Dunham and James Fallon. Present from the City of Middletown were Directors Dale Aldieri, Joe Samolis, David Bauer and Tom Serra. Present from the City of New Britain were Directors Peter Centurelli, Mary Marrocco, Paul Catanzaro and Tim Stewart. Also present were Edward T. Lynch Jr. – District Counsel, Arthur Simonian – Executive Director, Michelle Ryan – District Engineer and Brian Warman – Operations Manager. New Britain Director Tonilynn Collins was absent. Cromwell Director Doug Sienna arrived at 7:02 p.m.

Approval of March 19, 2018 Minutes

MOTION: Mr. Stewart moved to table the minutes of March 19, 2018.

Mr. Aldieri seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Treasurer's Report

MOTION: Mr. Sienna moved to accept the Treasurer's Report as presented.

Mr. Samolis seconded the motion.

Discussion: The budget transfer of \$790,229 comes from various capital expenses, this will be reviewed by the Finance Committee as well as our Auditors.

RESOLVED: The motion was approved unanimously.

Budget Statement

MOTION: Mr. Sienna moved to accept the Budget Statement as presented.

Mr. Centurelli seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Check Register – March, 2018

No motion required.

Staff Reports

MOTION: Mr. Sienna moved to accept the Staff Reports as presented.

Mrs. Marrocco seconded the motion.

Discussion: A change order has been requested by Middletown's contractor to implement a chemical system at their Middletown Pump Station. Mr. Serra discussed his concerns about the cost of the change order.

RESOLVED: The motion was approved unanimously.

Executive Director's Staff Actions:

No action items.

Engineering Committee

MOTION: Mr. Serra moved to proceed with the second phase of the Audit Agreement, conducting a Comprehensive Investment Grade Audit based on the project list presented.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to approve authorizing Ameresco, Inc. to submit LREC & ZREC applications to Eversource on behalf of The Mattabasset District.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Serra moved to accept the Engineering Report as presented. Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Finance Committee

MOTION: Mr. Serra moved to approve adjusting the following 2017-2018 Capital Budget Line Items and Reserve Fund Transfer Income to \$790,229 for Capital Item Expenses as outlined below and authorizes the Executive Director to advertise the amended budget.

- a) Increase the Capital Outlay General Line Item, #71010, by \$41,000 to \$291,000 to cover costs for roofing repairs, steel platform at odor tower planetary gear for centrifuge and ductless heating system for electric MCC rooms.
- b) Increase the Capital Outlay Nutrient Analyzer Partial Line Item, #71080, by \$16,000 to \$46,000 to cover costs to purchase the analyzer this year as it was partially funded in FY17.
- c) Increase the Capital Outlay Atomic Analyzer AA Line Item, #71081, by \$32,000 to \$32,000 to cover costs to purchase a new unit with a trade-in savings of \$70,000.
- d) Increase the Capital Outlay Gates for Trunk Sewer Line Item, #71100, by \$37,040 to \$37,040 to cover costs to install new gates along the right of way as it was partially funded in FY17.
- e) Increase the Capital Outlay Enclosure for Rag Collection Line Item, #71110, by \$600 to \$600 to cover expenses this year.
- f) Increase the Capital Outlay Rollup Doors for Two Primaries Line Item, #71120, by \$240,000 to \$240,000 (funded partially in FY17). This is necessary due to safety issues and access to remove grease from primary tanks rollup doors on primary tanks (1-2). Partially funded in FY17.
- g) Increase the Capital Outlay Vehicle Replacement Exec. Dir. Line Item, #71140, by \$2,866 to \$2,866 to cover accessories for emergency lights.
- h) Increase the Capital Outlay Door and Window Replacement Line Item, #71200, by \$16,415 to \$16,415 to cover costs for replacement door and windows. Partially funded in FY17.
- i) Increase the Capital Outlay Reline Clay Lagoon (design) Line Item, #71220, by \$24,000 to \$24,000 to cover costs for investigating, geotech report and recommendations. Partially funded in FY17.

- j) Increase the Capital Outlay Odor Control Carbon Change out Line Item, #71251, by \$70,000 to \$70,000 to cover cleanout required for odor control. This was an emergency expenditure and necessary this year.
- k) Increase Capital Outlay Sludge Storage Diffusers Line Item, #71261, by \$3,941 to \$3,941 to cover costs of purchasing diffuser materials so we can install this summer.
- l) Increase Capital Outlay Sludge Storage Tank Recirc. Pump Line Item, #71290, by \$23,000 to \$23,000. The Budget was \$15,000 in FY17.
- m) Increase Capital Outlay Sludge Enclosure Area (design) Line Item, #71300, by \$4,500 to \$4,500 to cover costs for engineering and inspection for the new sludge enclosure. Partially funded in FY17.
- n) Increase Capital Outlay Pneumatic Sand Addition Line Item, #71360, by \$216,000 to \$336,000 for adding sand into incinerator without having to shut down or take out of service for a day.
- o) Increase Capital Outlay IDI Carbon Change Unit Line Item, #71361, by \$2,710 to \$2,710 old carbon disposal.
- p) Increase Capital Outlay Second Service Water Strainer Line Item, #71380, by \$157 to \$25,157 to cover costs of replacing strainer for the secondary water services which feed the plant.
- q) Increase Capital Outlay Clarifiers Main Gear Drives Line Item, #71430, by \$60,000 to \$60,000 to cover costs of the drive replacement that operates the rake arms. This was an emergency expenditure.
- r) Increase Reserve Fund Transfer Line Item, #48300, by \$790,229 to cover Capital Line Item expenses identified above.

Mr. Argazzi seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to accept the Finance Report as presented.

Mr. Serra seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Human Resources Committee

MOTION: Mr. Sienna moved to accept the Human Resources Report as presented.

Mr. Serra seconded the motion.

Discussion Mr. Tokarz announced the retirement of our Operations Manager, Brian Warman after 25 years of service. Effective July 1, 2018, Michael Manfre, our current Class 4 Supervisor, will assume the Operations Manager position. There was no Human Resources meeting, however a report was given.

RESOLVED: The motion was approved unanimously.

Property Management

No Report

Public Relations Committee

A meeting will be scheduled for May to recommend approving the Newsletter for publication.

Counsel's Report

No Report

New Business

MOTION: Mr. Serra moved to accept, subject to District Counsel's final review, amendments to the Sewer Rules and Regulations – revised March 19, 2018.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Communications

None

Adjournment

MOTION: Mr. Sienna moved to adjourn.

Mr. Stewart seconded the motion.

RESOLVED: The motion was approved unanimously.

The meeting adjourned at 8:15 p.m.

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