

THE MATTABASSETT DISTRICT

Memorandum

Date: May 9, 2018

Subject: Agenda - Monday,
May 21, 2018 @ 7:00 PM
Board Meeting

To: Board of Directors

From: Arthur G. Simonian, Executive Director

AGS

Public Speakers

A G E N D A

Roll Call

	<u>Pages</u>
1. Minutes of the meeting of March 19, 2018	1 - 4
2. Minutes of the meeting of April 16, 2018	5 - 10
3. Treasurer's Report	11 - 18
a. Receipts & Expenditures – FY 17-18	12
b. Operating Fund Statement of Income	13
c. Cash Flow Graphs	14 - 16
d. Investment Schedule	17
e. Investment Bank Distribution	18
4. Budget Statement	19 - 21
5. Check Register Report – April, 2018	22 - 24
6. Staff Reports	25 - 42
a. Monthly Report	25 - 32
b. Safety/Energy Report	33 - 34
c. Operational Profile	35 - 38
d. Monthly Flows & Rainfall Data for the Past Two Years	39
e. Effluent Quality Graph	40
f. Nitrogen Graph	41
g. Maintenance Graph	42
h. Executive Director & Staff Action Items	
1. Checkbook Analysis	
2. Cash Flow Analysis	
3. Spreadsheet showing available funds after Capital Budget Transfer	
7. Committee Reports	
a. Engineering	
b. Finance – (pink)	
c. Human Resources – (yellow, table item)	
1. Executive Director's Annual Evaluation	
d. Property Management	
e. Public Relations – (gray, table item)	
1. Newsletter	

8. Counsel's Report
 - a. Executive Session
9. New Business
10. Communications
11. Adjournment

The next meeting of the Mattabasset District will be held on **Monday, June 18, 2018 at 7:00 p.m.**, in the Administration Building, Cromwell, Connecticut.