

Date: April 24, 2019

Subject: Human Resources Committee Meeting  
Minutes Tuesday, April 23, 2019

To: Board of Directors

From: Human Resources Committee, and  
Arthur G. Simonian, Executive Director

AGS

**Human Resources Committee  
April 23, 2019 Meeting Minutes**

The Human Resources Committee met Tuesday, April 23, 2019 at The District offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Tom Tokarz called the meeting to order at 5:40 PM. In addition to the Chair, present were Committee Members – Mary Marrocco, Jim Fallon and Doug Sienna. Committee Members Joseph Samolis and Tonilynn Collins were absent. There was a quorum. Also present were Board Chairman – John Dunham and Executive Director – Arthur Simonian.

**The following is a summary of the meeting:**

**1) Utility Person and Mechanic Positions** – Hiring options for the Maintenance Department were discussed; either a Mechanic will become a Lead Mechanic and the District will hire a new Mechanic, or a Mechanic will become a Lead Mechanic and the District will hire a Utility Person. The Lead Mechanic position will be posted in approximately 2-3 months.

**2) Executive Director’s Annual Evaluation Process –**

Mr. Sienna moved Mrs. Marrocco seconded, and the committee approved unanimously to go into Executive Session at 5:50 PM with Board Chairman – John Dunham to discuss the Executive Director's job performance evaluation.

Mr. Sienna moved Mrs. Marrocco seconded, and the committee approved unanimously to come out of Executive Session at 6:27 PM.

Art provided an accomplishment update on the goals set for the 2018-2019 Fiscal Year. The Board of Directors will fill out the Executive Director job performance evaluation form by May 6<sup>th</sup>, to discuss in time for the May 20<sup>th</sup> Board Meeting.

**3) New Business and Staff Updates – None**

**Adjournment:**

**Mr. Sienna moved, no second required and the committee approved unanimously to adjourn at 6:37 PM.**