

THE MATTABASSETT DISTRICT

Memorandum

Date: July 8, 2026

Subject: Human Resources Committee Meeting
Tuesday, July 7, 2026

To: Gerald Daley – Chair, Tonilynn
Collins, Mary Marrocco, Joe
Samolis, Doug Sienna & John
Dunham

From: Arthur G. Simonian, Executive Director

AGS

Human Resources Committee Tuesday, July 7, 2026, Meeting Minutes

The Human Resources Committee met Tuesday, July 7, 2026, at The District Offices at 245 Main Street, Cromwell, Connecticut.

Human Resources Committee Chair, Gerald Daley called the Committee meeting to order at 5:10 PM. In addition to the Chair, present were Committee Members –Tonilynn Collins (remote), Mary Marrocco, Doug Sienna, and John Dunham. There was a quorum. Also present was Executive Director – Arthur G. Simonian. Committee member Joe Samolis was absent.

Following is a summary of the July 07, 2026 Human Resources Meeting:

1) Executive Directors Annual Evaluation – Discuss Executive Director's Evaluation-Executive Session

MOTION:

Ms. Marrocco moved, Ms. Sienna seconded, and the Committee approved unanimously to go into Executive Session at 5:12 pm to discuss the Executive Director's evaluation and contract.

Mr. Sienna moved, Ms. Marrocco seconded, and the Committee approved unanimously to come out of Executive Session at 5:29 pm.

MOTION:

The Human Resources Committee recommends the Board of Directors approve the Executive Director's annual salary adjustment of \$196,650 and the district paid life insurance premium allowance to \$3500, effective July 1, 2026.

Mr. Sienna moved, Ms. Marrocco seconded and the Committee approved unanimously.

2) New Operations Assistant Position – Review, discuss and recommend approval.

THE MATTABASSETT DISTRICT

Memorandum

MOTION:

The Human Resources Committee recommends the Board of Directors approve the new Utility Operator Position.

Ms. Collins moved, Ms. Marrocco seconded and the Committee approved unanimously.

3) Organizational Chart – Updated the organizational chart to include the new Utility Operator position.

4) Personnel Policies Manual – Early stages of reviewing the Personnel Policies Manual and utilizing Halloran and Sage for legal assistance. Further discussion needed.

5) Related Business & Staff Updates – None.

Adjournment: Mr. Marrocco moved, and the committee approved unanimously to adjourn at 5:59 PM.