

THE MATTABASSETT DISTRICT

Memorandum

Date: August 29, 2018

Subject: August 28, 2018 Human Resources
Committee Meeting Minutes

To: Board of Directors

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

AGS

Human Resources Committee August 28, 2018 Meeting Minutes

The Human Resources Committee met Tuesday, August 28, 2018 at The District offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Tom Tokarz called the meeting to order at 6:01 PM. In addition to the Chair, present were Committee Members - Mary Marrocco, Tonilynn Collins, Jim Fallon and Doug Sienna. Committee Member Joseph Samolis was 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) Personnel Matters – Executive Session

Mr. Tokarz moved Mr. Sienna seconded, and the committee approved unanimously to go into Executive Session at 6:10 PM with Board Chairman – John Dunham and Executive Director – Arthur Simonian to discuss Personnel Matters.

Mr. Sienna moved Ms. Collins seconded, and the committee approved unanimously to come out of Executive Session at 6:30 PM.

2) Assistant Maintenance Manager Position

The committee recommends more specific details to be added to the Assistant Maintenance Manager's job description. The Organizational Job Chart will be revised to reflect the total number of employees with the new position.

Adjournment:

Mr. Sienna moved, no second needed and the committee approved unanimously to adjourn at 6:58 PM.