

**MINUTES OF SEPTEMBER 19, 2022**

**Roll Call of Members**

The annual meeting of the Board of Directors of The Mattabassett District was held Monday, September 19, 2022, at the Administration Building. Board Clerk Arthur G. Simonian called the meeting to order at 7:01 p.m. A roll call was taken. Present from the Town of Cromwell were Directors Bonnie Anderson, Joe Corlis and Doug Sienna. Present from the Town of Berlin were Directors John Dunham and James Fallon. Present from the City of Middletown were Directors Joseph Samolis, Dale Aldieri and David Bauer. Present from the City of New Britain were Directors Don Naples, Daniel Salerno and Mary Marrocco. Also, present were Arthur Simonian - Executive Director, Michael Manfre – Operations Manager, Ty Wagner – New Operations Manager, Bill Adkins – Maintenance Manager and Edward T. Lynch Jr. – District Counsel was present remotely. Middletown Director, Gerry Daley arrived at 7:03 p.m. Berlin Director, Liam Mitchell arrived at 7:25 p.m. New Britain Directors, Rick Healey and Tonilynn Collins were absent.

Mr. Simonian stated that per section 2-5 of the Charter, the first order of business is the election of officers, beginning with the Chairman.

**The Nominating Committee recommends John Dunham to the Office of Chairman.**

There were no other nominations from the floor.

MOTION: Mr. Bauer moved to close the nominations.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved by acclamation.

RESOLVED: John Dunham was elected in as Chairman of the Board by acclamation.

Mr. Simonian turned the chair over to Chairman John Dunham to preside over the remainder of the meeting.

**The Nominating Committee recommends David Bauer to the Office of Vice-Chairman.**

There were no other nominations from the floor.

MOTION: Mr. Samolis moved to close the nominations.

Mr. Aldieri seconded the motion.

Discussion

RESOLVED: The motion was approved by acclamation.

RESOLVED: David Bauer was voted in as Vice-Chairman by acclamation

**The Nominating Committee recommends Mary Marrocco to the Office of Secretary.**

There were no other nominations from the floor.

MOTION: Mr. Bauer moved to close the nominations.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved by acclamation.

RESOLVED: Mrs. Marrocco was voted in as Secretary by acclamation.

**The Nominating Committee recommends Doug Sienna to the Office of Treasurer.**

There were no other nominations from the floor.

MOTION: Mr. Samolis moved to close the nominations.

Mrs. Anderson seconded the motion.

Discussion

RESOLVED: The motion was approved by acclamation.

RESOLVED: Mr. Sienna was voted in as Treasurer by acclamation.

**The Nominating Committee recommends Dale Aldieri for the Office of Deputy Treasurer.**

There were no other nominations from the floor.

MOTION: Mr. Bauer moved to close the nominations.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved by acclamation.

RESOLVED: Mr. Aldieri was voted in as Deputy Treasurer by acclamation.

**PUBLIC SPEAKERS**

None

**Approval of August 15, 2022 Minutes**

MOTION: Mr. Sienna moved to approve the minutes of the August 15, 2022 Board Meeting.

Mr. Aldieri seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Treasurer's Report**

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

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Budget Statement**

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

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Check Register – August, 2022**

No motion required.

**Staff Reports**

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

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Executive Director’s Staff Actions:**

The Executive Director will send a rejection letter to the lowest bidder for the Roof Replacement project, due to non-responsive bid. The Executive Director will continue looking into the discrepancy between meter flows and District flows. It will take about three months to complete.

**Engineering Committee**

MOTION: Mr. Aldieri approves awarding the Roof Replacement project with Alternate #1, in the amount up to \$550,000, with contingency if necessary, to Greenwood Industries, Inc. of Worcester, MA.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Aldieri approve waiving the bidding process and award the Incinerator Shutdown contract work, in the amount not to exceed \$58,000 to S.H.D. Associates of Windsor, CT, since this is in the best interest of the District.

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Aldieri moved to approve the September 13<sup>th</sup> Engineering Report as presented.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Aldieri moved to approve the August 15<sup>th</sup> Engineering Report as presented.

Mrs. Anderson seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Finance Committee**

MOTION: Mr. Samolis moved to approve utilizing Liberty Bank as the Districts Financial Institution for our Operating accounts.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Bauer approved transferring \$232,226 of funds from the Reserve account as outlined below.

- a) Decrease the CNR Reserve Fund Line Item, #C-71420, by \$41,376.76 to \$208,623.24.
- b) Decrease the Nitrogen Treatment Line Item #C-71030, by \$28,408.76 to \$0.00.
- c) Decrease the Reline Clay Lagoon Construction Line Item, #C-71221, by \$81,000 to \$0.00 to cover various line items listed below.

- d) Decrease the Reline Clay Lagoon Design Line Item, #C-71220, by \$6,216.38 to \$8,783.62.
- e) Decrease the Odor Control Acid Cleaning Line Item, #C-71250, by \$1,890.40 to \$7,109.60.
- f) Decrease the Ash Landfill Chain Link Fence Line Item, #C-71340, by \$25,361.20 to \$4,638.80.
- g) Decrease the Pneumatic Sand Addition Line Item, #C-71360, by \$7,460.66 to \$281,367.34.
- h) Decrease the Aeration Blowers Siemens Level Line Item, #C-71370, by \$29,041.61 to \$40,958.39.
- i) Decrease the Centrate Pump (spare) Line Item, #C-71390, by \$367.90 to \$16,132.10.
- j) Decrease the Canopy Switchgear/Transformer Line Item, #C-71440, by \$11,102.50 to \$8,117.50.
- k) Increase the CNR Reserve account #C-71420 by \$232,226.

Mrs. Marrocco seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Daley moved to approve adjusting the following 2022-2023 Capital Budget Line Item and Reserve Fund Transfer Income to \$1,116,000 for Capital Item Expenses as outlined below and authorizes the Executive Director to advertise the amended budget.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Samolis moved to approve updating the Districts authorized Bank Signatories excluding District bank checks, to include Kimberly Pierpont, its new Office Supervisor to be effective upon approval of this motion.

Mr. Bauer seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Daley moved to approve the August 30<sup>th</sup> Finance Report as presented.

Mr. Aldieri seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Human Resources Committee**

MOTION: Mr. Samolis moved to approve the August 30<sup>th</sup> Human Resources Report as presented.

Mr. Aldieri seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Samolis moved to approve the August 26<sup>th</sup> Finance Report as presented.

Mr. Aldieri seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Property Management**

No Report.

**Public Relations Committee**

No Report.

**Counsel's Report**

No report.

**New Business**

In accordance with Section 4-1 of the Charter, the Finance Committee must be voted upon from its membership.

MOTION: Mr. Fallon moved to approve the Nominating Committee’s recommendation that the Board of Directors appoint James Fallon, representing the Town of Berlin, Dale Aldieri, representing the City of Middletown, Rick Healey, representing the City of New Britain and Joe Corlis, representing the Town of Cromwell, to the Finance Committee, with Doug Sienna as the Chair.

Mr. Samolis seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

In accordance with Section 2-5 of the Charter and Section 14 of the By-Laws, the Board of Directors hereby confirms the Engineering, Human Resources, Property Management and Public Relations recommended committee assignments as listed below, and acknowledges authority to the Chairman, John Dunham, the right to make reassignments in 2022-2023, as deemed appropriate.

**No motion required**

Discussion

**Engineering Committee:**

John Dunham - Chair  
Bonnie Anderson, David Bauer, Don Naples

**Human Resources Committee:**

Gerald Daley - Chair  
James Fallon, Doug Sienna, Joseph Samolis, Tonilynn Collins, Mary Marrocco

**Property Management Committee:**

James Fallon - Chair  
Bonnie Anderson, Dale Aldieri, Daniel Salerno, Gerald Daley,

**Public Relations Committee:**

Joseph Samolis - Chair  
David Bauer, Joe Corlis, Daniel Salerno, John Dunham.

MOTION: Mr. Fallon moved to appoint Executive Director, Arthur G. Simonian as Board Clerk.

Mr. Samolis seconded the motion.

Discussion



RESOLVED: The motion was approved unanimously.

**Communications**

The Executive Director discussed a memo from the Cromwell Police Department looking for donations; per the District Charter, there is a provision for making donations. Melissa's Dedication Ceremony will be held on Thursday, September 22<sup>nd</sup> at 9:00 AM.

**Adjournment**

MOTION: Mr. Samolis moved to adjourn the meeting.

RESOLVED: The motion was approved unanimously.

The meeting adjourned at 8:01 p.m.

DRAFT