

THE MATTABASSETT DISTRICT

Memorandum

Date: May 10, 2023

Subject: Human Resources Committee Meeting
Minutes **Tuesday, May 9, 2023**

To: Board of Directors

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

ALS

Human Resources Committee May 9, 2023 Meeting Minutes

The Human Resources Committee met Tuesday, May 9, 2023 at The District Offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Gerald Daley, called the meeting to order at 5:55 PM. In addition to the Chair, present were Committee Members – Mary Marrocco, Tonilynn Collins and Doug Sienna. Also, present were Board Chairman – John Dunham and Executive Director – Arthur Simonian. There was a quorum. Committee members James Fallon and Joseph Samolis were absent.

Following is a summary of the May 10th Human Resources Meeting:

- 1) **Travel Policy** – Art will provide a draft travel policy at the next meeting. He will send the District’s Personnel Policy to the Committee for their review.
- 2) **Executive Director’s Annual Evaluation** – The Committee reviewed and discussed the Executive Directors Annual Evaluation in executive session.

Mr. Sienna moved, Mrs. Marrocco seconded, and the Committee approved unanimously to go into Executive Session at 6:05 PM, with the Board Chairman – John Dunham, to discuss the Executive Directors Annual Evaluation.

Mr. Sienna moved, Ms. Collins seconded, and the Committee approved unanimously to come out of Executive Session at 6:34 PM.

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

MOTION: The Human Resources Committee approves the Executive Director’s fifth amendment contract extension for an annual salary adjustment of \$172,500 for the period, July 1, 2023 through June 30, 2024 and refers this recommendation to the Board of Directors for their review and approval.

- 3) **Related Business and Staff Updates** – None.

Adjournment:

Mrs. Marrocco moved and the committee approved unanimously to adjourn at 6:42 PM.