

Date: December 7, 2023

Subject: Property Management
Committee December 4, 2023,
Meeting Minutes

To: Board of Directors

From: Property Management
Committee, and Arthur G.
Simonian, Executive Director

**Property Management Committee
December 4, 2023
Meeting Minutes**

The Property Management Committee met Monday, December 4, 2023, at The District Offices at 245 Main Street, Cromwell, Connecticut.

Chairman James Fallon called the meeting to order at 5:35 PM. Present were Committee Chairman James Fallon and Committee Members – Bonnie Anderson, Gerald Daley and Daniel Salerno. There was a quorum. Also present were Board Chairman – John Dunham and Executive Director – Art Simonian, along with Chris Wardrop from USI Insurance.

The following is a summary of the December 4, 2023, Property Management meeting:

- 1) Insurance Broker Interview** – Chris from USI Insurance out of Meriden, CT gave a presentation on their Insurance Services. Art and the Committee then interviewed Chris and were pleased with the presentation and interview answers. The Committee was impressed with Brown and Brown’s presentation and qualifications but felt that due to the rate lock with Cincinnati and USI’s experience with wastewater plants it was in the best interest of the District to stay with them through 2024. The Committee wants to start the selection process by summer, 2024 for the following calendar year.
- 2) Insurance Broker** – Art and the Committee discussed the 2024 calendar year and selected an Insurance firm to use.

Mr. Salerno moved, and Mr. Daley seconded, and the committee approved unanimously:

MOTION: The Property Management Committee approves retaining USI Insurance Broker out of Meriden, CT for calendar year 2024.

- 3) Related Business & Staff Updates** – None

Adjournment:

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