

THE MATTABASSETT DISTRICT

Memorandum

Date: March 11, 2022

Subject: Property Management Committee Meeting Minutes **March 10, 2022**

To: Board of Directors

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

Property Management Committee March 10, 2022 Meeting Minutes

The Property Management Committee met Thursday, March 10, 2022 at The District Offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Jim Fallon, called the meeting to order at 5:14 PM. In addition to the Chair, present was Committee Members – Gerald Daley and Bonnie Anderson. There was a quorum. Also present was Board Chairman – John Dunham and Executive Director – Art Simonian. Committee Members Dale Aldieri and Daneil Salerno were absent.

The following is a summary of the March 10th Property Management meeting:

- 1) **License Agreements** – The Executive Director reviewed and discussed the license access agreement and access easement for the Deming Road Business Park, LLC with the Committee. Art showed drawings and images of our easement on the property, this license agreement is more complex due to the builder's utilities placement. The District Engineer completed an inspection of the property and all manholes. The Deming Road Business Park will pay an annual license agreement fee of \$250. Lastly, the District will be receiving a reimbursement for the engineering, legal and Executive Directors time.
- 2) **Vehicles and Equipment** – Art reviewed and discussed the FY2023 vehicles and equipment with the Committee.
- 3) **Related Business & Staff Updates** – None.

Adjournment:

Mr. Daley moved, no second required, and the committee approved unanimously to adjourn at 5:50 PM.