

THE MATTABASSETT DISTRICT

Memorandum

Date: December 12, 2016

Subject: **Agenda - Monday,
December 19, 2016 @ 5:30 PM
Board Meeting**

To: Board of Directors

From: Arthur G. Simonian, Executive Director

AGS

Public Speakers

AGENDA

Roll Call

	<u>Pages</u>
1. Minutes of the meeting of November 21, 2016	1 - 5
2. Treasurer's Report	6 - 14
a. Receipts & Expenditures -- FY 16-17	8
b. Operating Fund Statement of Income	9
c. Cash Flow Graphs	10 - 12
d. Investment Schedule	13
e. Investment Bank Distribution	14
3. Budget Statement	15 - 17
4. Check Register Report – November, 2016	18 - 20
5. Staff Reports	21 - 39
a. Monthly Report	21 - 28
b. Safety/Energy Report	29 - 31
c. Operational Profile	32 - 35
d. Monthly Flows & Rainfall Data for the Past Two Years	36
e. Effluent Quality Graph	37
f. Nitrogen Graph	38
g. Maintenance Graph	39
h. Executive Director & Staff Action Items	
1. Checkbook Analysis	
2. Cash Flow Analysis	
3. Worker's Comp Line Item was updated to Worker's Comp Insurance	
4. Organizational Chart (updated) was provided to the Board as an insert	
5. EPA NO _x Regulatory Letter dated Nov. 8, 2016 was provided to the DPC Committee	
6. Committee Reports	
a. Engineering	
b. Finance - (pink)	
c. Human Resources	
d. Property Management	
e. Public Relations	

- f. District Project Construction Committee - (orange)
 - 1. Wright-Pierce's Payment for October 2016 - \$3,420.30
- 7. Counsel's Report
 - a. Executive Session
- 8. New Business
 - a. Committee Assignments for Open Positions
- 9. Communications
- 10. Adjournment

The next meeting of the Mattabassett District will be held on **Tuesday, January 17, 2017 at 7:00 p.m.**, in the Administration Building, Cromwell, Connecticut.