

# THE MATTABASSETT DISTRICT

# Memorandum

Date: November 2, 2016 Subject: Property Management Committee  
November 1, 2016 Meeting Minutes  
To: Board of Directors From: Property Management Committee, and  
Arthur G. Simonian, Executive Director

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AGS

The Property Management Committee met Tuesday, November 1, 2016 at The District Offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Peter Centurelli, called the meeting to order at 5:30 PM. In addition to the Chair, present were Committee Members – Dale Aldieri and David Bauer. There was a quorum. Also present were Board Chairman - John Dunham and Executive Director - Arthur G. Simonian.

**1) Review RFP for Mattabassett's Property, Casualty, Auto, Umbrella and Worker's Compensation Broker.**

The Executive Director advised the Committee that the RFP from last year was sent out to other brokers in addition to our current broker. The names of the brokers who received the RFP were provided on an attachment. Our current broker is USI who is using Travelers. The Executive Director provided the Committee USI's last year's proposal and fees and for years 2 & 3. He provided a list of USI's additional services and which insurance carriers they typically carry.

H.D. Segur and Royko-Charmut also showed interest. He is expecting one more proposal by the end of the week. USI sent a letter on October 28<sup>th</sup> stating they are interested in continuing providing insurance. Their contract expires December 31, 2016. USI's service fees will stay the same. The Executive Director provided the Committee with the current schedule of insurance coverage.

The the District is looking at extending coverage for some newer items such as cyber liability and crime with employee theft off the internet. The Director discussed the existing pollution liability insurance which is a three-year policy (expires in 2019) and provided a copy of the invoice to the Committee.

The Director recommends interviewing the brokers at a future Property Management Committee meeting after all proposals have been submitted. The Director will set up the interviews and will contact MDC and the New Haven plant to inquire who they have for an insurance broker.

**Mr. Bauer moved, and Mr. Aldieri seconded, and the committee approved unanimously to adjourn at 6:05 PM.**