

**PUBLIC SPEAKERS**

None.

**MINUTES OF JUNE 17, 2013**

**Roll Call of Members**

The monthly meeting of the Board of Directors of The Mattabassett District was held Monday, June 17, 2013, at the Administration Building. Chairman William Candelori called the meeting to order at 7:00 p.m. A roll call was taken and a quorum was present. Present from the Town of Cromwell were Directors Doug Sienna and Tom Tokarz. Present from the Town of Berlin were Directors John Dunham and James McNair. Present from the City of New Britain were Directors William Candelori, Peter Centurelli, Angelo D'Alfonso, and Ed Sasso. Also present were Edward T. Lynch, Jr. – District Counsel, Brian W. Armet - Executive Director, Michelle Ryan – District Engineer, Dave Stille – Operations Manager and Bill Adkins – Maintenance Manager. Cromwell Director Bonnie Anderson, Berlin Director Ed Kindelan and New Britain Director John Valengavich were absent. New Britain Director Gerry Amodio, Jr. arrived at 7:12 p.m. Also present was John Braccio from Wright-Pierce.

**Approval of April 15, 2013 Minutes**

MOTION: Mr. Sasso moved to approve the minutes of April 15, 2013.

Mr. Sienna seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Approval of April 30, 2013 Special Meeting Minutes**

MOTION: Mr. Sienna moved to approve the minutes of April 30, 2013.

Mr. Sasso seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Treasurer's Report**

MOTION: Mr. Sienna moved to approve the Treasurer's Report for May 2013 as presented.

Mr. Sasso seconded the motion.

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Discussion

RESOLVED: The motion was approved unanimously.

**Budget Statement**

MOTION: Mr. Sienna moved to approve the May 2013 Budget Statements for F/Y 2012-2013 as presented.

Mr. Sasso seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Check Register –April, 2013**

No motion required.

**Staff Reports**

MOTION: Mr. Sasso moved to approve the Staff Reports for May 2013 as presented.

Mr. Centurelli seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Treasurer's Report**

MOTION: Mr. Sienna moved to approve the Treasurer's Report for June 2013 as presented.

Mr. Sasso seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

Mr. Amodio, Jr. arrived at 7:12 p.m.

**Budget Statement**

MOTION: Mr. Sienna moved to approve the June 2013 Budget Statements for F/Y 2012-2013 as presented.

Mr. Centurelli seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Check Register –May, 2013**

No motion required.

**Staff Reports**

MOTION: Mr. Dunham moved to approve the Staff Reports for June 2013 as presented.

Mr. Sasso seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Engineering Committee**

No Report.

**Finance Committee**

MOTION: Mr. Sienna moved to award the supply of: Sodium Hypochlorite and Sodium Hydroxide to Univar USA Inc; and, Sodium Permanganate to Coyne Chemical; for Fiscal Year July 1, 2013 to June 30, 2014, and authorizes the Executive Director to enter into contracts with the aforementioned firms for the supply of these products for Fiscal Year 2013-2014.

Mr. Centurelli seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to approve the attached Rockville Bank Checking Account Remote Deposit System Resolution

Mr. Amodio, Jr. seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to approve the payment of \$25,009.84 to DEEP to close out the 2002 Mercury Stipulated Judgment Supplemental Environmental Project Mercury Thermometer Exchange Program and Fluorescent Light Bulb Exchange Program.

Mr. Sasso seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

MOTION: Mr. Sienna moved to accept the Finance Committee Report as presented.

Mr. Tokarz seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Human Resources Committee**

MOTION: Mr. Sienna moved to accept the Human Resources Committee Report as presented.

Mr. McNair seconded the motion.

Discussion

RESOLVED: The motion was approved unanimously.

**Property Management**

No Report.

**Public Relations Committee**

No Report.

**District Project Construction Committee**

**MOTION:** Mr. Sienna moved to accept the District Project Construction Committee Report as presented.

- 1) C.H. Nickerson's Payment Requisition #12 for March 2013 - \$4,162,250.72
- 2) Wright-Pierce's Payment Requisition for March 2013 - \$220,300.19
- 3) Milone & MacBroom's Payment Requisition for March 2013 - \$31,444.33
- 4) C.H. Nickerson's Payment Requisition #13 for April 2013 - \$5,043,720.48
- 5) Wright-Pierce's Payment Requisition for April 2013 - \$190,251.25
- 6) Milone & MacBroom's Payment Requisition for April 2013 - \$35,184.19(Final)

Mr. Centurelli seconded the motion.

**Discussion**

**RESOLVED:** The motion was approved unanimously.

**Counsel's Report**

No Report.

**New Business**

**MOTION:** Mr. Sasso moved to remove from table - Changes to the District Charter.

Mr. D'Alfonso seconded the motion.

**RESOLVED:** The motion was approved unanimously.

**MOTION:** Mr. D'Alfonso moved to approve the attached Resolution concerning the District Charter changes and the admission of Middletown.

Mr. Amodio, Jr. seconded the motion.

**RESOLVED:** The motion passed with eight voting in favor and Mr. Sienna voting against.

**Communications**

None.

**Adjournment**

MOTION: Mr. Sienna moved to adjourn.

Mr. Dunham seconded the motion.

RESOLVED: The motion was approved unanimously.

The meeting adjourned at 7:48 p.m.

The next meeting of the Board of Directors will be held on **Monday, July 15, 2013 at 7:00 p.m.** in the Administration Building, Cromwell, Connecticut.

**The Mattabassett District**  
**Rockville Bank**  
**Remote Deposit System Resolution**

**WHEREAS**, Mattabassett District desires to utilize Rockville Bank's Remote Deposit service; and,

**WHEREAS**, Rockville Bank requires that Mattabassett District designate a System Administrator which shall have full and complete authority and responsibility for establishing access; administering user access; and, protection of system's security for the use of Remote Deposit by Mattabassett District;

**NOW, THEREFORE, BE IT RESOLVED**: that Melissa Lancia, Office Supervisor under the direction of Brian W. Armet, Executive Director, is hereby designated by Mattabassett District as the **System Administrator** for the Rockville Bank's Remote Deposit System: and,

**FURTHER RESOLVED**: that all Remote Deposit System transactions will be by a DUAL VERIFICATION PROCESS: the transaction will be initiated by the Bookkeeper or Office Supervisor; Rockville Bank will call the Office Supervisor or Executive Director who will provide a Security Pin Number and confirm the transaction; and, Rockville Bank will process the transaction; and,

**FURTHER RESOLVED**: that the Executive Director be and hereby is authorized to certify to Rockville Bank that this resolution has been duly adopted and conforms to the charter and by-laws of the District.

**THE MATTABASSETT DISTRICT**

MATTABASSETT DISTRICT BOARD OF DIRECTORS RESOLUTION CONCERNING  
CHANGES TO THE MATTABASSETT DISTRICT CHARTER AND THE ADMISSION OF  
THE CITY OF MIDDLETOWN AS A CONSTITUENT MUNICIPALITY

Board Meeting: June 17, 2013

*Whereas*, Special Act No. 11-15, An Act Concerning The Mattabasset District provides a procedure for the City of Middletown to be admitted as a constituent municipality of The Mattabasset District (“District”);

*Whereas*, the City of Middletown has applied for admission to the District and after vote of its legislative body has tendered the sum of Thirteen (\$13,000,000.00) Million Dollars as provided by Special Act No. 11-15;

*Whereas*, admission of the City of Middletown and allowing for the City of Middletown to become a voting member of the District necessitates modification of the District Charter and approval by the legislative bodies of the present constituent municipalities of the City of New Britain; Town of Berlin; and Town of Cromwell;

*Whereas*, the District Charter also requires modification from time to time to ensure that the District Charter accurately reflects the District’s current operations and functions; and,

*Whereas*, the District has the authority to amend the District Charter under Charter Section 5-6; under Special Act No. 1961-240 creating the District and Special Act No. 85-28;

**NOW, THEREFORE** it is

**RESOLVED:** That, the District Board of Directors hereby adopts and approves the recommended changes and amendment to the District Charter as shown on the Modified District Charter appended as Schedule “A”;

**FURTHER RESOLVED:** the District Board of Directors hereby recommends approval of the City of Middletown application and admission of the City as a constituent municipality as described in the changes and amendments to the District Charter; and,

**FURTHER RESOLVED:** the District Board of Directors hereby recommends that its present constituent municipalities ratify and approve the changes and amendments to the District Charter.