

THE MATTABASSETT DISTRICT

Memorandum

Date: April 6, 2020

Subject: **Agenda - Monday,
April 20, 2020 @ 7:00 PM
VIRTUAL Board Meeting**

To: Board of Directors

From: Arthur G. Simonian, Executive Director

This Meeting will be available via Conference Call:

Dial: 860-807-2522 Bridge ID: 481# Password: 2564#

This Meeting will be available via Internet for screen sharing only:

<https://global.gotomeeting.com/join/297051109> Access Code: 297-051-109

Public Speakers

AGENDA

Roll Call

March Booklet 2020

	<u>Pages</u>
1. Minutes of the meeting of February 18, 2020	1 - 3
2. Treasurer's Report	4 - 11
a. Receipts & Expenditures - FY 19-20	5
b. Operating Fund Statement of Income	6
c. Cash Flow Graphs	7 - 9
d. Investment Schedule	10
e. Investment Bank Distribution	11
3. Budget Statement	12 - 15
4. Check Register Report – February, 2020	16 - 18
5. Staff Reports	19 - 35
a. Monthly Report	19 - 26
b. Safety/Energy Report	27
c. Operational Profile	28 - 31
d. Monthly Flows & Rainfall Data for the Past Two Years	32
e. Effluent Quality Graph	33
f. Nitrogen Graph	34
g. Maintenance Graph	35
h. Executive Director & Staff Action Items	
1. Checkbook Analysis	
2. Cash Flow Analysis	

April Booklet 2020

1.	Minutes of the meeting of March 16, 2020 - Cancelled	
2.	Treasurer's Report	1 - 8
	a. Receipts & Expenditures - FY 19-20	2
	b. Operating Fund Statement of Income	3
	c. Cash Flow Graphs	4 - 6
	d. Investment Schedule	7
	e. Investment Bank Distribution	8
3.	Budget Statement	9 - 12
4.	Check Register Report – March, 2020	13 - 15
5.	Staff Reports	16 - 31
	a. Monthly Report	16 - 22
	b. Safety/Energy Report	23
	c. Operational Profile	24 - 27
	d. Monthly Flows & Rainfall Data for the Past Two Years	28
	e. Effluent Quality Graph	29
	f. Nitrogen Graph	30
	g. Maintenance Graph	31
	h. Executive Director & Staff Action Items	
	1. Checkbook Analysis	
	2. Cash Flow Analysis	
6.	Committee Reports	
	a. Engineering	
	b. Finance (pink)	
	1. Bid Waiver and March 10 th Meeting Minutes	
	2. March 19 th Meeting Minutes and Memo	
	3. April 9 th Meeting Minutes and Memo	
	c. Human Resources – (yellow)	
	1. March 10 th Meeting Minutes	
	d. Property Management	
	e. Public Relations	
7.	Counsel's Report	
	a. Executive Session	
8.	New Business	
9.	Communications	
	a. COVID-19 Update	

10. Adjournment

The next meeting of the Mattabassett District will be held on **Monday, May 18, 2020 at 7:00 PM**, in the Administration Building, Cromwell, Connecticut.