

**JOURNAL  
OF  
THE COMMITTEE ON ORGANIZATION  
OF  
THE METROPOLITAN DISTRICT  
COMMISSION**

FOR THE YEAR  
2016

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Membership of the District is made up of the City of Hartford and  
The Towns of Bloomfield, Newington, Wethersfield, Windsor,  
East Hartford, Rocky Hill and West Hartford

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**MEMBERSHIP**  
**OF**  
**THE COMMITTEE ON ORGANIZATION**  
**2016**

**HECTOR RIVERA**      Chairman, Committee on Organization

**DANIEL CAMILLIERE**      Vice Chairman, Committee on Organization

LUIS CABAN

KATHLEEN J. KOWALYSHYN

DANIEL CAMILLIERE

HECTOR M. RIVERA

DONALD M. CURREY

RAYMOND SWEEZY

ALLEN HOFFMAN

RICHARD W. VICINO

WILLIAM HORAN

# **MINUTES**

**OF**

**MEETINGS OF THE COMMITTEE ON ORGANIZATION**

**HELD IN 2016**

**SPECIAL MEETING  
COMMITTEE ON ORGANIZATION  
The Metropolitan District  
555 Main Street, Hartford  
Monday, January 11, 2016**

**Present:** Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy and District Chairman William A. DiBella (6)

**Absent:** Commissioners William P. Horan, Kathleen J. Kowalyshyn (2)

**Also**

**Present:** Citizen Member Ronald F. Angelo, I  
Citizen Member Martin B. Courneen  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
Brendan Fox, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Robert Zaik, Manager of Labor Relations  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Carrie Blardo, Assistant to the Chief Operating Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

District Chairman DiBella called the meeting to order at 5:35 PM

**ELECTION OF CHAIRMAN**

District Chairman DiBella called for nominations for Chairman.

Commissioner Sweezy nominated Commissioner Camilliere for Chairman of the Committee on Organization. There were no other nominations.

***On motion made by Commissioner Sweezy and duly seconded, Commissioner Camilliere was elected Chairman of the Committee on Organization by unanimous vote of those present.***

**ELECTION OF VICE CHAIRMAN**

Chairman Camilliere called for nominations for Vice Chairman.

Commissioner Sweezy nominated Commissioner Rivera for Vice Chairman of the Committee on Organization. There were no other nominations.

***On motion made by Commissioner Sweezy and duly seconded, Commissioner Rivera was elected Vice Chairman of the Committee on Organization by unanimous vote of those present.***

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of September 1, 2015 were approved.***

**APPOINTMENTS FOR THE YEARS 2016-2017**

To: Committee on Organization for consideration on January 11, 2016

It is recommended that it be

**Voted:** That pursuant to the Charter of the Metropolitan District, the Committee on Organization recommends to the District Board the following to serve as Citizen Members to serve until December 31, 2017;

Ronald F. Angelo – Board of Finance  
Martin B. Courneen – Board of Finance  
Richard T. Mulready – Board of Finance  
Linda King-Corbin – Board of Finance  
Albert F. Reichin – Strategic Planning Committee

**Further Voted:** That the Committee on Organization recommends to the District Board the following Bureau, Committee, and Board appointments for the years 2016 and 2017:

**Water Bureau**

Daniel Camilliere  
Mary Anne Charron  
Timothy Curtis  
Joseph Klett  
Kathleen Kowalyshyn

James S. Needham  
Mark A. Pappa  
Pasquale J. Salemi  
Helene Shay  
Raymond Sweezy

**Bureau of Public Works**

Andrew Adil  
Luis Caban  
Donald Currey  
Janice Flemming  
Allen Hoffman  
William P. Horan  
Joseph Klett  
Joseph H. Kronen  
Byron Lester

Maureen Magnan  
Alphonse Marotta  
J. Lawrence Price  
Kennard Ray  
Hector M. Rivera  
Raymond Sweezy  
Richard W. Vicino

**Board of Finance**

Luis Caban  
Allen Hoffman  
William Horan  
Pasquale Salemi

Ronald Angelo  
Martin B. Courneen  
Linda King-Corbin  
Richard T. Mulready

**Personnel, Pension & Insurance Committee**

Daniel Camilliere  
Donald Currey  
Timothy Curtis  
Joseph Klett  
Kathleen J. Kowalyshyn  
Byron Lester

Maureen Magnan  
J. Lawrence Price  
Pasquale J. Salemi  
Raymond Sweezy

**Committee on MDC Government**

Allen Hoffman  
Jean Holloway  
William Horan  
Joseph H. Kronen  
Maureen Magnan

Alphonse Marotta  
James Needham  
J. Lawrence Price  
Hector Rivera

**Audit Committee**

Mary Anne Charron  
Donald Currey  
Timothy Curtis  
Allen Hoffman  
Kathleen Kowalyshyn  
Alphonse Marotta

Mark A. Pappa  
J. Lawrence Price  
Richard W. Vicino  
Raymond Sweezy

**Community Affairs**

Mary Anne Charron  
Janice Flemming  
Maureen Magnan

Hector Rivera  
Helene Shay  
Raymond Sweezy

**Commission on Regional Planning**

Daniel Camilliere  
Timothy Curtis

Alphonse Marotta  
Raymond Sweezy

**General Policy and Planning Committee**

Luis Caban  
Timothy Curtis  
James Needham  
Mark Pappa

J. Lawrence Price  
Pasquale Salemi  
Raymond Sweezy

**Strategic Planning Committee**

Andrew Adil  
Luis Caban  
Daniel Camilliere  
Mary Anne Charron  
Janice Flemming  
Byron Lester  
Alphonse Marotta

Mark Pappa  
J. Lawrence Price  
Kennard Ray  
Alvin Taylor  
Richard Vicino  
Timothy Curtis  
Albert Reichin

**Energy Committee**

Mark Pappa  
Hector Rivera

Pasquale Salemi  
Richard Vicino

**Farmington River Watershed Committee**

Timothy Curtis  
Mark Pappa

Hector Rivera

**CRRA Steering Committee**

William Horan  
Maureen Magnan

Pasquale Salemi

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

***On motion made by Commissioner Sweezy and duly seconded, the report was received and the resolution adopted by unanimous vote of those present.***



**ADJOURNMENT**

The meeting was adjourned at 5:44 PM

ATTEST:

A handwritten signature in black ink that reads "John Mirtle". The signature is written in a cursive, flowing style.

John S. Mirtle, Esq.  
District Clerk

June 6, 2016

Date of Approval

**SPECIAL MEETING  
COMMITTEE ON ORGANIZATION  
The Metropolitan District  
555 Main Street, Hartford  
Monday, June 6, 2016**

**Present:** Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, William P. Horan, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy and District Chairman William A. DiBella (8)

**Absent:** Commissioner Kathleen J. Kowalyshyn (1)

**Also**

**Present:** Commissioner Allen Hoffman  
Commissioner Bhupen Patel  
Citizen Member Ronald F. Angelo, I  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Robert Schwarm, Director of Information Technology  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Carrie Blardo, Assistant to the Chief Operating Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

District Chairman DiBella called the meeting to order at 4:18 PM

**ELECTION OF CHAIRMAN**

District Chairman DiBella called for nominations for Chairman.

Commissioner Sweezy nominated Commissioner Caban for Chairman of the Committee on Organization. There were no other nominations.

***On motion made by Commissioner Sweezy and duly seconded, Commissioner Caban was elected Chairman of the Committee on Organization by unanimous vote of those present.***

**ELECTION OF VICE CHAIRMAN**

Chairman Caban called for nominations for Vice Chairman.

Commissioner Sweezy nominated Commissioner Camilliere for Vice Chairman of the Committee on Organization. There were no other nominations.

***On motion made by Commissioner Sweezy and duly seconded, Commissioner Camilliere was elected Vice Chairman of the Committee on Organization by unanimous vote of those present.***

### **PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

### **APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of January 11, 2016 were approved.***

### **APPOINTMENT OF INTERIM DIRECTOR OF HUMAN RESOURCES**

#### **EXECUTIVE SESSION**

At 4:22 P.M., Chairman Caban requested an executive session to discuss the appointment of Interim Director of Human Resources.

***On motion made by Commissioner Sweezy and duly seconded, the Committee on Organization entered into executive session to discuss the appointment of Interim Director of Human Resources.***

Those in attendance during the executive session:

Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, William P. Horan, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy and District Chairman William A. DiBella, Chief Executive Officer Scott W. Jellison and Deputy Chief Executive Officer of Business Services John Zinzarella.

#### **RECONVENE**

At 4:29 P.M., Chairman Caban requested to come out of executive session and on motion made by Commissioner Camilliere and duly seconded, the Committee came out of executive session and reconvened. No formal action was taken.

To: Committee on Organization for consideration on June 6, 2016

Pursuant to Section B3b of the District By-Laws, staff recommends the Committee on Organization to appoint Robert Zaik as Interim Director of Human Resources for The Metropolitan District. Over the past several months, Mr. Zaik has served in this capacity on a temporary basis, and has executed the duties of this office in a highly professional manner.

Therefore it is **RECOMMENDED**:

**Voted:** That the Committee on Organization recommends to the District Board passage of the following resolution:

**Resolved:** That the District Board, in accordance with Section B3b of the District By-Laws, hereby appoints Robert Zaik as Interim Director of Human Resources for the Metropolitan District.

Respectfully Submitted,

Chief Executive Officer  
Scott W. Jellison

***On motion made by District Chairman DiBella and duly seconded, the resolution was adopted by unanimous vote of those present.***

**ADJOURNMENT**

The meeting was adjourned at 4:30PM

ATTEST:



John S. Mirtle, Esq.  
District Clerk

November 2, 2016

\_\_\_\_\_  
Date of Approval

**SPECIAL MEETING  
COMMITTEE ON ORGANIZATION  
The Metropolitan District  
555 Main Street, Hartford  
Wednesday, November 2, 2016**

**Present:** Commissioners Daniel Camilliere, Donald M. Currey, Allen Hoffman, Kathleen J. Kowalyshyn, Hector M. Rivera, Raymond Sweezy and District Chairman William A. DiBella (7)

**Absent:** Commissioners Luis Caban and William P. Horan (2)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Christopher R. Stone, Assistant District Counsel  
Brendan Fox, Assistant District Counsel  
John S. Mirtle, District Clerk  
Rob Constable, Director of Finance  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Robert Zaik, Interim Director of Human Resources  
Mike Curley, Manager of Technical Services  
Allen King, Real Estate Administrator  
Jennifer Ottalagana, Project Manager  
Nick Salemi, Special Services Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Vice Chairman Camilliere called the meeting to order at 4:54 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of June 6, 2016 were approved.***

**APPOINTMENT OF COMMISSIONER TAYLOR  
TO COMMITTEES**

To: Committee on Organization for consideration on November 2, 2016

It is recommended that it be

**Voted:** That the Committee on Organization recommend to the District Board the appointment of Commissioners Alvin E. Taylor to the Bureau of Public Works, General Policy and Planning Committee, Committee on MDC Government, Committee on Organization, Personnel, Pension and Insurance Committee, Audit Committee, CRRA Steering Committee, and Strategic Planning Committee.

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

***On motion made by District Chairman DiBella and duly seconded, the resolution was adopted by unanimous vote of those present.***

**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

**ADJOURNMENT**

The meeting was adjourned at 4:56 PM

ATTEST:



John S. Mirtle, Esq.  
District Clerk

February 6, 2017

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Date of Approval

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