

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

**FOR THE YEAR  
2017**

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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  
2017**

**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 SWEZY

ALLEN HOFFMAN

ALVIN TAYLOR

WILLIAM HORAN

RICHARD VICINO

A

**MINUTES**  
**OF**  
**MEETINGS OF THE COMMITTEE ON ORGANIZATION**  
**HELD IN 2017**

**COMMITTEE ON ORGANIZATION  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, February 6, 2017**

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

**Absent:** Commissioners Kathleen J. Kowalyshyn, William P. Horan and Alvin Taylor (3)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
John S. Mirtle, District Clerk  
Rob Constable, Director of Finance  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Robert Zaik, Interim Director of Human Resources  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Caban called the meeting to order at 3:33 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 Hoffman and duly seconded, the meeting minutes of November 2, 2016 were approved.*

**APPOINTMENT OF COMMISSIONERS  
TO COMMITTEES**

To: Committee on Organization for consideration on February 6, 2017

It is recommended that it be

**Voted:** That the Committee on Organization recommend to the District Board the appointment of the following Commissioners to the following Committees:

**Personnel, Pension & Insurance Committee**

Bhupen Patel  
Domenic Pane  
Alphonse Marotta

**Bureau of Public Works**

Bhupen Patel  
Domenic Pane

**Community Affairs Committee**

Daniel Camilliere  
Jean Holloway  
Alvin Taylor  
Richard Vicino

**Committee on MDC Government**

John Avedisian

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

*On motion made by Commissioner Sweezy 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 3:35 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

March 6, 2017

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Date of Approval

**COMMITTEE ON ORGANIZATION  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, March 6, 2017**

**Present:** Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, Allen Hoffman, Hector M. Rivera, Raymond Sweezy, Alvin Taylor and District Chairman William A. DiBella (8)

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

**Also Present:** Commissioner Domenic Pane  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Robert Constable, Director of Finance  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Robert Zaik, Director of Human Resources  
Christopher Levesque, Assistant Manager of Water Treatment  
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**

Chairman Caban called the meeting to order at 4:32 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

*On motion made by Chairman DiBella and duly seconded, the meeting minutes of February 6, 2017 were approved.*

**APPOINTMENT OF DIRECTOR OF FACILITIES**

To: Committee on Organization for consideration on March 6, 2017

Pursuant to Section B3b of the District By-Laws, it is the recommendation of the staff of The Metropolitan District and approved by the Committee on Organization to appoint Thomas A. Tyler as Director of Facilities for The Metropolitan District.

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 Thomas A. Tyler as Director of Facilities for The Metropolitan District.

Respectfully Submitted,

Scott W. Jellison  
Chief Executive Officer

***On motion made by Chairman DiBella and duly seconded, the report was received and resolution adopted unanimously.***

**APPOINTMENT OF DIRECTOR OF OPERATIONS**

To: Committee on Organization for consideration on March 6, 2017

Pursuant to Section B3b of the District By-Laws, it is the recommendation of the staff of The Metropolitan District and approved by the Committee on Organization to appoint Christopher J. Levesque as Director of Operations for The Metropolitan District.

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 Christopher J. Levesque as Director of Operations for The Metropolitan District.

Respectfully Submitted,

Scott W. Jellison  
Chief Executive Officer

***On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution adopted unanimously.***

**APPOINTMENT OF COMMISSIONERS  
TO COMMITTEES**

To: Committee on Organization for consideration on March 6, 2017

It is recommended that it be

**Voted:** That the Committee on Organization recommend to the District Board the appointment of the following Commissioners to the following Committees:

**WATER BUREAU**

Andrew Adil  
Byron Lester  
Georgiana Holloway  
Domenic Pane  
Christopher Syrek  
Alvin Taylor

**BUREAU OF PUBLIC WORKS**

John Avedisian

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

***District Chairman DiBella made a motion to amend the resolution before the Committee on Organization to add Commissioner Avedisian to the Bureau of Public Works as reflected above. The amendment was duly seconded and approved unanimously. On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution, as amended, was adopted unanimously.***

**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

**ADJOURNMENT**

The meeting was adjourned at 5:06 PM

ATTEST:



John S. Mirtle, Esq.  
District Clerk

April 3, 2017

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Date of Approval

**COMMITTEE ON ORGANIZATION  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, April 3, 2017**

**Present:** Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, Allen Hoffman, Hector M. Rivera, Raymond Sweezy, Alvin Taylor and District Chairman William A. DiBella (8)

**Absent:** Commissioners William P. Horan, Kathleen J. Kowalyshyn and Richard Vicino (3)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Robert Constable, Director of Finance  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Robert Zaik, Director of Human Resources  
Christopher Levesque, Assistant Manager of Water Treatment  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Caban called the meeting to order at 5:17 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 Rivera and duly seconded,  
the meeting minutes of March 6, 2017 were approved.*

**EXECUTIVE SESSION**

At 5:19 P.M., Chairman Caban requested an executive session to discuss the appointment of the Director of Human Resources.

***On motion made by Commissioner Taylor and duly seconded,  
the Committee on Organization entered into executive session  
to discuss the director appointment.***

Those in attendance during the executive session:

Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, Allen Hoffman, Hector M. Rivera, Raymond Sweezy, Alvin Taylor and District Chairman William A. DiBella; Attorney R. Bartley Halloran, Scott Jellison, John Zinzarella.

**RECONVENE**

At 5:37 P.M., Chairman Caban requested to come out of executive session and on motion made by Commissioner Sweezy and duly seconded, the Committee on Organization came out of executive session and reconvened. No formal action was taken.

**APPOINTMENT OF DIRECTOR OF HUMAN RESOURCES**

To: Committee on Organization for consideration on April 3, 2017

Pursuant to Section B3b of the District By-Laws, it is the recommendation of the staff of The Metropolitan District and approved by the Committee on Organization to appoint Robert Zaik as Director of Human Resources for The Metropolitan District.

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 Director of Human Resources for The Metropolitan District.

Respectfully Submitted,

Scott W. Jellison  
Chief Executive Officer

***On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution adopted unanimously.***

**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

**ADJOURNMENT**

The meeting was adjourned at 5:39 PM

ATTEST:



John S. Mirtle, Esq.  
District Clerk

August 7, 2017

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Date of Approval

**COMMITTEE ON ORGANIZATION  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, August 7, 2017**

**Present:** Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, Allen Hoffman, Alvin Taylor and District Chairman William A. DiBella (6)

**Absent:** Commissioners William P. Horan, Kathleen J. Kowalyshyn, Raymond Sweezy and Richard Vicino (4)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
Christopher Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Susan Negrelli, Director of Engineering  
Robert Zaik, Director of Human Resources  
Tom Tyler, Director of Facilities  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Caban called the meeting to order at 3:48 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

Judy Allen from West Hartford spoke regarding the proposed Commissioner committee appointments.

**APPROVAL OF MEETING MINUTES**

*On motion made by Commissioner Hoffman and duly seconded, the meeting minutes of April 3, 2017 were approved.*

**APPOINTMENT OF COMMISSIONERS  
TO COMMITTEES**

To: Committee on Organization for consideration on August 7, 2017

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;

Ram Aberasturia – Board of Finance

**Further**

**Voted:** That the Committee on Organization recommend to the District Board the appointment of the following Commissioners to the following Committees:

**Water Bureau**

Clifford Avery Buell

Peter Gardow

David Ionno

**Organization**

Clifford Avery Buell

**Committee on MDC Government**

Clifford Avery Buell

Peter Gardow

David Ionno

**Community Affairs**

Clifford Avery Buell

David Ionno

**Audit**

Peter Gardow

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

***On motion made by Commissioner Vicino and duly seconded,  
the report was received and resolution 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 3:54 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

November 1, 2017

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

**COMMITTEE ON ORGANIZATION  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Wednesday, November 1, 2017**

**Present:** Commissioners Clifford Avery Buell, Luis Caban, Donald M. Currey, Allen Hoffman, Kathleen J. Kowalyshyn, Alvin Taylor and District Chairman William A. DiBella (7)

**Absent:** Commissioners Daniel Camilliere, Raymond Sweezy and Richard Vicino (3)

**Also Present:** Commissioner David Ionno  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Christopher Stone, Assistant District Counsel  
Brendan Fox, Assistant District Counsel  
John S. Mirtle, District Clerk  
Robert Constable, Director of Finance  
Susan Negrelli, Director of Engineering  
Christopher Levesque, Director of Operations  
Robert Schwarm, Director of Information Technology  
Tom Tyler, Director of Facilities  
Nick Salemi, Special Services Administrator  
Michael Curley, Manager of Technical Services  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Caban called the meeting to order at 4:30PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

*On motion made by Commissioner Hoffman and duly seconded, the meeting minutes of August 7, 2017 were approved.*

*Commissioner Taylor abstained.*

**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

**APPOINTMENT OF COMMISSIONER  
TO COMMITTEES**

**To:** Committee on Organization for consideration on November 1, 2017

It is recommended that it be:

**Voted:** That the Committee on Organization recommend to the District Board the appointment of Commissioner Fitzgerald the following Committees:

- Water Bureau
- Committee on Organization
- Personnel, Pension and Insurance Committee
- Strategic Planning Committee

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

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

**ADJOURNMENT**

The meeting was adjourned at 4:32 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

January 8, 2018  
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Date of Approval

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