

**BOARD OF FINANCE
SPECIAL MEETING
The Metropolitan District
555 Main Street
Hartford, Connecticut 06103
Wednesday, November 07, 2018**

PRESENT: Commissioners Luis Caban, Donald Currey, Allen Hoffman and Pasquale J. Salemi; Citizen Member Ram Aberasturia; and District Chairman William A. DiBella (6)

ABSENT: Citizen Members Ronald Angelo and Linda King-Corbin (2)

ALSO

PRESENT: Commissioner Bhupan Patel
Commissioner Whit Osgood
Commissioner Domenic Pane
Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Director of Operations
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Kelly Shane, Director of Procurement
Tom Tyler, Director of Facilities
Robert Zaik, Director of Human Resources
Lisa Remsen, Financial Analyst
Karyn Blaise, Controller
Julie McLaughlin, Special Services Administrator
Nick Salemi, Special Services Administrator
Richard Freeman, Treasury Receivables Specialist
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate
Melissa Ferrucci, Cohn Reznick
Lisa Cantone, Cohn Reznick
Catherine Tran, Cohn Reznick

CALL TO ORDER

Chairman Salemi called the meeting to order at 4:12PM.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Caban and duly seconded, the meeting minutes of the Board of Finance meeting of October 1, 2018 were approved.

REQUIRED AUDITOR COMMUNICATIONS

Vanessa Rossitto of Blum Shapiro presented the required auditor communications, discussing the Whistle Blower internal plan that has been presented to chair and vice chair of the Board of Finance, which will be brought to Board of Finance in the future.

ACCOUNTING POLICY PROCEDURE

Lisa Cantone of Cohn Reznick presented General Accounting Process Optimization.

SEPTEMBER FINANCIAL REPORT

Chief Financial Officer John Zinzarella presented the September Financial Report.

CLOSEOUT OF WATER, SEWER AND COMBINED PROGRAMS

Without objection, Agenda items #7-1, #7-2, #7-3 and #7-4 were consolidated into one motion.

WATER CAPITAL PROJECT PROGRAMS

To: Board of Finance for consideration on November 7, 2018

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Proj. Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance
WDS.PS0214.01	2014	2113	2014 Wethersfield Water Pump Station	Wethersfield	4,000,000.00	577.50	3,999,422.50
WDS.PS0514.01	2014	2113	2014 Simsbury Rd Water PS Bloomfield	Bloomfield	300,000.00	36,283.00	263,717.00
WDS.PS1214.02	2014	2113	2014 Uplands Way Water PS Glastonbury	Glastonbury	300,000.00	0.00	300,000.00
WDS.TK1214.01	2014	2113	2014 Eastbury Basin Rehabilitation	Eastbury	3,750,000.00	0.00	3,750,000.00
WDS.EQ0015.01	2015	2113	2015 Hydrant Replacement Program	Various	1,600,000.00	1,590,487.59	9,512.41
		2113 Total			9,950,000.00	1,627,348.09	8,322,651.91
WAT.CW1292.01	2011	2209	CLSD - 2011 GENERAL PURPOSE WATER	Various	1,000,000.00	337,175.14	662,824.86
WAT.CW1293.01	2011	2209	2011 GROUND WATER DEVELOPMENT	Various	5,000,000.00	305,999.51	4,694,000.49
		2209 Total			6,000,000.00	643,174.65	5,356,825.35
WAT.CW1220.01	2009	2318	Radio Frequency Automated Meter Reading	Various	5,000,000.00	4,962,878.99	37,121.01
WAT.CW1262.01	2010	2318	2010 Radio Frequency Auto Metr Reading	Various	4,846,800.00	4,295,795.92	551,004.08
WAT.CW1307.01	2011	2318	2011 RADIO FREQUENCY AUTOMATED METER REA	Various	1,500,000.00	1,484,733.94	15,266.06
		2318 Total			11,346,800.00	10,743,408.85	603,391.15
WAT.CW1247.01	2010	2320	2010Water Main Replacement - W. Hartford	West Hartford	400,000.00	126,538.88	273,461.12
WAT.CW1257.01	2010	2320	10Watr Main Replace Farmingtn Av W Hrtfd	West Hartford	1,359,400.00	1,250,709.12	108,690.88
WAT.CW1272.01	2010	2320	2010CWP Water Main Replac Hudson St Htfd	Hartford	1,057,000.00	0.00	1,057,000.00
WAT.CW1283.01	2010	2320	2010CWP Watr Main Wethersfield #3 Hrtfd	Hartford	2,692,000.00	616,387.65	2,075,612.35
WAT.CW1300.01	2011	2320	2011 WMR EAST HARTFORD	East Hartford	2,450,000.00	20,384.83	2,429,615.17
WAT.CW1304.01	2011	2320	2011 DESIGN OF WMR OUTSIDE OF CWP	Various	1,000,000.00	370,612.68	629,387.32
WAT.CW1331.01	2012	2320	2012 Water Storage Tank Safety Upgrade	Various	839,000.00	5,000.00	834,000.00
		2320 Total			9,797,400.00	2,389,633.16	7,407,766.84
WAT.CW1294.01	2011	2324	2011 Design Nepaug 3 Pipeline	Barkhamsted	2,200,000.00	0.00	2,200,000.00
		2324 Total			2,200,000.00	0.00	2,200,000.00
WAT.CW1218.01	2009	2331	NON-CSO RELATED ASSETS 2009 Adopted Appr	Various	5,000,000.00	1,401,876.68	3,598,123.32
WAT.CW1241.01	2009	2331	Whiting Lane W.H. Water Main Replacement	West Hartford	700,000.00	532,669.45	167,330.55
		2331 Total			5,700,000.00	1,934,546.13	3,765,453.87
WAT.CW1213.01	2008	2334	2008 Transmission Valve Replacement	Various	2,000,000.00	312,511.84	1,687,488.16
WAT.CW1219.01	2009	2334	TRANSMISSION VALVE REPLACEMENTS 2009	Barkhamsted	3,500,000.00	487,327.56	3,012,672.44
		2334 Total			5,500,000.00	799,839.40	4,700,160.60
WAT.CW1224.01	2009	2338	Mansfield Street Hartford Water Main Rep	Hartford	1,495,000.00	25,540.36	1,469,459.64
WAT.CW1225.01	2009	2338	FARMINGTON WATER MAIN INSTALLATION W.H.	West Hartford	1,380,000.00	1,214,682.52	165,317.48
		2338 Total			2,875,000.00	1,240,222.88	1,634,777.12
WAT.CW1311.01	2011	2340	2011 DAM SAFETY IMPROVEMENTS-RES #5	West Hartford	1,330,000.00	0.00	1,330,000.00
WAT.CW1341.01	2012	2340	2012 Structure Abandonment	Various	603,000.00	12,575.00	590,425.00
WAT.CW1355.01	2012	2340	2012 Raw Water Pipeline Improvements	Various	5,000,000.00	0.00	5,000,000.00
WAT.CW1375.01	2013	2340	2013 Water Rehabilitation Program	Various	1,000,000.00	491,228.86	508,771.14
WDS.DM0014.03	2014	2340	2014 Water Rehabilitation Program	Various	1,000,000.00	458,774.55	541,225.45
WDS.DM0015.03	2015	2340	2015 Water Rehabilitation Program	Various	1,000,000.00	502,749.21	497,250.79
		2340 Total			9,933,000.00	1,465,327.62	8,467,672.38
		Grand Total			63,302,200.00	20,843,500.78	42,458,699.22

After reviewing the information contained herein

It is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

SEWER CAPITAL PROJECT PROGRAMS

To: Board of Finance for consideration on November 7, 2018

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Proj. Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance
WWA.CS1158.01	2010	5109	2010 GPS New Park Ave	Hartford	1,900,000.00	1,790,960.15	109,039.85
		5109 Total			1,900,000.00	1,790,960.15	109,039.85
WWA.CS1192.01	2013	5113	2013 Rocky Hill Interceptor	Rocky Hill	770,000.00	770,000.00	0.00
SCS.EQ0014.02	2014	5113	2014 Private Property Inflow Disconnect	Various	150,000.00	0.00	150,000.00
SCS.PS0614.01	2014	5113	2014 Pump Station Upgrades-Island Rd Win	Windsor	500,000.00	0.00	500,000.00
WPC.EQ0314.01	2014	5113	2014 RH WPCF Upgrd-Aeration & Disinfecti	Rocky Hill	3,000,000.00	0.00	3,000,000.00
WPC.EQ0314.02	2014	5113	2014 Rocky Hill WPCF Upgrade-Electrical	Rocky Hill	4,000,000.00	0.00	4,000,000.00
WPC.FA0114.02	2014	5113	2014 Hartford WPCF Final Settling Tank 1	Hartford	3,000,000.00	0.00	3,000,000.00
WPC.FA0114.04	2014	5113	2014 Hartford WPCF West Primary Settling	Hartford	3,100,000.00	2,962,738.27	137,261.73
WPC.FA0615.01	2015	5113	2015 Poquonock WPCF Prmry & Scndry Tanks	Poquonock	3,300,000.00	2,893,615.66	406,384.34
		5113 Total			17,820,000.00	6,626,353.93	10,787,261.73
WWA.CSA449.01	2011	5630	2011 Assessable Sewer	Various	1,600,000.00	0.00	1,600,000.00
WWA.CSA451.01	2012	5630	CLSD-2012 Assessable Sewer Prgrm (2003)	Various	220,000.00	687.50	219,312.50
		5630 Total			1,820,000.00	687.50	1,819,312.50
WWA.CS1156.01	2010	5680	2010 WPC EHWPCF Screen & Grit Replacement	East Hartford	3,823,000.00	2,481,694.39	1,341,305.61
		5680 Total			3,823,000.00	2,481,694.39	1,341,305.61
WWA.CS1125.00	2008	5735	2008 CMOM Equipment & Staffing	MDC	5,000,000.00	3,682,274.29	1,317,725.71
WWA.CS1132.01	2009	5735	2009 CMOM Compliance - Equip & Staffing	MDC	5,000,000.00	3,042,923.95	1,957,076.05
WWA.CS1161.01	2011	5735	CLSD-2011 CMOM Compliance	MDC	2,000,000.00	1,406,452.15	593,547.85
		5735 Total			12,000,000.00	8,131,650.39	3,868,349.61
WWA.CS1139.01	2008	5741	CLSD-CMOM Compliance	Various	5,000,000.00	2,628,057.18	2,371,942.82
		5741 Total			5,000,000.00	2,628,057.18	2,371,942.82
WWA.CS1173.02	2013	5803	2013 Ridge Street WWPS - Windsor	Windsor	630,000.00	441,462.35	188,537.65
		5803 Total			630,000.00	441,462.35	188,537.65
		Grand Total			42,993,000.00	22,100,865.89	20,892,134.11

After reviewing the information contained herein

It is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

COMBINED CAPITAL PROJECT PROGRAMS

To: Board of Finance for consideration on November 7, 2018

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Proj. Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance
COM.OT0015.03	2015	5613	2015 Member Towns New GIS Base Map Dtbse	MDC	1,600,000.00	488,720.07	1,111,279.93
		5613 Total			1,600,000.00	488,720.07	1,111,279.93
COM.CFP143.01	2009	5650	CLSD-Facility & Bldg. Imps. – Hdqrs –	MDC	1,000,000.00	970,015.42	29,984.58
		5650 Total			1,000,000.00	970,015.42	29,984.58
COM.CFP135.01	2008	5651	CLSD-2008 Security System Upgrades	MDC	800,000.00	508,778.29	291,221.71
COM.CFP149.01	2008	5651	CLSD-Pump Station Radio/Antenna Upg	MDC	800,000.00	793,003.42	6,996.58
COM.CFP150.01	2010	5651	CLSD-2010 Facility & Equipment Impr	MDC	444,000.00	441,318.66	2,681.34
COM.CFP158.01	2010	5651	2010 Headquarters Renovation(3rd Floor)	MDC	1,300,000.00	1,255,617.28	44,382.72
COM.CFP166.01	2011	5651	2011 Headquarters Renovation	MDC	1,500,000.00	1,443,979.58	56,020.42
		5651 Total			4,844,000.00	4,442,697.23	401,302.77
COM.CFP151.01	2010	5677	2010 Information System Improvements	MDC	3,600,000.00	3,426,452.66	173,547.34
COM.CFP152.01	2010	5677	2010 Information System Improvements #2	MDC	2,000,000.00	1,644,675.91	355,324.09
COM.CFP154.01	2010	5677	2010 GIS Enterprise System Development	MDC	1,136,000.00	0.00	1,136,000.00
COM.CFP160.01	2011	5677	CLSD-2011 Information System Impr.	MDC	700,000.00	665,457.45	34,542.55
COM.CFP162.01	2011	5677	2011 GIS Enterprise System Development	MDC	450,000.00	300,709.00	149,291.00
		5677 Total			7,886,000.00	6,037,295.02	1,848,704.98
COM.CFP140.01	2009	5728	Risk Management Initiatives	MDC	1,725,000.00	674,065.91	1,050,934.09
		5728 Total			1,725,000.00	674,065.91	1,050,934.09
COM.CFP163.01	2011	5729	2011 Pump Station Generators	MDC	4,800,000.00	3,713,595.14	1,086,404.86
		5729 Total			4,800,000.00	3,713,595.14	1,086,404.86
COM.OT0014.01	2014	5802	CLSD-2014 Survey & Construction	MDC	5,000,000.00	3,923,327.04	1,076,672.96
COM.OT0014.02	2014	5802	CLSD-2014 Engineering Services	MDC	3,300,000.00	2,387,108.72	912,891.28
COM.OT0014.03	2014	5802	CLSD-2014 Construction Services	MDC	3,500,000.00	2,526,369.98	973,630.02
COM.OT0014.04	2014	5802	CLSD-2014 Technical Services	MDC	2,600,000.00	1,998,054.24	601,945.76
COM.OT0015.01	2015	5802	CLSD-2015 Construction Services	MDC	3,500,000.00	2,584,975.73	915,024.27
COM.OT0015.02	2015	5802	CLSD-2015 Engineering Services	MDC	2,500,000.00	1,817,309.28	682,690.72
COM.OT0015.04	2015	5802	CLSD-2015 Survey & Construction	MDC	5,000,000.00	4,464,585.57	535,414.43
COM.OT0015.05	2015	5802	CLSD-2015 Technical Services	MDC	4,000,000.00	3,009,405.64	990,594.36
COM.OT0016.01	2016	5802	CLSD-2016 Construction Services	MDC	3,500,000.00	2,976,769.89	523,230.11
COM.OT0016.02	2016	5802	CLSD-2016 Engineering Services	MDC	2,500,000.00	1,789,374.60	710,625.40
COM.OT0016.03	2016	5802	CLSD-2016 Survey & Construction	MDC	5,000,000.00	4,266,476.36	733,523.64
COM.OT0016.04	2016	5802	CLSD-2016 Technical Services	MDC	3,400,000.00	2,699,784.61	700,215.39
COM.OT0017.01	2017	5802	2017 Construction Services	MDC	3,300,000.00	2,298,674.07	1,001,325.93
COM.OT0017.02	2017	5802	2017 Engineering Services	MDC	2,500,000.00	1,915,365.87	584,634.13
COM.OT0017.03	2017	5802	2017 Survey & Construction	MDC	5,000,000.00	3,410,826.97	1,589,173.03
COM.OT0017.04	2017	5802	2017 Technical Services	MDC	3,900,000.00	2,839,274.56	1,060,725.44
		5802 Total			58,500,000.00	44,907,683.13	13,592,316.87
		Grand Total			80,355,000.00	61,234,071.92	19,120,928.08

After reviewing the information contained herein

It is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

CLOSEOUT OF CLEAN WATER PROGRAMS

CLEAN WATER FUND PROJECT PROGRAMS

To: Board of Finance for consideration on November 7, 2018

The District has undertaken the task of updating its Clean Water Fund Program records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Proj. Definition	Year	BA	Project Description	Budget	Expended Amount	Remaining Balance
CW1.MGMGEO.30	2007	5300	Geotechnical Services - Consulting	\$ 2,066,949.91	\$ 2,066,949.91	\$ -
CW1.MGMPMC.13	2007	5300	2013 CWP PMC	-	-	\$ -
CW1.NSSGRA.02	2007	5300	Granby 2&5 (Cornwall Street Area) Design	32,548,599.93	32,548,599.93	\$ -
CW1.NSSTOW.02	2007	5300	Tower Avenue Area South	12,649,780.63	12,649,780.63	\$ -
CW1.SSOWND.02	2007	5300	2012 CWP WINDSOR SSES COMPLETION	-	-	\$ -
CW1.SSOWTH.04	2007	5300	2012 Folly Brook I/I Rehab	-	-	\$ -
		5300 Total		47,265,330.47	47,265,330.47	\$ -
CW2.MGMCWP.13	2013	5400	CLSD-2013 CWP Administration	505,030.18	505,030.18	\$ -
CW2.MGMPMC.13	2013	5400	2013 CWP PMC	7,895,855.33	7,895,855.33	\$ -
CW2.SSOWTH.10	2014	5400	2014 SSES Rocky Hill - II	-	-	\$ -
CW2.CONFRA.01	2015	5400	2015 Franklin & Maple Conduits	-	-	\$ -
CW2.CONGBR.02	2015	5400	2015 Walnut to Church Dsn	-	-	\$ -
CW2.CONNMD.01	2015	5400	2015 Main Street Dsn	-	-	\$ -
CW2.CONNMD.02	2015	5400	2015 Sanford Street Design	-	-	\$ -
CW2.CONSTR.01	2015	5400	2015 New Britain & Arlington	-	-	\$ -
CW2.SSOWHA.07	2015	5400	2015 WH SSES I (2012-59)	-	-	\$ -
CW2.SSOWHA.08	2015	5400	2015 W.H. SSES Rehab II	-	-	\$ -
CW2.SSSPAR.08	2015	5400	2015 Park Street Dsn	-	-	\$ -
CW2.MGMCWP.16	2016	5400	2016 CWP Admin	10,471,683.85	10,471,683.85	\$ -
CW2.MGMPMC.16	2016	5400	2016 CWP PMC/CDM	3,830,829.76	3,830,829.76	\$ -
CW2.MGMCWP.17	2017	5400	2017 CWP Admin	9,441,000.00	9,441,000.00	\$ -
		5400 Total		32,144,399.12	32,144,399.12	\$ -
		Grand Total		79,409,729.59	79,409,729.59	\$ -

After reviewing the information contained herein

It is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

On motion made by Commissioner Hoffman and duly seconded, the reports were received and the resolutions #7-1, #7-2, #7-3 and #7-4 adopted by unanimous vote of those present.

On a motion made by Commissioner Currey and duly seconded, Agenda items #8 “Consideration and Potential Action Re: Approval for State of Connecticut Financing CWF NO. 221-CSL”, #9 “Consideration and Potential Action Re: Approval For State of Connecticut Financing DWSRF NO. 2018 – 7062-1” and #10 “Consideration and Potential Action Re: Approval for State of Connecticut Financing DWSRF NO. 2019 -7074” were consolidated.

**APPROVAL FOR STATE OF CONNECTICUT FINANCING
CWF NO. 221-CSL**

To: Board of Finance for consideration on November 7, 2018

Staff seeks approval from your Board to execute and deliver the CWF 221-CSL Project Loan Agreement, Interim Funding Obligation and Project Loan Obligation to the State of Connecticut for CWF No. 221-CSL having a principal amount of \$2,716,617.73 and having an interest rate of 2.00%.

The low interest loan will fund the Cedar Street sanitary sewer and water main improvements to mitigate localized sanitary sewer surcharging consistent with sanitary sewer overflow master plan recommendations.

The State of Connecticut, through the Clean Water Fund Program, will provide \$2,716,617.73 in low interest loans at 2.00% to fund the expenses associated with this agreement.

Bond Counsel prepared the following resolution for your approval.

It is therefore RECOMMENDED that it be

VOTED: That the Board of Finance recommends to the District Board passage of the following resolution from Bond Counsel

RESOLVED:

Section 1. The Chairman and the District Treasurer or Deputy Treasurer are authorized to execute and deliver the CWF No. 221-CSL Project Loan Agreement to be entered into with the State of Connecticut (the “Agreement”) and any and all Interim Funding Obligations and Project Loan Obligations for CWF No. 221-CSL in the aggregate amount not to exceed \$2,716,617.73. Such Interim Funding Obligations shall be dated as of their date of issue, shall mature within six months of the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum, shall be payable as to principal and interest as provided in the Agreement and, to the extent not paid prior to maturity from The Metropolitan District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in the Agreement. Capitalized terms used herein and not defined shall have the meanings ascribed to them in the Agreement.

Section 2. The Project Loan Obligations shall be dated as of their date of issue, shall mature no later than twenty years from the Scheduled Completion Date, shall bear interest at the

rate of two percent (2.00%) per annum and shall be payable as to principal and interest as provided in the Agreement.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer

**APPROVAL FOR STATE OF CONNECTICUT FINANCING
DWSRF NO. 2018-7062-1**

To: Board of Finance for consideration on November 7, 2018

Staff seeks approval from your Board to execute and deliver the Interim Funding Obligation and Project Loan Obligation to the State of Connecticut having a principal amount of \$2,483,746.65 pursuant to the First Amendment Agreement No. 2018-7062-1 to Project Loan Agreement DWSRF No. 2018-7062. This First Amendment Agreement No. 2018-7062-1 increases the maximum principal amount of the existing loan by \$1,021,755.00. The loan bears interest at the rate of 2.00% per annum.

The low interest loan funds the replacement of water mains in the vicinity of Garden Street in Wethersfield.

The State of Connecticut, through the Drinking Water State Revolving Fund Program, will provide \$2,483,746.65, which is an increase of \$1,021,755.00 over the existing maximum principal amount of \$1,461,991.65, in low interest loans at 2.00% to fund the expenses associated with this agreement.

Bond Counsel prepared the following resolution for your approval.

It is therefore RECOMMENDED that it be

VOTED: That the Board of Finance recommends to the District Board passage of the following resolution from Bond Counsel

RESOLVED:

Section 1. The Chairman and the District Treasurer or Deputy Treasurer are authorized to execute and deliver any and all Interim Funding Obligations and Project Loan Obligations in the aggregate amount not to exceed \$2,483,746.65. Such Interim Funding Obligations shall be dated as of their date of issue, shall mature within six months of the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum, shall be payable as to principal and interest as provided in the Project Loan Agreement DWSRF No. 2018-7062, as amended by the First Amendment Agreement No. 2018-7062-1 to Project Loan Agreement DWSRF No. 2018-7062, to be entered into with the State of Connecticut (as amended, the "Agreement") and, to the extent not paid prior to maturity from The Metropolitan District funds, may be renewed by the

issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in the Agreement. Capitalized terms used herein and not defined shall have the meanings ascribed to them in the Agreement.

Section 2. The Project Loan Obligations shall be dated as of their date of issue, shall mature no later than twenty years from the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum and shall be payable as to principal and interest as provided in the Agreement.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer

**APPROVAL FOR STATE OF CONNECTICUT FINANCING
DWSRF NO. 2019-7074**

To: Board of Finance for consideration on November 7, 2018

Staff seeks approval from your Board to execute and deliver the Interim Funding Obligation and Project Loan Obligation to the State of Connecticut having a principal amount of \$2,522,972.24 and having an interest rate of 2.00%.

The low interest loan will fund the replacement of water mains in the vicinity of Bond Street in Hartford.

The State of Connecticut, through the Drinking Water State Revolving Fund Program, will provide \$2,522,972.24 in low interest loans at 2.00% to fund the expenses associated with this agreement.

Bond Counsel prepared the following resolution for your approval.

It is therefore RECOMMENDED that it be

VOTED: That the Board of Finance recommends to the District Board passage of the following resolution from Bond Counsel

RESOLVED:

Section 1. The Chairman and the District Treasurer or Deputy Treasurer are authorized to execute and deliver any and all Interim Funding Obligations and Project Loan Obligations in the aggregate amount not to exceed \$2,522,972.24. Such Interim Funding Obligations shall be dated as of their date of issue, shall mature within six months of the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum, shall be payable as to principal and interest as provided in the Project Loan Agreement DWSRF No. 2019-7074 to be entered into with the State of Connecticut (the "Agreement") and, to the extent not paid prior to maturity from

The Metropolitan District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in the Agreement. Capitalized terms used herein and not defined shall have the meanings ascribed to them in the Agreement.

Section 2. The Project Loan Obligations shall be dated as of their date of issue, shall mature no later than twenty years from the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum and shall be payable as to principal and interest as provided in the Agreement.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer

On motion made by Commissioner Currey and seconded by Commissioner Hoffman, the reports for resolutions #8 "Consideration and Potential Action Re: Approval for State of Connecticut Financing CWF NO. 221-CSL", #9 "Consideration and Potential Action Re: Approval for State of Connecticut Financing DWSRF NO. 208 – 7062-1" and #10 "Consideration and Potential Action Re: Approval for State of Connecticut Financing DWSRF NO. 2019-7074" were received and the resolutions adopted by unanimous vote of those present.

**CUSTOMER ASSISTANCE PROGRAM
ADMINISTERED BY OPERATION FUEL**

To: Board of Finance for consideration on November 7, 2018

At the beginning of 2018, the Board of Finance and District Board approved and authorized the establishment of a Customer Assistance Program funded by the District and administered by Operation Fuel. The program ran from April through September and provided need based grants to 111 households.

After completion of the first year of the Customer Assistance Program, District Staff recommends continuing the program for 2019 and funding it at the same level as the prior year. The District's Customer Assistance Program will utilize the towns' social services departments to assist interested customers in completing the Operation Fuel application in order to receive assistance. If a customer meets the eligibility criteria, he/she may receive a grant of up to \$500 per year.

Staff has worked with the District's online bill pay system KUBRA to include an option for customers to donate money towards the Customer Assistance Program. At this time, Staff is able to offer customers that pay their bills online the opportunity to donate money towards the Customer Assistance Program. Due to costs and practical restraints, it is not feasible at this time to offer customers that pay their bill via check or in-person to donate towards the Customer Assistance Program. Expanding the customer donations to check and in-person payments can be revisited at a later date.

It is therefore RECOMMENDED that it be

VOTED: That the Board of Finance recommends to the District Board passage of the following resolution.

RESOLVED: Staff is hereby authorized to enter into an agreement with Operation Fuel to administer a Customer Assistance Program as more fully described in the attached guidelines. Staff is authorized to allocate \$50,000 for the Customer Assistance Program of which \$44,000 shall be utilized for customer grants to pay customer water bills and \$6,000 to be paid to Operation Fuel for administrative costs and fuel bank fees.

BE IT FURTHER RESOLVED: Staff is hereby authorized to allow online bill pay customers to donate money towards the Customer Assistance Program to be used for customer assistance grants.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer

OPERATION FUEL WATER PROGRAM GUIDELINES 2019

Operation Fuel is a private, nonprofit statewide organization that provides water assistance to lower and moderate-income working families, elderly residents and individuals with disabilities.

GUIDELINES

Beginning April 1, 2019 Operation Fuel will administer a water assistance program for MDC customers in member and nonmember towns who need aid with meeting their water utility needs. This program will be for households living up to 75% of state median income. There will not be an assets test. The maximum grant amount will be up to \$500.

To qualify for water utility assistance, customers must have a shut-off notice or have no water utility service or must need assistance with making a required payment in order to prevent a shut-off, or have a past due balance of 30 days or more.

Grant Amount

One time grant up to \$500 per household.

***All final approvals will be made by Operation Fuel Staff**

Program Dates

The Program will start April 1, 2019 and end December 31, 2019. Closing date is funding dependent.

Eligibility Guidelines

Some emergency examples can include but are not limited to the following:

- Customer is suffering from job loss and is collecting un-employment or exhausted un-employment benefits
- Customer health or housing is threatened
- Assistance is not available to customers in collections for current balances

- Customer has made a total of 4 payments within the 12 month period of which the customer is applying. Customer must show a pattern of payments. If customer makes all 4 payments within one month or days prior to applying, they will not qualify. Alternatively, if the customer did not make 4 payments within the preceding 12 month period but made substantial payments that equal at least 35% of the outstanding balance at the time of the grant application, the customer may be deemed eligible for a customer assistance grant. Based on customer payment history, MDC may require customer to pay a percentage of delinquent balance in order to receive grant.

Documentation

- Applicant must provide water utility shut off notice or water utility bill that is 30 days past due and payment history
- Documentation of all household members with income (last 4 weeks of income)
- Application must be signed by customer and fuel bank staff

On a motion made by Commissioner Caban and seconded by Commissioner Hoffman, the report was received and resolution adopted by unanimous vote of those present.

APPROVAL OF SMALL BUSINESS ENERGY ADVANTAGE LOAN AGREEMENT

To: Board of Finance for consideration on November 7, 2018

On December 4, 2017 the Board of Finance and District Board authorized District staff to execute a 0% interest rate loan agreement with Eversource for approximately \$60,000 to participate in the Eversource Small Business Energy Advantage (SBEA) Program. The Eversource SBEA Program offers Loans ranging from \$500 to \$100,000 through the Connecticut Energy Efficiency Fund to help upgrade or replace existing electric and gas equipment with qualifying high-efficiency equipment. Repayment terms are up to 48 months. 0% interest, on-bill payments up to \$100,000

Staff is now seeking authority for the District to execute additional loan agreements under the SBEA Program at the following MDC facilities:

MDC Headquarters	MDC Operations Facility
MDC Customer Service Building	Rossi Building
West Hartford WTF	Reservoir No. 6 WTF
Collinsville WTF	Barkhamsted WS Headquarters
Hartford WPCF	Rocky Hill WPCF
East Hartford WPCF	Poquonock WPCF
West Branch Headquarters	Dams – Gate Houses
Pump Stations	Storage Tanks/Basins

It is therefore RECOMMENDED that it be:

VOTED: That the Board of Finance recommends to the District Board passage of the following resolution

RESOLVED: The District Treasurer or Deputy Treasurer are authorized to execute and deliver loan agreements with 0% interest rates to Eversource under the Small Business Energy Advantage program ~~for up to~~ with each loan not to exceed \$100,000.

Respectively Submitted,

Scott W. Jellison
Chief Executive Officer

On a motion made by Citizen Member Aberasturia and duly seconded, the resolution was amended as reflected above in redline.

On a motion made by Commissioner Caban and seconded by Commissioner Currey, the report was received and resolution, as amended, adopted by unanimous vote of those present

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Salemi asked about the charge for Riverfront Recapture in member towns and how it is billed. Requested more information to be available on Friday, November 9, 2018 at the Board of Finance workshop.

ADJOURNMENT

The meeting was adjourned at 5:42 PM

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval