

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Wednesday, June 13, 2018**

**Present:** Commissioners James Healy, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Bhupen Patel, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (10)

**Absent:** Commissioners Andrew Adil, John Avedisian, Luis Caban, Donald Currey and Byron Lester (5)

**Also**

**Present:** Commissioner Denise Hall  
Commissioner Georgiana Holloway  
Commissioner Gary LeBeau  
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 Schwarm, Director of Information Technology  
Christopher Levesque, Director of Operations  
Tom Tyler, Director of Facilities  
Michael Curley, Manager of Technical Services  
Jeff Davis, Design Manager  
Alexander Cosentino, Construction Manager  
Art Choquette, Manager of Construction and Inspection Services  
Joe Laliberte, CDM Smith  
Nick Salemi, Special Services Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Victoria S. Escoriza, Executive Assistant  
David Silverstone, Consumer Advocate

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 4:01 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 March 12, 2018 were approved. Commissioner Magnan abstained.***

**100 HELMSFORD WAY, WINDSOR  
RELEASE OF SEWER RIGHT-OF-WAY**

To: Bureau of Public Works for consideration on June 13, 2018

On April 12, 2018, the District received a request from Attorney Douglas S. Pelham on behalf of WE 100 Helmsford Way LLC, property owner of 100 Helmsford Way, Windsor, for The Metropolitan District to release portions of two existing sanitary sewer easements within the subject property, as shown on the accompanying map. The purpose of the request is to enable the development of the parcel.

The existing easements were acquired by The Metropolitan District from Culbro Land Resources, Inc., in conjunction with the Village on the Knoll Developer's Permit-Agreement project in 1990. Since the existing sewer was relocated in a separate easement in 1994 through a separate Developer's Permit Agreement and there are no future plans to use these easements, there is no longer any need for them to remain on the Town of Windsor land records.

From an engineering standpoint, the release of these easements will not have a negative impact on the wastewater collection system, and no hardship or detriment would be imposed on others. All new connections and services to the property can utilize the existing sanitary sewer in Helmsford Way.

It is therefore recommended that it be

Voted: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

Resolved: That the Chairman or Vice Chairman of the District Board be authorized to execute the release of portions of the existing sanitary sewer easements on property owned by WE 100 Helmsford Way LLC, as shown on the accompanying map and as recorded in the Town of Windsor land records, Volume 814, Pages 132 through 137. The release shall be subject to approval by District Counsel as to form and content.

Respectively submitted,

Scott W, Jellison  
Chief Executive Officer

**COHN | BIRNBAUM | SHEA**  
A PROFESSIONAL CORPORATION  
ATTORNEYS AT LAW

HARTFORD • NEW YORK

Douglas S. Pelham  
860-493-2261  
[dpelham@cbshealaw.com](mailto:dpelham@cbshealaw.com)

100 PEARL STREET  
HARTFORD, CONNECTICUT 06103-4500  
TELEPHONE 860 • 493 • 2200  
FACSIMILE 860 • 727 • 0361  
[WWW.CBSHEALAW.COM](http://WWW.CBSHEALAW.COM)

METROPOLITAN DISTRICT  
ENGINEERING & PLANNING

April 9, 2018

APR 12 2018

RECEIVED

Michael Curley, P.E.  
Technical Services, Engineering & Planning  
The Metropolitan District  
555 Main Street, P.O. Box 800  
Hartford, CT 06142-0800

Re: Request for release of a sanitary sewer easement at 100 Helmsford Way, Windsor, CT

Dear Mr. Curley:

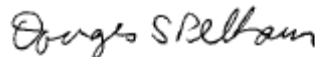
This is a request to release a portion of a sanitary sewer easement at the above referenced property. Enclosed please find copies of the following documents in furtherance of this request:

1. ALTA/NSPS Land Title Survey prepared for WE 100 Helmsford Way LLC dated April 10, 2017, prepared by Alford Associates, Inc.
2. Sewer Easement dated August 14, 1990 and recorded in Volume 814 at Page 132 of the Windsor Land Records.
3. Sewer Easement dated August 14, 1990 and recorded in Volume 814 at Page 135 of the Windsor Land Records.
4. Plan & Profile 3, Day Hill Technology Park Prepared for Culbro Land Resources, Inc. and recorded as Map No. 3713 of the Winsor Land Records.
5. Plan & Profile 4, Day Hill Technology Park Prepared for Culbro Land Resources, Inc. and recorded as Map No. 3714 of the Winsor Land Records.
6. An 11 X 17 copy of the first sheet of the survey hand marked with the portions of the easement for which a release is requested.

It appears from the documentation we have that the sewer lines and part of the easement were previously relocated but the unneeded portion of the original easement was never released. This request is therefore made in order to release the unneeded portions of the old easement of record.

A check for \$125.00 is also enclosed for administrative fees. Please advise if you need any further information regarding this matter.

Very truly yours,



Douglas S. Pelham  
Attorney for WE 100 Helmsford Way LLC

c: Barbara Green (via email) w/enclosures



**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

**ADJOURNMENT**

The meeting was adjourned at 5:10 PM

ATTEST:

John S. Mirtle  
District Clerk

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