THE METROPOLITAN DISTRICT COMMISSION SPEICAL MEETING

555 Main Street Hartford, Connecticut 06103 Monday, June 19, 2017

- Present: Commissioners Andrew Adil, John Avedisian, Luis Caban, Daniel Camilliere, Donald M. Currey, William A. DiBella, Peter Gardow, Allen Hoffman, David Ionno, Kathleen J. Kowalyshyn, Byron Lester, Alphonse Marotta, Whit Osgood, Dominic M. Pane, J. Lawrence Price, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin Taylor and Richard W. Vicino (20)
- Absent: Commissioners Clifford Avery Buell, Mary Anne Charron, Janice Flemming-Butler, Matthew B. Galligan, Jean Holloway, William P. Horan, Sandra Johnson, Maureen Magnan, Bhupen Patel, Christopher Syrek, and Special Representative Michael Carrier (11)

Also

Present: Citizen Member Ron Angelo 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 Carl Nasto, Assistant District Counsel John S. Mirtle, District Clerk Susan Negrelli, Director of Engineering Robert Schwarm, Director of Information Technology Kelly Shane, Director of Procurement Robert Zaik. Interim Director of Human Resources Christopher Levesque, Director of Operations Tom Tyler, Director of Facilities Marcy Wright-Bolling, Manager of Human Resources Nick Salemi, Special Services Administrator 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

The meeting was called to order by Chairman DiBella at 6:11 PM

ROLL CALL AND QUORUM

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

PLEDGE OF ALLEGIANCE

Those in attendance stood and recited the Pledge of Allegiance.

SWEARING IN NEW COMMISSIONER

The District Clerk swore in Commissioner David Ionno.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Judy Allen of West Hartford spoke regarding requested amendments to prior meeting minutes.

APPROVAL OF MINUTES

On motion made by Commissioner Caban and duly seconded, the meeting minutes of May 1, 2017 were approved. Commissioner lonno abstained.

REPORT FROM DISTRICT CHAIRMAN

No report delivered by the District Chairman

REPORT FROM CHIEF EXECUTIVE OFFICER

Scott W. Jellison presented the Chief Executive Officer's Report.

REPORT FROM DISTRICT COUNSEL

No report delivered by District Counsel.

BOARD OF FINANCE DEBT ISSUANCE RESOLUTION FOR BANS

To: District Board

June 19, 2017

From: Board of Finance

- For consideration on June 19, 2017.
- Staff is seeking authority for the District to issue up to \$135,000,000 in bond anticipation notes to refund \$95,000,000 in bond anticipation notes maturing August 30, 2017 and to provide up to \$40,000,000 in new bond anticipation note proceeds for CIP projects set forth on <u>Exhibit A</u> attached hereto. The bond anticipation notes in the approximate aggregate principal amount of amount of \$135,000,000 will be dated on or about August 3, 2017 and will mature on or about August 1, 2018. The bond anticipation notes will bear interest payable at maturity and will be issued in fully registered form.

Bond counsel prepared the following resolution for consideration by the Board of Finance:

At a meeting of the Board of Finance held on June 19, 2017, it was:

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

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF NOT EXCEEDING \$135,000,000 GENERAL OBLIGATION BOND ANTICIPATION NOTES OF THE METROPOLITAN DISTRICT

Not exceeding \$135,000,000 Metropolitan District General Obligation Bond Anticipation Notes (the "Notes") are hereby authorized to be issued in anticipation of the issuance of bonds to currently refund up to \$95,000,000 Bond Anticipation Notes of the District maturing August 30, 2017 (the "Outstanding Notes"), to fund such portion of the authorized and unissued balances of the capital appropriations contained in certain bond resolutions adopted to finance capital budget items enacted by the District Board in the years and in the amounts set forth on Exhibit A attached hereto, on a first spent basis, and to pay the costs of issuance of the Notes. The Notes shall be dated on or about August 3, 2017, and shall mature on or about August 1, 2018, bear interest payable at maturity and be issued in fully registered form. The Notes shall be payable at and certified by U.S. Bank National Association, which bank shall also serve as registrar and transfer agent for The Notes shall be sold by the District Treasurer, or in his the Notes. absence, the Deputy Treasurer, in a competitive offering or in a negotiated offering, in the discretion of the District Treasurer, or in his absence, the Deputy Treasurer. If sold in a competitive offering the Notes shall be

awarded to the bidder or bidders offering to purchase the Notes at the lowest net interest cost to the District, and in no case for a sum less than par and accrued interest to the date of delivery. The District Treasurer, or in his absence the Deputy Treasurer, is hereby delegated the authority to determine the rate or rates of interest on the Notes, and to deliver the Notes to the purchaser or purchasers thereof in accordance with this resolution. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Tax Regulatory Agreement and, in the case of a negotiated sale, a Note Purchase Agreement for the Notes on behalf of the District in such forms as they shall deem necessary and appropriate, and to rebate to the Federal government such amounts as may be required pursuant to the Tax Regulatory Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Continuing Disclosure Agreement and any and all agreements and documents necessary to effect the issuance and sale of the Notes in accordance with the terms of this resolution.

Respectively submitted,

John S. Mirtle, Esq. District Clerk

THE METROPOLITAN DISTRICT COMMISSION

	Fund Type	Amount	Bonded/Grants/		
CIP Appropriation		Authorized	Contributions	This Issue	Unissued
2008 Water Supply Pacifity Improvements 2009 CSO Related Assets	Water	2,200,000	1,745,000	63,000	392,000
2009 Goo Related Assets 2009 Water Main - Farmington Avenue, Hartford	Water Water	5,000,000 2,070,000	4,152,000	13,000 355,000	835,000 1,197,000
2009 Water Main Gate Valve Replacement	Water	2,300,000	1,031,000	261,000	1,008,000
2009 Water Treatment Facility Improvements	Water	2,785,000	2,202,000	56,000	527,000
2010 CWP Water Main Replacement - Cleveland Ave/Main Street, Hartford	Water	2,033,000	1,914,563	46,000	72,437
2010 CWP Water Main Replacement - Wethersfield Ave # 3 2010 CWP Water Main Replacement - Guilford, Pliny, Mather, Winter, Brook, and Bedford, Hartford	Water Water	2,692,000 3,607,000	597,000 2,798,314	19,000 163,000	2,076,000 643,686
2010 CWP Water Main Replacement - Oxford Street, Hartford	Water	610,000	2,730,324	449,000	161,000
2010 Dam Safety - Nepaug, Phelps Brook, East Dike	Water	4,944,000	233,000	31,000	4,680,000
2010 Dam Safety Improvements - Res #2	Water	1,315,000	600,000	194,000	521,000
2010 Dam Safety Improvements - Res #3	Water	1,315,000	520,000	130,000	665,000
2010 General Purpose Water 2010 Hydraulic Computer Modeling	Water Water	3,251,000 2,350,000	1,945,320 1,082,000	143,000 37,000	1,162,680
2010 Water Facilities Security & Improvement Program	Water	4,492,000	2,943,000	119,000	1,430,000
2010 Water Main Replacement - Wethersfield	Water	600,000	330,000	41,000	229,000
2011 CWP - Water Main Replacements	Water	3,750,000	3,383,447	345,000	21,553
2011 CWP Water Main Replacement - Farmington Ave, Hartford	Water Water	3,130,000	2,547,026	227,000	355,974
2011 CWP Water Main Replacement - Warner Street/Wethersfield Ave/Mannz Street, Hartford 2011 Dam Safety Improvements - Res #6	Water	3,420,000	3,293,515 213.000	126,000 35.000	1.082.000
2011 Radio Frequency Automated Meter Reading	Water	1,500,000	1,116,972	367,000	16,028
2011 Water Main Replacement - Hartford	Water	3,600,000	1,239,822	147,000	2,213,178
2011 Water Main Replacement - Longview Drive, Talcottview and Pheasant Lane, Bloomfield	Water	1,700,000	209,489	753,000	737,512
2011 Water Main Replacement - Simmons Road, East Hartford	Water	450,000	155,000	99,000	196,000
2011 Water Pump Station Improvements 2011 Water Supply Facility and Watershed Land Improvements	Water Water	1,200,000	701,396 1,299,000	66,000 81,000	432,604 220.000
2011 Water Supply reality and watershed cand improvements 2011 Water Treatment Facility Upgrades	Water	1,000,000	863,000	15,000	122,000
2011 West Hartford Water Treatment Facility North Storage Tank Installation	Water	4,800,000	3,947,379	23,000	829,621
2012 Asset Management Construction Administration	Water	904,000	19,000	23,000	862,000
2012 Paving Program	Water	5,000,000	3,771,000	155,000	1,074,000
2012 Pump Station Upgrades - Newington, Newington and Orchard Street, Glastonbury	Water	4,200,000	2,339,199	154,000	1,706,801
2012 Radio Frequency Automated Meter Reading 2012 Water Treatment Facilities Uperades	Water Water	5,000,000	1,798,000	827,000 182,000	2,375,000
2012 Water Heatment raulities opgrades 2013 Buckingham Water Pump Station, Glastonbury	Water	1.740.000	1,388,588	20,000	331,412
2013 General Purpose Water	Water	3,860,000	2,679,000	190,000	991,000
2013 Paving Program	Water	4,200,000	2,978,000	43,000	1,179,000
2013 Water Main Replacement Franklin 13	Water	2,100,000	1,906,011	126,000	67,989
2013 Water Treatment Facilities Upgrades 2013 Widkham Hill Basins. East Hartford	Water Water	2,160,000 4,980,000	924,000 3.982,467	339,000 97,000	897,000 900,533
2015 Witcham Hin Basing, dast Hardord 2014 Collinsville WTP Emergency Generator Replacement	Water	700,000	61,000	20,000	619,000
2014 Kilkenny Water	Water	5,000,000	831.000	469,000	3,700,000
2014 Radio Frequency Automated Meter Reading	Water	5,000,000	890,000	27,000	4,083,000
2014 Renewable Energy Projects – Water Facilities	Water	550,000	235,000	60,000	255,000
2014 Various Transmission Main Design & Construction	Water	2,100,000	531,000	60,000	1,509,000
2014 Water Pump Station Improvements 2014 Water Treatment Facilities Upgrades	Water Water	175,000 2,300,000	79,000 1,306,000	34,000 84,000	62,000 910,000
2015 General Purpose Water Program	Water	4,000,000	625,000	419.000	2,956,000
2015 Hydrant Replacement Program	Water	1,600,000	1,553,000	37,000	10,000
2015 Radio Frequency Automated Meter Reading Program	Water	4,500,000	1,786,000	180,000	2,534,000
2015 Water Supply Generators	Water	4,250,000	3,199,000	572,000	479,000
2015 Water Treatment Facilities Upgrades 2015 WMR Bond Street Area, Hartford	Water Water	1,000,000 4,400,000	42,000 38.000	87,000 19,000	871,000 4,343,000
2015 WMR Buddingham Street Area, Hartford	Water	600,000	102,000	75,000	423,000
2015 WMR Garden Street Area, Wethersfield	Water	3,000,000		14,000	2,986,000
2016 Paving Program	Water	3,000,000	2,228,000	553,000	219,000
2016 WMR Simmons Road Area, East Hartford	Water	3,800,000	1,411,000	81,000	2,308,000
2017 Hydrant Replacement Program 2017 Paving Program and Restoration	Water Water	1,600,000		70,000 1,274,000	1,530,000 2,226,000
2017 Radio Frequency Automated Meter Reading Program	Water	1,500,000	172,000	4,000	1,324,000
2008 Capacity Management Operation & Maintenance Compliance	Sewer	5,000,000	3,873,000	144,000	983,000
2008 WPC Infrastructure Replacements and Improvements	Sewer	2,000,000	1,281,000	242,000	477,000
2009 Capacity Management Operation & Maintenance Compliance Capital Equipment and Staffing	Sewer	5,000,000	2,071,000	407,000	
2009 General Purpose Sewer	Sewer	3,507,000	2,704,000	134,000	
2009 Hartford Odor Control Construction 2009 Water Pollution Control Infrastructure Replacements and Improvements	Sewer	4,888,000	2,180,000 3.945,000	151,000 36,000	2,557,000 474,000
2010 General Purpose Sewer	Sewer	2,702,000	2,271,000	53,000	378.000
2010 WPC Electrical Systems Modernization Program	Sewer	4,280,000	1,455,000	447,000	2,378,000
2010 WPC Renewal & Replacements Program	Sewer	2,000,000	1,787,000	78,000	135,000
2011 WPC Electronic Development	Sewer	1,750,000	885,000	14,000	851,000
2012 Backwater Valve Program 2012 East Hartford WPC Waste Water Screening Installation	Sewer Sewer	540,000 4,750,000	100,000 4,178,000	37,000 56,000	403,000 516,000
2012 East Hardiord WPC water screening installation 2012 General Purpose Sewer	Sewer	5,000,000	3,565,000	555,000	880,000
2012 Hartford WPC Solids Handling & Processing	Sewer	4,800,000	737,000	54,000	
2012 Sewer Gate Replacement Program District-wide	Sewer	1,296,000	467,000	8,000	
2012 Sewer Replacement - Woodland Avenue and Peters Road, Bloomfield	Sewer	1,310,000	253,000	34,000	
2013 Rocky Hill Interceptor – Relief Sewer/Capacity Improvements	Sewer	770,000	622,000	115,000	-
2013 Sewer Replacement/Repairs – 388-390 Farmington Ave. Hartford 2013 WPC SCADA Upgrades	Sewer	1,900,000	84,000 157,000	28,000 190,000	1,788,000 913,000
		2,200,000	200,000	200,000	223,000

	Fund Type	Amount	Bonded/Grants/		
CIP Appropriation		Authorized	Contributions	This Issue	Unissued
2014 General Purpose Sewer	Sewer	5,000,000	1,985,000	124,000	2,891,000
2014 Hartford WPCF Sludge Mixing Tank, Sludge Screening, GT & RSRF Upgrades	Sewer	5,000,000	730,000	344,000	3,926,000
2014 Hartford WPCF West Primary Settling Tanks	Sewer	3,100,000	2,917,000	21,000	162,000
2014 Pump Station Upgrades - Burnside Avenue, East Hartford	Sewer	3,900,000	1,461,000	1,107,000	1,332,000
2014 Renewable Energy Projects – Sewer Facilities	Sewer	550,000	107,000	14,000	429,000
2014 Sewer Rehabiliation Program	Sewer	5,000,000	3,047,000	164,000	1,789,000
2014 Wastewater Pump Station Improvements	Sewer	350,000	122,000	23,000	205,000
2014 WPC Renewal and Replacements	Sewer	2,250,000	2,137,000	48,000	65,000
2015 East Hartford WPCF Compressor, DO Control & SCADA Upgrades	Sewer	5,000,000	396,000	16,000	4,588,000
2015 General Purpose Sewer	Sewer	2,500,000	542,000	46,000	1,912,000
2015 Hartford WPCF SPB Electrical Upgrades (SPB Solids)	Sewer	4,600,000	-	230,000	4,370,000
2015 Paving Program	Sewer	3,900,000	1,489,000	313,000	2,098,000
2015 Poquonock WPCF Primary & Secondary Tanks	Sewer	3,200,000	2,106,000	738,000	356,000
2015 Sanitary Sewer Easements Acquisitions & Improvements	Sewer	3,600,000	2,375,000	25,000	1,200,000
2015 Various Sewer Pipe Replacement/Rehab – District Wide	Sewer	5,000,000	388,000	3,180,000	1,432,000
2015 WPC Equipment & Facilities Improvements	Sewer	4,700,000	1,114,000	282,000	3,304,000
2016 Hartford WPCF - Air Permit Compliance Upgrades	Sewer	4,500,000	-	28,000	4,472,000
2016 Sewer Rehabilitation Program	Sewer	3,600,000	1,869,000	58,000	1,673,000
2016 Various Sewer Pipe Replacement/Rehab – District Wide	Sewer	1,000,000	-	452,000	548,000
2017 Paving Program and Restoration	Sewer	1,500,000	-	441,000	1,059,000
2017 Sanitary Sewer Rehabilitation Program	Sewer	3,600,000	-	704,000	2,896,000
2017 WPC Equipment & Fadilities Improvements	Sewer	2,700,000	-	1,140,000	1,560,000
2017 WPC Plant Infrastructure Renewal & Replacement	Sewer	2,000,000	-	230,000	1,770,000
2017 WPC SCADA Upgrades	Sewer	2,000,000	-	34,000	1,966,000
2011 Facility & Equipment Improvements	Combined	1,400,000	934,000	22,000	444,000
2012 Facility Improvement Program	Combined	2,500,000	2,011,000	64,000	425,000
2012 Headquarters Parking Garage Renovations	Combined	3,095,000	2,676,000	67,000	352,000
2013 Communications Systems Upgrades	Combined	1,000,000	123,000	106,000	771,000
2013 Facilities Improvement Program	Combined	2,000,000	1,729,000	26,000	245,000
2013 Information Technology - Applications	Combined	5,000,000	2,814,000	202,000	1,984,000
2014 Facilities Improvement Program	Combined	3,000,000	2,920,000	18,000	62,000
2014 Facility Roof Replacements	Combined	600,000	-	35,000	565,000
2014 Land Improvements	Combined	1,000,000	612,000	35,000	353,000
2015 Administrative Facilities Improvement Program	Combined	2,000,000	589,000	137,000	1,274,000
2015 Member Towns New GIS Base Map Development	Combined	1,600,000	440,000	48,000	1,112,000
2016 Construction Services	Combined	3,500,000	2,891,000	85,000	524,000
2016 Engineering Services	Combined	2,500,000	1,543,000	246,000	711,000
2016 Fleet Replacement	Combined	2,100,000	1,729,000	65,000	306,000
2016 Information Systems I/T Upgrades	Combined	5,000,000	277,000	308,000	4,415,000
2016 Survey & Construction	Combined	5,000,000	4,158,000	108,000	734,000
2016 Technical Services	Combined	3,400,000	2,606,000	93,000	701,000
2017 Fleet Equipment Replacement	Combined	\$00,000	-	91,000	709,000
		339,516,000	163,693,508	25,000,000	150,822,492

On motion made by Commissioner Salemi, the report was received and resolution adopted by unanimous vote of those present.

BOARD OF FINANCE REALLOCATION OF GENERAL OBLIGATION BONDS

To: District Board

June 19, 2017

From: Board of Finance

Staff is seeking authority for the District to reallocate proceeds from: (i) the District's \$36,215,000 General Obligation Bonds, Issue of 2015, Series B from the capital improvement projects set forth on <u>Exhibit A</u> attached to those capital improvement projects set forth on <u>Exhibit A</u>; (ii) the District's \$66,740,000 General Obligation Bonds, Issue of 2015, Series A from the capital improvement projects set forth on <u>Exhibit A</u>; attached to those capital improvement projects set forth on <u>Exhibit A</u>; and (iii) the District's \$95,000,000 General Obligation Bond Anticipation Notes, dated March 1, 2017 from the capital improvement projects set forth on <u>Exhibit A</u> attached to those capital improvement projects set forth on <u>Exhibit A</u>.

At a meeting of the Board of Finance held on June 19, 2017 it was:

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

RESOLUTION AUTHORIZING THE REALLOCATION OF PROCEEDS FROM GENERAL OBLIGATION BONDS AND GENERAL OBLIGATION BOND ANTICIPATION NOTES OF THE METROPOLITAN DISTRICT

Proceeds from the District's \$36,215,000 General Obligation Bonds, Issue of 2015, Series B are hereby reallocated from the capital improvement projects set forth on **Exhibit A** attached to those capital improvement projects set forth on **Exhibit A**. Proceeds from the District's \$66,740,000 General Obligation Bonds, Issue of 2015, Series A are hereby reallocated from the capital improvement projects set forth on **Exhibit A**. Proceeds from the District's \$66,740,000 General Obligation Bonds, Issue of 2015, Series A are hereby reallocated from the capital improvement projects set forth on **Exhibit A**. Proceeds from the District's \$95,000,000 General Obligation Bond Anticipation Notes, dated March 1, 2017 are hereby reallocated from the capital improvement projects set forth on **Exhibit A**.

Respectively submitted,

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John S. Mirtle, Esq. District Clerk

EXHIBIT A

\$36,215,000 General Obligation Bonds, Issue of 2015, Series B

	Ψ
From :2015 WHWTF Water Storage Improvements	(1,366,000)
To: 2013 Paving Program	201,000
2012 General Purpose Water	1,165,000

\$66,740,000 General Obligation Bonds, Issue of 2015, Series A

From: 2013 Water Main Replacement Center Street,	
Hartford	(111,000)
To: 2014 Kilkenny Water	111,000

From: 2010 Water Treatment Facility Upgrade Program	(740,000)
To: 2014 Radio Frequency Automated Meter Reading	740,000

\$95,000,000 General Obligation Bond Anticipation Notes, dated March 1, 2017

From: 2011 Water Main Replacement - Cottage Grove (1,300,000)

Road, Bloomfield	
To: 2017 Radio Frequency Automated Meter Reading	
Program	172,000
2014 Phelps Brook Dam and East Dike Rehabilitation	
Project	1,128,000

On motion made by Commissioner Salemi, the report was received and resolution adopted by unanimous vote of those present.

PERSONNEL, PENSION AND INSURANCE COMMITTEE BENEFIT AND CONDITION CHANGES – EXEMPT AND EXCLUDED EMPLOYEES

TO: Personnel, Pension and Insurance Committee for consideration on June 19, 2017.

In July of 2015, a resolution was presented and approved by the full Board of Commissioners to freeze the Sick Leave Balances for the Exempt and Excluded employees. Coupled with that action, the District established Short and Long Term Disability programs. These programs proved especially attractive to new employees who have comparatively low time bank balances.

With the review of eleven cases in which either the Short-Term and/or Long Term Disability programs were accessed, Staff realized an inequity in the way the benefits were being applied.

To address this condition, Staff has recommended that there be a onetime option presented to the Exempt and Excluded employees hired before August 1, 2015, to: (a) resume the former Sick Leave procedure but at the decreased accrual rate (eight days per year) and without the Short Term Disability Program; or (b) continue the present Short Term Disability Program. The Long-Term Disability Program would be continued under either option.

This option should still be attractive to new employees while slowing the increase in the Sick Leave balance for existing employees who choose to resume the former and now, limited procedure.

Staff also recommends the following adjustments, including:

- That Paternity Leave be granted in accordance with the Family Medical Leave Act ("FMLA") (which in certain cases can include time for adoption). Employees shall use their accumulated time bank balances to receive payment during any FMLA leave;
- Maternity leave modified to recognize the typical pregnancy leave authorized at six to eight weeks –recorded as FMLA leave, but then to allow the new mothers to spend an additional six weeks (or four weeks dependent upon length of pregnancy leave) for a total of twelve weeks with her new child with the

mothers using their accumulated time bank balances to receive payment for their FMLA time;

Short Term Disability will be available for employees after seven days (using available time bank balances) and, at the conclusion of the disability period, up to six (or four) additional weeks not to exceed twelve weeks in total but having the employees use their accumulated time bank balances to receive payment for FMLA leave;

These changes if approved will be incorporated into the "Employee Handbook." The revised handbook would then be distributed to employees.

We will provide advance information to the Exempt and Excluded employees to facilitate their choice of Sick Leave programs.

At a meeting of the Personnel, Pension and Insurance Committee held on June 19, 2017, it was:

- **VOTED:** That the Personnel Pension and Insurance Committee recommend to the District Board passage of the above-detailed amendments to benefits and conditions extended to Exempt and Excluded employees:
- **RESOLVED:** That the Exempt and Excluded benefits and conditions be amended as indicated herein and above.

Respectfully Submitted,

John S. Mirtle, Esq. District Clerk

Commissioner Caban moved to amend the resolution to strike any reference to "new" mother. The amendment was approved without objection.

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

PERSONNEL, PENSION AND INSURANCE COMMITTEE RETIREE MEDICAL AFTER AGE 65

To: District Board

June 19, 2017

From: Personnel, Pension & Insurance Committee

It has come to the attention of District staff that some retirees, or retiree spouses, have reached age 65 and remained on the District's medical insurance beyond his/her 65th birthday. Once a retiree or spouse turns 65, they are required to sign up for Medicare which acts as the primary insurer and the District provides Medicare Supplement Plan B as secondary coverage. Staff requests authorization to provide notice to retirees, retiree spouses and current employees that have reached, or will soon reach, age 65 that retirees who are age 65 or older are required to immediately sign up for Medicare and to inform the District in order to obtain the Medicare Supplement Plan B as secondary coverage. Retirees or retiree spouses aged 65 and older that fail to sign up for Medicare within 120 days of the notice will be removed from District health insurance.

At a meeting of the Personnel, Pension & Insurance Committee held on June 19, 2017, it was:

- VOTED: That the Personnel, Pension & Insurance Committee recommends to the District Board passage of the following resolution:
- RESOLVED: That staff shall provide notice to retirees, retiree spouses and current employees that have reached, or will soon reach, age 65 that retirees who are age 65 and older are required to immediately sign up for Medicare and inform the District in order to receive the Medicare Supplement Plan B as secondary coverage. Retirees or retiree spouses aged 65 and older who fail to sign up for Medicare within 120 days of the notice will be removed from District health insurance, without affecting the retirees' or spouses' reimbursement for Supplement Plan B coverage upon signing up for Medicare.

Respectively submitted,

John S. Mirtle, Esq. District Clerk

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

BUREAU OF PUBLIC WORKS 312-320 ALUMNI ROAD, NEWINGTON RELEASE OF SEWER RIGHT-OF-WAY

To: District Board

June 19, 2017

From: Bureau of Public Works

On March 27, 2017, the District received a request from Mr. Kevin Franklin L.S. on behalf of Michael A. Geer, property owner of 312-320 Alumni Road, Newington, for The Metropolitan District to release an existing sanitary sewer easement within the subject property, as shown on the accompanying map. The purpose of the request is to enable the future development of the parcels.

The existing easement was acquired by The Metropolitan District from Michael A. Geer through the Victory Gardens Developer's Permit-Agreement project in 2012. Since the proposed sewer was never built within this easement and there are no future plans to build one, there is no longer any need for this easement to remain on the Town of Newington land records.

From an engineering standpoint, the release of this easement 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 future buildings can utilize the existing sanitary sewer in Alumni Road.

At a meeting of the Bureau of Public Works held on May 17, 2017, it was:

- **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 the existing sanitary sewer easement on property owned by Michael A. Geer, as shown on the accompanying map and as recorded in the Town of Newington land records, Volume 2094, Page 52. The release shall be subject to approval by District Counsel as to form and content.

Respectively submitted,

John S. Mirtle, Esq. District Clerk



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

BUREAU OF PUBLIC WORKS RESERVOIR ESTATES, WETHERSFIELD ENCROACHMENT AGREEMENT

To: District Board

June 19, 2017

From: Bureau of Public Works

In a letter dated May 24, 2017, James Dutton, on behalf of Frank DiBacco, CCC Construction, LLC, Owner and Developer, has requested permission from The Metropolitan District to encroach on the existing 20-foot Goff Brook South Branch Trunk Sewer easement located across private lands between Back Lane and Old Reservoir Road in Wethersfield, with grading and foundation drain crossings in conjunction with the Reservoir Estates development of Lots 11, 12, 17, 18 and 19.

This encroachment is in addition to an encroachment that was granted to this Developer in May of 2016 for the installation of new sanitary sewer and storm drainage across the existing Goff Brook South Branch Trunk Sewer easement.

The proposed work entails the installation of 4-feet of fill and four 4-inch HDPE foundation drains, as well as adjustments to four existing manhole frames and covers over the existing 15-inch RCP sanitary trunk sewer within the 20-foot easement, as shown on the accompanying map. The proposed foundation drains will be installed above the existing sanitary trunk sewer with sufficient clearance between the pipes. The existing trunk sewer was built in 1966.

MDC staff has concluded that the encroachments are minor and that there will be no detriment to the trunk sewer infrastructure as a result.

CCC Construction has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing sanitary sewers located within the subject parcel and to maintain accessibility along the length of the Metropolitan District's 20-foot easement:

- 1. Care must be taken during the construction of the new foundation drains and manhole frame and cover adjustments not to disturb the existing trunk sewer. All heavy construction equipment must be located outside of the limits of the sanitary trunk sewer easement when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the existing trunk sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing trunk sewer caused by any construction within the existing rights-of-way shall be the responsibility of the Owner.
- No additional permanent improvements, other than the proposed fill and foundation drains shall be located within the District's sanitary trunk sewer right-of-way.
- 3. The District reserves the right to remove improvements within the sanitary trunk sewer easement at any time if so required for maintenance, repair or replacement of the trunk sewer. The Owner shall bear any additional maintenance, repair or replacement costs necessitated by the presence of improvements within the easement.
- 4. In the event of a sewer emergency caused by the proposed excavation, the Owner shall provide, install, operate and remove, at the Owner's expense, an appropriately sized bypass pump and appurtenances.
- 5. An MDC inspector must be on the job site whenever work is being performed within the sanitary trunk sewer right-of-way, at the expense of the Owner. Any construction of the grading and manhole frame and cover adjustments, as well as any construction, maintenance, repair or

replacement of the new foundation drains shall conform to District standards and 48-hours advance notice must be given to the District prior to commencing any such activities within the sanitary trunk sewer easement.

6. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of the existing sanitary trunk sewer in the areas of the construction upon completion of backfilling and restoration of the excavated areas. The videos will be delivered to the District for the purposes of assessing the post activity condition of the sanitary sewer.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between CCC Construction and the Metropolitan District, consistent with current practice involving similar requests.

At a meeting of the Bureau of Public Works held on June 19, 2017, it was:

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 an agreement, subject to approval of form and content by District Counsel, granting permission to CCC Construction to encroach upon the existing 20-foot sanitary trunk sewer easement off of Old Reservoir Road in private lands, Wethersfield, in support of the planned construction of Lots 11, 12, 17, 18 and 19 Reservoir Estates as shown on the plan submitted by Dutton Associates entitled "Plan of Proposed Encroachments over the Goff Brook Sanitary Sewer Reservoir Estates Prepared for CCC Construction, LLC Wethersfield, CT", dated 8/2/2016, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectively submitted,

John S. Mirtle, Esq. District Clerk





DUTTON ASSOCIATES, LLC

May 24, 2016

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

Re: Encroachment Permit Reservoir Estates, Wethersfield, CT

Dear Mr. Curly:

With this letter, Mr. Frank DiBacco, CCC Construction, LLC does hereby request an encroachment permit of the Goff Brook Interceptor Sanitary Sewer Easement for the following activity:

- Installation of 4, 4" HDPE foundation drain outlet pipes (Lots 11,12, 17 & 18)
- Placement of up to 4 ft of clean fill material (Lots 11, 12, 17, 18 & 19).

Please see the attached plans depicting the approximate location of the proposed encroachments.

Please do not hesitate to call if you have any questions or comments regarding this matter.

Sincerely,

James W. Dutton, L.S.

On motion made by Commissioner Price, the report was received and resolution adopted by unanimous vote of those present.

BUREAU OF PUBLIC WORKS 150 ENTERPRISE DRIVE, ROCKY HILL ENCROACHMENT AGREEMENT

To: District Board

June 19, 2017

From: Bureau of Public Works

In a letter dated May 25, 2017, Matthew Bruton of BL Companies, on behalf of ReadCO, LLC, Developer, and Corpridge Land Company, LLC, Owner, has requested permission from The Metropolitan District to encroach on the existing 20-

foot West Dividend Brook Trunk Sewer easement located across private lands between Cromwell Avenue and Henkel Way in Rocky Hill, with grading and drainage crossings in conjunction with the development of a medical office building.

The proposed work entails the removal of one foot of fill and installation of a 42-inch HDPE drainage pipe over the existing 18-inch RCP sanitary trunk sewer within the 20-foot easement, as shown on the accompanying map. The proposed piping will be installed above the existing sanitary trunk sewer with sufficient clearance between the pipes. The existing trunk sewer was built in 1969.

MDC staff has concluded that the encroachments are minor and that there will be no detriment to the trunk sewer infrastructure as a result.

ReadCO, LLC and Corpridge Land Company, LLC have agreed to the following conditions in order to satisfy the District's concerns for protection of the existing sanitary sewers located within the subject parcel and to maintain accessibility along the length of the Metropolitan District's 20-foot easement:

- 1. Care must be taken during the construction of the new storm drain not to disturb the existing trunk sewer. All heavy construction equipment must be located outside of the limits of the sanitary trunk sewer easement when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the existing trunk sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing trunk sewer caused by any construction within the existing rights-of-way shall be the responsibility of the Owner.
- 2. No additional permanent improvements, other than the proposed storm drain shall be located within the District's sanitary trunk sewer right-of-way.
- 3. The District reserves the right to remove improvements within the sanitary trunk sewer easements at any time if so required for maintenance, repair or replacement of the trunk sewer. The Owner shall bear any additional maintenance, repair or replacement costs necessitated by the presence of improvements within the easements.
- 4. In the event of a sewer emergency caused by the proposed excavation, the Owner shall provide, install, operate and remove, at the Owner's expense, an appropriately sized bypass pump and appurtenances.
- 5. An MDC inspector must be on the job site whenever work is being performed within the sanitary trunk sewer right-of-way, at the expense of the Owner. Any construction of the storm drain as well as any construction, maintenance, repair or replacement of the new drain shall conform to District standards and 48-hours advance notice must be given to the District prior to commencing any such activities within the sanitary trunk sewer easement.

6. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of the existing sanitary trunk sewer in the areas of the construction upon completion of backfilling and restoration of the excavated areas. The videos will be delivered to the District for the purposes of assessing the post activity condition of the sanitary sewer.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Corpridge Land Company, LLC and the Metropolitan District, consistent with current practice involving similar requests.

At a meeting of the Bureau of Public Works held on June 19, 2017, it was:

- 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 an agreement, subject to approval of form and content by District Counsel, granting permission to Corpridge Land Company, LLC to encroach upon the existing 20-foot sanitary trunk sewer easement off of Henkel Way in private lands, Rocky Hill, in support of the planned construction of a medical office building as shown on plans submitted by BL Companies, entitled "Corpridge Land Company, LLC 150 & 250 Enterprise Drive Town of Rocky Hill, County of Hartford State of Connecticut Encroachment Map", dated May 24, 2017, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectively submitted,

John S. Mirtle, Esq. District Clerk





May 25, 2017

Mr. Michael Curley, Manager of Technical Services, Engineering & Planning MDC 555 Main Street, P.O. Box 800 Hartford, CT 06142-0800

RE: Encroachment Permit Process

Medical Office Building (Corporate Ridge) 150 Enterprise Drive Town of Rocky Hill

Dear Mr. Curley:

BL Companies, Inc., on behalf of the developr, ReadCO, LLC and the landowner, Corpridge Land Company, LLC, is formally requesting an encroachment permit for the above listed project. Enclosed are a set of detailed design plans with an encroachment map, CAD file of the design documents, and a check made payable to The Metropolitan District. This new project consists of construction of a 49,984± square foot medical office building on Enterprise Drive. The medical office building will be constructed on one revised lot (150 Enterprise Drive).

The medical office building project was approved by the Rocky Hill Planning and Zoning Commission on March 15, 2017.

Should you have any questions, please feel free to contact me.

Very Truly Yours, BL COMPANIES

Matthew J Buton

Matthew J. Bruton, P.E.

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

BUREAU OF PUBLIC WORKS ACCEPTANCE OF SEWERS BUILT BY DEVELOPER'S PERMIT-AGREEMENT

To: District Board

June 19, 2017

From: Bureau of Public Works

The sewers outlined in the following resolution have been constructed under Developer's Permit-Agreement in accordance with the plans, specifications and standards of the District, and the Director of Engineering has certified to all of the foregoing. At a meeting of the Bureau of Public Works held on May 17, 2017, it was:

RECOMMENDED that, pursuant to Section S8g of the Sewer Ordinances re: "Acceptance of Developer's Sewers," it be

- **Voted:** That the Bureau of Public Works recommends to the District Board passage of the following resolution:
- **Resolved:** That, in accordance with Section S8g of the District Ordinances, the following is incorporated into the sewer system of The Metropolitan District as of the date of passage of this resolution:

Sewers In	Built By	Completion <u>Date</u>
West Dudley Town Road, Bloomfield BIL.DVSBLO.02	Developer: Simon Foundation Contractor: Cadwell's Excavating & Grading	December 21, 2010
International Dr & Rainbow Road, Windsor DVS.WIND.02	Developer: Dollar Tree Contractor: Northeast & Simscroft	May 9, 2013
Day Hill Road, Windsor DVS.WND.06	Developer: River Bend Development Contractor: Northeast Contractors	February 24, 2017
Win-Brook Office Park, Rocky Hill DVS0000939	Developer: WE714 Brook Street LLC Contractor: Mizzy Construction	September 28, 2008
Jennifer Estates, Rocky Hill DVS0000915	Developer: Rocky Hill Enterprises Contractor: Dufford Construction	April 11, 2009

Woodland Ridge, Rocky Hill DVS0000809	Developer: Rocky Hill Enterprises Contractor: Dufford Construction	April 23, 2002
Amato Drive/Amato Circle, Wethersfield DPA 241-408 & DPA 241-366	Developer: Sal Amato Inc. Contractor: Colabella Construction Co.	March 10, 1999
Adams Landing, Wethersfield DPA 241-624	Developer: Granite Homes Inc. Contractor: General Paving, Inc.	August 26, 1995

Respectively submitted,

John S. Mirtle, Esq. District Clerk

On motion made by Commissioner Price, the report was received and resolution adopted by unanimous vote of those present.

WATER BUREAU RESOLUTION PROHIBITING USE OF DRONES ON MDC PROPERTIES AND RESERVOIRS

To: District Board

June 19, 2017

From: Water Bureau

With the advent of advances in technology for unmanned aircraft systems (hereinafter "drones") that have made the same available to the public through mass production at an affordable cost, the unauthorized use of drones on and over MDC properties and reservoirs has increased in recent months thereby subjecting such properties and reservoirs to security and pollution risks, and interfering with the authorized recreational use and enjoyment of these properties by the public. In an effort to eliminate these risks and prohibit such interference, the District desires to adopt a policy prohibiting the unauthorized use of drones on and over MDC properties and reservoirs.

At a meeting of the Water Bureau held on May 17, 2017, it was:

- **Voted:** That the Water Bureau recommends to the District Board passage of the following resolution:
- **Resolved:** That the unauthorized use of drones on and over MDC properties and reservoirs is expressly prohibited, and that any such prohibited use shall constitute an actionable trespass and nuisance subjecting the person conducting such use to the applicable penalties available at law for such actionable offenses; including but not limited to Connecticut General Statutes §25-43(c).
- **Resolved:** That pursuant to Section 5-3 of the Compiled Charter of The Metropolitan District, the Water Bureau shall adopt regulations prohibiting the unauthorized use of drones on and over MDC properties and reservoirs consistent with the policy therefor set forth in the above resolved clause.

Respectfully submitted,

John S. Mirtle, Esq. District Clerk

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

WATER BUREAU WATER SERVICE TO 580 CHRISTIAN LANE IN BERLIN

To: District Board

June 19, 2017

From: Water Bureau

District staff received a request from the owner of 580 Christian Lane in Berlin to provide the property with water service. The property is currently unserved by public water and is located adjacent to the town border of Newington. Due to the property's location, it is unlikely that the Berlin Water Control Commission will be able to service the property in the foreseeable future. There is an existing water main located in Bridle Path in Newington that the property owner will connect to. The Berlin Water Control Commission sent a letter dated June 1, 2017 authorizing the District to serve the property for the foreseeable future and if Berlin Water Control Commission expands its water service to be able to serve the property in the future, the connection to the District's water system will be reevaluated. Upon approval by the Water Bureau and District Board, the District and Berlin Water Control Commission will amend, by agreement, their Exclusive Service Areas established by the Water Utility Coordinating Committee.

Staff has reviewed this request and considers it feasible.

At a meeting of the Water Bureau held on June 19, 2017, it was:

- VOTED: That the Water Bureau recommends to the District Board passage of the following resolution:
- RESOLVED: That the property owner of 580 Christian Lane in Berlin, CT be authorized to connect to the District's existing water main in Bridle Path in Newington under the District's standard connection procedure.
- BE IT FURTHER RESOLVED: That the District's Exclusive Service Area established by the Water Utility Coordinating Committee be amended, by agreement with Berlin Water Control Commission, to reflect service to 580 Christian Lane in Berlin.

Respectively submitted,

John S. Mirtle, Esq. District Clerk



TOWN OF BERLIN

Water Control Commission 240 Kensington Road • Berlin, CT 06037 Office (860) 828-7065 • Fax (860) 828-7180

June 1, 2017

Ms. Susan Negrelli, Director of Engineering The Metropolitan District PO Box 800 Hartford, CT 06142-0800

RE: Memorandum of Understanding Water service for 580 Christian Lane, Berlin

Dear Ms. Negrelli:

Please accept this letter as a Memorandum of Understanding (MOU) between the Berlin Water Control Commission (BWCC) and the Metropolitan District Commission (MDC) regarding service of water to the property located at 580 Christian Lane in Berlin, CT. Both the MDC and BWCC agree this is in the best interest of the utilities at this time.

The purpose of this MOU is to authorize the MDC to serve the property currently owned by JD MELT, LLC, located in the Berlin Water Control Commission service area. Due to the availability and accessibility of the MDC's water system on Bridle Path in Newington and considering the Town of Berlin has no immediate plans to expand its water system to the area, it is in the best interest of the property owner that the MDC serve this property with water. Should this property, in the future, be served with water by the Berlin Water Control, the service to this property should be re-evaluated.

Please be advised that at its May 23, 2017 meeting, the Water Control Commission voted to approve this Memorandum of Understanding with the Metropolitan District Commission.

Sincerely,

Bruce Laroche, Chairman

Berlin Water Control Commission Attachment

cc: Jack Healy, P.E. - Interim Town Manager/Public Works Director Ray Jarema, P.E. - Water Control Manager Allen King- MDC



On motion made by Commissioner Camilliere, the report was received and resolution adopted by unanimous vote of those present.

NISSAN LEAF FLEET VEHICLE PROGRAM

To: District Board

June 19, 2017

District staff received an offer from Nissan Motor Co. Ltd. to participate in the Nissan Leaf Fleet Vehicle Program to offer the District, its employees and customers a \$10,000 discount off Manufacturer's Suggested Retail Price on the purchase of a 2017 Nissan Leaf. In addition, the purchaser is eligible for up to a \$7,500 Federal Plug-In Electric Drive Vehicle Tax Credit and a \$3,000 rebate under the Connecticut Hydrogen and Electric Automobile Purchase Rebate (CHEAPR) program.

It is RECOMMENDED that it be:

RESOLVED: That the District participate in Nissan Motor Co. Ltd's Nissan Leaf Fleet Vehicle Program to allow the District, its employees and customers the opportunity to purchase a 2017 Nissan Leaf at a \$10,000 discount off the Manufacturer's Suggested Retail Price with additional possible federal and state tax credits or rebates.

Respectively submitted,

John S. Mirtle, Esq. District Clerk

On motion made by Commissioner Adil, the report was received and resolution adopted by majority vote of those present. Commissioner Gardow opposed.

SETTLEMENT OF PENDING LITIGATION CLAIM

To: District Board

June 19, 2017

BE IT HEREBY RESOLVED, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle the lawsuit captioned *Marianne Guay v. The Metropolitan District et al.*, Docket No. HHD-CV-16-6065986-S (*"Litigation"*), for the total sum of \$9,000.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release containing a confidentiality provision from the plaintiff, and formal withdrawal of said action.

Respectfully submitted,

John S. Mirtle, Esq. District Clerk

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

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Judy Allen of West Hartford spoke regarding the following written comments submitted prior to the meeting:

General Public Comments for the District Board Meeting 6/19/17

I'm sure you have read the Courant article about a month ago about the MDC meeting with the towns.

It describes the frustration and at times anger the towns felt about their difficulty in communicating and working with the MDC. One comment in particular stressed the defensiveness the towns experience each time they meet with the MDC.

I think I understand what they mean. As I have listened to meeting after meeting I have been struct by how often issues are framed as something to oppose, to fight, or bring suit against. Being defensive means you assume the other party is out to get you

I hope Attorney Halloran will tell you about what he learned at a recent Water Planning Council meeting about the example in Oklahoma where 3 groups all laying claim to the same water source were able to stay out of court through an arbitration process that left all 3 parties satisfied. But arbitration requires the ability to listen and not get defensive.

I asked Betsey Wingfield at DEEP if she could steer me to information so that I could better understand EPA's 2% affordability rule. It seemed to me that there's a different definition each time its talked about. Could you tell anyone exactly how the 2% rule really works? She directed me to the "Affordability Assessment Tool for Federal Water Mandates" written in 2013 for the US Conference of Mayors, the American Water Works Association, and the Water Environment Federation. This tool understands that standards based on Mean Household Income do not ensure equity for all. It recognizes that a town is not a homogeneous collection of households, nor are there homogeneous water use practices. Different towns have different mil rates, different debts, different priorities. This is the kind of analysis the towns want as part of any study for sewer user fees that you found it hard to understand.

I'm glad you have confidence in your staff. But even good people get it wrong sometimes. It's your job to catch those times. As commissioners we consumers need you to ask about alternatives, know all the facts.

The best interests of the MDC are not exclusively measured in dollars and cents. A positive image with the public is of value as well. Positive image means listening and not being defensive.

If I started with the words "environmental" "fish" or "streamflow regulations", half of you would stop listening. Another portion would assume you know already what I'm going to say. And I hope there might be some who listen, question if what I say has merit, and go further to check it out.

I still think MDC water is great, that we pay too little for our water. In my defense, the NBC news team questioned me for a full 15 minutes, only 30 seconds at best made it on air. So they cut the part where I said that I think we don't pay enough for MDC water!

ADJOURNMENT

The meeting was adjourned at 7:12 P.M.

ATTEST: John S. Mirtle, Esq. District Clerk

Date of Approval