

THE METROPOLITAN DISTRICT COMMISSION

555 Main Street
Hartford, Connecticut 06103
Wednesday, September 4, 2019

Present: Commissioners Andrew Adil, John Avedisian, Clifford Avery Buell, Daniel Camilliere, Donald Currey, William A. DiBella, Peter Gardow, Denise Hall, James Healy, Allen Hoffman, Jean Holloway, David Ionno, Gary LeBeau, Jacqueline Mandyck, Alphonse Marotta, Whit Osgood, Dominic M. Pane, Bhupen Patel, Pasquale J. Salemi, Raymond Sweezy, Alvin Taylor and Richard W. Vicino (22)

Absent: Commissioners Matthew B. Galligan, Byron Lester, Maureen Magnan, Michael Solomonides, Michael Torres and New Britain Special Representative Michael Carrier (6)

Also

Present: Scott W. Jellison, Chief Executive Officer
Christopher Martin, Interim Chief Financial Officer
R. Bartley Halloran, District Counsel
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Chief Operating Officer
Kelly Shane, Chief Administrative Officer
Sue Negrelli, Director of Engineering
Tom Tyler, Director of Facilities
Robert Zaik, Director of Human Resources
Karyn Blaise, Controller
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Victoria S. Escoriza, Executive Assistant
David Silverstone, Independent Consumer Advocate

CALL TO ORDER

The meeting was called to order by Chairman DiBella at 6:10 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.

**INTRODUCTION OF NEW COMMISSIONER AND
ADMINISTRATION OF OATH OF OFFICE**

The District Clerk swore in Commissioner Jacqueline Mandyck of West Hartford.

APPROVAL OF MINUTES

On motion made by Commissioner Camilliere and duly seconded, the meeting minutes of July 1, 2019 were approved. Commissioner Mandyck abstained.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Judy Allen of West Hartford spoke in favor of the Independent Consumer Advocate budget increase.

Independent Consumer Advocate David Silverstone spoke regarding the Fund Balance Policy.

Matthew Hart, West Hartford, spoke regarding the Fund Balance Policy.

REPORT FROM DISTRICT CHAIR

No Report was given.

REPORT FROM CHIEF EXECUTIVE OFFICER

Scott Jellison delivered the Chief Executive Officer's Report.

REPORT FROM DISTRICT COUNSEL

R. Bartley Halloran. District Counsel delivered the District Counsel Report.

Commissioner Marotta left the meeting at 7:30PM

**BOARD OF FINANCE
RESOLUTION ESTABLISHING A MINIMUM AVAILABLE
GENERAL FUND BALANCE POLICY**

To: District Board

September 4, 2019

From: Board of Finance

Whereas, the Metropolitan District, Hartford County, Connecticut (the "District" or the "MDC") has issued General Obligation Bonds and such General Obligation Bonds carry ratings by one or more of the rating agencies; and

Whereas, Available General Fund Balance is a metric used in assigning bond ratings and is important to the financial stability of the District; and

Whereas, the District Board has determined that the District should establish an Available General Fund Balance requirement for its General Fund for budgetary flexibility in the event the District has unexpected revenue shortfalls or expenditure needs;

At a meeting of the Board of Finance held on September 4, 2019, it was:

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

1. It shall be the policy of the MDC to maintain, to the extent possible, an adequate available general fund balance equal to between 30% and 35% of general fund revenues for the most recent completed fiscal year.
2. Any expenditure of all or part of the available general fund balance must be authorized ~~as provided in Chapter 3 of the Compiled Charter of the District.~~ by vote of the District Board.
3. If the available general fund balance established under Section 1 above falls below the minimum target of 30% of general fund revenues for the most recent completed fiscal year, the District's Chief Financial Officer shall present a plan to restore the available general fund balance to the target within no more than three fiscal years to the District Board for its consideration.
4. If the available general fund balance realized in any given fiscal year exceeds the target set forth in Section 1 above, the District Board may authorize ~~by vote of the District Board pursuant to Chapter 3 of the Compiled Charter of the District,~~ the expenditure of any excess available funds as it deems appropriate.

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

Commissioner Currey moved to amend paragraph #2 of the resolution, as shown above in redline. On a motion made by Commissioner Currey and duly seconded, the amendment was adopted by unanimous vote.

Commissioner Currey moved to amend paragraph #4 of the resolution, as shown above in redline. On a motion made by Commissioner Currey and duly seconded, the amendment was adopted by unanimous vote.

Commissioner Currey moved to amend the resolution, to change the fund balance level in paragraph #1 from 30% - 35% to 25% - 30%. The amendment was seconded by Commissioner Hall. All other commissioners voted no. The motion failed.

On motion made by Commissioner Salemi and duly seconded, the report was received and resolution, as amended, adopted by majority vote of those present. Commissioner Hall opposed.

Commissioner Ionno left the meeting at 8:15 PM

**BOARD OF FINANCE
FRINGE BENEFIT VEHICLE TAX**

To: District Board

September 4, 2019

From: Board of Finance

For 2016 and 2017, the District inadvertently did not report taxable compensation under the IRS rules for Taxation of Fringe Benefits. In order to correct this, staff recommends the following:

At a meeting of the Board of Finance held on September 4th, it was:

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

RESOLVED: The District shall issue amended Form W-2's for the affected employees. The District will pay both the employer and employee portions of FICA and Medicare taxes, as applicable. To the extent the employer pays the employee's portion of any payroll taxes, this amount is considered income to the individual in the tax year paid.

Therefore, the employee's portion of these taxes (social security and medicare) paid by the District will be considered income to the employee and reported on the employee's 2019 Form W-2.

The District shall reimburse affected employees for the cost of preparing 2016 and/or 2017 amended individual tax return(s) to reflect the taxable fringe benefit adjustment. This reimbursement will be made only upon the District's review and approval of the invoice supporting such expenses, and the District's determination that these costs are reasonable. The employee will be required to submit an invoice from his/her individual tax return preparer after completion of the amended tax returns. In addition, the employee will be required to submit a signed statement from his/her tax preparer certifying they have received, read and understand this notification.

The District shall also reimburse affected employees for the penalties and interest incurred on the additional income reflected in the 2016 and/or 2017 individual tax return(s) calculated through December 31, 2019 or earlier date. Any penalties and/or interest incurred subsequent to December 31, 2019 will be the responsibility of the employee.

To receive reimbursement from the District for interest and/or penalties through December 31, 2019 or earlier date, affected employees will be required to provide the District with a written letter from his/her tax preparer stating the amount of interest and penalties paid associated with the fringe benefit adjustment on his/her amended tax returns for each tax year.

The District will not reimburse employees for the additional income tax liability associated with the additional taxable income triggered by the amended W-2 and/or MDC's reimbursement of tax return preparation fees and/or income tax interest and/or penalties.

Upon receipt and approval of the supporting documentation for the tax preparation fees and interest and penalties assessed, the District will pay the employee directly for the reimbursement of the costs. The employee is responsible for paying the tax preparer and the taxes, interest and penalties associated with this matter. The District will not pay the tax preparer, Internal Revenue Service or any State or local taxing authorities directly.

To the extent that the MDC pays and reimburses employees for the cost of preparing amended tax returns and/or for penalties and/or interest, these amounts will constitute additional taxable compensation to you in the year of payment and/or reimbursement and will be reported as such on Form W-2 in the tax year of payment.

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

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

**BOARD OF FINANCE
2019 OPERATING BUDGET TRANSFER**

To: District Board

September 4, 2019

From: Board of Finance

The 2019 Metropolitan District operating budget is currently experiencing a deficit in the taxes budget. The taxes budget has a deficit due to actual mill rates in the non-member towns being higher than the budgeted assumption for mill rates.

CERTIFICATIONS:

In accordance with Section 3-8 of the Charter of The Metropolitan District, I hereby certify that there exists free from encumbrances, in the following appropriation, the amounts listed:

	General	Water	Total
Department 503 – Water Treatment & Supply	<u>-0-</u>	<u>\$2,509,500.00</u>	<u>\$2,509,500.00</u>
Total	<u>-0-</u>	<u>\$2,509,500.00</u>	<u>\$2,509,500.00</u>

Christopher Martin
Interim-Chief Financial Officer

At a meeting of the Board of Finance held on August 28, 2019, it was:

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

Resolved: That transfers within the 2019 Budget Appropriations be approved as follows:

From:	General	Water	Total
Department 503 – Water Treatment & Supply	<u>-0-</u>	<u>\$20,000.00</u>	<u>\$20,000.00</u>
Total	<u>-0-</u>	<u>\$20,000.00</u>	<u>\$20,000.00</u>

To:	General	Water	Total
Department-731			
Taxes	-0-	\$20,000.00	\$20,000.00
Total	<u>-0-</u>	<u>\$20,000.00</u>	<u>\$20,000.00</u>

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

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

**BOARD OF FINANCE
2019 OPERATING BUDGET TRANSFER**

To: District Board September 4, 2019

From: Board of Finance

The 2019 Metropolitan District adopted operating budget contained funding for the Independent Consumer Advocate for the MDC (ICA) in the amount of \$50,000 for Fiscal 2019, which is consistent with P.A. 17-1. For services provided through the end of August, the ICA has billed and been paid \$32,147. Due to an increased workload at the beginning of the year associated with the MDC's submission of the 2018 Long Term Control Plan (LTCP) for the Clean Water Project and expected necessary time commitment related to the upcoming MDC budget process, it is expected that funding in the total amount of \$70,000 for 2019 will be required to adequately provide support to the MDC customer base.

Accordingly, it is forecasted that the Outside Services budget will have a deficit as a result of the increased funding for the ICAMDC in the amount of \$20,000.

CERTIFICATIONS:

In accordance with Section 3-8 of the Charter of The Metropolitan District, I hereby certify that there exists free from encumbrances, in the following appropriation, the amounts listed:

	General	Water	Total
Department 74–			
Special Agreements & Programs	<u>\$9,800.00</u>	<u>\$10,200.00</u>	<u>\$20,000.00</u>

Total	<u>\$9,800.00</u>	<u>\$10,200.00</u>	<u>\$20,000.00</u>
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Christopher Martin
Interim-Chief Financial Officer

At a meeting of the Board of Finance held on September 4, 2019, it was:

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

Resolved: That transfers within the 2019 Budget Appropriations be approved as follows:

From:	General	Water	Total
Department 74 –			
Special Agreements &	<u>\$9,800.00</u>	<u>\$10,200.00</u>	<u>\$20,000.00</u>
Programs			

Total	<u>\$9,800.00</u>	<u>\$10,200.00</u>	<u>\$20,000.00</u>
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To:	General	Water	Total
Department-11			
District Board	<u>\$9,800.00</u>	<u>\$10,200.00</u>	<u>\$20,000.00</u>

Total	<u>\$9,800.00</u>	<u>\$10,200.00</u>	<u>\$20,000.00</u>
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Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

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

Commissioners Adil, Currey, Hall, Hoffman and Pane voted no.

On motion made by Commissioner Currey and duly seconded, Agenda item #10A, “Personnel, Pension and Insurance Committee – Consideration and Potential Action Re: Potential Uses for Bond Savings” was tabled and referred back to staff.

**PERSONNEL, PENSION AND INSURANCE COMMITTEE
TRANSFER OF FUNDS FROM WELLINGTON MANAGEMENT
TO AQR CAPITAL MANAGEMENT**

To: District Board

September 4, 2019

From: Personnel, Pension and Insurance Committee

At the June 14, 2019 meeting of the Personnel, Pension and Insurance Investment Subcommittee, David Lee from Dahab Associates, Inc., reported to the subcommittee on the results of the search for additional domestic equity managers for the pension fund. Upon recommendation from David Lee, the subcommittee approved a resolution to move \$20 million in the pension fund from Wellington Management to AQR Capital Management.

At a meeting of the Personnel, Pension and Insurance Committee held on September 4, 2019, it was:

VOTED: That the Personnel, Pension and Insurance Committee recommend to the District Board passage of the following resolution:

RESOLVED: That \$20 million in the pension fund be transferred from Wellington Management to AQR Capital Management.

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

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

**COMMITTEE ON ORGANIZATION
APPOINTMENT OF DIRECTOR OF FINANCE/CHIEF FINANCIAL OFFICER**

To: District Board

September 4, 2019

From: Committee on Organization

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 Martin as Director of Finance/Chief Financial Officer for The Metropolitan District.

At a meeting of the Committee on Organization held on August 29, 2019, it was:

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 Martin as Director of Finance/Chief Financial Officer for The Metropolitan District.

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

**CLASSIFICATION TITLE: DIRECTOR OF FINANCE/CHIEF FINANCIAL
OFFICER**

JOB SUMMARY

This is a highly responsible financial executive level position and a member of the senior executive leadership team. The purpose of this classification is to provide strategic vision and leadership in the direction and management of the District's financial functions and operations including: budgeting, accounting, auditing, investing, treasury, and debt management. This position serves as the Chief Financial Officer and has the responsibility for making difficult financial management decisions. Pursuant to the By-Laws of The Metropolitan District, Sections B2e and B4a, the person appointed to this position will be an officer of The Metropolitan District.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

- Plans and directs goals, objectives and operations of all finance-related activities. Prepares and reviews reports on finance operations. Supervises subordinate managerial and staff employees.
- Participates in strategic and operational management processes of the organization as a member of the senior management team and is responsible for developing and maintaining accounting policies and procedures as well as providing leadership and vision for the District's financial staff.
- Develops and establishes goals and objectives of the comptrollers, budgeting, and treasury functions and provides timely performance feedback with respect to established goals and objectives.

- Performs and oversees all financial budgeting and forecasting modeling and analysis. Prepares and reviews financial statements which communicate the District's actual performance by fund.
- Plans, organizes and coordinates the year-end close process with external auditors and is responsible for the development and maintenance of the District's internal control structure.
- Serves as Treasurer for the District and is responsible for overseeing the District's cash and debt management policies and procedures, as well as managing all financial aspects of the District's pension, insurance and medical benefit programs and their related investment and trust activities.
- Oversees the District's annual operating and capital budget development process and presents District budgets to the Board of Commissioners for adoption. Oversees the planning, budgeting and authorizing of District expenditures within the District's funds. Oversees operating revenues, disbursements, inventory, investments and debt management.
- Coordinates District finance-related activities with District senior executive leadership, government agencies, banks, contractors, investment bankers and other key stakeholders. Oversees coordination of finance-related operations, including budget, billing, payment and inventory control with other District departments.
- Analyzes information on assigned departments effectiveness and efficiency. Identifies best business practices and modifies operating policies and procedures. Recommends District administrative and governing policies. Advises senior executive leadership on financial operational issues and policies.
- Analyzes new venture proposals and advises on financial aspects.
- Performs special assignments and other work as assigned.

SUPERVISION RECEIVED

Works under the general direction of the Chief Administrative Officer.

MINIMUM QUALIFICATIONS

A bachelor's degree in accounting, business or finance is required; supplemented by a minimum of ten (10) years of progressively responsible financial management experience including at least three (3) years at the management level. Previous experience in government finance or public accounting is desirable; or any equivalent combination of education, training, and experience, substituting on a year-for-year basis, which provides the requisite knowledge, skills, and abilities for this classification.

SPECIAL REQUIREMENTS

MBA preferred.

Professional designation, such as CPA or CMA preferred.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to synthesize, hypothesize, and/or theorize concerning data and/or information involving modification of existing policies, strategies and/or methods to meet unique or unusual conditions. Requires the ability to do so within the context of existing organizational theories and management principles.

Human Interaction: Requires the ability to function in a director capacity for a major organizational unit requiring significant internal and external interaction.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize synthesis data and information, as well as reference, descriptive, design, advisory, and consulting data and information as applicable.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; and may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

Functional Reasoning: Requires the ability to apply principles of logical or scientific thinking to implement both intellectual and practical relationships. Involves responsibility for consideration and analysis of complex organization problems of major functions.

Situational Reasoning: Requires the ability to exercise the judgment, decisiveness and creativity required in critical and/or unexpected situations involving moderate risk to the organization.

ADA COMPLIANCE

Physical Ability: Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or work station.

Sensory Requirements: Some tasks require the ability to perceive and discriminate visual and/or auditory cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Essential functions are regularly performed without exposure to adverse environmental conditions.

The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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

RESOLUTION RECOMMENDING THAT THE DISTRICT BOARD PROCEED WITH CONDEMNATION PROCEEDINGS IN FURTHERANCE OF THE CWP CONTRACT 5

To: District Board

September 4, 2019

It is **RECOMMENDED** that it be

VOTED: That the District Board approve passage of the following resolution:

Pursuant to Conn. Gen. Stat. § 48-12, and Sections 1-1, 1-2f and 1-4 of the Metropolitan District Charter, the Board of the Metropolitan District hereby authorizes District staff to proceed with condemnation proceedings on those properties set forth below, to acquire such property rights pursuant thereto as are necessary for the installation, use, maintenance and repair of certain sewer infrastructure improvements within portions of Hartford and West Hartford relating to the South Hartford Conveyance and Storage Tunnel and appurtenances thereto within or affecting

said properties, and to take such further or related action(s) as may be necessary to effectuate the project. The temporary and/or permanent easements relate to Contract 5 of the South Tunnel Project, and are as follows:

1. 868 New Britain Avenue, Hartford
2. 876 New Britain Avenue, Hartford
3. 888 New Britain Avenue, Hartford
4. 894 New Britain Avenue, Hartford
5. 927 New Britain Avenue, West Hartford
6. 939 New Britain Avenue, West Hartford
7. 168 Dart Street, Hartford

The amount of compensation to be awarded to the property owner(s) of each of said properties pursuant to said condemnation proceeding shall be the average value as determined by two independent Connecticut licensed appraisers.

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

The Metropolitan District
South Hartford Conveyance and Storage Tunnel
December 30, 2015

Description of Permanent Easement
868-870 New Britain Avenue, Hartford, CT

Being that a certain permanent easement of land on the property of now or formerly Adesh Singh and Christina Nandkissore, containing 844 square feet, more or less, situated in the Town of Hartford, State of Connecticut and being shown on a map entitled: "Easement Plan, 868-870 New Britain Avenue, Hartford, Connecticut", prepared by Zuvic, Carr and Associates, Inc. and dated December 30, 2015.

Said easement is more particularly bounded and described as follows:

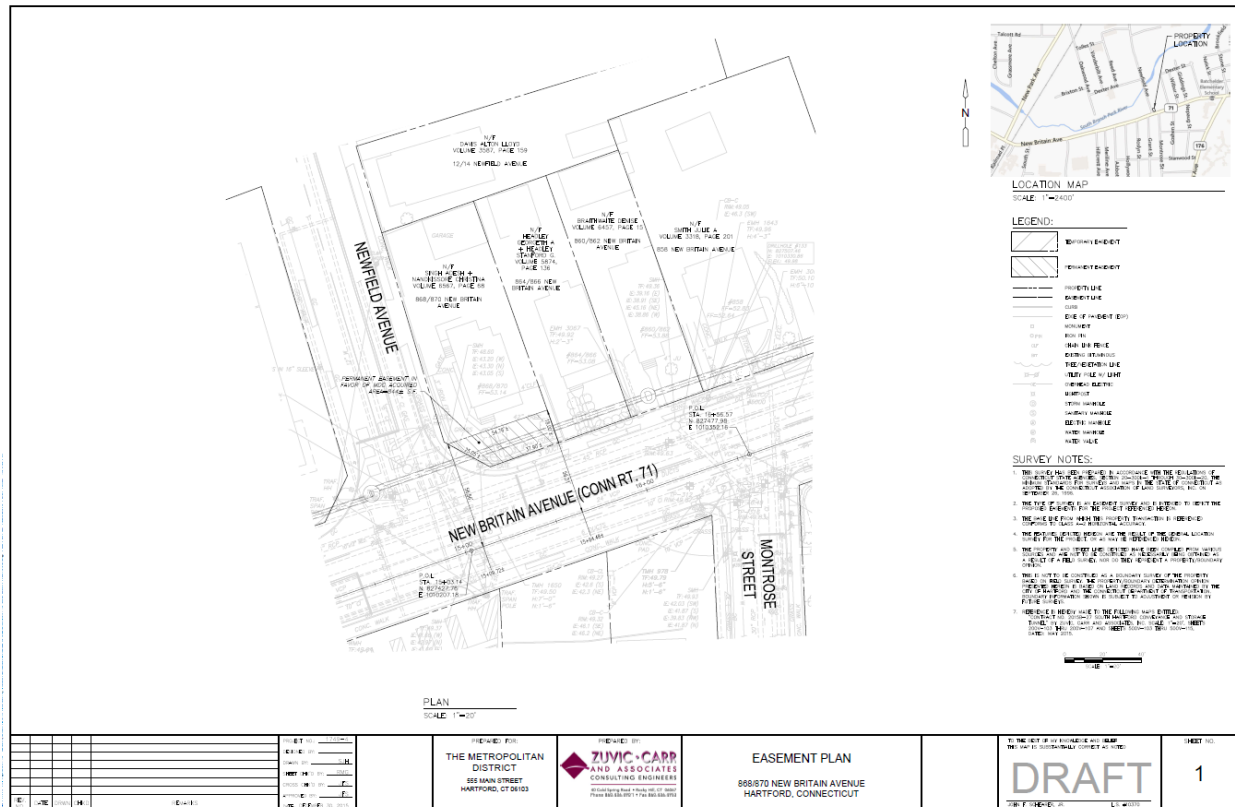
Commencing at a point on the northerly right-of-way line of New Britain Avenue, and the westerly property line of now or formerly Georgeth A. Headley and Stanford G. Headley, being the southeasterly corner of land now or formerly Adesh Singh and Christina Nandkissore, said point being the southeasterly corner of the herein described easement;

Thence running northwest along the westerly property line of now or formerly Georgeth A. Headley and Stanford G. Headley, 18.00 feet, more or less, to a point;

Thence running southwest through land now or formerly Adesh Singh and Christina Nandkissore, 54.76 feet, more or less, to a point on the northerly right-of-way line of New Britain Avenue and easterly right-of-way line of Newfield Avenue;

Thence running southeast along the northerly right-of-way line of New Britain Avenue and easterly right-of-way line of Newfield Avenue, 25.05 feet, more or less, to a point on the northerly right-of-way line of New Britain Avenue;

Thence running northeast along the northerly right-of-way line of New Britain Avenue, 37.90 feet, more or less, to the southeasterly corner of the herein described easement, and place of beginning.



The Metropolitan District
South Hartford Conveyance and Storage Tunnel
December 30, 2015

Description of Permanent Easement
876 New Britain Avenue, Hartford, CT

Being that a certain permanent easement of land on the property of now or formerly New Properties, LLC, containing 488 square feet, more or less, situated in the Town of Hartford, State of Connecticut and being shown on a map entitled: "Easement Plan, 876 New Britain Avenue, Hartford, Connecticut", prepared by Zuvic, Carr and Associates, Inc. and dated December 30, 2015.

Said easement is more particularly bounded and described as follows:

Commencing at a point on the northerly right-of-way line of New Britain Avenue, and the easterly property line of now or formerly Lafayette Realty Co., being the southwesterly corner of land now or formerly New Properties, LLC, said point being the southwesterly corner of the herein described easement;

Thence running northeast along the northerly right-of-way line of New Britain Avenue, 25.00 feet, more or less, to a point;

Thence running northeast along the northerly right-of-way line of New Britain Avenue and westerly right-of-way line of Newfield Avenue, 20.83 feet, more or less, to a point;

Thence running southwest through land now or formerly New Properties, LLC, 39.66 feet, more or less, to a point on the easterly property line of now or formerly Lafayette Realty Co.;

Thence running southeast along the easterly property line of now or formerly of Lafayette Realty Co., 15.29 feet, more or less, to the southwesterly corner of the herein described easement, and place of beginning.



LOCATION MAP

LEGEND:

- 
 EXPONENT EXPONENT

 PERCENT PERCENT
 PERCENT LINE
 EXPONENT LINE
 CURS
 DIE OF FINGER E
 MONITOR
 BOLD TYPE
 HIGH DEFENSE
 CRYSTAL BROTHERS
 TELEVISION LINE
 ITALY HOLE OF LIGHT
 FORMAL ELECTRIC
 UNIVERSITY
 TYPEFINDER
 COUNTRY NAME
 COUNTRY NAME
 COUNTRY NAME
 COUNTRY NAME
 COUNTRY NAME
 COUNTRY NAME

SURVEY NOTES

[illegible]

PLAN
SCALE: 1"=20'

PROJECT NO.	1000000
DATE OF	10/01/00
DRAWN BY	10/01/00
CHECKED BY	10/01/00
DESIGN NO.	10/01/00
PROJECT NO.	1000000
DATE OF	10/01/00
DRAWN BY	10/01/00
CHECKED BY	10/01/00
DESIGN NO.	10/01/00

PREPARED FOR:
THE METROPOLITAN
DISTRICT
666 MAIN STREET
HARTFORD, CT 06103



EASEMENT PLAN

876 NEW BRITAIN AVENUE
HARTFORD, CONNECTICUT

TO THE BEST OF MY KNOWLEDGE AND BELIEF

DRAFT

SHEET NO.

1

The Metropolitan District
South Hartford Conveyance and Storage Tunnel
December 30, 2015

Description of Permanent Easement
888-892 New Britain Avenue, Hartford, CT

Being that a certain permanent easement of land on the property of now or formerly Lafayette Realty Co., containing 2,718 square feet, more or less, situated in the Town of Hartford, State of Connecticut and being shown on a map entitled: "Easement Plan, 888-892 New Britain Avenue, Hartford, Connecticut", prepared by Zuvic, Carr and Associates, Inc. and dated December 30, 2015.

Said easement is more particularly bounded and described as follows:

Commencing at a point on the northerly right-of-way line of New Britain Avenue, and the easterly property line of now or formerly New Properties, LLC, being the southwesterly corner of land now or formerly Lafayette Realty Co., said point being the southwesterly corner of the herein described easement;

Thence running northeast along the northerly right-of-way line of New Britain Avenue, 184.79 feet, more or less, to a point on the westerly property line of now or formerly of New Properties, LLC;

Thence running northwest along the westerly property line of now or formerly New Properties, LLC, 15.29 feet, more or less, to a point;

Thence running southwest through land now or formerly Lafayette Realty Co., 51.33 feet, more or less, to a point;

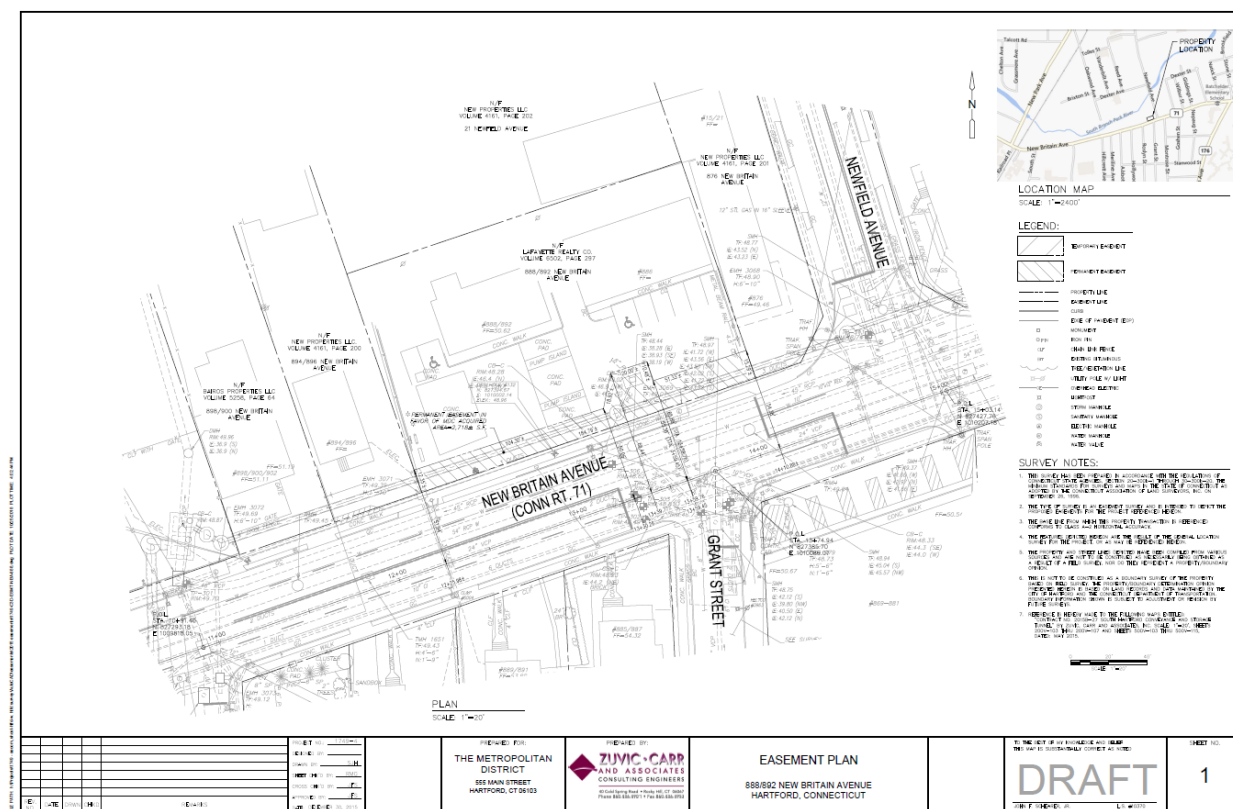
Thence running northwest through land now or formerly Lafayette Realty Co., 10.48 feet, more or less, to a point;

Thence running southwest through land now or formerly Lafayette Realty Co., 20.00 feet, more or less, to a point;

Thence running southwest through land now or formerly Lafayette Realty Co., 18.92 feet, more or less, to a point;

Thence running southwest through land now or formerly Lafayette Realty Co., 104.30 feet, more or less, to a point on the easterly property line of now or formerly New Properties, LLC;

Thence running southeast along the easterly property line of now or formerly New Properties, LLC, 12.35 feet, more or less, to the southwesterly corner of the herein described easement, and place of beginning.



The Metropolitan District
South Hartford Conveyance and Storage Tunnel
December 30, 2015

Description of Permanent Easement
894-896 New Britain Avenue, Hartford, CT

Being that a certain permanent easement of land on the property of now or formerly New Properties, LLC, containing 863 square feet, more or less, situated in the Town of Hartford, State of Connecticut and being shown on a map entitled: "Easement Plan, 894-896 New Britain Avenue, Hartford, Connecticut", prepared by Zuvic, Carr and Associates, Inc. and dated December 30, 2015.

Said easement is more particularly bounded and described as follows:

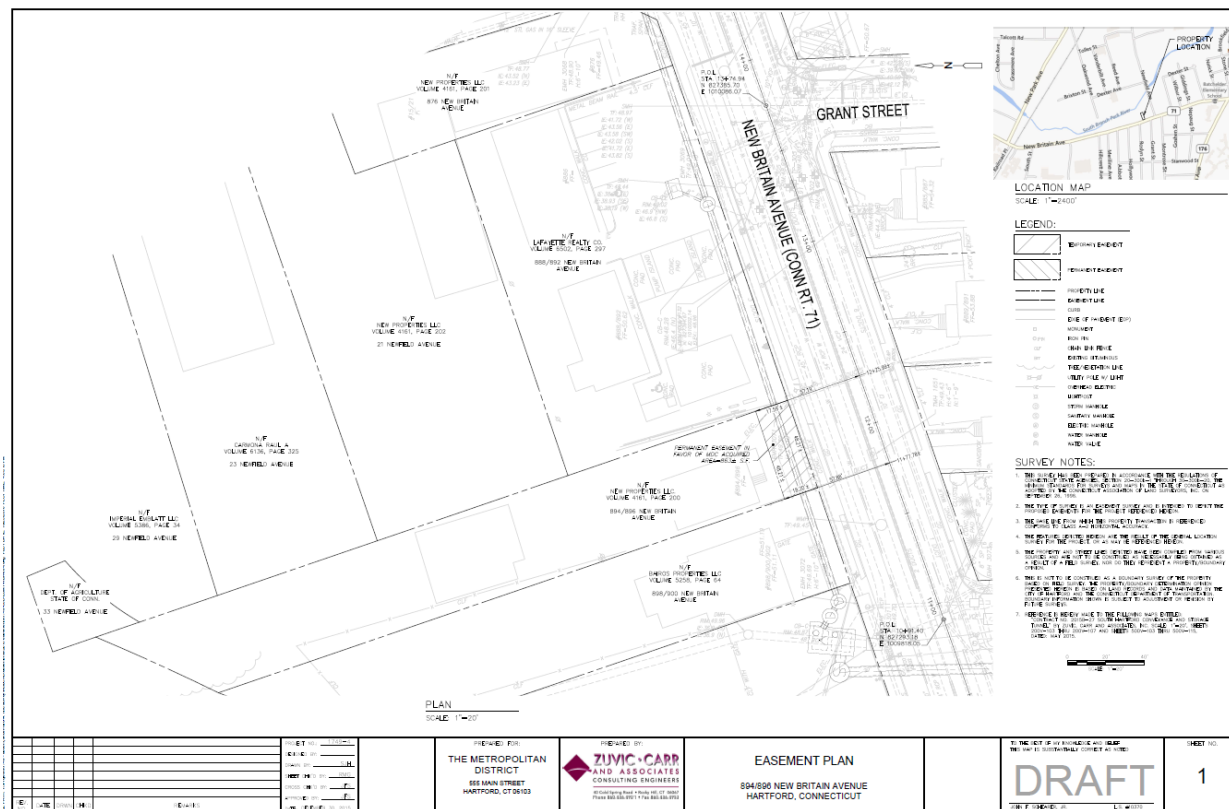
Commencing at a point on the northerly right-of-way line of New Britain Avenue, and the easterly property line of now or formerly Bairos Properties, LLC, being the southwesterly corner of land now or formerly New Properties, LLC, said point being the southwesterly corner of the herein described easement;

Thence running northeast along the northerly right-of-way line of New Britain Avenue, 48.21 feet, more or less, to a point on the westerly property line now or formerly Lafayette Realty Co.;

Thence running northeast along the westerly property line of now or formerly Lafayette Realty Co., 17.59 feet, more or less, to a point;

Thence running southwest through land now or formerly New Properties, LLC, 48.21 feet, more or less, to a point on the easterly property line now or formerly Bairos Properties, LLC;

Thence running southeast along the easterly property line of now or formerly Bairos Properties, LLC, 18.20 feet, more or less, to the southwesterly corner of the herein described easement, and place of beginning.



The Metropolitan District
South Hartford Conveyance and Storage Tunnel
December 30, 2015

Description of Permanent Easement
927 New Britain Avenue, West Hartford, CT

Being that a certain permanent easement of land on the property of now or formerly 927 New Britain Avenue, LLC, containing 549 square feet, more or less, situated in the Town of West Hartford, State of Connecticut and being shown on a map entitled: "Easement Plan, 927 New Britain Avenue, West Hartford, Connecticut", prepared by Zuvic, Carr and Associates, Inc. and dated December 30, 2015.

Said easement is more particularly bounded and described as follows:

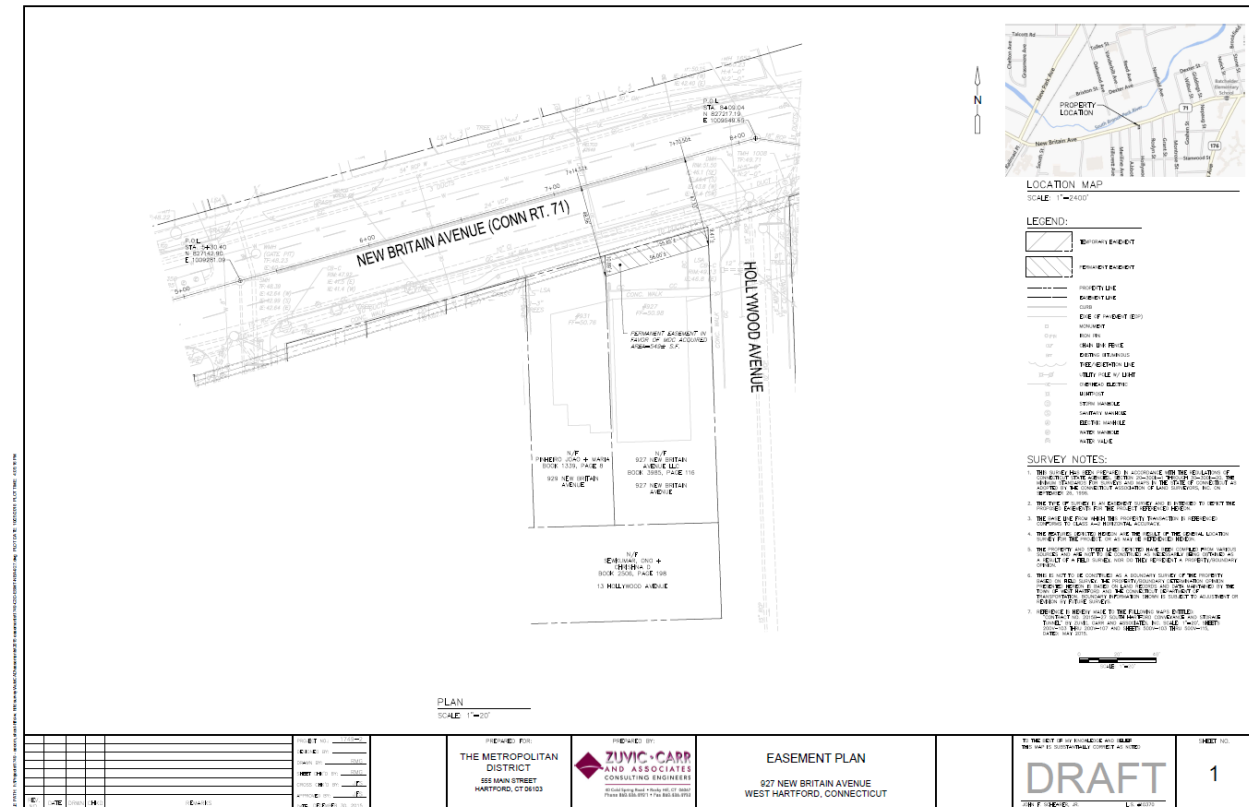
Commencing at a point on the southerly right-of-way line of New Britain Avenue, and the westerly right-of-way line of Hollywood Avenue, being the northeasterly corner of land now or formerly 927 New Britain Avenue, LLC, said point being the northeasterly corner of the herein described easement;

Thence running south along the westerly right-of-way line of Hollywood Avenue, 9.41 feet, more or less, to a point;

Thence running southwest through land now or formerly 927 New Britain Avenue, LLC, 56.00 feet, more or less, to a point on the easterly property line of now or formerly Joao and Maria Pinheiro;

Thence running north along the easterly property line now or formerly of Joao and Maria Pinheiro, 10.89 feet, more or less, to a point on the southerly right-of-way line of New Britain Avenue;

Thence running northeast along the southerly right-of-way line of New Britain Avenue, 55.65 feet, more or less, to the northeasterly corner of the herein described easement, and place of beginning.



The Metropolitan District
South Hartford Conveyance and Storage Tunnel
December 30, 2015

Description of Permanent Easement
939 New Britain Avenue, West Hartford, CT

Being that a certain permanent easement of land on the property of now or formerly Ijan 2 CT Realty, LLC, containing 1,583 square feet, more or less, situated in the Town of West Hartford, State of Connecticut and being shown on a map entitled: "Easement Plan, 939 New Britain Avenue, West Hartford, Connecticut", prepared by Zuvic, Carr and Associates, Inc. and dated December 30, 2015.

Said permanent easement is more particularly bounded and described as follows:

Commencing at a point on the southerly right-of-way line of New Britain Avenue, and the westerly right-of-way line of Abbotsford Avenue, being the northeasterly corner of land now or formerly Ijan 2 CT Realty, LLC, said point being the northeasterly corner of the herein described permanent easement;

Thence running south along the westerly right-of-way line of Abbotsford Avenue, 13.91 feet, more or less, to a point;

Thence running southwest through land now or formerly Ijan 2 CT Realty, LLC, 114.32 feet, more or less, to a point on the easterly property line of now or formerly G. and A. Realty, LLC;

Thence running north along the easterly property line of now or formerly G. and A. Realty, LLC, 14.61 feet, more or less, to a point on the southerly right-of-way line of New Britain Avenue;

Thence running northeast along the southerly right-of-way line of New Britain Avenue, 114.15 feet, more or less, to the northeasterly corner of the herein described permanent easement, and place of beginning.

The Metropolitan District
South Hartford Conveyance and Storage Tunnel
December 30, 2015

Description of Temporary Easement
939 New Britain Avenue, West Hartford, CT

Being that a certain temporary easement of land on the property of now or formerly Ijan 2 CT Realty, LLC, containing 205 square feet, more or less, situated in the Town of West Hartford, State of Connecticut and being shown on a map entitled: "Easement Plan, 939 New Britain Avenue, West Hartford, Connecticut", prepared by Zuvic, Carr and Associates, Inc. and dated December 30, 2015. Said map also shows a permanent easement of land on the property of now or formerly Ijan 2 CT Realty, LLC.

Said temporary easement is more particularly bounded and described as follows:

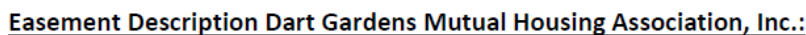
Commencing at a point on the southerly right-of-way line of New Britain Avenue, and the westerly right-of-way line of Abbotsford Avenue, being the northeasterly corner of land now or formerly Ijan 2 CT Realty, LLC, going south along the westerly right-of-way line of Abbotsford Avenue, 13.91 feet, more or less, to a point being the northeasterly corner of the herein described temporary easement;

Thence running south along the westerly right-of-way line of Abbotsford Avenue, 12.28 feet, more or less, to a point;

Thence running west through land now or formerly Ijan 2 CT Realty, LLC, 20.13 feet, more or less, to a point;

Thence running northwest through land now or formerly Ijan 2 CT Realty, LLC, 7.25 feet, more or less, to a point on the southerly permanent easement line as described above;

Thence running northeast through land now or formerly of Ijan 2 CT Realty, LLC along the southerly permanent easement line as described above, 22.60 feet, more or less, to the northeasterly corner of the herein described temporary easement, and place of beginning.



Said Permanent Easement Area contains 1,234 square feet more or less.



Without objection, Agenda Items 13A “Referral of Petitions for Water Service to Water Bureau – 85 Pennywise Lane, Glastonbury” and 13B “Referral of Petitions for Water Service to Water Bureau – Burnham Street and Sherwood Drive, East Hartford” were consolidated and considered together.

From: District Clerk

To: District Board

September 4, 2019

The following petition was received on July 8, 2019:

The residents of 85 Pennywise Lane, Glastonbury have requested extending the water main near the Chestnut Hill Road and Coleman Road neighborhoods in Glastonbury, Connecticut.

It is RECOMMENDED that it be

Voted: That the foregoing petition be received and referred to the Water Bureau for study and subsequent action.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

85 Pennywise Lane
Glastonbury, CT 06033
July 5, 2019

METROPOLITAN DISTRICT
ENGINEERING & PLANNING
JUL - 8 2019
RECEIVED

Ms. Jennifer Ottalagana, Project Manager
The Metropolitan District Commission
555 Main St.
Hartford, CT 06103

RE: Coleman Road/Chestnut Hill Road service expansion, Glastonbury CT

Dear Ms. Ottalagana,

I'm following up on my July 3rd phone message.

We live at 85 Pennywise Lane in Glastonbury and are very interested in possible extension of MDC water to our neighborhood near Chestnut Hill Road and Coleman Road.

We understand that you are the Project Manager.

If there is a contact or mailing list for information about this, we'd like to be included.

Thank you.

Yours sincerely,


James Cooke


Anita Hochstein

**DISTRICT CLERK
PETITION FOR WATER SERVICE**

From: District Clerk

To: District Board

September 4, 2019

The following petition was received on August 28, 2019:

The Town of East Hartford has requested extending the water main on Burnham Street and Sherwood Drive in East Hartford, Connecticut.

It is RECOMMENDED that it be

Voted: That the foregoing petition be received and referred to the Water Bureau for study and subsequent action.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
740 Main Street
East Hartford, Connecticut 06108

Phone: 860 291-7380
Fax: 860 289-0831

August 28, 2019

John S Mirtle Esq.
MDC District Clerk
The Metropolitan District
P.O. Box 800
Hartford, CT. 06142-0800

RE: Petition for Water Main Extension
Burnham Street & Sherwood Drive, East Hartford, CT

Dear Attorney Mirtle,

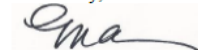
The Town of East Hartford is in the process of designing improvements to Burnham Street (between Long Hill Street and the Manchester town line) and Sherwood Drive in East Hartford. The project will include road reconstruction and drainage improvements. Since the properties along these roads are presently using private well water systems, we are requesting that the District Board consider installation of water main on both roads.

Our Health Department indicates that water quality, at least for one location, is less than desirable (see attached letter) and they are supportive of the water main extension. In addition, without the water main there are no fire hydrants along the roads. As recently as April, 2019, the Manchester Fire Department provided a tanker for mutual aid at a fire on Sherwood Drive. The Town of East Hartford currently does not have a tanker as this is the only area of Town without fire hydrants. Adding fire hydrants will provide additional security to the sixty-three (63) residential properties along the roads (see attached map).

In addition to this petition, we are discussing a gas main extension with Connecticut Natural Gas for both roads. Combining the Town reconstruction project with the main extensions will improve the economic feasibility of the utility projects.

Please call our Town Engineer, Douglas R. Wilson, P.E. at (860) 291-7383 or dwilson@easthartfordct.gov with any questions. Thank you for your consideration on this matter.

Yours truly,



Marcia A. Leclerc
Mayor

C: P.J. Salemi, MDC Commissioner
T. Baptist, Acting Director of Public Works
D. Wilson, Town Engineer
J. Cordier, Director of Health & Social Services
J. Oates, Fire Chief

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

Phone: 860.291.7324
Fax: 860.291.7326

HEALTH
DEPARTMENT

740 Main Street
East Hartford, Connecticut 06108

www.easthartfordct.gov

August 6, 2019

RE: Proposed extension of MDC water service on Burnham Street and Sherwood Drive

To Whom It May Concern:

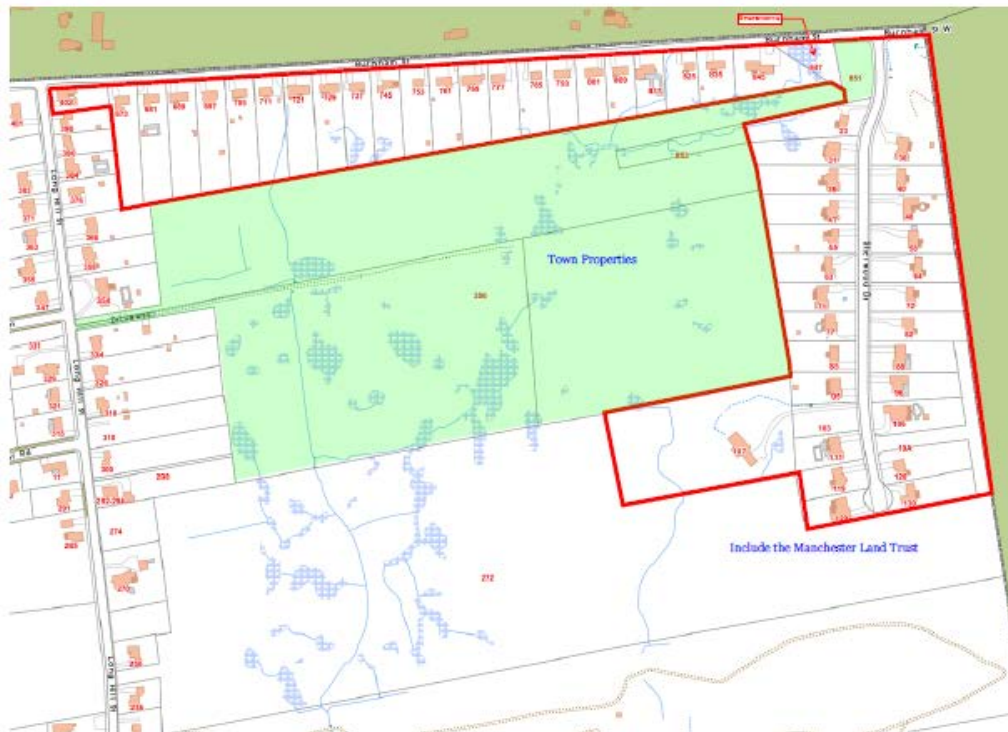
This letter is written on behalf of the East Hartford Health Department in reference to the proposed extension of public water service on Burnham Street and Sherwood Drive in the Town of East Hartford. The availability of adequate quantities of safe, potable drinking water is of such paramount importance to public health, that I cannot overstate our unequivocal support for this proposed project. Additionally, a review of our historical files related to properties within the area of this proposed project revealed more than one report of water quality tests from private wells with results that, while meeting minimum standards for potable water, were less than ideally desirable. Therefore, I respectfully encourage the furtherance of this project proposal.

Please feel free to contact me if I may be of any assistance regarding this matter.

Sincerely,



Michael O'Connell
Environmental/Public Health Supervisor
East Hartford Health Department
740 Main Street
East Hartford, CT 06108
860-291-7324
mocConnell@easthartfordct.gov



On motion made by Commissioner Salemi and duly seconded, the reports for Agenda Items 13A "Referral of Petitions for Water Service to Water Bureau – 85 Pennywise Lane, Glastonbury" and

13B “Referral of Petitions for Water Service to Water Bureau – Burnham Street and Sherwood Drive, East Hartford” were received and the resolutions adopted by unanimous vote of those present.

**DISTRICT CLERK
PETITION FOR SEWER SERVICE**

From: District Clerk

To: District Board

September 4, 2019

The following petition was received on July 8, 2019:

The residents of 377 Simsbury Road in Bloomfield have requested extending the sewer main to their home, which currently stops between 371 and 373 Simsbury Road, Bloomfield.

It is RECOMMENDED that it be

Voted: That the foregoing petition be received and referred to the Bureau of Public Works for study and subsequent action.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

John Mirtle
MDC District Clerk
555 Main Street
PO Box 800
Hartford, CT 06142

Dear Mr. Mirtle,

We are interested in sewer connection. Our address is 377 Simsbury Road in Bloomfield. The sewer stops between 371 and 373 Simsbury Road. The record plan # is 268 – B.

We have a septic tank and we are currently having issues with the tank. We have a failing septic tank/leach field issue.

Thank you so much for your time and please call me if you have any questions.

Sincerely,

Leslie and Daniel Gregor
377 Simsbury Road
Bloomfield, CT 06002

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

EXECUTIVE SESSION

At 9:05 P.M., Chairman DiBella requested an executive session to discuss pending litigation.

On a motion made by Commissioner Adil and duly seconded, the District Board entered into executive session to discuss pending litigation.

Those in attendance during the executive session:

Commissioners Andrew Adil, John Avedisian, Clifford Avery Buell, Daniel Camilliere, Donald Currey, William A. DiBella, Peter Gardow, Denise Hall, James Healy, Allen Hoffman, Jean Holloway, David Ionno, Gary LeBeau, Jacqueline Mandyck, Alphonse Marotta, Whit Osgood, Dominic M. Pane, Bhupen Patel, Pasquale J. Salemi, Raymond Sweezy, Alvin Taylor and Richard W. Vicino; Chief Executive Officer Scott W. Jellison; Interim Chief Financial Officer Christopher Martin; Chief Administrative Officer Kelly

Shane; Director of Human Resources Robert Zaik; Attorneys R. Bartley Halloran, John S. Mirtle and Christopher Stone.

RECONVENE

At 9:21 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Pane and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

SETTLEMENT OF PENDING LITIGATION *ERIN RYAN V. METROPOLITAN DISTRICT COMMISSION*

To: District Board

September 4, 2019

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 pending federal lawsuit captioned ***ERIN RYAN V. METROPOLITAN DISTRICT COMMISSION***, Docket No. 3:18-cv-00916-VLB (D. Conn.), for the total sum of \$165,0000.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release and a settlement agreement to include, but not be limited to, the following: 1) no admission of wrongdoing provision; 2) a confidentiality provision from the plaintiff; 3) a non-disparagement clause; 4) the formal withdrawal of said action; 5) and a contribution towards the settlement amount of \$82,500.00 from the District's liability insurance carrier.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

SETTLEMENT OF PENDING LITIGATION *ACADIA INSURANCE a/s/o OLDE WINDSOR STATION LLC v. THE METROPOLITAN DISTRICT*

To: District Board

September 4, 2019

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 *Acadia Insurance Company a/s/o Olde Windsor Station LLC v. The Metropolitan District*,

Docket No. HHD-CV18-6095119, for the total sum of \$7,575.65, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release and formal withdrawal of said action.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Alicea Charamut, Director of Rivers Alliance, spoke regarding the Long Term Control Plan timeline and PFAS.

ADJOURNMENT

The meeting was adjourned at 9:30 PM

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval