

THE METROPOLITAN DISTRICT COMMISSION

555 Main Street

Hartford, Connecticut 06103

Wednesday, November 6, 2019

Present: Commissioners Andrew Adil, John Avedisian, Clifford Avery Buell, Donald Currey, William A. DiBella, Peter Gardow, James Healy, Allen Hoffman, Jean Holloway, Gary LeBeau, Byron Lester, Maureen Magnan, Michael Maniscalco, 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 Daniel Camilliere, Denise Hall, David Ionno, Michael Solomonides and New Britain Special Representative Michael Carrier (5)

Also

Present: Scott W. Jellison, Chief Executive Officer
Christopher Martin, Chief Financial Officer
R. Bartley Halloran, District Counsel
Christopher Stone, Assistant District Counsel
Brendan Fox, Assistant District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Chief Operating Officer
Kelly Shane, Chief Administrative Officer
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Tom Tyler, Director of Facilities
Robert Zaik, Director of Human Resources
Lisa Remsen, Manager of Budget and Analysis
Michael Curley, Manager of Technical Services
Jamie Harlow, Manager of Labor Relations
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 6:20 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.

INTRODUCTION OF NEW COMMISSIONER AND

ADMINISTRATION OF OATH OF OFFICE

The District Clerk swore in Commissioner Michael Maniscalco of South Windsor.

PLEDGE OF ALLEGIANCE

Those in attendance stood and recited the Pledge of Allegiance.

APPROVAL OF MINUTES

On motion made by Commissioner Patel and duly seconded, the meeting minutes of October 7, 2019 were approved.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Justin Kelleher of Raymond Road, Glastonbury, thanked the Water Bureau for supporting the Layout and Assessments on Raymond Road in Glastonbury.

Reva Menon of Raymond Road, Glastonbury thanked the Water Bureau for supporting the Layout and Assessments on Raymond Road in Glastonbury and also thanked Commissioner Sweezy and District Clerk John Mirtle for answering all of her questions throughout the process.

REPORT FROM DISTRICT CHAIR

No report delivered by Chairman DiBella.

REPORT FROM CHIEF EXECUTIVE OFFICER

No report delivered by CEO Scott Jellison.

REPORT FROM DISTRICT COUNSEL

No report delivered by District Counsel R. Bartley Halloran.

**FISCAL YEAR 2020 BUDGET ESTIMATES
REFERRAL TO BOARD OF FINANCE**

Budget Summary

Revenue & Expenditure Summary

	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
Water Revenues				
Sale of Water	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenue	3,631,304	6,820,200	5,684,600	6,810,200
Subtotal Operating Revenue	71,694,175	95,944,800	90,092,800	105,336,400
Non-Operating Revenues	2,517,195	2,262,600	2,046,600	2,282,600
Total Water Revenue	74,211,370	98,207,400	92,139,400	107,619,000
Sewer Revenues				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue for Other Gov't Agencies	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	12,932,545	17,540,900	17,559,600	20,402,900
Subtotal Operating Revenue	81,317,217	87,760,800	87,229,700	94,859,100
Surplus Designated from Prior Yr.	0	3,500,000	0	0
Total Sewer Revenues	81,317,217	91,260,800	87,229,700	94,859,100
Total Water and Sewer Revenues	\$155,528,587	\$189,468,200	\$179,369,100	\$202,478,100
Expenditures				
District Board	\$341,804	\$395,500	\$395,500	\$415,500
Executive Office	2,639,892	3,067,600	2,945,900	3,003,300
Legal	1,732,933	1,727,900	1,727,900	1,589,800
Information Technology	6,553,180	6,928,100	7,030,850	8,274,200
Finance	6,219,780	6,886,300	6,886,300	7,183,300
Environment, Health & Safety	837,666	964,800	964,800	954,000
Engineering and Planning	1,035,664	1,333,400	1,315,050	1,352,900
Command Center	4,008,463	4,116,300	4,116,300	4,340,600
Operating Office	489,973	757,000	757,000	879,600
Operations	10,676,631	10,721,600	10,721,600	11,000,600
Laboratory Services	1,588,427	1,775,600	1,775,600	1,809,300
Water Pollution Control	15,139,448	17,462,200	16,816,360	17,616,800
Maintenance	10,673,340	10,946,200	10,911,200	11,502,600
Water Treatment & Supply	8,136,065	8,944,700	8,809,800	8,426,900
Patrol	1,596,276	1,719,500	1,719,500	1,672,100
Debt Service	52,968,800	65,822,800	65,822,800	70,293,800
Employee Benefits	19,892,631	28,507,900	28,507,900	30,954,000
General Insurance	4,011,086	4,747,100	4,747,100	5,926,700
Taxes and Fees	3,485,423	3,610,500	3,610,500	3,810,500
Special Agr. and Programs	3,811,869	5,033,200	5,033,200	9,491,600
Contingencies	-	4,000,000	-	1,980,000
Total Water and Sewer Budget	\$155,839,349	\$189,468,200	\$184,615,160	\$202,478,100

Budget Summary

Revenue & Expenditure Summary

The following table summarizes the revenues and expenditures for the District's Sewer operations.

	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
REVENUES				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue for Other Gov't Agencies	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	12,932,545	17,540,900	17,559,600	20,402,900
Subtotal	81,317,217	87,760,800	87,229,700	94,859,100
Surplus Designated from Prior Yr.	0	3,500,000	0	0
Subtotal	\$0	\$3,500,000	\$0	\$0
Total Revenue	\$81,317,217	\$91,260,800	87,229,700	94,859,100
EXPENDITURES				
District Board	167,500	193,800	193,800	203,600
Executive Office	1,293,500	1,503,100	1,443,500	1,471,600
Legal	849,100	846,700	846,700	779,000
Information Technology	2,162,600	2,286,300	2,320,200	2,730,500
Finance	3,047,800	3,374,200	3,374,200	3,519,900
Environment, Health & Safety	410,500	472,800	472,800	467,500
Engineering and Planning	507,500	653,400	644,400	662,900
Command Center	1,362,800	1,399,500	1,399,500	1,475,800
Operating Office	240,100	370,900	370,900	431,000
Operations	2,669,200	2,680,500	2,680,500	2,750,100
Laboratory Services	762,500	852,300	852,300	868,400
Water Pollution Control	15,139,448	17,462,200	16,816,360	17,616,800
Maintenance	5,229,900	5,363,600	5,346,500	5,636,200
Debt Service	26,991,511	34,069,500	34,069,500	36,468,600
Employee Benefits	8,951,700	12,828,600	12,828,600	13,929,300
General Insurance	1,203,300	1,424,100	1,424,100	2,370,700
Special Agr. and Programs	998,132	1,479,300	1,479,300	1,497,200
Contingencies	0	4,000,000	0	1,980,000
Total Expenses	\$71,987,091	\$91,260,800	\$86,563,160	\$94,859,100

Budget Summary

Revenue & Expenditure Summary

The following table summarizes the revenues and expenditures for the District's Water operations.

	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
REVENUES				
Sale of Water	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenues	3,631,304	6,820,200	5,684,600	6,810,200
Subtotal	\$71,694,175	\$95,944,800	\$90,092,800	\$105,336,400
Non-Operating Revenues	2,517,195	2,262,600	2,046,600	2,282,600
Subtotal	\$2,517,195	\$2,262,600	\$2,046,600	\$2,282,600
Total Revenue	\$74,211,370	\$98,207,400	\$92,139,400	\$107,619,000
EXPENDITURES				
District Board	174,304	201,700	201,700	211,900
Executive Office	1,346,392	1,564,500	1,502,400	1,531,700
Legal	883,833	881,200	881,200	810,800
Information Technology	4,390,580	4,641,800	4,710,650	5,543,700
Finance	3,171,980	3,512,100	3,512,100	3,663,400
Environment, Health & Safety	427,166	492,000	492,000	486,500
Engineering and Planning	528,164	680,000	670,650	690,000
Command Center	2,645,663	2,716,800	2,716,800	2,864,800
Operating Office	249,873	386,100	386,100	448,600
Operations	8,007,431	8,041,100	8,041,100	8,250,500
Laboratory Services	825,927	923,300	923,300	940,900
Maintenance	5,443,440	5,582,600	5,564,700	5,866,400
Water Treatment & Supply	8,136,065	8,944,700	8,809,800	8,426,900
Patrol	1,596,276	1,719,500	1,719,500	1,672,100
Debt Service	25,977,289	31,753,300	31,753,300	33,825,200
Employee Benefits	10,940,931	15,679,300	15,679,300	17,024,700
General Insurance	2,807,786	3,323,000	3,323,000	3,556,000
Taxes and Fees	3,485,423	3,610,500	3,610,500	3,810,500
Special Agr. and Programs	2,813,738	3,553,900	3,553,900	7,994,400
Total Expenses	\$83,852,258	\$98,207,400	\$98,052,000	\$107,619,000

Budget Summary

Revenues: Changes by Source

Proposed water and sewer revenues for 2020 total \$202,478,100 an increase of \$13,009,900 or 6.9% from the Adopted 2019 level. The sewer revenues have increased by \$3,598,300 and the water revenues increased by \$9,411,600.

Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>WATER REVENUES</u>				
Sale of Water	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenues	3,631,304	6,820,200	5,684,600	6,810,200
Total Operating Revenues	71,694,175	95,944,800	90,092,800	105,336,400
Non-Operating Revenues	2,517,195	2,262,600	2,046,600	2,282,600
Total Water Revenues	\$74,211,370	\$98,207,400	\$92,139,400	\$107,619,000
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue from Other Govt. Agencies	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	12,932,545	17,540,900	17,559,600	20,402,900
Total Operating Revenues	81,317,217	87,760,800	87,229,700	94,859,100
Designated from Surplus	0	3,500,000	0	0
Total Other Revenues	0	3,500,000	0	0
Total Sewer Revenues	\$81,317,217	\$91,260,800	\$87,229,700	\$94,859,100
Total Water and Sewer Revenues	\$155,528,587	\$189,468,200	\$179,369,100	\$202,478,100

Budget Summary

Revenues: Changes by Source

Tax History by Town	2016	2017	2018	2019	2020
Hartford	\$10,174,900	\$10,963,200	\$11,550,400	\$12,372,000	\$13,035,400
East Hartford	\$4,762,000	\$5,059,400	\$5,486,600	\$5,775,200	\$6,089,300
Newington	\$3,508,400	\$3,752,900	\$4,120,900	\$4,318,900	\$4,623,100
Wethersfield	\$3,207,700	\$3,408,200	\$3,707,800	\$3,979,400	\$4,240,800
Windsor	\$3,404,700	\$3,656,900	\$4,001,500	\$4,274,900	\$4,611,600
Bloomfield	\$2,936,000	\$3,067,100	\$3,256,200	\$3,488,600	\$3,879,300
Rocky Hill	\$2,239,700	\$2,475,800	\$2,712,500	\$2,909,600	\$3,144,100
West Hartford	\$8,710,900	\$9,286,900	\$10,168,100	\$11,034,500	\$11,852,100
Total	\$38,944,300	\$41,670,400	\$45,004,000	\$48,153,100	\$51,475,700

Tax Percentage	2016	2017	2018	2019	2020
Hartford	26.13%	26.31%	25.67%	25.69%	25.32%
East Hartford	12.23%	12.14%	12.19%	11.99%	11.83%
Newington	9.01%	9.01%	9.16%	8.97%	8.98%
Wethersfield	8.24%	8.18%	8.24%	8.26%	8.24%
Windsor	8.74%	8.78%	8.89%	8.88%	8.96%
Bloomfield	7.54%	7.36%	7.24%	7.24%	7.54%
Rocky Hill	5.75%	5.94%	6.03%	6.04%	6.11%
West Hartford	22.36%	22.28%	22.58%	22.93%	23.02%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/15/2020	4/15/2020	7/15/2020	10/21/2020	Total
Hartford	\$3,093,000	\$3,093,000	\$3,424,700	\$3,424,700	\$13,035,400
East Hartford	1,443,800	1,443,800	1,600,850	1,600,850	6,089,300
Newington	1,079,725	1,079,725	1,231,825	1,231,825	4,623,100
Wethersfield	994,850	994,850	1,125,550	1,125,550	4,240,800
Windsor	1,068,725	1,068,725	1,237,075	1,237,075	4,611,600
Bloomfield	872,150	872,150	1,067,500	1,067,500	3,879,300
Rocky Hill	727,400	727,400	844,650	844,650	3,144,100
West Hartford	2,758,625	2,758,625	3,167,425	3,167,425	11,852,100
Total	\$12,038,275	\$12,038,275	\$13,699,575	\$13,699,575	\$51,475,700

Without objection, the Fiscal Year 2020 budget estimates were referred to the Board of Finance

**WATER BUREAU
RAYMOND ROAD, GLASTONBURY
REPORT OF HEARING AND LAYOUT AND ASSESSMENT**

To: District Board

November 6, 2019

From: Water Bureau

On May 28, 2010, the District received a petition from a property owner on Raymond Road, Glastonbury, requesting that a public water main be installed in the street. Recently, the Town of Glastonbury requested the District to identify potential water main projects within Glastonbury that could be constructed on an accelerated basis. This petition from 2010 was reexamined for that purpose.

There are nine properties on Raymond Road that this project would serve. Eight out of the nine properties will be subject to assessment. The unassessed parcel is unbuildable due to land conservation restrictions.

A public hearing chaired by Commissioner Pane was held on June 26, 2019. None of the property owners from Raymond Road provided comment at the hearing but one property owner submitted written comments in opposition to the proposed water main. Four other property owners previously responded to a canvas in favor of the proposed water main and three responded opposed. The current public response is four properties in favor, four opposed and one that will not be assessed which did not register an opinion. Out of the four properties that oppose the project, three of the parcels are owned by the same individual with a house located on one of the three parcels and the other two are vacant.

As part of this project, the proposed 8-inch water main will serve all eight properties on Raymond Road, and upon completion, allow the properties on Raymond Road to abandon their existing wells.

Based on the information presented at the public hearing and the favorable opinions of the property owners, your staff and the Commissioner present at the hearing recommend that the water main in Raymond Road be approved.

The estimated cost and benefit summary for this project is as follows:

ESTIMATED CONSTRUCTION COST:

700 feet of 8-inch	\$346,820.00	
Contingencies (10%)	<u>\$ 34,680.00</u>	
Total Estimated Construction Cost	\$381,500.00	\$381,500.00

ESTIMATED OTHER COST:

Legal Advertising	\$ 1,500.00	
Blueprints, Maps & Charts	\$ 500.00	
Soil Borings and Investigations	\$ 7,500.00	
Work by District Forces	<u>\$ 10,000.00</u>	
Total Estimated Other Costs	\$ 18,500.00	<u>\$ 18,500.00</u>

TOTAL ESTIMATED PROJECT COST: \$400,000.00

The source of funding summary is as follows:

Estimated Direct Assessments to be Accrued to the Assessable Water Fund	\$ 98,040.00
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Deficit to be collected from the non-member capital improvement surcharge or reimbursed by the Town of Glastonbury	<u>\$301,960.00</u>
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TOTAL ESTIMATED PROJECT COST: \$400,000.00

As the Bureau is aware, Ordinance W1f requires that any deficits incurred on capital improvements in non-member towns be added as a surcharge to each user's water bill in that non-member town. Therefore, the estimated deficit of \$301,960 will be incurred by the ratepayers in the Town of Glastonbury, or by the Town of Glastonbury itself if the Town so chooses, before the end of the District's fiscal year during which construction takes place.

At a meeting of the Water Bureau held on October 15, 2019, it was:

VOTED: To transmit to the District Board a resolution to layout and authorize construction of a Class II water main in Raymond Road, Glastonbury, as set forth in the layout and schedule of assessments by the Water Bureau, and payment for the same is authorized from the Assessable Water Fund.

AND

VOTED: That the Controller be requested to make tentative allocations for this project pending passage of the layout by the District Board, and pending determination of actual costs, in accordance with the following schedule, which schedule is based on the Engineer's estimated cost and on the estimated assessment, as follows:

Direct Assessment to be Accrued to

the Assessable Water Fund	\$ 98,040.00
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Deficit to be collected from the non-member capital improvement surcharge or reimbursed by the	
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Town of Glastonbury \$ 301,960.00

Total Estimated Project Cost: \$ 400,000.00

AND

VOTED: That after completion of the construction of a water main in Raymond Road, Glastonbury, a final schedule of assessments based on the following preliminary assessments using the schedule of flat rates adopted December 10, 2018 and effective January 1, 2019 at \$95.00 per front foot or adjusted front foot, be declared due and payable and published with notice to any property owner aggrieved by these proceedings that he or she may appeal from the actions of The Metropolitan District and its Water Bureau to the Superior Court.

<u>Property now or Formerly of</u>	<u>Street Number</u>	<u>Frontage</u>	<u>Adjusted Frontage</u>	<u>Assessment</u>
<u>Raymond Road- North Side</u>				
Christopher P. & Amy L. Serra	17	126.00		\$11,970.00
Joseph C. Murad	29	126.00		\$11,970.00
Suresh & Reva Menon	39	126.00		\$11,970.00
Michael R. & Susan M. Sanders	51	206.54	(160.00)	\$15,200.00
<u>Raymond Road- South Side</u>				
Justin Kelleher	20	108.00		\$10,260.00
Walter K. Smith Living Trust & Lorraine P. Smith Living Trust	28	108.00		\$10,260.00
Walter K. & Lorraine Smith	36	108.00		\$10,260.00
Walter K. & Lorraine Smith	48	198.26	(170.00)	\$16,150.00

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

**WATER BUREAU
KIMBERLY LANE AND DAYTON ROAD, GLASTONBURY
REPORT OF HEARING AND LAYOUT AND ASSESSMENT**

To: District Board

November 6, 2019

From: Water Bureau

On September 4, 2018, the District received a petition from nine property owners on Kimberly Lane, Glastonbury, requesting that a public water main be installed in the street.

The nine property owners are members of the Kimberly Lane Well Association and have informed the District that they are in need of public water due to a failing well system and the presence of contaminants in the well water. There are eight properties on Kimberly Lane and four on Dayton Road that this project will serve. All eight properties on Kimberly Lane and three on Dayton Road will be subject to assessment. The original project design also included installing a water main in Dayton Road from Main Street to Kimberly Lane to serve an additional five properties.

A public hearing chaired by Commissioner Pane was held on June 26, 2019. Four property owners from Kimberly Lane attended the hearing and all spoke in favor of the proposed water main in Kimberly Lane. There was one additional property owner that submitted written comments in favor of the proposed water main in Kimberly Lane. Three other property owners previously responded in favor of the proposed water main in Kimberly Lane. One resident on Kimberly Lane has now submitted written comment in opposition to the project.

For the portion of the project in Dayton Road, seven of the nine property owners that would be served by the water main appeared at the public hearing and spoke in opposition. Two property owners in the southern portion (south of Kimberly Lane) have since written in favor of the project. Due to the public response to the proposed project in the northern portion of Dayton Road, it is staff's recommendation that the northern portion of Dayton Road from Main Street to Kimberly Lane not be included in the project and no water main be installed.

As part of this project, the proposed 8-inch water main will serve all nine properties on Kimberly Lane and four on Dayton Road (one part of the Kimberly Lane Water Association), and upon completion, allow the Kimberly Lane Water Association to cease operations.

In letters dated August 31, 2018, and September 27, 2019, Lori Mathieu, Public Health Section Chief, Drinking Water Section of the State of Connecticut Department of Public Health, stated that a connection to the Metropolitan District water line available at the bottom of Kimberly Lane on Route 17 (Main Street) is in the best long term interest of the association due to the age of the system, elevated uranium levels and upcoming expenses for upkeep of the well system, as the system is very vulnerable to failure.

She also stated that it is critical that this project be completed before entering the winter season.

At a meeting of the Glastonbury Town Council on September 11, 2019, the Council voted in support of the Kimberly Lane and southern portion of Dayton Road water main project as proposed herein.

After the public hearing, the District Clerk received a written request from the owners of 141 Dayton Road seeking extension of the project to provide water service to their property due to concerns about their existing well. Since 141 Dayton Road was not included in the original project layout and formal assessment process, the property would not be assessed but rather pay a connection charge at the time of connection to the water main. The connection charge is calculated in the same manner as an assessment.

Based on the information presented at the public hearing, the favorable opinions of the property owners on Kimberly Lane and southern Dayton Road, the comments from the Connecticut Department of Public Health, and the supplemental request for water service from 141 Dayton Road; your staff and the Commissioner present at the hearing recommend that the water main in Kimberly Lane and the southern portion of Dayton Road to 141 Dayton Road be approved, but no water main be installed in the northern portion of Dayton Road.

The District Clerk received appeals of the proposed assessments from the owners of 73 Dayton Road and 125 Dayton Road. The Clerk informed the owner of 73 Dayton Road that since it is staff's recommendation to remove the northern portion of Dayton Road from the project, they did not need to appear at the Water Bureau meeting to pursue their appeal. If the Water Bureau is considering installing the proposed water main in the northern portion of Dayton Road, the vote on approval of this project must be delayed so that the owner of 73 Dayton Road is given the opportunity to express their objection prior to voting on the layout of a water main in Dayton Road. The owner of 125 Dayton Road has since provided a written statement in support of the project and wants the water main installed in Dayton Road so that it is accessible at his property; however, his appeal seeking a reduction of the assessment for his property remains pending.

The estimated cost and benefit summary for this project is as follows:

ESTIMATED CONSTRUCTION COST:

1,500 feet of 8-inch	\$ 558,000.00	
Contingencies (10%)	<u>\$ 62,000.00</u>	
Total Estimated Construction Cost	\$ 620,000.00	\$ 682,000.00

ESTIMATED OTHER COST:

Legal Advertising	\$ 1,500.00	
Blueprints, Maps & Charts	\$ 500.00	
Soil Borings and Investigations	\$ 7,000.00	
Work by District Forces	<u>\$ 10,000.00</u>	
Total Estimated Other Costs	\$ 18,000.00	<u>\$ 18,000.00</u>

TOTAL ESTIMATED PROJECT COST: \$ 700,000.00

The source of funding summary is as follows:

Estimated Direct Assessments to be Accrued to the Assessable Water Fund	\$ 140,011.95
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Deficit to be collected from the non-member capital improvement surcharge or reimbursed by the Town of Glastonbury	<u>\$ 559,988.05</u>
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TOTAL ESTIMATED PROJECT COST: \$ 700,000.00

As the Bureau is aware, Water Ordinance W1f requires that any deficits incurred on capital improvements in non-member towns be added as a surcharge to each user's water bill in that non-member town. Therefore, the estimated deficit of \$559,988.05 will be incurred by the ratepayers in the Town of Glastonbury, or by the Town of Glastonbury itself if the Town so chooses, before the end of the District's fiscal year during which construction takes place.

At a meeting of the Water Bureau held on October 15, 2019, it was:

VOTED: To transmit to the District Board a resolution to layout and authorize construction of a Class II water main in Kimberly Lane and a portion of Dayton Road, Glastonbury, as set forth in the layout and schedule of assessments by the Water Bureau, and payment for the same is authorized from the Assessable Water Fund.

AND

VOTED: That the water main layout extend to serve 141 Dayton Road but the northern portion of Dayton Road be removed from the layout and therefore no property owners on the northern portion of Dayton Road will be assessed.

AND

VOTED: That the Controller be requested to make tentative allocations for this project pending passage of the layout by the District Board, and pending determination of actual costs, in accordance with the following schedule,

which schedule is based on the Engineer's estimated cost and on the estimated assessment, as follows:

Direct Assessment to be Accrued to the Assessable Water Fund	\$ 140,011.95
Deficit to be collected from the non-member capital improvement surcharge or reimbursed by the Town of Glastonbury	<u>\$ 559,988.05</u>
Total Estimated Project Cost:	\$ 700,000.00

AND

VOTED: That after completion of the construction of a water main in Kimberly Lane and Dayton Road, Glastonbury, a final schedule of assessments based on the following preliminary assessments using the schedule of flat rates adopted December 10, 2018 and effective January 1, 2019 at \$95.00 per front foot or adjusted front foot, be declared due and payable and published with notice to any property owner aggrieved by these proceedings that he or she may appeal from the actions of The Metropolitan District and its Water Bureau to the Superior Court.

<u>Property now or Formerly of</u>	<u>Street Number</u>	<u>Frontage</u>	<u>Adjusted Frontage</u>	<u>Assessment</u>
<u>Kimberly Lane- North Side</u>				
Susan D. Pawloski	39	150.73	(120.00)	\$11,400.00
Beverly Cleaveland	57	253.33	(200.00)	\$19,000.00
James J. Jr. & Pauline A. Graef	77	118.50	(130.00)	\$12,350.00
<u>Kimberly Lane- South Side</u>				
Thomas R. & Christina Villecco	28	140.23	(120.00)	\$11,400.00
Scott VanSicklin	38	115.96	(110.00)	\$10,450.00
Jeane K. Tomasiewicz	46	119.06		\$11,310.70
Christopher P. & Karen E. Carta	56	128.80		\$12,236.00
Nicholas Schmidt	70	95.00	(110.00)	\$10,450.00
<u>Dayton Road- East Side</u>				
Paul Silvergleid	109	150.00		\$14,250.00

Thomas M. Bassel	125	175.95	\$16,715.25
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Dayton Road- West Side

Reverend Cathy S. Rohrs	126	110.00	\$10,450.00
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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.

**WATER BUREAU
1 TURKEY HILLS ROAD, ROUTE 20, EAST GRANBY
ENCROACHMENT AGREEMENT**

To: District Board

November 6, 2019

From: Water Bureau

In a letter received August 25, 2019, Ray Whitlege, Senior Designer for Solidus, on behalf of Peoples Bank and the Owner, 1 Turkey Hills Road, LLC, has requested permission from the Metropolitan District to permanently encroach upon an existing Metropolitan District water right-of-way located southwest of Turkey Hills Road (Route 20) in East Granby. This encroachment, as shown on the attached map, will allow the development of a First Suffield Bank – A Division of Peoples Bank within the limits of the right-of-way. The work shall consist of a sanitary sewer lateral crossing and water main connection within the easement area.

The water easement across the parcel was conveyed to the Metropolitan District by the Center Shops of East Granby, Inc. on October 16, 1989, through a Developer's Permit Agreement, and is recorded in the Town of East Granby land records Volume 87 Page 492.

The Owner has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 12-inch water main located within the subject parcel and accessibility along the length of the Metropolitan District's right-of-way:

1. No additional permanent structures, other than the proposed Improvements shall be located within the District's right-of-way.

2. Pipes crossing over or under the District's pipelines shall maintain a minimum eighteen (18") inch vertical clearance.
3. The District reserves the right to remove any improvements within the right-of-way at any time if so required for maintenance or repair of the 12-inch water main. The Owner shall bear any additional maintenance or repair costs necessitated by the presence of any improvements upon the right-of-way.
4. Care must be taken during construction not to disturb the existing 12-inch water main. All heavy construction equipment must be located outside the limits of the right-of-way when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the water main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing water main caused by any construction within the right-of-way shall be the responsibility of the Owner.
5. An MDC inspector must be on the job site whenever work is being performed by or on behalf of Owner to construct, maintain or repair any Improvements within the right-of-way. Any construction, maintenance or repair of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District prior to any such construction, maintenance or repair within the right-of-way.

Staff has reviewed this request and considers it feasible.

Upon approval by the Water Bureau and the District Board, a formal encroachment agreement shall be executed between the Owner and the Metropolitan District, consistent with current practice involving similar requests.

At a meeting of the Water Bureau held on October 15, 2019, it was:

VOTED: That the Water Bureau 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 1 Turkey Hills Road LLC to encroach upon an existing Metropolitan District water right-of-way, southwest of Turkey Hills Road (Route 20), East Granby, to install utility connections as part of the development of a First Suffield Bank – A Division of Peoples Bank within the District's right-of-way as shown on plans submitted by Milone & MacBroom, dated November 27, 2017, revised July 2, 2019, providing that the District shall not be held liable for any cost of damage of any kind which may result during construction or in the following years as a result of the encroachment.

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.

OPEB TRUST FUNDING

To: District Board

November 6, 2019

From: Board of Finance

BE IT HEREBY

RESOLVED: The District shall fund the OPEB Trust in the 2020 budget in the amount of \$389,000.00 and commence a 10 year prefunding phase-in.

FURTHER RESOLVED: The OPEB Trust asset allocation be designed to support 6.75% discount rate.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

Commissioners Gardow and Sweezy opposed.

FUNDING OF RIVERFRONT RECAPTURE

Chairman DiBella presented a substitute resolution.

To: District Board

November 6, 2019

From: Board of Finance

~~Be it resolved that the Board of Finance recommends to the District Board of Commissioners that the District's FY20 contribution to Riverfront Recapture, Inc. be~~

~~revised to \$1,120,000.00, and funded as provided in the draft FY20 budget submitted to the Board of Finance; and~~

Be it ~~further~~ resolved that there shall be a subcommittee of the Board of Finance comprised of a total of five (5) members, with three such members determined by the Chairperson of the Board of Finance, and one member each from the Bureau of Public Works and Water Bureau, as determined by the Chairperson of each bureau, charged with developing recommendations to the Board of Finance and the District Board on future financial support for Riverfront Recapture, Inc., whether such support is in lieu of or in conjunction with further financial support from The Metropolitan District; and

Be It further resolved that said subcommittee, which shall be referred to the Board of Finance Subcommittee on Funding of Riverfront Recapture, Inc., may, at its discretion, request the participation of and input from other stakeholders, including but not limited to representatives from Riverfront Recapture, Inc., State agencies of cognizance, and District member and non-member in its deliberations and final recommendations to the Board of Finance.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

Commissioner Vicino made a motion to amend the substitute resolution, to strike out the first paragraph, as shown in redline.

Without objection, Commissioner Hoffman requested a roll call vote on the amendment.

The results of the roll call vote:

Ayes: Commissioners Andrew Adil, John Avedisian, Clifford Avery Buell, Donald Currey, William A. DiBella, Peter Gardow, James Healy, Allen Hoffman, Jean Holloway, Gary LeBeau, Byron Lester, Maureen Magnan, Jacqueline Mandyck, Alphonse Marotta, Dominic M. Pane, Bhupen Patel, Pasquale J. Salemi, Raymond Sweezy, Alvin Taylor and Richard W. Vicino (20)

Nays: (0)

Abstentions: (0)

The Amendment passed unanimously.

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

Chairman DiBella made a motion to suspend the rules to amend the agenda in order to add an agenda item, "Committee on Revenue," for consideration by the District Board. The motion to amend the agenda was seconded and approved by unanimous vote of those present.

CREATION OF COMMITTEE ON REVENUE

To: District Board

November 6, 2019

Be it resolved that the Board of Commissioners of The Metropolitan District, pursuant to its authority under Section B3k of the District By-laws, hereby establishes a special committee to investigate, explore and make recommendations on new revenue sources and/or modifications to existing revenue sources for the District, including, but not limited to, expanding the water customer base through development and redevelopment incentives and adjustment and expansion of the services provided through the District's wastewater treatment facilities; and

Be it further resolved that said committee shall be referred to as the Committee on Revenue, shall consist of seven (7) members designated by the Board Chairman, and shall report to the District Board with recommendations for increasing District revenues; and

Be it further resolved that at the first meeting of the Committee on Revenue the committee shall appoint a chairperson and vice chairperson, and establish the number of members necessary for a quorum.

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

Chairman DiBella appointed Commissioners Adil, Buell, Hoffman, Pane, Sweezy, Taylor and Vicino to the Committee on Revenue.

AMENDMENT OF PENSION PLAN FOR ONE TIME RETIREE PAYMENT

Without objection, on motion made by District Chairman DiBella, the Amendment of Pension Plan for One Time Retiree Payment was recommitted back to the Personnel, Pension and Insurance Committee.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Vicino requested that a letter be sent out to the newly elected Town Councils to offer a presentation by the District to the Councils.

ADJOURNMENT

The meeting was adjourned at 7:19 PM

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval