

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Wednesday, November 16, 2016**

Present: Commissioners Andrew Adil, Janice Flemming-Butler, Allen Hoffman, Maureen Magnan, Alphonse Marotta, J. Lawrence Price, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (10)

Absent: Commissioners Luis Caban, Donald Currey, William Horan, Joseph Klett, Byron Lester, Kennard Ray and Hector M. Rivera (7)

Also

Present: Commissioner Bhupen Patel
Scott W. Jellison, Chief Executive Officer
R. Bartley Halloran, District Counsel
Christopher R. Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Sue Negrelli, Director of Engineering
Robert Zaik, Interim Director of Human Resources
Mike Curley, Manager of Technical Services
Allen King, Real Estate Administrator
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:21 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Magnan and duly seconded, the meeting minutes of July 11, 2016 and August 1, 2016 were approved.

Commissioners Price and Taylor abstained.

**DISCUSSION RE: LAYOUT AND ASSESSMENT OF
SEWER CONSTRUCTION PROJECTS**

Without objection agenda item #4 "Discussion Re: Layout and Assessment of Sewer Construction Projects" was passed.

Commissioner Sweezy entered the meeting at 4:34 PM

**275 RIDGE ROAD, WETHERSFIELD
ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on November 16, 2016

In a letter dated October 25, 2016, Douglas Ellis of Buck and Buck, LLC Engineers, on behalf of Ridge Road Development, LLC, has requested permission from The Metropolitan District to temporarily and permanently encroach on the existing Jordan Lane Trunk Sewer easement located across private lands between the Hartford Bypass Highway, Berlin Turnpike, and Toll Gate Road in Wethersfield, to demolish existing buildings and construct improvements including a new water service, sanitary sewer laterals and storm drainage in conjunction with the 275 Ridge Road development project.

The proposed work entails the demolition of existing buildings and the construction of improvements requiring the movement of construction equipment (temporary encroachments) and the installation of approximately two feet of fill, permanent storm drainage, water service, sewer laterals, sidewalks and light pole foundation (permanent encroachments) over the existing 18-inch RCP sanitary trunk sewer and within the existing 20-foot sewer easement, as shown on the accompanying map. The proposed water service and storm drainage will be installed above the existing sanitary trunk sewer with sufficient clearance between the pipes. The existing trunk sewer was built in 1961.

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

Ridge Road Development has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing sanitary trunk sewer located within the subject parcel and to maintain accessibility along the length of the Metropolitan District's 20-foot permanent easement:

1. Care must be taken during the demolition of existing buildings and the construction of the new water service, sanitary sewer laterals and storm drainage not to disturb the existing trunk sewer. All heavy construction equipment must be located outside of the limits of the trunk sewer easement when not in use. Any heavy construction or 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 sanitary trunk sewer caused by any such demolition or construction within or adjacent to the existing right-of-way shall be the responsibility of the Owner.
2. No additional permanent structures, other than the proposed fill, water service, sanitary sewer laterals, storm drainage, sidewalks and light pole foundation shall be located within the District's sanitary trunk sewer right-of-way.
3. The District reserves the right to remove structures within the sanitary trunk sewer easement at any time if so required for maintenance, repair or replacement of the sanitary trunk sewer. The Owner shall bear and pay for any and all additional maintenance, repair or replacement costs necessitated by or resulting from the

presence of structures within the easement, including but not limited to any costs incurred by or on behalf of the MDC.

4. In the event of a sewer emergency caused by the proposed demolition or construction and excavation in connection therewith, the Owner shall provide, at their expense, an appropriately sized bypass pump.
5. An MDC inspector must be on the job site whenever work is being performed within the sanitary trunk sewer right-of-way. Any demolition of the existing buildings as well as any construction, maintenance, repair or replacement of the new fill, water service, sanitary sewer laterals or storm drainage shall conform to District standards and 48-hours advance notice must be given to the District prior to commencing any such activities within or adjacent to 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 or adjacent to the areas of the demolition and/or 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 sewers.

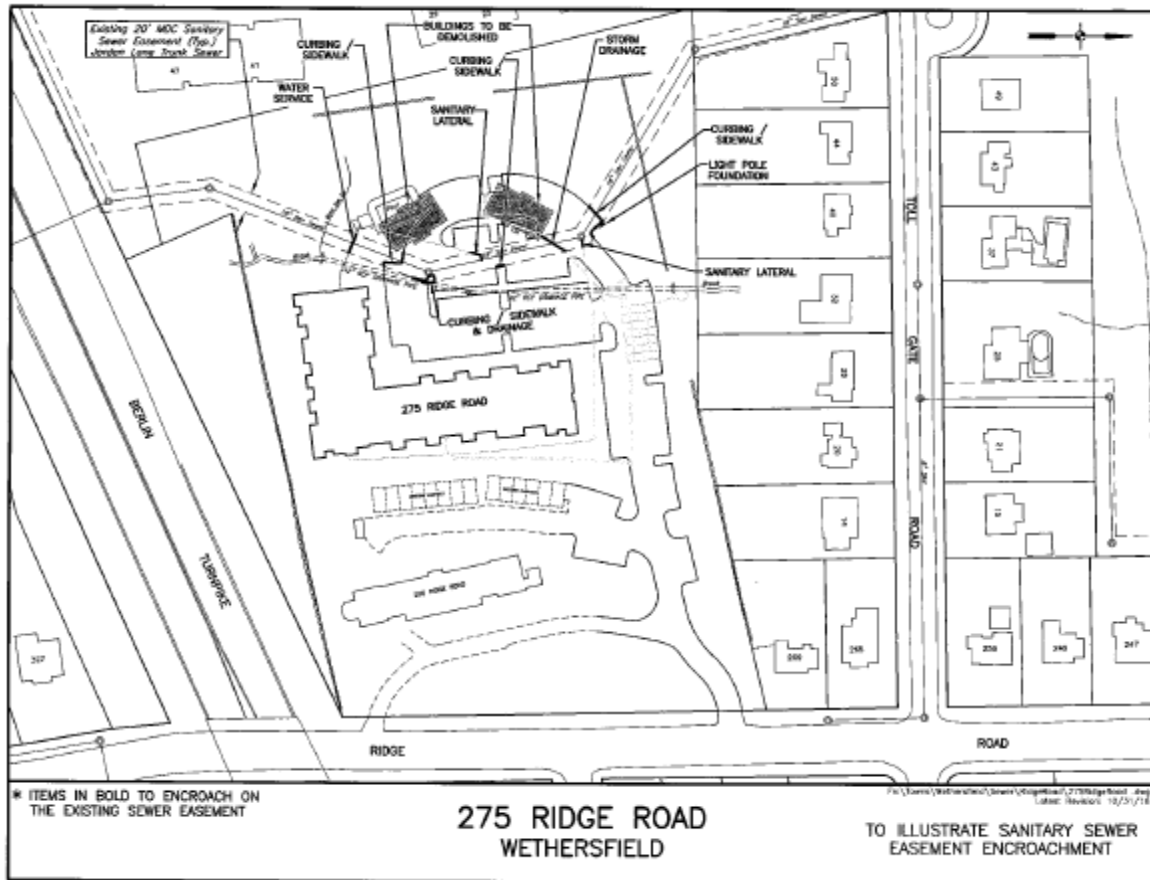
Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Ridge Road Development, LLC and the Metropolitan District, consistent with current practice involving similar requests.

It is RECOMMENDED that it be

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

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to Ridge Road Development, LLC to encroach upon the existing 20-foot Jordan Lane Trunk Sewer easement in private lands between Hartford Bypass Highway, Berlin Turnpike, and Toll Gate Road, Wethersfield, in support of the planned construction of 275 Ridge Road, as shown on plans submitted by Buck and Buck LLC Engineers, dated 6/10/16, revised 10/25/16, 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.



Respectfully submitted,

Scott W. Jellison
 Chief Executive Officer

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

ACCEPTANCE OF SEWERS BUILT BY DEVELOPER'S PERMIT-AGREEMENT

To: Bureau of Public Works for consideration on November 16, 2016

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.

It is therefore **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:

<u>Sewers In</u>	<u>Built By</u>	<u>Completion Date</u>
Krol Farm Drive from France Streeth North to Maryanna Way in Rocky Hill BIL.DVSRKH.01	Developer: RJD Development Contractor: Accurate Excavation	March 10, 2010

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

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

Commissioner Sweezy exited the meeting at 4:43 PM

Commissioner Klett entered the meeting at 4:44 PM

REVISIONS TO SCHEDULE OF FLAT RATES OF SEWER ASSESSMENT

To: Bureau of Public Works for consideration on November 16, 2016

In accordance with Sec. 9-13 of the Charter and Sec. S10b of the Ordinances of the Metropolitan District Relating to Sewers, your Bureau has determined and adopted schedules of flat rate assessments for the construction of sewers and house connection service lines since 1968. In establishing such rate schedules, District Ordinances provide that consideration be given to the cost of sewers constructed in recent years and the estimated cost of proposed sewer projects. The current schedule of flat rates has not been revised since 1995, and over the last 20 years there has been a steady decline in the percent recovery to the Assessable Sewer Fund for sewer construction projects.

It is at the discretion of your Bureau to raise the rates for sewer assessment on a yearly basis, however, no rates increases have been authorized because several studies of the Assessable Sewer Fund since 1995 have shown that the District's rates have been consistently higher than the surrounding towns. Coupled by the fact that the Assessable Sewer Fund at that time had maintained a healthy balance, rates were maintained unchanged in order not to discourage development in the District.

A current study of the assessment rates in surrounding towns has shown that most have moved to the process of assessing sewer construction projects by dividing the total cost of the project by the number of properties receiving the direct benefit, with each property contributing an equal share to the cost. The District uses a flat rate system; where by assessments are based upon an average unit cost taken from projects throughout the District to account for the varied cost of construction in the eight member towns.

The general premise of the Assessable Sewer Fund has been that it should be self-sustaining and not subsidized by general taxation. In order to maintain adequate funding levels for the purpose of constructing sewers, there now needs to be an increase in assessment rates to offset increases in construction costs.

Engineering New Record (ENR) Construction Cost Index history shows an increase in costs at an average of 3.2% per year for the last 20 years. Using the District's Project Database, current construction unit costs of local sewer mains and laterals have risen significantly to an average of \$223 and \$221 respectively per linear foot of pipe. This is a reflection of escalated contracted prices and requests for sewers in difficult to serve areas. At the current rate of \$106.80 (\$53.40 per front foot per side of the street), we are recouping only about 50% of the current costs per front foot and at a current rate of \$1275 per lateral, we are only recouping 29% of the actual cost of \$4420 per lateral.

The historical cost index from RS Means shows an increase of 92% from 1995 to 2016. Applying this index to the current assessment rates, the current rate of \$53.40 per front foot rises to \$102.83 ($\pm 8\%$ less than ENR) and the current lateral charge of \$1,275 rises to \$2,455 ($\pm 44\%$ less than ENR). However, in order to recoup the costs of installation in the District, local construction cost averages derived from Project Database should be used for a more accurate representation. Therefore, the current rates should be increased to \$111.50 per front foot (or \$223 per foot for both sides of the street) and \$4,420 per lateral (at a current rate of \$221 per foot of pipe at an average of 20 linear feet of lateral) from the current rate of \$1,275.

Another component of income to Assessable Sewer Fund is from connection charges and outlet charges. These funds are collected as area charges (dwelling units and acreage) that are calculated for proposed development within the District. In order not to deter development, or redevelopment that has been seen especially in Hartford, these charges are not proposed to be raised at this time.

While the increases in assessment rates that are recommended for 2017 are substantial, they are needed to offset the rising costs of pending sewer projects while maintaining the self-sufficiency of the Assessable Sewer Fund and preventing the increase in taxes to support the Fund.

After reviewing the information contained herein,

It is RECOMMENDED that it be

Voted: That the Bureau of Public Works establishes the following Schedule of Flat Rates of Sewer Assessment, Connection Charges and Outlet Charges effective on and after January 1, 2017.

THE METROPOLITAN DISTRICT SCHEDULE OF FLAT RATES OF SEWER ASSESSMENT, CONNECTION CHARGES AND OUTLET CHARGES ADOPTED DECEMBER 5, 2016 - EFFECTIVE JANUARY 1, 2017					
PROPERTY CATEGORY <small>(For each property the rates for only one category shall be applied)</small>	(A) Rate per Lateral or Inlet	(B) Rate per Front Foot or Adjusted Front Foot	AREA CHARGES		
			(C) Rate Per Acre	OTHER RELEVANT FACTORS	
				(D) Rate per Dwelling Unit or Dwelling Unit Allowed by zoning on a Buildable Lot	(E) Rate per Room or Convalescent Unit
SINGLE RESIDENTIAL DWELLING UNITS, INCLUDING A TRAILER*	4,420.00	111.50		1,655.00	
TWO OR MORE DWELLING UNITS, INCLUDING TRAILER PARKS*	4,420.00	111.50		1,655.00	
MOTELS, HOTELS, ROOMING HOUSES, CONVALESCENT HOMES AND HOSPITALS	4,420.00	111.50			765.00
SCHOOLS, CHURCHES AND THE MUNICIPAL FACILITIES OF DISTRICT TOWNS	4,420.00	111.50	1,655.00 <small>Minimum Acreage Assessment</small>		
BUSINESS, COMMERCIAL INDUSTRIAL OR OTHERS*	4,420.00	111.50	8,270.00 <small>Minimum Acreage Assessment</small>		
* For these categories of assessments, where the actual use of the property differs from the underlying zone (i.e. residentially-zoned property used commercially), the higher assessment category shall apply.					

OUTLET CHARGES
For Developers of Property, (A) and (B) Actual Cost Paid by Developer. (C), (D) and (E) would continue to be charged in accordance with above schedule.
In assessing benefits, the Bureau of Public Works may give consideration to frontage, area, or other relevant factors to measure the extent to which properties are specially benefited.

Respectively submitted,

Scott W. Jellison
Chief Executive Officer

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

GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 4:45 PM

ATTEST:

John S. Mirtle
District Clerk

Date of Approval