

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Wednesday, November 18, 2015**

**Present:** Commissioners Luis Caban, Allen Hoffman, Joseph Klett, Joseph Kronen, Alphonse Marotta, J. Lawrence Price, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (11)

**Absent:** Commissioners Andrew Adil, Donald Currey, Janice Flemming, William Horan and Maureen Magnan (5)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
Carl Nasto, Assistant District Counsel  
John S. Mirtle, District Clerk  
Rob Constable, Director of Finance  
Sue Negrelli, Director of Engineering  
Kelly Shane, Director of Procurement  
Mike Curley, Project Manager  
Allen King, Real Estate Technician II  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 5:49 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 Sweezy and duly seconded, the meeting minutes of November 9, 2015 were approved.***

**PUBLIC HEARING ON ESTABLISHING AND LEVYING SUPPLEMENTAL  
ASSESSMENT AGAINST 777 MAIN STREET IN HARTFORD**

The Bureau of Public Works meeting was recessed to enter the Public Hearing on Establishing and Levying Supplemental Assessment against 777 Main Street, Hartford at 5:50 PM

The Bureau of Public Works meeting reconvened at 6:46 PM

**REPORT FROM STAFF: ASSESSABLE SEWER FUND**

*Sue Negrelli, Director of Engineering, presented a report on the assessable sewer fund.*

*Commissioner Taylor left the meeting at 6:47 PM*

**REPORT FROM STAFF: CLEAN WATER PROJECT COST ANALYSIS**

*This report was postponed until a future meeting*

**REPORT OF HEARING AND LAYOUT & ASSESSMENT  
PIERSON LANE, WINDSOR**

To: Bureau of Public Works for consideration on November 18, 2015

The Metropolitan District received a petition from the property owner of 109 Pierson Lane, Windsor, on December 15, 2011, requesting public sanitary sewer service.

On August 12, 2015, a preliminary schedule of assessments for the above captioned project was mailed to all property owners who would be involved in a proposed sewer layout serving a portion of Pierson Lane.

A public hearing was held on Tuesday, August 25, 2015, chaired by Commissioner Price. Of the three property owners who attended the hearing, two spoke in favor, citing the need for sewers to expand an existing business, as well as aging and failing septic systems and not enough property to expand their existing septic systems. The property owner who was opposed to the project stated financial burden.

The current overall opinions regarding the need and desirability of public sanitary sewers, including those received by canvass and at the public hearing, are as follows: two (2) in favor, two (2) opposed, and one (1) did not respond.

Michael Pepe, Director of the Windsor Health Department, in a July 3, 2014 letter stated that the Health Department fully supports the installation of sanitary sewers to this area due to the failing systems and site restrictions, deeming it a public health issue.

District staff and the Commissioner present at the public hearing recommend that this project be approved due to the public health issue in the area.

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

**ESTIMATED CONSTRUCTION COST:**

1,090 feet of 8-inch sanitary sewer	\$718,000.00	
Contingencies (10%)	<u>\$ 72,000.00</u>	
Total Estimated Construction Cost	\$790,000.00	\$ 790,000.00

**ESTIMATED OTHER COST:**

Legal advertising	\$ 1,500.00	
Blueprints, maps, charts	\$ 1,500.00	
Soil borings, investigations, tests	<u>\$ 10,000.00</u>	
Total Estimated Other Costs	\$ 13,000.00	<u>\$ 13,000.00</u>

**TOTAL ESTIMATED PROJECT COST: \$803,000.00**

The source of funding summary is as follows:

Estimated Direct Assessments to be Accrued to the Assessable Sewer Fund	\$165,018.90
Deficit to be charged to the Assessable Sewer Fund	<u>\$637,981.10</u>

**TOTAL ESTIMATED PROJECT COST: \$803,000.00**

The deficit on this project is high due to the fact that the majority of the frontage being assessed is on one side of the road only, and the construction costs are high due to a major railroad crossing.

After consideration of the above and any other comments by the Commissioner present at the public hearing, it is RECOMMENDED that it be

**VOTED:** That a layout and schedule of assessments for construction of sanitary sewers in a portion of Pierson Lane, Windsor, be published using the schedule of flat rates adopted and effective June 21, 1995, at \$53.40 per front foot or adjusted front foot; \$1,275.00 per inlet or lateral; and, in addition, for property used or zoned for single residential dwelling units at \$1,655.00 per dwelling unit allowed by zoning on a buildable lot, 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 Bureau of Public Works to the Superior Court.

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 Sewer Fund	\$ 165,018.90
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Deficit to be charged to the Assessable Sewer Fund	<u>\$ 637,981.10</u>
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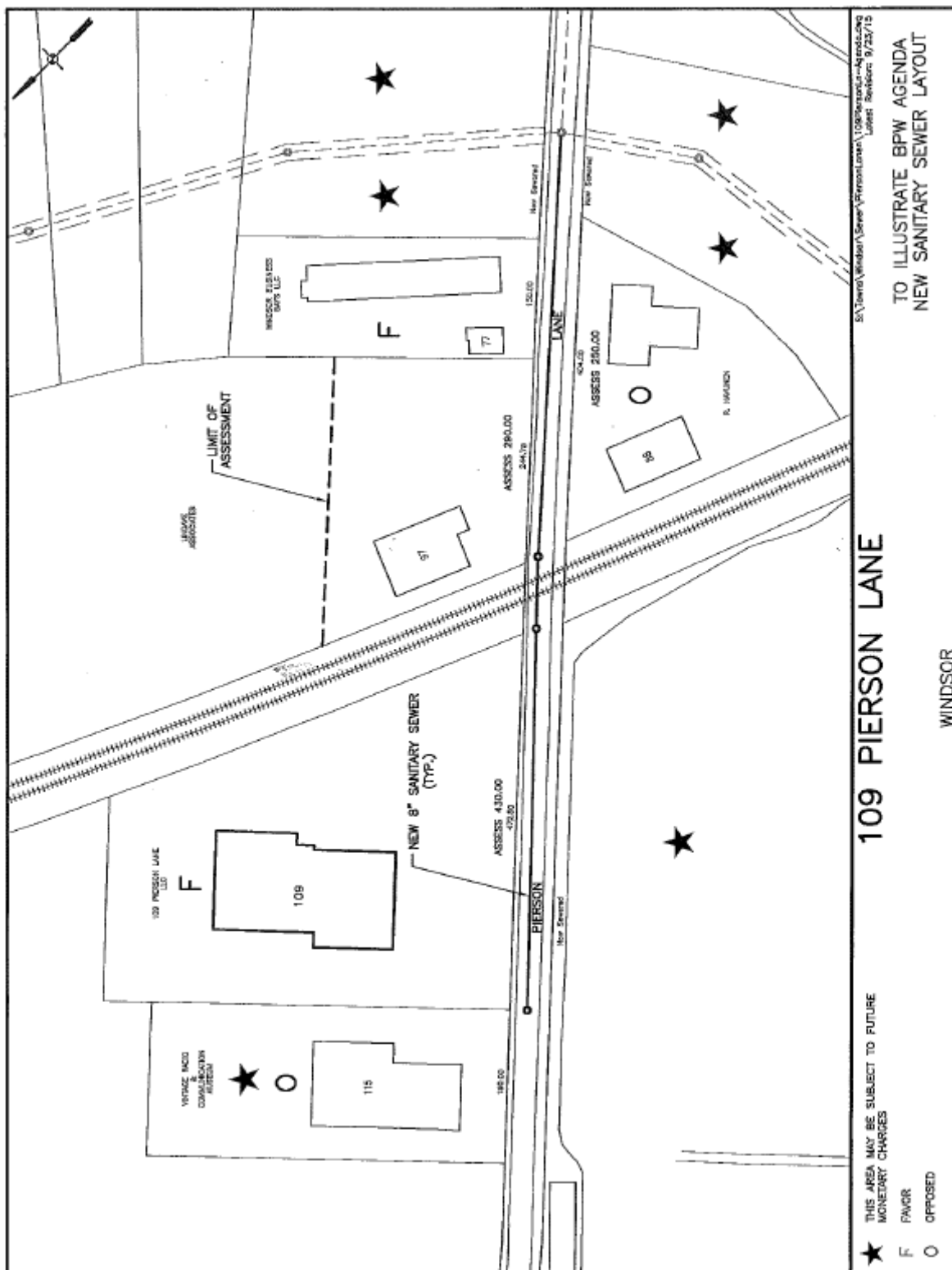
Total Estimated Project Cost:	\$ 803,000.00
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AND

VOTED: To transmit to the District Board a resolution to layout and authorize construction of public sanitary sewers in a portion of Pierson Lane, Windsor, as set forth in the layout and schedule of assessments by the Bureau of Public Works, and payment for the same is authorized from the Assessable Sewer fund.

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.**

**REVISIONS TO SEPTAGE REIMBURSEMENT RATE**

To: Bureau of Public Works for consideration November 18, 2015

Following the cost trends and in accordance with Section S14d of the District's Ordinances, it is recommended the Septage reimbursements for member town residents be increased from \$180 to \$225.

**REIMBURSEMENTS FOR MEMBER TOWNS RESIDENTS**

Member town residents who are not provided access to the District's sewer collection system are compensated by the District through a reimbursement program that provides the residents as much as \$225 every three years for documented septage removal costs. A review by staff has also determined that a significant percentage of haulers are not passing the savings in disposal cost on to the residents within our member towns.

Presently, procedures for verifying resident and non-resident wastewater are limited. Though periodic spot checks are made by staff to verify the collection of septage from residential location within the District's member municipalities, in many cases this process is considered to be annoying to residents, time consuming and inconclusive in determining the actual quantities pumped from the member-town residence and the amount actually disposed at no fee by the hauler.

**Conclusion**

As a result of these findings, staff recommends that the following charges be incorporated in the reimbursement policy. That the reimbursement to qualified member-town residents for septage removal fees be increased from the present \$180 to \$225 to cover the cost for disposal at the Hartford Water Pollution Control Facility.

After reviewing the information contained herein

It is **RECOMMENDED** that it be

**Voted:** That the Bureau of Public Works, establishes a revised reimbursement rate of \$225 effective on and after January 1, 2016.

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

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

**ADJOURNMENT**

The meeting was adjourned at 7:26 PM

ATTEST:

John S. Mirtle  
District Clerk

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Date of Approval