

THE METROPOLITAN DISTRICT COMMISSION

555 Main Street
Hartford, Connecticut 06103
Monday, January 11, 2016

Present: Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, William P. Horan, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Byron Lester, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, Kennard Ray, Hector Rivera, Pasquale J. Salemi, Raymond Sweezy, Michael A. Toppi and Richard W. Vicino (25)

Absent: Commissioners Matthew B. Galligan, Sandra Johnson, J. Lawrence Price, Helene Shay, Michael Solomonides and Special Representative Michael Carrier (6)

Also

Present: Citizen Member Ronald F. Angelo, I
Citizen Member Martin B. Courneen
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
Brendan Fox, Assistant District Counsel
John S. Mirtle, District Clerk
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Kelly Shane, Director of Procurement
Robert Zaik, Manager of Labor Relations
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

The meeting was called to order by District Counsel R. Bartley Halloran at 5:31 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.

ELECTION OF CHAIRMAN

R. Bartley Halloran, District Counsel, called for the election of the Chairman. Commissioner Sweezy placed Commissioner William A. DiBella's name in nomination, Commissioner Magnan seconded the nomination.

Commissioner Camilliere made a motion to close the nominations. Commissioner William A. DiBella of Hartford was elected Chairman of the District Board of The Metropolitan District for 2016 and 2017. Chairman DiBella assumed the Chair and thanked the Commission for their nominations and confidence in re-electing him Chairman for the next two years.

ELECTION OF VICE CHAIRMAN

Chairman DiBella called for the election of the Vice Chairman. Commissioner Camilliere placed Commissioner Maureen Magnan's name in nomination, and the nomination was duly seconded by Commissioner Sweezy.

There being no further nominations, the nominations were closed. Commissioner Maureen Magnan was elected Vice Chairman of the District Board of The Metropolitan District for 2016 and 2017.

**APPOINTMENTS TO COMMITTEE ON ORGANIZATION
FOR THE YEARS 2016-2017**

To: District Board

From: District Chairman

January 11, 2016

The Chairman hereby appoints the following Commissioners to the Committee on Organization for the years 2016 and 2017:

Luis Caban	Kathleen J. Kowalyshyn
Daniel Camilliere	Hector M. Rivera
Donald M. Currey	Raymond Sweezy
Allen Hoffman	Richard W. Vicino
William P. Horan	

Respectfully submitted,

William A. DiBella
District Chairman

RECESS

At 5:35 P.M., on motion made by Commissioner Camilliere and duly seconded, District Chairman DiBella recessed the District Board meeting to enable the Committee on Organization to prepare its report on appointments for 2016 and 2017.

RECONVENE

At 5:45 P.M., District Chairman DiBella reconvened the meeting of the District Board.

COMMITTEE ON ORGANIZATION APPOINTMENTS FOR THE YEARS 2016-2017

To: District Board

From: Committee on Organization January 11, 2016

It is recommended that it be

Voted: That pursuant to the Charter of the Metropolitan District, the Committee on Organization recommends to the District Board the following to serve as Citizen Members to serve until December 31, 2017;

Ronald F. Angelo – Board of Finance
Martin B. Courneen – Board of Finance
Richard T. Mulready – Board of Finance
Linda King-Corbin – Board of Finance
Albert F. Reichin – Strategic Planning Committee

**Further
Voted:**

That the Committee on Organization recommends to the District Board the following Bureau, Committee, and Board appointments for the years 2016 and 2017:

Water Bureau

Daniel Camilliere
Mary Anne Charron
Timothy Curtis
Joseph Klett
Kathleen Kowalyszyn

James S. Needham
Mark A. Pappa
Pasquale J. Salemi
Helene Shay
Raymond Sweezy

Bureau of Public Works

Andrew Adil
Luis Caban
Donald Currey
Janice Flemming
Allen Hoffman
William P. Horan
Joseph Klett
Joseph H. Kronen
Byron Lester

Maureen Magnan
Alphonse Marotta
J. Lawrence Price
Kennard Ray
Hector M. Rivera
Raymond Sweezy
Richard W. Vicino

Board of Finance

Luis Caban
Allen Hoffman
William Horan
Pasquale Salemi

Ronald Angelo
Martin B. Courneen
Linda King-Corbin
Richard T. Mulready

Personnel, Pension & Insurance Committee

Daniel Camilliere
Donald Currey
Timothy Curtis
Joseph Klett
Kathleen J. Kowalyshyn
Byron Lester

Maureen Magnan
J. Lawrence Price
Pasquale J. Salemi
Raymond Sweezy

Committee on MDC Government

Allen Hoffman
Jean Holloway
William Horan
Joseph H. Kronen
Maureen Magnan

Alphonse Marotta
James Needham
J. Lawrence Price
Hector Rivera

Audit Committee

Mary Anne Charron
Donald Currey
Timothy Curtis
Allen Hoffman
Kathleen Kowalyshyn
Alphonse Marotta

Mark A. Pappa
J. Lawrence Price
Richard W. Vicino
Raymond Sweezy

Community Affairs

Mary Anne Charron
Janice Flemming
Maureen Magnan

Hector Rivera
Helene Shay
Raymond Sweezy

Commission on Regional Planning

Daniel Camilliere	Alphonse Marotta
Timothy Curtis	Raymond Sweezy

General Policy and Planning Committee

Luis Caban	J. Lawrence Price
Timothy Curtis	Pasquale Salemi
James Needham	Raymond Sweezy

Mark Pappa

Strategic Planning Committee

Andrew Adil	Mark Pappa
Luis Caban	J. Lawrence Price
Daniel Camilliere	Kennard Ray
Mary Anne Charron	Alvin Taylor
Janice Flemming	Richard Vicino
Byron Lester	Timothy Curtis
Alphonse Marotta	Albert Reichin

Energy Committee

Mark Pappa	Pasquale Salemi
Hector Rivera	Richard Vicino

Farmington River Watershed Committee

Timothy Curtis	Hector Rivera
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Mark Pappa

CRRA Steering Committee

William Horan	Pasquale Salemi
Maureen Magnan	

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

APPROVAL OF MINUTES

On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of December 14, 2015 were approved.

Commissioner Charron abstained.

**DISTRICT CLERK
SERVICE OF TAX WARRANTS FOR FISCAL YEAR 2016**

To: District Board

From: District Clerk

January 11, 2016

Pursuant to the Charter of the District, Section 3-13, the District Clerk reports that Tax Warrants for Fiscal Year 2016, drawn by the Chairman of The Metropolitan District, in favor of the Treasurer have been served on the following:

Town Clerk, Marguerite Phillips, Bloomfield
Town Clerk, Robert J. Pasek, East Hartford
Town and City Clerk John V. Bazzano, Hartford
Town Clerk Tanya D. Lane, Newington
Town Clerk Office Attn: Linda A. Giuliano, Rocky Hill
Town Clerk Essie S. Labrot, West Hartford
Town Clerk Dolores G. Sassano, Wethersfield
Town Clerk Anna Posniak, Windsor

Receipts for these tax warrants have been received and are on file in the Office of the District Clerk.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

RECESS

At 6:25 P.M., on motion made by my commissioner Kowalyshyn and duly seconded, District Chairman DiBella recessed the District Board meeting to enable the Board of Finance to hold a special meeting.

RECONVENE

At 6:30 P.M., District Chairman DiBella reconvened the meeting of the District Board.

Without objection, agenda items #15A "ISSUANCE OF GENERAL OBLIGATION BONDS" and #15B "ISSUANCE OF BOND ANTICIPATION NOTES" were consolidated to be voted on together.

**BOARD OF FINANCE
DEBT ISSUANCE RESOLUTION FOR GENERAL OBLIGATION BONDS
ISSUANCE OF UP TO \$33,500,000 IN GENERAL OBLIGATION BONDS**

From: Board of Finance

To: District Board

January 11, 2016

Staff is seeking authority for the District to issue up to \$33,500,000 in general obligation bonds that will refund \$33,500,000 in existing bond anticipation notes due on March 18, 2016.

At a meeting of the Board of Finance held on January 11, 2016, it was:

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

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF NOT
EXCEEDING \$33,500,000 IN GENERAL OBLIGATION BONDS OF THE
METROPOLITAN DISTRICT**

Not exceeding \$33,500,000 Metropolitan District General Obligation Bonds (the "Bonds") are hereby authorized to be issued to currently refund up to \$33,500,000 Anticipation Notes of the District maturing March 18, 2016 (the "Outstanding Notes"), to fund such portion of the authorized and unissued balances of the capital appropriations contained in certain bond resolutions adopted to finance capital budget items enacted by the District Board in the years and in the amounts set forth on Exhibit A attached hereto. Proceeds of the Bonds not used to refund the Outstanding Notes shall be used on a first-spent basis to temporarily finance the expenditures for any of the purposes or projects set forth on Exhibit A and for any supplemental purposes or projects the Board of Finance and the District Board may from the date hereof authorize to be financed by the issuance of bonds. The Bonds shall be dated the date of their delivery, and shall mature on February 1 in each of the years 2017 through 2036, bearing interest semi-annually each year until maturity (the "Bonds"). The Bonds shall be payable at and certified by U.S. Bank National Association, which bank shall also serve as registrar and transfer agent for the Bonds. The Bonds shall be sold by the District Treasurer, or in his absence, the Deputy Treasurer, in a competitive offering and shall be awarded to the bidder or bidders offering to purchase the Bonds at the lowest true interest cost to the District, and in no case for a sum less than par and accrued interest to the date of delivery. The District Treasurer, or in his absence the Deputy Treasurer, is hereby delegated

the authority to determine the principal amount to be issued, the principal amount to mature in each year, optional redemption date(s) and redemption premium(s), if any, the rate or rates of interest on the Bonds, and to deliver the Bonds to the purchaser(s) thereof in accordance with this resolution. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Tax Regulatory Agreement for the Bonds on behalf of the District in such form as they shall deem necessary and appropriate, and to rebate to the Federal government such amounts as may be required pursuant to the Tax Regulatory Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Continuing Disclosure Agreement, an Escrow Agreement and any and all agreements and documents necessary to effect the issuance and sale of the Bonds in accordance with the terms of this resolution.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

**BOARD OF FINANCE
DEBT ISSUANCE RESOLUTION FOR BANS
ISSUANCE OF UP TO \$113,500,000 IN BOND ANTICIPATION NOTES**

From: Board of Finance

To: District Board

January 11, 2016

Staff is seeking authority for the District to issue up to \$113,500,000 in bond anticipation notes that will renew \$73,000,000 in bond anticipation notes for CIP projects and will provide \$40,500,000 in new money for CIP projects.

Bond anticipation notes will be dated on or about February 18, 2016 and will mature on December 1, 2016. All of the bond anticipation notes bear interest payable at maturity and will be issued in fully registered form.

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

At a meeting of the Board of Finance held on January 11, 2016, it was:

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

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF NOT EXCEEDING \$113,500,000 GENERAL OBLIGATION BOND ANTICIPATION NOTES OF THE METROPOLITAN DISTRICT

Not exceeding \$113,500,000 Metropolitan District General Obligation Bond Anticipation Notes (the "Notes") are hereby authorized to be issued in anticipation of the issuance of bonds to fund such portion of the authorized and unissued balances of the capital appropriations contained in certain bond resolutions adopted to finance capital budget items enacted by the District Board in the years and in the amounts set forth on Exhibit A hereto attached. Proceeds of the Notes shall be used on a first-spent basis to temporarily finance the expenditures for any of the purposes or projects set forth on Exhibit A and for any supplemental purposes or projects the Board of Finance and the District Board may from the date hereof authorize to be financed by the issuance of bonds. The Notes shall be dated on or about February 18, 2016, and shall mature on December 1, 2016, bear interest payable at maturity and be issued in fully registered form. The Notes shall be payable at and certified by U.S. Bank National Association, which bank shall also serve as registrar and transfer agent for the Notes. The Notes shall be sold by the District Treasurer, or in his absence, the Deputy Treasurer, in a competitive offering and shall be awarded to the bidder or bidders offering to purchase the Notes at the lowest net interest cost to the District, and in no case for a sum less than par and accrued interest to the date of delivery or shall be sold in a negotiated offering, in the discretion of the Treasurer or, in his absence, the Deputy Treasurer. The District Treasurer, or in his absence the Deputy Treasurer, is hereby delegated the authority to determine the rate or rates of interest on the Notes, and to deliver the Notes to the purchaser or purchasers thereof in accordance with this resolution. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Tax Regulatory Agreement and, in the case of a negotiated sale, a Note Purchase Agreement for the Notes on behalf of the District in such forms as they shall deem necessary and appropriate, and to rebate to the Federal government such amounts as may be required pursuant to the Tax Regulatory Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Continuing Disclosure Agreement, an Escrow Agreement and any and all agreements and documents necessary to effect the issuance and sale of the Notes in accordance with the terms of this resolution.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

On motion made by Commissioner Salemi and duly seconded, the reports for #15A "ISSUANCE OF GENERAL OBLIGATION BONDS" and #15B "ISSUANCE OF BOND ANTICIPATION NOTES" were received and the resolutions adopted by unanimous vote of those present.

**PERSONNEL, PENSION AND INSURANCE COMMITTEE
PETITION FOR APPROVAL
NEW JOB SPECIFICATIONS FOR LOCAL 184 CLASSIFICATIONS**

From: Personnel, Pension and Insurance Committee

To: District Board

January 11, 2016

As part of the contract negotiation process with Local 184 (operational and maintenance unit), the District and the Union agreed to create new combined job specifications with new valuations (see attached job specifications).

Staff recommends that the attached new job specifications along with the negotiated valuation changes (below) be incorporated and approved as part of the District's Classification System.

Valuation negotiated with Local 184:

Facilities Maintainer 1	LT07;
Facilities Maintainer 2	LT10;
Facilities Maintainer Crew Leader	LT13;
Stock Specialist 1	LT07;
Stock Specialist 2	LT10;
Stock Services Crew Leader	LT13;
Utility Maintainer 1	LT05;
Utility Maintainer 2	LT09;
Vehicle & Equipment Mechanic	LT11;
WPC Plant Operator 1	LT08;
WPC Plant Operator 2	LT09;
Sr Utility Maintainer Crew Leader	LT13;

Through the terms of the contract settlement agreement, the above-referenced positions will be posted informally as a mass posting. The action will allow the District to use qualified employees across various functions. The incorporation of Commercial Driver's License requirements in most of these new job specifications was the cornerstone of the recent contract negotiation.

At a meeting of the Personnel, Pension and Insurance Committee held on January 11, 2016, it was:

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

RESOLVED: That the new job specifications to the positions represented by Local 184 with proposed valuations be approved and incorporated as part of the District's Classification System.

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

Code:
Employee Group: Local 184
FLSA Status: Non-Exempt

**METROPOLITAN DISTRICT COMMISSION
CLASSIFICATION DESCRIPTION**

CLASSIFICATION TITLE: FACILITIES MAINTAINER 1

JOB SUMMARY

The purpose of this classification is to provide responsible general facilities and grounds maintenance work which may involve the cleaning of buildings, the maintenance of lawns and walkways, the operation of a tractor and harrow in a sand filter bed, the reading of instruments and the collection of water samples, the maintenance of pump station equipment and facilities and the operation of varied maintenance equipment used in the maintenance of roads, reservoir lands, pipelines and related facilities.

Work involves responsibility for safe maintenance of buildings, grounds, filter beds, pump stations, lands, facilities and equipment. Duties include operating dump trucks, construction equipment, tractors and harrowing equipment and power equipment. This position also has the responsibility for making standard general maintenance decisions in accordance with established procedures. This work requires that the employee have good knowledge, skill and ability in building and grounds maintenance, water filter bed maintenance, pump station maintenance instrument reading and stationary equipment and facility maintenance.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Maintains roads, reservoir lands and facilities, pipelines, structures, and related facilities through the operation of construction and other equipment.

Performs a wide variety of general labor tasks including brush cutting, sanding and plowing, grass cutting, tree work, catch basin and drainage work, and reservoir facilities operation. May assist in sign fabrication, as assigned.

- Uses all tools, equipment and materials responsibly and performs basic inspection and preventive maintenance prior to use. Performs work in a safe manner and observes all safety procedures. Fills out job or shift report forms, as assigned.
- Cleans and waxes floors; vacuums; cleans wall, windows, furniture and office equipment; empties wastebaskets and barrels. Cleans lavatories, equipment and storage and garage areas. Maintains supplies of paper and other hygiene products in lavatories. Mows lawns, trims shrubs, shovels snow, and removes ice from walkways and service roads. May operate light motor equipment occasionally to clear snow and move material, as assigned.
- Picks up and delivers packages. Loads, unloads, moves and stores materials.
- Assists higher-level classifications in operations and manual labor, as assigned. Performs routine painting. Performs minor electrical, carpentry or plumbing repairs, as assigned.
- Performs work in a safe manner and observes all safety procedures. Performs harrowing operations, including the driving of the tractor, in a safe manner and observes all safety procedures. May mow grass, shovel snow and perform routine maintenance work, as assigned.
- Uses all tools, equipment and materials responsibly and performs basic inspection of them prior to use.
- Reads meters, charts and related instruments to monitor water supplies and flows. Records readings on standard logs and replaces meter and chart paper, as necessary. Collects water samples from reservoirs, streams and wells for testing. Maintains clocks and chart recorders. Removes and replaces standard interchangeable parts and cleans mechanisms.
- Inspects pumps, motors, generators, compressors, and related equipment. Detects and reports problems in equipment operation. Performs routine maintenance on pump station equipment and facilities. Cleans facilities and equipment. Maintains pump station buildings and grounds.
- Reads pump station equipment operating gauges and charts and records operating data. Reports deviations from normal operating rates.
- Responds to pump station alarms and assists in restoring the station to full working operation.
- May oversee the work of lower classifications, as assigned.
- Performs related work as required.

SUPERVISION RECEIVED

Works under the general direction of the Facilities Maintenance Supervisor or other supervisory or administrative personnel.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus two years of experience in construction work, stationary equipment maintenance or water supply maintenance or a related field, with demonstration of competent performance in one of the functions described in this specification.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of the tools, equipment and methods of buildings and grounds maintenance and water supply maintenance.
- Knowledge of the work standards and safety procedures in buildings and grounds maintenance.
- Knowledge in the operation of construction equipment.
- Skill in the use of the hand tools and power equipment in cleaning and grounds maintenance.
- Ability to perform buildings and grounds maintenance safely, effectively and efficiently.
- Ability to follow oral instructions and to learn District procedures.
- Ability to safely operate a variety of grounds keeping equipment.
- Ability to establish and maintain effective working relationships with coworkers.
- Ability to operate a personal computer, as assigned.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert heavy physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of significant weight (greater than 50 pounds).

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 performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or

deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:
Employee Group: Local 184
FLSA Status: Non-Exempt

METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: FACILITIES MAINTAINER 2

JOB SUMMARY

The purpose of this classification is to provide responsible general facilities, systems and grounds maintenance work which may involve the operation of construction and excavation equipment, logging equipment and road maintenance equipment, the taking and recording of instrument readings involving hydroelectric plant production and operation and the use of specialty carpentry and masonry tools and equipment.

Work involves responsibility for safe construction and repair of roads, wooden, masonry and metal objects, safe and effective plant monitoring and maintenance, safe and effective processing of felled trees into saleable logs, safe and effective maintenance of lands, facilities and equipment and the identification of actual and potential sources of water pollutions including inspection and the coordination of abatement efforts. Duties include operating dump trucks, construction equipment, tractors and harrowing equipment and power equipment. This position also has the responsibility for making standard general maintenance decisions in accordance with established procedures. This work requires that the employee have good knowledge, skill and ability in building and grounds maintenance, water filter bed maintenance, pump station maintenance instrument reading and stationary equipment and facility maintenance.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Maintains roads, reservoir lands and facilities, pipelines, structures, and related facilities through the operation of construction and other equipment.

Transports equipment and material on a trailer with dump truck, as assigned. Performs wide variety of general labor tasks including brush cutting, sanding and plowing, grass cutting, tree work, catch basin and drainage work and reservoir facilities operations work.

- Operates a tractor shovel, bulldozer, front loader and/or equivalent equipment to excavate and move earth and paving material in pipeline repair and installation. Operates smaller equipment, trucks and power equipment, as assigned. Performs work in a safe manner and observes all safety procedures. Uses all tools, equipment and materials responsibly and performs basic inspection and preventive maintenance prior to use.
- Responds to water and sewer emergencies and related problems at any time of day or night, as directed. Serves on-call for emergencies, as assigned.
- Inspects septic systems, oil tanks and other potential sources of water pollution in homes, farms, businesses, schools, and industries for actual or potential sources of pollution. Reports findings and makes recommendations. Takes and records water and pollution samples. Maintains records and enters and processes data in a computer. Compiles reports on water quality and vehicle operations. Coordinates efforts to abate sources of water pollution. Performs varied clerical duties including data entry in a personal computer, as assigned.
- Designs, constructs and repairs a wide variety of wooden structures, frames, facilities, fixtures, furniture, shelves, counters, and cabinets in the shop and in the field. Installs insulation, ceilings and floors, including floor tile. Installs and repairs related hardware. Constructs, repairs and maintains masonry structures and facilities in concrete, brick, block, and bluestone. Builds forms for pouring concrete. Maintains and builds roads and roadways, pipelines, repairs and rebuilds pumps, gates and hydroplant fixtures using machinist tools and equipment. Assists in road and sanitation system construction and repair using construction equipment and tools. Operates survey equipment and reads plans to lay out construction projects.
- Takes and records instrument readings on hydroelectric plant production and operation. Reports problems in production and operation and takes action to correct problems, as directed. Operates gates, valves and other hydroelectric equipment to control stream flows, as directed and in accordance with established procedures. Performs routine and complex maintenance on hydroelectric equipment and plants including electrical turbine units, buildings, gatehouses and grounds.
- Operates log skidder to skid felled trees out of the woods to the landing area, or the log forwarder to sort, load and pile logs for trucking, as assigned. Grades and marks felled trees for maximum value and bucks trees into logs for sale. May fell trees, as assigned.

- Fills out job or shift report forms, as assigned. Performs related work as required.
- Performs work of lower classifications, as necessary.

SUPERVISION RECEIVED

Works under the general direction of the Facilities Maintenance Supervisor or other supervisory or administrative personnel.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus two years of experience in construction work, stationary equipment maintenance or water supply maintenance or a related field, with demonstration of competent performance in one of the functions described in this specification. Must have a valid Commercial Driver's License, sub-classification "B" with airbrake endorsement.

KNOWLEDGE, SKILLS, AND ABILITIES

- Good knowledge of the tools, equipment, and methods of heavy construction equipment operation.
- Good knowledge of the work standards and safety procedures in heavy construction equipment operation.
- Good skill in the operation of heavy construction equipment.
- Considerable ability to perform heavy construction equipment operation safely, effectively and efficiently.
- Considerable ability to follow oral and written instructions and to learn District procedures. Good ability to communicate orally.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert heavy physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of significant weight (greater than 50 pounds).

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 performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or

deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:
Employee Group: Local 184
FLSA Status: Non-Exempt

METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: FACILITIES MAINTENANCE CREW LEADER

JOB SUMMARY

The purpose of this classification is to provide very responsible facilities maintenance work involving the oversight of roads, buildings and facilities, construction and repair crews, logging crews and utility watershed maintenance crews.

Work involves responsibility for safe, effective and timely maintenance tasks associated with construction and repair work, logging work, utility watershed maintenance crews and grounds maintenance crews. Duties include overseeing construction and repair crews and performing construction, repair and maintenance tasks, grounds maintenance and logging crews. This position also has the responsibility for making difficult construction and repair technical decisions. This work requires that the employee have considerable knowledge, skill and ability in road, building and facilities maintenance methods.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Performs trades, equipment operator or maintainer tasks to construct, repair and maintain roads, buildings, facilities, and hydropower equipment, as necessary. Assigns, oversees and corrects the work of a small work crew.
- Assigns, oversees and corrects the work of a medium size work crew involved in the maintenance of buildings, grounds, and related facilities. Performs all maintenance tasks assigned including cleaning and minor maintenance of buildings and related facilities, lawn care, trimming trees and shrubs, snow removal, and operation of light power equipment.

- Assigns, oversees and corrects the work of a small work group in maintaining water supply lands and facilities and operating equipment. Performs all maintenance tasks assigned including road and reservoir maintenance, equipment operation, pipeline maintenance, valve and gate operation, and structure maintenance. Assists in the maintenance of a large recreation areas.
- Assists in planning and laying out felling patterns, skid trails and landing areas in the woods. Assesses felled trees for defects and marketability. Grades logs for bucking. Loads a logging truck with a hydraulic loader and drives truck to deliver logs to sawmills or other locations. Oversees felling, log skidding, grading, bucking, and loading. Oversees stake production operations. Assigns, oversees and corrects the work of a small logging crew.
- Maintains and builds roads and roadways, pipelines, repairs and rebuilds pumps, gates and hydroplant fixtures using machinist tools and equipment. Assists in road and sanitation system construction and repair using construction equipment and tools. Operates survey equipment and reads plans to lay out construction projects.
- Takes and records instrument readings on hydroelectric plant production and operation. Reports problems in production and operation and takes action to correct problems, as directed. Operates gates, valves and other hydroelectric equipment to control stream flows, as directed and in accordance with established procedures. Performs routine and complex maintenance on hydroelectric equipment and plants including electrical turbine units, buildings, gatehouses and grounds.
- Fills out forms on completed work assignments. Demonstrates work procedures. Cites work rules violations. Coordinates activities on a short-term basis to assure personnel, materials and equipment necessary for assignments. Performs related work as required.

SUPERVISION RECEIVED

Works under the general supervision of the Facility Maintenance Supervisor or other assigned supervisor.

MINIMUM QUALIFICATIONS

A high school diploma or equivalent plus three (3) years of progressively responsible buildings and grounds maintenance experience including some experience in a lead capacity, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis. Must have a valid Commercial Driver's License, sub-classification "B" with airbrake endorsement.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable knowledge of road, building, facilities, and hydropower equipment maintenance methods, equipment and materials.
- Considerable knowledge of buildings, facilities and grounds maintenance principles and practices. Some knowledge of public administration principles and practices as applied to crew operations reporting. Some knowledge of the operation of a personal computer and software.
- Considerable knowledge of land, facility and equipment maintenance methods, equipment and materials.
- Considerable knowledge of logging methods, equipment and materials.
- Some knowledge of public administration principles and practices as applied to crew operations reporting. Good ability to communicate orally and to lead a work crew; some writing ability. Good ability to make operational decisions within established procedures and to complete routine forms. Good ability to oversee the activities of an assigned work crew.
- Considerable ability to establish and maintain effective working relationships with coworkers, vendors, contractors, other governmental agencies, and the general public.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert heavy physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of significant weight (greater than 50 pounds).

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 performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:

**Employee Group: Local 184
FLSA Status: Non-Exempt**

**METROPOLITAN DISTRICT COMMISSION
CLASSIFICATION DESCRIPTION**

CLASSIFICATION TITLE: SENIOR UTILITY MAINTENANCE CREW LEADER

JOB SUMMARY

The purpose of this classification is to provide very responsible utility maintenance lead and laboring work which may involve directing a crew in the construction and repair of water and sewer pipelines and the cleaning and maintenance of sewer pipelines.

Work involves responsibility for safe, effective and timely completion of assigned construction and repair projects and the correction of sewer line blockages and other collection pipeline issues. Duties may include the operation of pipeline construction equipment and tools, performing repair and installations, assisting in the direction of sanitary sewer and storm sewer and catch basin cleaning, clearing and pumping operations and directing crew activities. This position also has the responsibility for making difficult water and sewer pipeline component project decisions and making difficult sewer line maintenance, technical and operational decisions. This work requires that the employee have considerable knowledge, skill and ability in water and sewer pipeline component construction and repair methods and good knowledge, skill and ability in sewer line maintenance principles and practices.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Assists in scheduling, assigning, overseeing, and evaluating a medium size work group in cleaning and maintaining sewer lines, catch basins and related facilities.
- Constructs and repairs manholes, catch basins, meter pits, sidewalks, and related pipeline components. Repairs sanitary and storm sewer lines and makes small repairs to water mains and services. Performs masonry work, as necessary in construction and repair. Reads and interprets pipeline component blueprints and translates them into construction activities.
- Locates gates and related assemblies and excavates and grades, as necessary. Investigates and-repairs stuffing box, gland and bonnet leaks. Installs spacers and frames to bring gate boxes and manholes up to grade.

Reads and interprets parts diagrams, basic blueprints and sketches and Gate Books.

- Performs hydrant and related assemblies replacements. Locates hydrants and related assemblies. Investigates leaks, as assigned, and performs emergency shutdown operations during water system failures. Operates a two-way radio pickup truck to transport equipment and materials to the job site.
- Assigns, oversees and corrects the work of a small work crew in pipeline component construction and repair or cleaning and maintaining sewer lines, catch basins and related facilities. Demonstrates work procedures. Cites work rules violations.
- Fills out forms on completed work assignments. Coordinates activities on a short-term basis to assure personnel, materials and equipment necessary for assignments.
- Assists in investigating problems in the field and determining corrective actions to be taken on call for emergencies. May operate rod or jet truck in emergencies. Assists in supervising the clean-up of chemical spills in sewer lines. Takes metered readings of chemical explosiveness.
- Assists in supervising pumping and cleaning operations in District water pollution control plants and pump stations. Assists in supervising cavity investigations and cellar cleaning due to sewer back-ups and water leaks. Assists in supervising snow removal at sewer plants and pump stations.
- Assists in filling out forms and reporting on completed work assignments and completing employee time records. Assists in training and counseling employees. Administers union contract language and oral warnings, and recommends higher level discipline. Assists in employee selection. Assures safe work practices.
- Assists in coordinating personnel, materials and equipment necessary for projects and objectives.
- Responds to water and sewer emergencies and related problems at any time of day or night, as directed. Serves on-call for emergencies, as assigned.
- Performs related work as required.

SUPERVISION RECEIVED

Works under the general direction of a Superintendent, Assistant Superintendent or supervisor.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus five years of progressively responsible pipeline component repair and masonry experience including some experience in a lead capacity, or five years of progressively responsible sewer line maintenance or related experience including at least two years in a lead capacity, with demonstration of competent performance in one of the functions described in this specification.

Must have a valid Commercial Driver's License, Subclassification "B" with airbrake and tanker endorsements.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable knowledge of water and sewer pipeline component construction and repair methods, equipment and materials involving the components. Some knowledge of public administration principles and practices as applied to crew operations reporting.
- Good skill in pipeline masonry.
- Good ability to communicate orally and to lead a work crew; some writing ability.
- Good ability to make operational decisions within established procedures and to complete routine forms. Good ability to oversee the activities of an assigned work crew. Considerable ability to establish and maintain effective working relationships with coworkers, vendors, contractors, customers and the general public.
- Good knowledge of sewer line maintenance principles and practices.
- Knowledge of public administration principles and practices as applied to work unit reporting and routine administrative procedures.
- Ability to administer policies and procedures including scheduling, routine decision-making, and the completion of forms.
- Ability to oversee others in a work unit.
- Ability to operate computers, software, systems and standard office equipment required for performing essential functions, including data entry.
- Ability to establish and maintain effective working relationships with coworkers, contractors, customers, and the general public.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert heavy physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of significant weight (greater than 50 pounds).

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 performed primarily in underground locations, frequently exposed to heavy industrial equipment, noxious substances, raw sewage, activated sludge, biologically contaminated underground facilities, and the like.

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.

Code:
Employee Group: Local 0184
FLSA Status: Non-Exempt

**METROPOLITAN DISTRICT COMMISSION
CLASSIFICATION DESCRIPTION**

CLASSIFICATION TITLE: STOCK SERVICES CREW LEADER

JOB SUMMARY

The purpose of this classification is to provide responsible utility stock services work. Work involves responsibility for timely and accurate issuance of materials, parts or tools for utility construction repair and maintenance. Duties include receiving, issuing and accounting for materials, parts and tools using District's electronic computerized systems. This position also has the responsibility for making difficult stock management decisions. This work requires that the employee have considerable knowledge, skill and ability in stocking operations and computerized record keeping. The position may be assigned to operate as a singular or remote function without direct leadership

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Receives, stores, inventories, issues, and maintains electronic records on materials, parts or tools used in repair and maintenance of fleet, plant maintenance, utility systems or facility operations.
- Prepares reports and analyzes inventory control records. Enters data into electronic records for all items received and issued. Maintains accurate and timely inventory balances. Projects stock and inventory use and needs. Monitors and coordinates the entry of work orders into computerized systems. Updates and reconciles order and inventory records to ensure appropriate inventory stock levels. Assigns, oversees and corrects the work of a small work crew.
- Fills out forms on completed work assignments. Maintains electronic and computerized inventory and operational records. Prepares reports on stock use and needs. Coordinates purchasing procedures. Performs physical and cycle inventory reviews.
- Demonstrates work procedures. Cites work rules violations.
- Operates motor vehicle and stock moving equipment such as crane, front loader, backhoe and forklift. Operates a personal computer, and general office equipment as necessary to complete essential functions, including the use of word processing, spreadsheet, database, or other maintenance management system software. Uses all tools, equipment and materials responsibly and performs basic inspection and preventive maintenance prior to use.
- Performs physical and cycle inventories and runs inventory reports. Cleans and maintains stock storage area; maintains inventory labeling system. Performs related work as required.
- Canvasses vendors for needed stock items. Initiates and processes purchase requisitions and receiving materials. May drive to pick up stock or spare parts.

SUPERVISION RECEIVED

Works under the general direction of the Stock Services Supervisor.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus five (5) years of progressively responsible electronic computerized stock and inventory control experience, including some experience in a lead inventory control capacity, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable knowledge of electronic and computerized stocking operations and record keeping methods, equipment and materials, including use of personal computer and pertinent software programs.
- Considerable knowledge of public administration principles and practices as applied to inventory records and crew operations reporting.
- Good ability to communicate orally and in writing and to lead a work crew.
- Good ability to make operational decisions within established procedures and to complete routine forms.
- Good ability to oversee the activities of an assigned work crew.
- Considerable ability to establish and maintain effective working relationships with coworkers, vendors, and contractors.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (under 50 pounds).

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 and in writing.

Environmental Factors: Essential functions are performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:
Employee Group: Local 0184
FLSA Status: Non-Exempt

METROPOLITAN DISTRICT COMMISSION

CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: STOCK SPECIALIST 1

JOB SUMMARY

The purpose of this classification is to provide responsible utility stock services work involving the receipt, recording and issuance of materials, parts or tools.

Work involves responsibility for timely and accurate issuance of materials, parts or tools. Duties include receiving, issuing and record keeping for materials, parts or tools. Performs data entry to maintain work orders and inventories. This position also has the responsibility for making standard stock services decisions in accordance with established procedures. This work requires that the employee have good knowledge, skill and ability in stocking operations and electronic record keeping.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Receives, stores, inventories, issues, and maintains records on materials used in repairing and maintaining infrastructure. Operates stock loading equipment in yard including a crane, forklift and front loader, as assigned. Maintains inventory records. Enters data into records for all stock received and issued.
- Receives, stores, inventories, issues, and maintains records on materials, parts, and tools used in the maintenance and repair of the equipment and buildings. Utilizes a computer to enter all work orders received and processed. Updates outstanding work orders and equipment maintenance history.
- Canvasses vendors for required stock items and spare parts. Initiates purchase requisitions.
- Operates stock loading equipment in yard including a crane, forklift and front loader, as assigned.
- Performs work in a safe manner and observes all safety procedures. Uses all tools, equipment and materials responsibly and performs basic inspection and preventive maintenance prior to use.
- Performs related work as required.

SUPERVISION RECEIVED

Works under the general direction of the Stock Services Superintendent.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus two (2) years of progressively responsible stock, stores, inventory, or receiving experience; 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. Must have a valid driver's license.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable knowledge of personal computer operation and related software.
- Good knowledge of the tools, equipment and methods of vehicle and equipment stock services.
- Good knowledge of the work standards and safety procedures in stock services.
- Considerable ability to perform stock services work safely, effectively and efficiently.
- Considerable ability to establish and maintain effective working relationships with coworkers and vendors.
- Considerable ability to follow oral and written instructions and to learn District procedures.
- Ability to communicate orally and in writing.
- Ability to fill out forms and charts.
- Knowledge of materials stocking operations and record keeping methods, equipment and materials.
- Skill in the operation of stock loading equipment including a crane and front loader.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (under 50 pounds).

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 and in writing.

Environmental Factors: Essential functions are performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:
Employee Group: Local 0184
FLSA Status: Non-Exempt

METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: STOCK SPECIALIST 2

JOB SUMMARY

The purpose of this classification is to provide responsible utility stock services work involving the receipt, recording and issuance of materials, parts or tools. The position may be assigned to operate as a singular or remote function without direct leadership.

Work involves responsibility for timely and accurate issuance of materials, parts or tools. Duties include receiving, issuing and record keeping for materials, parts or tools. Performs data entry to maintain work orders and inventories. This position also has the responsibility for making standard stock services decisions in accordance with established procedures. This work requires that the employee have good knowledge, skill and ability in stocking operations and electronic record keeping.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Receives, stores, inventories, issues, and maintains electronic records on materials, parts or tools used in repair and maintenance of fleet, plant maintenance, utility systems or facility operations.
- Prepares various reports and records in the completion of work assignments: fills out forms on completed work assignments; maintains inventory records; enters data into electronic records for all stock received and issued to ensure inventory accuracy. Prepares reports on stock use and needs; enters work orders received and processed; updates outstanding work orders and equipment maintenance history; reviews work orders and issues required parts and tools.
- Operates motor vehicle and stock moving equipment such as crane, front loader, backhoe and forklift. Operates a personal computer, and general office equipment as necessary to complete essential functions, including the use of word processing, spreadsheet, database, or other maintenance management system software. Uses all tools, equipment and materials responsibly and performs basic inspection and preventive maintenance prior to use.
- Performs physical and cycle inventories and runs inventory reports. Cleans and maintains stock storage area; maintains inventory labeling system. Performs related work as required.
- Canvasses vendors for needed stock items. Initiates and processes purchase requisitions and receiving materials. May drive to pick up stock or spare parts.
- Performs work in a safe manner and observes all safety procedures.
- Oversees assistants, as necessary.
- Responds to emergencies as directed. Serves on-call as assigned

SUPERVISION RECEIVED

Works under the general direction of the Stock Services Supervisor.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus four (4) years of progressively responsible stock, stores, inventory, or receiving experience; 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. Must have a valid driver's license.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable knowledge of personal computer operation and related software.
- Good knowledge of the tools, equipment and methods of vehicle and equipment stock services.
- Good knowledge of the work standards and safety procedures in stock services.
- Some skill in the use of power equipment in stock services.
- Considerable ability to perform stock services work safely, effectively and efficiently.
- Considerable ability to establish and maintain effective working relationships with coworkers and vendors.
- Considerable ability to follow oral and written instructions and to learn District procedures.
- Considerable ability to communicate orally and in writing.
- Good ability to fill out forms and charts.
- Knowledge of materials stocking operations and record keeping methods, equipment and materials.
- Skill in the operation of stock loading equipment including a crane and front loader.
- Ability to follow oral and written instructions and to learn District procedures. Ability to communicate orally.
- Ability to oversee the work of others.
- Ability to establish and maintain effective working relationships with coworkers and vendors.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (under 50 pounds).

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 and in writing.

Environmental Factors: Essential functions are performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:
Employee Group: Local 184
FLSA Status: Non-Exempt

**METROPOLITAN DISTRICT COMMISSION
CLASSIFICATION DESCRIPTION**

CLASSIFICATION TITLE: UTILITY MAINTAINER 1

JOB SUMMARY

The purpose of this classification is to provide responsible utility maintenance and laboring work which may involve providing assistance operating sewer cleaning trucks and operating sewer cleaning equipment, repairing and installing pipelines using power equipment and tools, servicing and repairing hydrants and related assemblies or servicing and maintaining and repairing gates and related assemblies. Work involves responsibility for safe operation of utility maintenance equipment. Duties may include assisting in operation of rod, jet and camel trucks and cleaning and maintaining sewer lines and related facilities, the operation of gate trucks and various pneumatic excavation tools and pipe cutting equipment. This position also has the responsibility for making routine equipment operating decisions in accordance with established procedures. This work requires that the employee have some knowledge, skill and ability in sewer line maintenance, gate maintenance, hydrant maintenance or water and sewer pipe maintenance and repair.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Assists in operating rod, jet and camel trucks and a bucket machine to clean, clear and maintain sewer lines and related facilities. Operates equipment and performs manual labor to clean, clear, pump, and maintain sanitary and storm sewers, catch basins, siphons, flood gates, trunk lines, and manholes, and related facilities. Assists in inspecting sewer lines and investigating depressions and other problems. Assists in cleaning and pumping cellars. Clears rights-of-way and assists in conducting scumming and pumping operations at treatment plants, as assigned.
- Performs laboring work in support of gate crews or other maintenance operations, as assigned. Performs routine service and repair of gates and related assemblies. Operates, tests and inspects gates and related assemblies. Replaces worn or defective gate, regulator and relief valve parts.
- Locates gates and related assemblies and excavates and grades, as necessary. Investigates and-repairs stuffing box, gland and bonnet leaks. Installs spacers and frames to bring gate boxes and manholes up to grade.
- Reads and interprets parts diagrams, basic blueprints and sketches and Gate Books.
- Performs routine service and repair of hydrants and related assemblies. Operates, tests, inspects, flushes, and cleans hydrants. Replaces worn or defective hydrant parts. Locates hydrants and related assemblies. Investigates leaks, as assigned, and performs emergency shutdown operations during water system failures. Operates a two-way radio pickup truck to transport equipment and materials to the job site.
- Installs and joins pipe in trenches using a wide variety of power equipment and tools including cutters, wrenches, saws, tapping machines, caulkers, and burners. Excavates, shores and fills trenches and other working spaces using power equipment and tools and manual labor including the use of jackhammers, air shovels, paving breakers, tampers, shovels, and shoring boxes. Performs general laboring tasks in pipeline repair and installation including masonry, rigging, drilling, grading, and lifting and carrying.
- Performs work in a safe manner and observes all safety procedures.
- Uses all tools, equipment and materials responsibly and performs basic inspection of them prior to use.
- Responds to utility emergencies at any time of day or night, as directed. Serves on-call for emergencies, as assigned.

- Performs related work as required.

SUPERVISION RECEIVED

Works under the general direction of a crew leader or supervisor.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus one (1) year of water service or sewer line maintenance, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis. Must have a valid Commercial Driver's License, Subclassification "B" with airbrake and tanker endorsements.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of water service maintenance and plumbing methods, equipment and materials.
- Some knowledge of the tools, equipment and methods of sewer line maintenance or related laboring work. Some knowledge of the work standards and safety procedures in sewer line maintenance, gate maintenance, hydrant maintenance or utility pipe repair.
- Knowledge of water service problems and their causes.
- Knowledge of public administration principles and practices as applied to customer service maintenance.
- Knowledge in the use of tools and power equipment in utility line maintenance.
- Skill in basic computer operations.
- Ability to communicate orally and some writing ability.
- Ability to establish and maintain effective working relationships with coworkers, vendors, contractors, customers, and the general public.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (under 50 pounds).

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 and in writing.

Environmental Factors: Essential functions are performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:
Employee Group: Local 184
FLSA Status: Non-Exempt

METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: UTILITY MAINTAINER 2

JOB SUMMARY

The purpose of this classification is to provide responsible utility maintenance and laboring work which may involve operating compressor trucks with air-driven excavation and cutting equipment, maintaining and installing residential, commercial and industrial water meters with consumption read technology, investigating and resolving various customer complaints and issues and servicing and maintaining and repairing gates, hydrants and related assemblies.

Work involves responsibility for safe operation of utility maintenance equipment. Duties may include the operation of gate trucks and various pneumatic excavation tools and pipe cutting equipment, the installation of water meters with consumption collecting read technologies and the investigation of all types of customer concerns and complaints. This position also has the responsibility for making routine equipment operating decisions in accordance with established procedures. This work requires that the employee have some knowledge, skill and ability in water and sewer line maintenance, gate maintenance, hydrant maintenance and meter installation.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Performs laboring work in support of gate crews or other maintenance operations, as assigned. Performs routine service and repair of gates and

related assemblies. Operates, tests and inspects gates and related assemblies. Replaces worn or defective gate, regulator and relief valve parts.

- Locates gates and related assemblies and excavates and grades, as necessary. Investigates and-repairs stuffing box, gland and bonnet leaks. Installs spacers and frames to bring gate boxes and manholes up to grade. Reads and interprets parts diagrams, basic blueprints and sketches and Gate Books.
- Performs routine service and repair of hydrants and related assemblies. Operates, tests, inspects, flushes, and cleans hydrants. Replaces worn or defective hydrant parts. Locates hydrants and related assemblies. Investigates leaks, as assigned, and performs emergency shutdown operations during water system failures. Operates a two-way radio pickup truck to transport equipment and materials to the job site.
- Responds first to reported system emergencies. Investigates water service leaks, blockages and related problems and determines responsibility for correction. Confers with customers about District repair policies and referral resources. Determines whether repairs can be made alone or if assistance is needed.
- Removes and replaces or repairs or assists in removing and replacing or repairing water meters, plumbing or appliances, as determined in the investigation. Works in residences, commercial and industrial premises, and in pits and vaults. Installs pressure and meter recorders. Inspects and flushes hydrants and gates. Services and repairs hydrants and related assemblies. Replaces worn or defective parts. Operates, tests, inspects, flushes, and cleans hydrants. Oversees the work of any assigned assistant in the performance of hydrant and related assembly service and repair.
- Locates hydrants and related assemblies. Investigates leaks and performs emergency shut-down operations during water system failures. Operates a power gate machine to shut down and open large mains and gates. Performs pipe repairs. May operate a dump truck in emergencies, as assigned.
- Performs work in a safe manner and observes all safety procedures.
- Uses all tools, equipment and materials responsibly and performs basic inspection of them prior to use.

- Responds to utility emergencies at any time of day or night, as directed. Serves on-call for emergencies, as assigned.
- Performs related work as required.

SUPERVISION RECEIVED

Works under the general direction of a crew leader or supervisor.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus two (2) years of progressively responsible experience in water service maintenance and plumbing, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis. Must have a valid Commercial Driver's License, Subclassification "B" with airbrake endorsement.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of water service maintenance and plumbing methods, equipment and materials.
- Some knowledge of the tools, equipment and methods of sewer line maintenance or related laboring work. Some knowledge of the work standards and safety procedures in sewer line maintenance, gate maintenance, hydrant maintenance or utility pipe repair.
- Knowledge of water service problems and their causes.
- Knowledge of public administration principles and practices as applied to customer service maintenance.
- Knowledge in the use of tools and power equipment in utility line maintenance.
- Skill in basic computer operations.
- Ability to communicate orally and to lead a work assistant; some writing ability.
- Ability to establish and maintain effective working relationships with coworkers, vendors, contractors, customers, and the general public.
- Knowledge of the tools, equipment and methods of sewer line maintenance or related laboring work. Some knowledge of the work standards and safety procedures in sewer line maintenance, gate maintenance, hydrant maintenance or utility pipe repair.

- Good skill in the use of the hand tools and power equipment in utility line maintenance or related laboring work.
- Good ability to perform utility line maintenance or related laboring work safely, effectively and efficiently. Good ability to follow oral instructions and to learn District procedures. Good ability to establish and maintain effective working relationships with coworkers.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (under 50 pounds).

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 and in writing.

Environmental Factors: Essential functions are performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code: 37232
Employee Group: Local 1026
FLSA Status: Non-Exempt

METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: VEHICLE & EQUIPMENT MECHANIC

JOB SUMMARY

This is very responsible vehicle and equipment repair work involving mechanical repairs to a wide variety of vehicles and rolling and stationary equipment including heavy construction equipment and various types of smaller power equipment. Work includes the overhauling and repairing of riding and walking mowers, generators,

chain saws, sanders, power take off engines, outboard motors, pumps, sweepers, and related equipment.

Work involves responsibility for safe and effective repair of a wide variety of vehicles and equipment. Duties include overhauling drive train and control components, repairing mechanical, electrical, hydraulic, and pneumatic systems, and repairing frames and sheet metal. This position also has the responsibility for making difficult vehicle and equipment and maintenance technical decisions in accordance with established procedure. This work requires that the employee have considerable knowledge, skill and ability in vehicle and equipment repair and small equipment repair, rebuilding and maintenance.

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Identifies vehicle and equipment malfunctions and determines corrective actions to be taken through tests. Tests vehicles and equipment after repairs. Repairs or overhauls engines, transmissions, gear trains, differentials, steering systems, brake systems, clutch systems, fuel systems, suspension systems, cooling systems, electrical systems, power takeoffs, hydraulic and pneumatic lifts and controls, and related components. Performs vehicle and equipment maintenance. Reads and interprets service manuals and work orders. Repairs frames, sheet metal and stock as assigned.
- Repairs brakes, clutches, exhausts, electrical wiring, and related components, as assigned. Tunes engines. Performs safety inspections and routine and preventive maintenance. Makes road calls on immobile vehicles and equipment and makes emergency repairs.
- Repairs or overhauls a very large number of two and four cycle smallbore engines, large and small diesel engines, and related transmissions, differentials, gear trains, and other systems. Repairs portable and stationary equipment and power tools at a variety of District facilities including treatment plants, reservoirs and solid waste facilities. Identifies equipment malfunctions and determines corrective actions to be taken through tests. Tests equipment after repairs. Maintains a large inventory of small engine parts and records. Contacts vendors for supplies and prices of parts. Fills out purchase requisitions and stocks and issues parts.
- Lubricates vehicles, checks and changes fluids and filters on a wide variety of vehicles and equipment, or rotates, changes, balances, and repairs a wide variety of tires and tubes, as assigned.
- Fills out job or shift report forms, as assigned. Performs work of lower classifications, as necessary. Performs related work as required.

SUPERVISION RECEIVED

Works under the general supervision of the Fleet Supervisor or Fleet Superintendent.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus four years of experience in vehicle and equipment maintenance, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

SPECIAL REQUIREMENTS:

Must have a valid Commercial Driver's License sub-classification "A" or "B" with air brake endorsement, as necessary.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable knowledge of the tools, equipment, and methods of vehicle and equipment overhaul and repair. Considerable knowledge of the work standards and safety procedures in vehicle and equipment overhaul and repair.
- Considerable skill in the use of mechanics tools and special diagnostic equipment and tools. Considerable ability to perform vehicle and equipment overhaul and repair safely, effectively and efficiently.
- Considerable ability to follow oral and written instructions and to learn District procedures. Good ability to communicate orally. Good ability to fill out forms and charts. Considerable ability to establish and maintain effective working relationships with coworkers and vendors.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (under 50 pounds).

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 and in writing.

Environmental Factors: Essential functions are performed primarily in an indoor, shop, laboratory, or office environment with occasional fieldwork that may involve exposure to various weather conditions, atmospheric conditions, hazards, noises, etc.

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

Code:
Employee Group: Local 184
FLSA Status: Non-Exempt

**METROPOLITAN DISTRICT COMMISSION
CLASSIFICATION DESCRIPTION**

CLASSIFICATION TITLE: WATER POLLUTION CONTROL PLANT OPERATOR 1

JOB SUMMARY

This very responsible position is specialized in all unit processes of water pollution control plant operations, maintenance and process control and oversight. Responsibilities include unit processes such as preliminary treatment, primary treatment, secondary treatment, chlorine/Ultraviolet disinfection solids processing, solids receiving, thickening (both gravity and dissolved air floatation), dewatering, wet weather, heat recovery /electrical production and all associated equipment. Work involves responsibility for safe and efficient operations of aforementioned assigned processes. This position has responsibility for implementing operational changes and recommending process control adjustments in all areas of the facilities in accordance with established procedures. The position requires the ability to work varying overtime assignments, including stand-by assignments and nights, weekends and holidays (Satellite Plants, On Call as assigned)

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Inspects and operates all treatment plant equipment to ensure proper functioning, makes adjustments to operating equipment, reports the need for major or specialized repairs to equipment, machinery and electrical and control systems, assists specialized trades personnel in making major and/or highly technical repairs to equipment, machinery and systems. Performs preventative, predictive and corrective maintenance and assists maintenance in performing repairs.
- Gathers information for input into the Supervisory Control and Data Acquisition System (SCADA), Hach WIMS and other data and computerized control systems.

- Operates all wastewater treatment equipment, machinery and facilities by using manual, electronic and computer control systems to regulate and control processes.
- Assists in training and development by demonstrating effective operating procedure and technique and may help disseminate training material.
- Monitors gauges, meters, charts, graphs and operates pumps, valves, electric motors, adjusting related equipment to operational needs.
- Interprets data and trends and applies standard operating procedures to recommend appropriate process control decisions
- Receives chemical shipments; monitors unloading process and records into inventory; checks chemical alarms and feed systems for leaks. Determines proper dosages of polymer, coagulants and odor control chemicals and implements operational changes to treatment processes based upon testing and knowledge of current system conditions and standard operating procedures.
- Collects wastewater samples and performs laboratory tests associated with process and permit requirements; cleans tanks and maintain buildings and grounds.
- Understands and operates all processes including incineration, waste heat recovery and electrical generation, chemical and ultraviolet disinfection, including cleaning and replacing ultraviolet lamps.
- Monitors collection system for real time control strategy and conveyance tunnel operation (pending). Operates plant wet weather treatment systems to optimize plant and collection system.
- Performs work in a safe manner and observes all safety procedures, including the use of personal protective equipment. Performs work or lower classifications, as necessary.
- Uses all tools, equipment and materials responsibly, performs inspections. Responds to emergencies as directed at any time of day or night.
- Observes and accurately reports plant process and equipment problems. Completes job or shift report forms, as assigned. Performs basic

mathematical, statistical, geometric and algebraic calculations common to treatment quantification and laboratory analysis. Operates personal computers with the ability to apply and use various processing software programs.

SUPERVISION RECEIVED

Works under the general direction of a plant or shift supervisor or crew leader.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus one year of experience in water pollution control plant operations.

Must have a valid Connecticut Class 1 Water Pollution Control Plant Operator's Certificate and maintain such certification in good standing. Effective working experience with Windows Office Software. Experience in SAP and Hach WIMS is desirable. Ability to work with SCADA systems for effective process monitoring.

Must possess a valid driver's license.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable contemporary knowledge of principles and practices of all wastewater treatment processes for both liquid (BNR and wet weather) and solids treatment, odor control, incineration, waste heat recovery/electrical production, including specific chemical and biological processes and sampling and testing applied in wastewater treatment.
- Considerable knowledge skill and ability in applying safety procedures in all wastewater treatment operations, plant, grounds and equipment maintenance, including waste heat recovery and electrical generation production.
- Considerable knowledge in using and applying the terminology, symbols and standard abbreviations used in wastewater treatment and the reading of technical drawings.
- Considerable knowledge and skill to work independently, exercising sound judgment. Considerable ability in following oral and written instructions and procedures. Considerable oral and written communicative skills, including the effective completion of written forms and records, the timely and accurate preparation of reports, the electronic entry of data and information and the communication through electronic mail.

- Effective knowledge of Federal, State and Local legal and regulatory requirement related to the operation of wastewater treatment processes, including NPDES and air permits.
- Effective knowledge and ability in utilizing computer systems for data entry and process optimization. Capability to maintain data and information and to retrieve operational and equipment information.
- Effective ability with the use of small hand tools. Considerable ability to establish and maintain effective working relationships with coworkers.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert heavy physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of significant weight (greater than 50 pounds).

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 performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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.

Code:
Employee Group: Local 184
FLSA Status: Non-Exempt

METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: WATER POLLUTION CONTROL PLANT OPERATOR 2

JOB SUMMARY

This very responsible position is specialized in all unit processes of water pollution control plant operations, maintenance and process control and oversight. Responsibilities include unit processes such as preliminary treatment, primary

treatment, secondary treatment, chlorine/Ultraviolet disinfection solids processing, solids receiving, thickening (both gravity and dissolved air floatation), dewatering, wet weather, heat recovery /electrical production and all associated equipment.

Work involves responsibility for safe and efficient operations of aforementioned assigned processes. This position has responsibility for implementing operational changes and recommending process control adjustments in all areas of the facilities in accordance with established procedures. The position requires the ability to work varying overtime assignments, including stand-by assignments and nights, weekends and holidays (Satellite Plants On Call as assigned).

ESSENTIAL FUNCTIONS

The following duties are illustrative of the classification and may not include all of the duties under the classification.

- Inspects and operates all treatment plant equipment to ensure proper functioning, makes adjustments to operating equipment, reports the need for major or specialized repairs to equipment, machinery and electrical and control systems, assists specialized trades personnel in making major and/or highly technical repairs to equipment, machinery and systems. Performs preventative, predictive and corrective maintenance and assists maintenance in performing repairs.
- Gathers information for input into the Supervisory Control and Data Acquisition System (SCADA), Hach WIMS and other data and computerized control systems.
- Operates all wastewater treatment equipment, machinery and facilities by using manual, electronic and computer control systems to regulate and control processes.
- Assists in training and development by demonstrating effective operating procedure and technique and may help disseminate training material.
- Monitors gauges, meters, charts, graphs and operates pumps, valves, electric motors, adjusting related equipment to operational needs.
- Interprets data and trends and applies standard operating procedures to recommend appropriate process control decisions
- Receives chemical shipments; monitors unloading process and records into inventory; checks chemical alarms and feed systems for leaks. Determines proper dosages of polymer, coagulants and odor control chemicals, and implements operational changes to treatment processes based upon testing and knowledge of current system conditions and standard operating procedures.

- Collects wastewater samples and performs laboratory tests associated with process and permit requirements; cleans tanks and maintain buildings and grounds.
- Understands and operates all processes including incineration, waste heat recovery and electrical generation, chemical and ultraviolet disinfection, including cleaning and replacing ultraviolet lamps.
- Monitors collection system for real time control strategy and conveyance tunnel operation (pending). Operates plant wet weather treatment systems to optimize plant and collection system.
- Performs work in a safe manner and observes all safety procedures, including the use of personal protective equipment. Performs work or lower classifications, as necessary.
- Uses all tools, equipment and materials responsibly, performs inspections. Responds to emergencies as directed at any time of day or night.
- Observes and accurately reports plant process and equipment problems. Completes job or shift report forms, as assigned. Performs basic mathematical, statistical, geometric and algebraic calculations common to treatment quantification and laboratory analysis. Operates personal computers with the ability to apply and use various processing software programs.

SUPERVISION RECEIVED

Works under the general direction of a plant or shift supervisor or crew leader.

MINIMUM QUALIFICATIONS

A high school diploma or the equivalent plus three years of experience in water pollution control plant operations. Post-high school education may be substituted for up to a maximum of one and one-half years (50%) of the experience required (using 45 CEU's as being equivalent to one year of full time post-high school education.

Must have a valid Connecticut Class 2 Water Pollution Control Plant Operator's Certificate and maintain such certification in good standing. Effective working experience with Windows Office Software. Experience in SAP and Hach WIMS is desirable. Ability to work with SCADA systems for effective process monitoring.

Must possess a valid driver's license.

KNOWLEDGE, SKILLS, AND ABILITIES

- Considerable contemporary knowledge of principles and practices of all wastewater treatment processes for both liquid (BNR and wet weather) and solids treatment, odor control, incineration, waste heat recovery/electrical production, including specific chemical and biological processes and sampling and testing applied in wastewater treatment.
- Considerable knowledge skill and ability in applying safety procedures in all wastewater treatment operations, plant, grounds and equipment maintenance, including waste heat recovery and electrical generation production.
- Considerable knowledge in using and applying the terminology, symbols and standard abbreviations used in wastewater treatment and the reading of technical drawings.
- Considerable knowledge and skill to work independently, exercising sound judgment. Considerable ability in following oral and written instructions and procedures. Considerable oral and written communicative skills, including the effective completion of written forms and records, the timely and accurate preparation of reports, the electronic entry of data and information and the communication through electronic mail.
- Effective knowledge of Federal, State and Local legal and regulatory requirement related to the operation of wastewater treatment processes, including NPDES and air permits.
- Effective knowledge and ability in utilizing computer systems for data entry and process optimization. Capability to maintain data and information and to retrieve operational and equipment information.
- Effective ability with the use of small hand tools. Considerable ability to establish and maintain effective working relationships with coworkers.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert heavy physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of significant weight (greater than 50 pounds).

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 performed primarily outdoors, frequently exposed to any or all of the following: various weather conditions, high or deep dangerous places, working near moving mechanical parts, risk of electric shock, vibration, fumes, airborne particles, chemicals, etc.

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 Salemi and duly seconded, the report was received and resolution adopted by unanimous vote of those present

**COMMITTEE ON MDC GOVERNMENT
APPOINTMENT OF LEGISLATIVE CONSULTANTS**

From: Committee on MDC Government

To: District Board

January 11, 2016

Over the past several years, the firms of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC have provided exemplary service in the area of governmental relations. Based upon their collective past performance, and to maintain a level of continuity within the District's legislative and administrative lobbying activities, District staff recommends the reappointment of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC to represent the District during the 2015 legislative session. The terms of their respective appointments would be from January 1, 2016 through December 31, 2016.

Furthermore, in the event the Committee on MDC Government forwards the appointments to the District Board, District staff recommends that the annual fee for each lobbyist firm remain \$25,000.00, for a total of \$50,000.00. Payments would be prorated over a 12-month period, commencing January 2016.

At a meeting of the Committee on MDC Government on January 11, 2016, it was:

Voted: That the Committee on MDC Government recommends to the District Board passage of the following resolution:

Resolved: That the firms of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC be retained to perform lobbying services for a period commencing on January 1, 2016 and terminating on December 31, 2016, for a fee of \$25,000.00 each, totaling \$50,000.00, to be prorated over a twelve-month period, subject to the execution of a written agreement prepared and approved by District Counsel as to form and content, reflecting the scope of services, reporting requirements and such other terms and conditions as District Counsel may specify.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

Commissioner Kronen left the meeting at 6:49 P.M.

**BUREAU OF PUBLIC WORKS
CONDEMNATION PROCEEDINGS AGAINST 365 MAPLE STREET,
WETHERSFIELD CT IN FURTHERANCE WITH THE CLEAN WATER PROJECT**

From: Bureau of Public Works

To: District Board

January 11, 2016

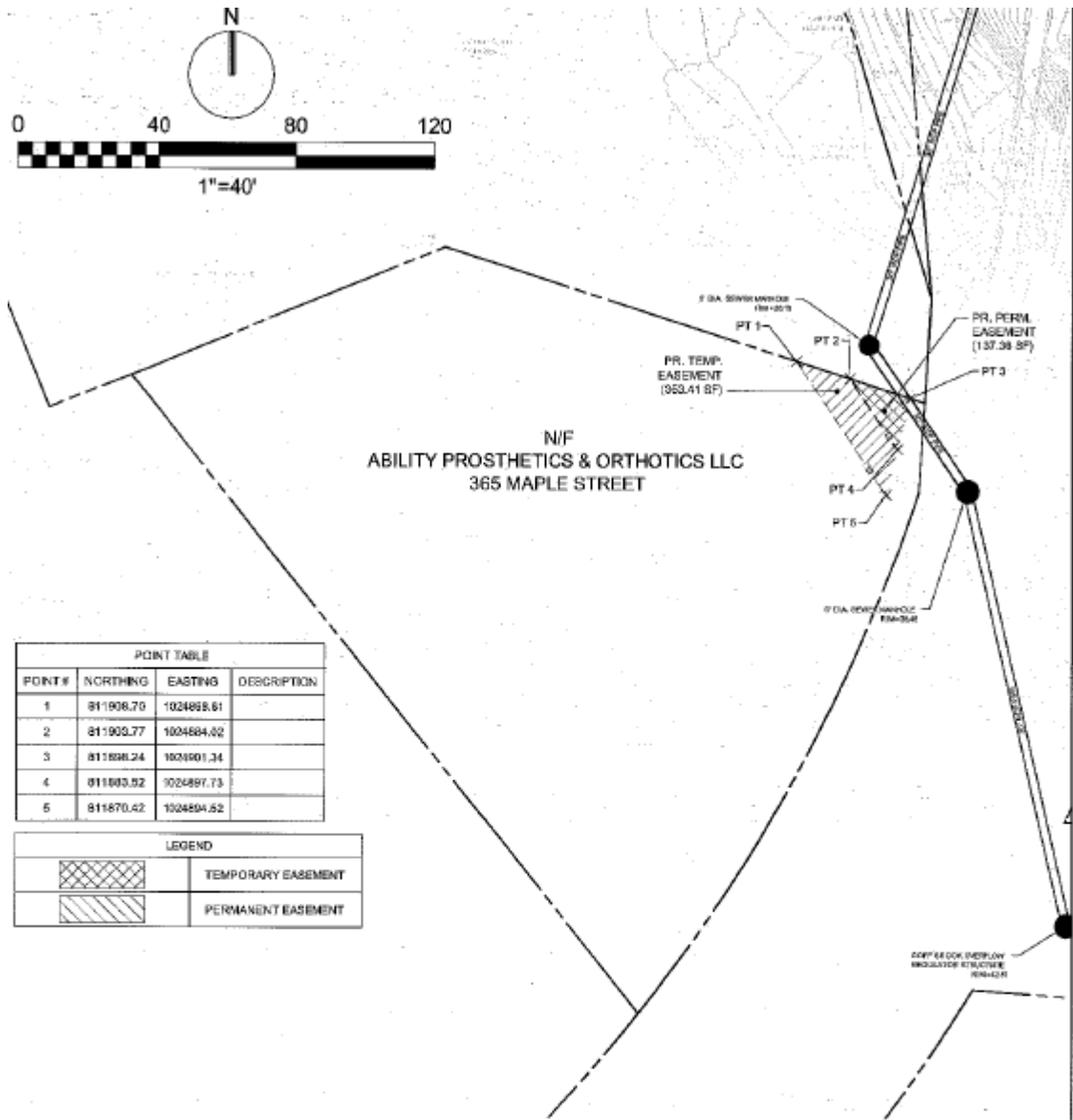
At a meeting of the Bureau of Public Works held on January 11, 2016, it was:

Resolved that, pursuant to Conn. Gen. Stat. § 48-12, and Sections 1-1, 1-2f and 1-4 of the Metropolitan District Charter, the Board of Commissioners of the Metropolitan District hereby authorizes District staff to proceed with the condemnation proceeding to obtain an approximately 353 square foot temporary easement and approximately 137 square foot permanent easement on a portion of the property owned by Maher Kasabji and Zorica Englehardt located at 365 Maple Street, Wethersfield, Connecticut, as more particularly set forth in the attached map. Said easements are necessary for the installation, use, maintenance and repair of a sanitary sewer within Maple Street, Wethersfield, Connecticut in furtherance of the Clean Water Project and particularly the Goff Brook Overflow Closure Project.

The amount of compensation to be awarded pursuant to said condemnation proceeding shall be the average value of the property rights acquired, as independently determined by two Connecticut licensed appraisers.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk



POINT TABLE			
POINT #	NORTHING	EASTING	DESCRIPTION
1	811908.70	1024898.61	
2	811905.77	1024884.02	
3	811898.24	1024901.34	
4	811893.92	1024897.73	
5	811870.42	1024894.52	

LEGEND	
	TEMPORARY EASEMENT
	PERMANENT EASEMENT

EASEMENT EXHIBIT B
 OWNER: ABILITY PROSTHETICS & ORTHOTICS LLC
 ADDRESS: 365 MAPLE STREET WETHERSFIELD, CT.
 THE METROPOLITAN DISTRICT
 SANITARY SEWER IMPROVEMENTS - GOFF BROOK OVERFLOW CLOSURE
 WETHERSFIELD, CT - CONTRACT NO. 2013B-46



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

**BUREAU OF PUBLIC WORKS
CONDEMNATION PROCEEDINGS AGAINST 311-353 MAPLE STREET,
WETHERSFIELD CT IN FURTHERANCE WITH THE CLEAN WATER PROJECT**

From: Bureau of Public Works

To: District Board

January 11, 2016

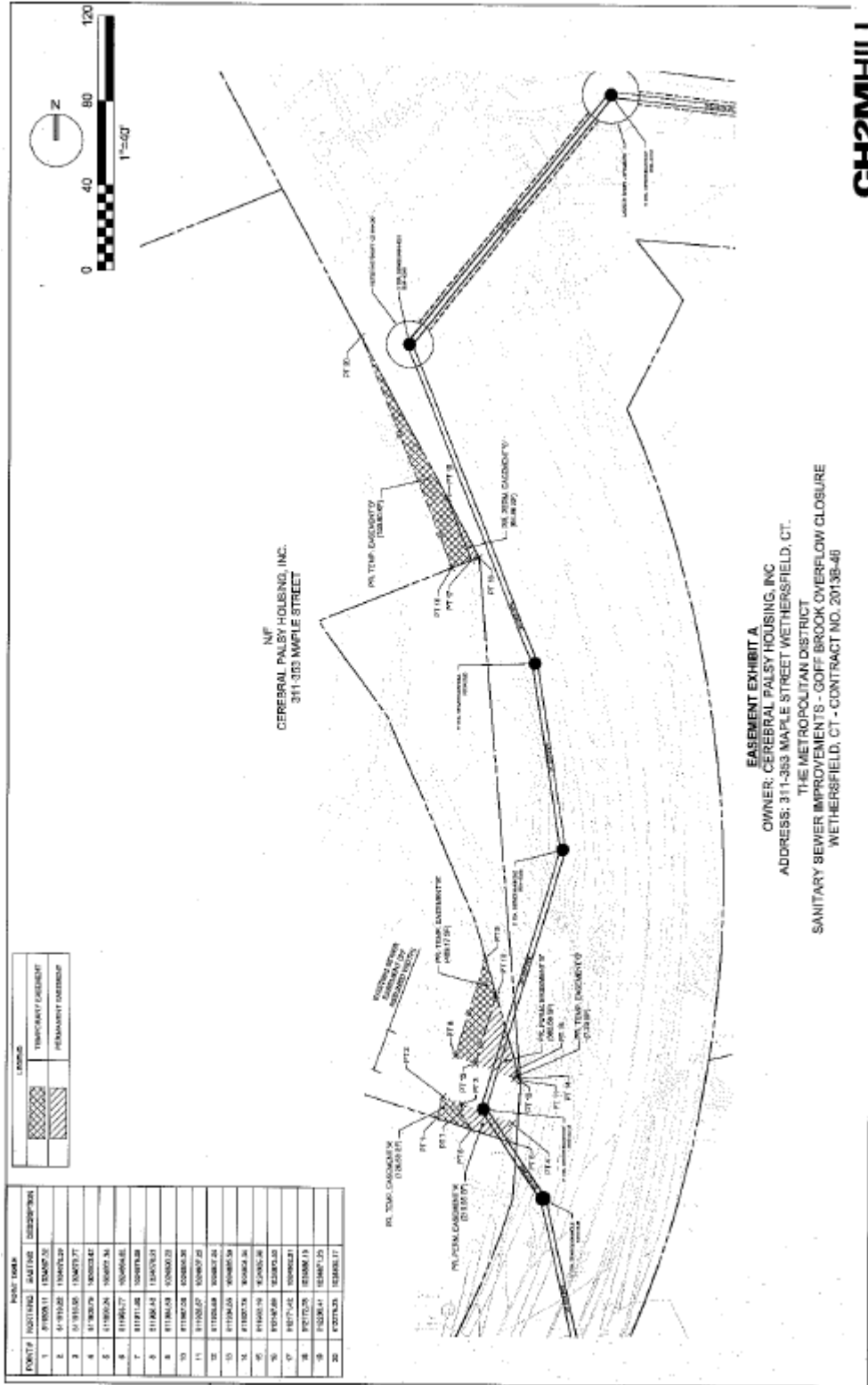
At a meeting of the Bureau of Public Works held on January 11, 2016, it was:

Resolved that, pursuant to Conn. Gen. Stat. § 48-12, and Sections 1-1, 1-2f and 1-4 of the Metropolitan District Charter, the Board of Commissioners of the Metropolitan District hereby authorizes District staff to proceed with the condemnation proceeding to obtain approximately 1,283 square feet of temporary easements and approximately 656 square feet of permanent easements on a portion of property owned by Cerebral Palsy Housing, Inc. and located at 311-353 Maple Street, Wethersfield, Connecticut, as more particularly set forth in the attached map. Said easements are necessary for the installation, use, maintenance and repair of a sanitary sewer within Maple Street, Wethersfield, Connecticut in furtherance of the Clean Water Project and particularly the Goff Brook Overflow Closure Project.

The amount of compensation to be awarded pursuant to said condemnation proceeding shall be the average value of the property rights acquired, as independently determined by two Connecticut licensed appraisers.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk



CH2MHILL

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

ADJOURNMENT

The meeting was adjourned at 6:53 P.M.

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval