

**THE WATER BUREAU  
SPECIAL MEETING**  
555 Main Street  
Hartford, Connecticut 06103  
Wednesday, November 2, 2016

**Present:** Commissioners Daniel A. Camilliere, Kathleen Kowalyshyn, Mark A. Pappa, Pasquale J. Salemi, Helene Shay, Raymond Sweezy, Special Representative Michael Carrier and District Chairman DiBella (8)

**Absent:** Commissioner Mary Ann Charron, Timothy Curtis, Joseph Klett and James Needham (4)

**Also**

**Present:** Commissioner Allen Hoffman  
Commissioner Whit Osgood  
Commissioner Bhupen Patel  
Citizen Member Ron Angelo  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Christopher R. Stone, Assistant District Counsel  
Brendan Fox, Assistant District Counsel  
John S. Mirtle, District Clerk  
Rob Constable, Director of Finance  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Robert Zaik, Interim Director of Human Resources  
Mike Curley, Manager of Technical Services  
Allen King, Real Estate Administrator  
Jennifer Ottalagana, Project Manager  
Nick Salemi, Special Services Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Curtis called the meeting to order at 4:34 P.M.

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

Judy Allen of 25 Fowler Drive, West Hartford spoke regarding water service installation charge.

***Special Representative Michael Carrier arrived at 4:37 PM***

### **APPROVAL OF MINUTES**

***On motion made by District Chairman DiBella and duly seconded, the meeting minutes of March 7, 2016, May 18, 2016 and October 24, 2016 were approved.***

### **WATER SERVICE INSTALLATION PROGRAM**

To: The Water Bureau for consideration on November 2, 2016

Over the past several years, the District has constructed several Class 1 Water Main projects for the improvement of water quality and strengthening of the water distribution system in certain areas of the District. Per Section W-3 of the Ordinances of the Metropolitan District Relating to Water Supply, any properties that may be served by these mains are not assessed for the cost at the time of installation, but may be allowed to have service connections from the main upon application and payment of connection charges. Staff has learned that many of the properties that abut these water mains have not connected to them, whether it is because of the cost, the effort of hiring a contractor to do the work, or the lack of need.

A review of the latest Class 1 Water Main projects constructed by the District show that the number of properties connected to the new main are very minimal. Examples are New Britain Avenue in Rocky Hill, where 5,656-feet of water main was installed and 13 properties (18%) out of 72 connected, and Terry Plains Road in Bloomfield, where 4,976-feet of water main was installed and 4 properties (11%) out of 37 are connected.

In order to facilitate this process for the property owners that would like to have the service, increase the District's customer base, and help recoup the costs of installing Class 1 Water Mains, staff is recommending the initiation of a Water Service Installation Program (the "Program"), whereby water services are installed by District forces, or by a contractor hired by the District, at a flat charge established by the Water Bureau. This new "Water Service Installation Charge" of \$1,800 is proposed to be effective January 1, 2017 to fund the installation of 1-inch water services between the new service tap at the main to the shut off valve (curb stop) located one foot beyond the property line. If this new charge is approved, the new Water Service Installation Charge will be in addition to any existing charges for the service tap and main pipe assessment.

The Water Service Installation Program also aims to facilitate the installation of water services to the property owner through ease of payment for the service. The District Charter allows the cost of laying service pipes upon public or private property to be recorded as a lien against the lands and buildings benefited. Therefore, the cost of laying the service pipe by District forces or by the District's contractor can be collected along with the existing connection charges by the District, and property owners will have the option to pay this cost in full or use the District's installment payment method.

Staff has reviewed the current assessment rates, which have not been increased in 20 years, and are proposing to increase main pipe assessment charges next year from \$41.00 to \$95 per foot (derived from District's Pipeline Construction Cost Database). Staff will notify property owners eligible to take advantage of the Water Service Installation Program through the use of mailings, pamphlets and brochures. The local health departments' support of the program would also be important to communicate to the owners.

After reviewing the information contained herein

It is RECOMMENDED that it be:

VOTED: That the Water Bureau establishes a Water Service Installation Program and Charge effective January 1, 2017, as set forth above, for properties abutting Class 1 and Class 2 Water Mains; and MDC staff is hereby authorized to take any and all actions necessary in the best interests of the District in order to implement this program.

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

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

**ABANDONMENT OF WATER MAIN AND RELEASE OF EASEMENT  
285 BROAD STREET, HARTFORD**

To: Water Bureau for consideration on November 2, 2016

On May 19, 2016, the District received a letter from the law firm Hinkley Allen, on behalf of CT-285 Broad Street, LLC., requesting that the Metropolitan District subordinate its easement on property known as 285 Broad Street in Hartford, Connecticut, in furtherance of an environmental land use restriction ("ELUR") it intends to enter into with the Connecticut Department of Energy and Environmental Protection. The Property was conveyed to CT-285 Broad Street, LLC by the Hartford Courant Co., LLC in 2013. The ELUR is proposed to prohibit residential use of certain areas on site, prevent water infiltration through environmentally isolated soil underlying a portion of the on-site building, and prevent exposure to inaccessible soil underlying a portion of the on-site building or located at a depth of 8-feet or greater beneath a portion of the paved visitors parking lot.

The existing water main easement was acquired by The Metropolitan District in 1975. Upon review of CT-285 Broad Street, LLC's request to subordinate the District's easement, the water main within the easement has been physically disconnected and is no longer in service.

From an engineering standpoint, the abandonment of the existing 320-foot section of water main and release of easement will not have a negative impact on the water distribution system, and no hardship or detriment would be imposed on others.

It is therefore recommended that it be

**Voted:** That the Water Bureau recommends to the District Board passage of the following resolution:

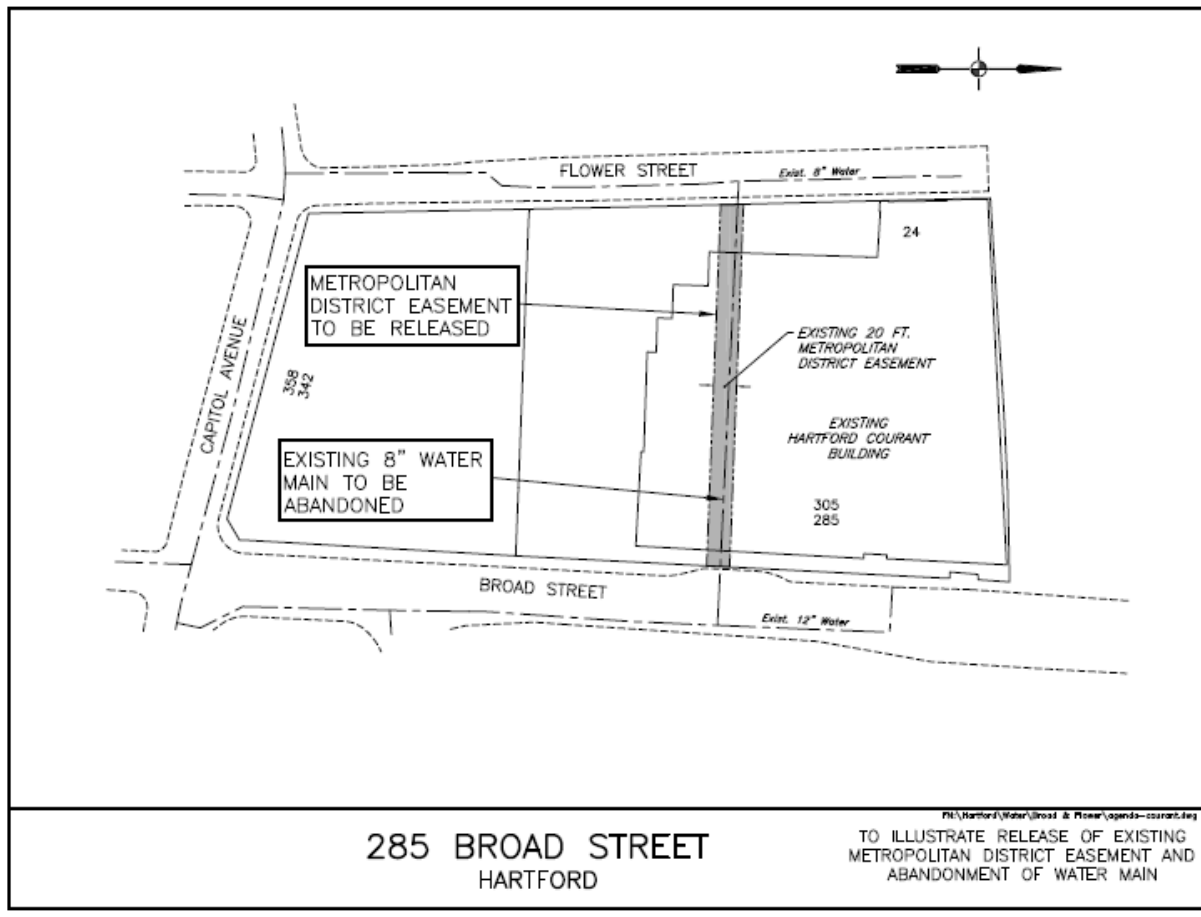
**Resolved:** That the Chairman or Vice Chairman of the District Board be authorized to execute the abandonment of the 320-foot section of existing water main on property of the 285 Broad Street, Hartford, as shown on the accompanying map.

**Be It Further Resolved**

That the Chairman or Vice Chairman of the District Board be authorized to execute the release of the original water easement on properties owned by CT-285 Broad Street, LLC., as shown on the accompanying map and as recorded in the Town of Hartford land records, Volume 1481, Page 70. The release shall be subject to approval by District Counsel as to form and content.

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer



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

**OPPORTUNITY FOR GENERAL PUBLIC COMMENT**

Judy Allen of 25 Fowler Drive, West Hartford asked about the interest on the Water Service Installation Program.

**ADJOURNMENT**

The meeting was adjourned at 4:54 P.M.

ATTEST:

John S. Mirtle, Esq.  
District Clerk

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Date of Approval