

THE WATER BUREAU

555 Main Street

Hartford, Connecticut 06103

Wednesday, November 18, 2015

Present: Commissioners Daniel A. Camilliere, Mary Ann Charron, Timothy Curtis, Joseph Klett, James Needham, Pasquale J. Salemi, Raymond Sweezy and District Chairman William A. DiBella (8)

Absent: Commissioner Kathleen Kowalyshyn, Mark A. Pappa, Helene Shay and Special Representative Michael Carrier (4)

Also

Present: Commissioner Luis Caban
Commissioner Joseph Kronen
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
John S. Mirtle, District Clerk
Rob Constable, Director of Finance
Sue Negrelli, Director of Engineering
Kelly Shane, Director of Procurement
Kerry E. Martin, Assistant to the Chief Executive Officer
Mike Curley, Project Manager
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Chairman Curtis called the meeting to order at 5:03 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of May 13, 2015 and October 5, 2015 were approved.

PUBLIC HEARING – WATER ORDINANCE REVISIONS

At 5:05 P.M. the Water Bureau meeting was recessed to enter into the Public Hearing on Proposed Water Ordinance revisions.

***The Water Bureau meeting reconvened at 5:07 P.M.
Commissioner Charron entered the meeting at 5:07 P.M.***

REVISIONS TO DISTRICT WATER RATES

To: Water Bureau for consideration November 18, 2015

The 2016 budget in support of Water Operations calls for the water use rate to increase to \$2.66 per hundred cubic feet (CCF). The changes will become effective January 1, 2016.

A discussion of the several rates that comprise the proposed schedule for 2016 and the recommendations pertaining to each follows:

Water Used Charge – Treated Water

Staff recommends that the rate charged for the use of treated water based on actual metered consumption increase from \$2.53 per CCF to \$2.66 per CCF.

The recommended rate for treated water, based on actual metered consumption, is:

<u>WATER USAGE</u>	<u>CURRENT RATE</u>	<u>PROPOSED RATE</u>
All Customers	\$2.53/100 Cu. ft.	\$2.66/100 Cu ft.

The WATER USED CHARGE for customers subject to § S12x of The Metropolitan District Sewer Ordinances who purchase more than 668 ccf of water per day, as averaged over a monthly billing period, as follows:

For each of the first 668ccf of water used per day:

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY</u>	<u>\$2.66 per 100 Cubic Feet</u>

For each ccf of water used per day in excess of 668ccf:

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY</u>	<u>\$2.16 per 100 Cubic Feet</u>

Customer Service Charge

Revenues from this customer service charge are intended to support a portion of the fixed operating, maintenance and debt costs associated with water operations. The customer service charges will remain unchanged for 2016.

Surcharge Outside The Metropolitan District

A fixed "surcharge" rate is added to all accounts for service outside the boundaries of the District. The surcharge is based on the size of the meter that serves each delivery point. Revenues from this charge are for the reimbursement of assets deployed. The surcharge rates have been set at the same rates as the Customer Service Charges. The surcharge rates will remain unchanged for 2016.

Water Used Charge – Untreated Water

The District provides untreated water to other agencies and water companies for a fixed rate based on actual consumption. The current rate for this untreated or "raw" water is \$1.00 per hundred cubic feet of consumption. It is recommended that the charge for untreated water remain at the rate of \$1.00 per hundred cubic feet.

Private Fire Protection Charge

Rates for private fire protection are charged to all fire service accounts based on the size of the service connection. Staff recommends no changes to the private fire protection rates.

Conclusion

Staff believes that the foregoing rate change recommendations are justified, reflect the sound financial administration that has earned the District support among credit rating agencies and financial advisors, and are consistent with the policy direction of the Commission.

After reviewing the information contained herein

It is **RECOMMENDED** that it be

Voted: That the Water Bureau, acting under Section 5-4 of the District Charter, establishes revised water rates effective with the meter readings rendered on and after January 1, 2016, as set forth in the following "REVISIONS TO WATER SUPPLY ORDINANCES."

Further Voted: That following the public hearing held on November 18, 2015, as required by Special Act 01-3, as adopted by the General Assembly of the State of Connecticut, and Section 2-14 of the Charter of The Metropolitan District, the

Water Bureau recommends to the District Board, through the Committee on MDC Government, approval of the following “REVISIONS TO WATER SUPPLY ORDINANCES” by the enactment of said proposed ordinances. (Additions are indicated by underscoring and deletions are crossed out).

REVISIONS TO WATER SUPPLY ORDINANCES

W-1 WATER RATES

SEC. W1a WATER USED CHARGE (TREATED WATER)

The **WATER USED CHARGE** is the quantity of water used as read at the meter, as follows:

BILLS RENDERED	RATE
MONTHLY AND QUARTERLY	\$2.53 per 100 Cubic Feet
<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY AND QUARTERLY</u>	<u>\$2.66 per 100 Cubic Feet</u>

The WATER USED CHARGE for customers subject to § S12x of The Metropolitan District Sewer Ordinances who purchase more than 668 ccf of water per day, as averaged over a monthly billing period, as follows:

For each of the first 668ccf of water used per day:

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY</u>	<u>\$2.66 per 100 Cubic Feet</u>

For each ccf of water used per day in excess of 668ccf:

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY</u>	<u>\$2.16 per 100 Cubic Feet</u>

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution recommended to the District Board by an unanimous vote of those present.

REVISIONS TO WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND SPECIAL WATER RATES AND CHARGES

To: Water Bureau for consideration on November 18, 2015

In support of the annual water operating budget, staff is submitting these rates in conjunction with the revisions to the proposed Fiscal Year 2016 water rates and other peripheral charges associated with the delivery and sale of water as part of the annual budget adoption process.

Staff has reviewed these rates in light of the costs associated with them on a 'typical' model basis and makes the following recommendations:

Water Assessment Rates and Other Related Charges:

	<u>Current</u>	<u>Proposed</u>
Main Pipe Assessment	\$41.00/ft	\$41.00/ft
Service Pipe Taps		
Domestic (includes spacer and meter costs):		
1" Service Tap with 5/8" Meter	\$550.00	\$550.00
1" Service Tap with 3/4" Meter	\$575.00	\$575.00
1-1/2" Service Tap with 1" Meter	\$695.00	\$695.00
2" Service Tap with 1-1/2" Meter	\$940.00	\$1,400.00
4" Service Tap with 2" Meter	\$990.00	\$1,450.00
4" Service Tap with 3" Meter	\$1,120.00	\$1,580.00
6" Service Tap with 4" Meter	\$1,320.00	\$1,780.00
8" Service Tap with 6" Meter	\$1,945.00	\$2,400.00
10" Service Tap with 8" Meter	\$2,910.00	\$3,370.00
Fire Service		
2" Fire Service Tap	\$565.00	\$565.00
4", 6", 8" Fire Service Tap	\$460.00	\$460.00
Hydrants		
Installed after the main	\$9,800.00	\$9,800.00
Hydrant Maintenance	\$100.00	\$100.00
Hydrant Relocation	\$15,000.00	\$15,000.00

	deposit +/- actual cost + overhead	deposit +/- actual cost + overhead
Fire Flow Testing	\$340.00	\$340.00

Special Meter Charges and Deposits:

	<u>Current</u>	<u>Proposed</u>
Hydrant Meters		
Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	\$1,000.00	\$1,000.00
Hydrant Meter Deposit	\$1,500.00	\$1,500.00
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00	\$50.00

Frozen, Lost or Damaged Meters		
5/8" meter	\$200.00	\$200.00
3/4" meter	\$240.00	\$240.00
1" meter	\$275.00	\$275.00
1-1/2" meter	\$920.00	\$920.00
2" meter	\$1,155.00	\$1,155.00
3" meter	\$1,355.00	\$1,355.00
4" meter	\$1,615.00	\$1,615.00
6" meter	\$2,560.00	\$2,560.00
8" meter	\$4,000.00	\$4,000.00
Radio transmitter unit	\$155.00	\$155.00

Spacer Charges		
5/8", 3/4"	\$145.00	\$145.00
1"	\$150.00	\$150.00
1-1/2"	\$200.00	\$200.00
2" & larger	\$220.00	\$220.00

	<u>Current</u>	<u>Proposed</u>
3 rd Party Damaged Hydrant Charge		
Repair or Replacement	actual cost + overhead	actual cost + overhead

Delinquent Account Review and Lien Fees	\$85.00	\$85.00
Delinquent Account Review and Lien Fees – Condo Assoc.	\$26.00	\$26.00
Checks Returned for Insufficient Funds	\$50.00	\$50.00
Shut-Off /Turn-on for Non-Payment	\$100.00	\$100.00
Shut-Off/Turn-on for Non-Payment (subsequent event in same year)	N/A	\$200.00
Scheduled Overtime/Emergency Inspections	\$325.00	\$325.00
Off and On Within 12 Months	\$95.00	\$95.00
Install Permanent Meter (No Service Tap)		
5/8" – 1" Meter	\$95.00	\$95.00
2" Meter & larger	\$240.00	\$240.00
Backflow Prevention Device Testing	\$90.00	\$90.00
Service Call 1 st visit free	\$90.00	N/A
Service Call - Subsequent visits	N/A	\$90.00/ea
Closing Meter Reading Fee (per visit)	N/A	\$90.00
Water Wagon - Non-Sunday	\$1,030.00	\$1,030.00
Water Wagon – Sunday	\$1,350.00	\$1,350.00
Water Tanker – Administrative Fee + actual water use to be billed	\$75.00	\$75.00
Administrative Review for Water and/or Sewer Services	\$465.00	\$465.00
Tampering of Hydrant or Water Supply		
First offense	N/A	\$500.00
Subsequent offense	N/A	\$1,000.00

It is RECOMMENDED that it be:

Voted: That the Water Bureau hereby adopts the following schedule of fees effective January 1, 2016:

Water Assessment Rates and Other Related Charges:

Main Pipe Assessment	\$41.00/ft
Service Pipe Taps	
Domestic (includes spacer and meter costs):	
1" Service Tap with 5/8" Meter	\$550.00
1" Service Tap with 3/4" Meter	\$575.00

1-1/2" Service Tap with 1" Meter	\$695.00
2" Service Tap with 1-1/2" Meter	\$1,400.00
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10" Service Tap with 8" Meter	\$3,370.00

Fire Service

2" Fire Service Tap	\$565.00
4", 6", 8 " Fire Service Tap	\$460.00

Hydrants

Installed after the main	\$9,800.00
Hydrant Maintenance	\$100.00
Hydrant Relocation	\$15,000.00

deposit +/- actual
cost + overhead
\$340.00

Fire Flow Testing

Special Meter Charges and Deposits:

Hydrant Meters

Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	\$1,000.00
Hydrant Meter Deposit	\$1,500.00
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00

Frozen, Lost or Damaged Meters

5/8" meter	\$200.00
3/4" meter	\$240.00
1" meter	\$275.00
1-1/2" meter	\$920.00
2" meter	\$1,155.00
3" meter	\$1,355.00
4" meter	\$1,615.00
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Radio transmitter unit	\$155.00

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2" & larger	\$220.00
3 rd Party Damaged Hydrant Charge	
Repair or Replacement	actual cost + overhead
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Backflow Prevention Device Testing	\$90.00
Service Call 1 st visit free	N/A
Service Call - Subsequent visits	\$90.00/ea
Closing Meter Reading Fee	\$90.00
Water Wagon - Non-Sunday	\$1,030.00
Water Wagon – Sunday	\$1,350.00
Water Tanker – Administrative Fee	
+ actual water use to be billed	\$75.00
Administrative Review for Water and/or Sewer Services	\$465.00
Tampering of Hydrant or Water Supply	
First offense	\$500.00
Subsequent offense	\$1,000.00

Respectfully submitted,

Scott W. Jellison,
Chief Executive Officer

On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution recommended to the District Board by a majority vote of those present. Commissioner Charron opposed.

**WINDSOR STREET, HARTFORD
ABANDONMENT OF WATER MAIN**

To: Water Bureau for consideration on November 18, 2015

On September 26, 2014, the District received a Developer's Permit-Agreement application from The City of Hartford, along with accompanying design drawings requesting that The Metropolitan District abandon the existing water main within Windsor Street, as shown on the accompanying map. The City is proposing to abandon Windsor Street as part of the proposed Hartford Baseball Stadium project. The purpose of this request is to allow construction of new buildings and walkways within the property of the former Windsor Street.

The proposal submitted includes the abandonment of approximately 360 feet of 8-inch water main (built in 1964), as shown on the aforementioned map. The existing water main was originally constructed in a public roadway; therefore no easement exists.

From an engineering standpoint, the abandonment of the existing water main will not have a negative impact on the water distribution system, and no hardship or detriment would be imposed on others. All new connections and services to the buildings constructed as part of this project will utilize the existing utilities in Pleasant Street and Trumbull Street.

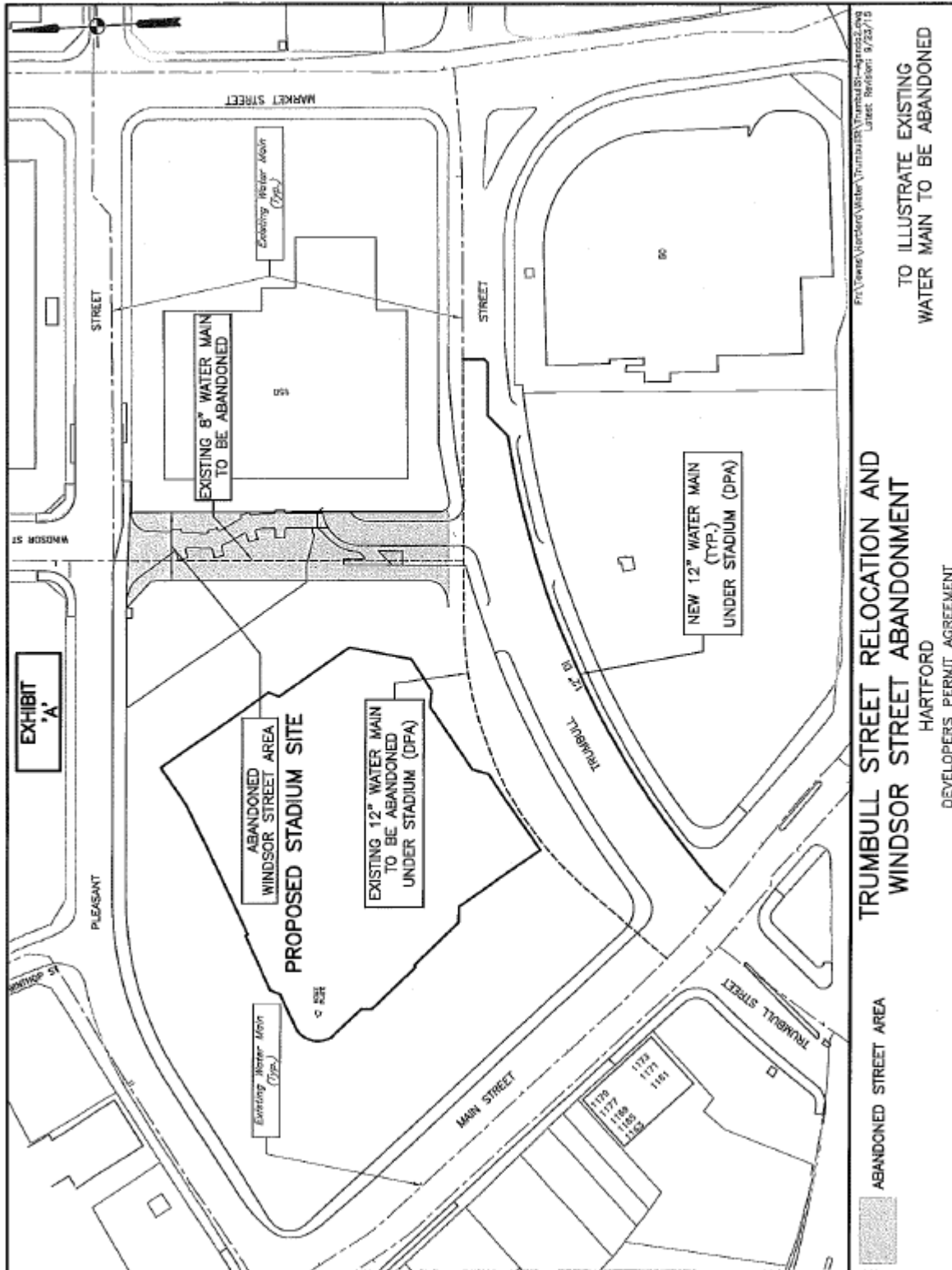
It is therefore recommended that it be

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 existing water main on property of the City of Hartford, formerly Windsor Street, Hartford, as shown on the accompanying map.

Respectively submitted,

Scott W. Jellison
Chief Executive Officer



On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution recommended to the District Board by an unanimous vote of those present.

**BARKHAMSTED-NEPAUG PIPELINE RIGHT-OF-WAY
24 FARMINGTON RIVER TURNPIKE, NEW HARTFORD
ENCROACHMENT AGREEMENT**

To: Water Bureau for consideration on November 18, 2015

On September 22, 2015, The Metropolitan District received a letter from Bert Brander, property owner of 24 Farmington River Turnpike, New Hartford, Connecticut (the "Owner"), seeking permission to permanently encroach upon the Barkhamsted-Nepaug Pipeline 75-foot right-of-way, containing an existing 48-inch RCP raw water transmission main, located across private lands west of Farmington River Turnpike in New Hartford (the "Right-of-Way"). This encroachment will provide access for the replacement of an existing 18-inch corrugated metal pipe with a new 18-inch HDPE pipe, as shown on the accompanying map.

The raw water pipeline right-of-way across the parcel was conveyed to The Metropolitan District by Bessie C. Ryan in January 1939 in conjunction with the construction of the Barkhamsted-Nepaug Pipe line, and is recorded in the Town of New Hartford land records: Volume 46 Page 8.

As stated previously, the purpose of this encroachment is to allow for the replacement of an existing 18-inch CMP culvert within the right-of-way with a new 18-inch HDPE culvert and rip rap therefor (hereinafter collectively referred to as the "Improvements"); and to permit Owner to install, maintain, repair and replace the Improvements (the "Authorized Work"). The pipe will be located over the existing raw water pipeline in the same location as the current culvert. The existing CMP culvert has deteriorated to the point that it is causing soil erosion on the Owner's property and within the District's Right-of-Way.

The Owner has agreed to the following conditions, in order to satisfy the District's concerns for protection of the existing 48-inch raw water transmission main located within the subject Right-of-Way and the District's accessibility along the length of the Right-of-Way:

1. Owner shall not, within the limits of the District's Right-of-Way, construct or cause to be constructed any buildings, structures or other improvements, or conduct any activities, other than the Improvements and the Authorized Work. This prohibition shall not preclude Owner from requesting another encroachment from the MDC for another proposed improvement or activity within the District Right-of-Way. Pipes crossing over or under the District's pipelines shall maintain a minimum eighteen (18") inch vertical clearance.
2. The Metropolitan District shall not be held liable for any damage caused to any structure listed above located within or adjacent to the Right-of-Way in the event of an emergency raw water transmission main repair. The Metropolitan District will make every effort feasible to minimize damage to

these structures; however, the cost for repairs to such structures shall be the responsibility of the Owner.

3. The District reserves the right to remove any improvements within the Right-of-Way at any time if so required for maintenance or repair of the raw water transmission main. The Owner shall bear any additional maintenance or repair costs necessitated by the presence of any improvements upon the Right-of-Way.
4. Care must be taken during construction not to disturb the existing raw water transmission main. All heavy construction equipment must be located outside the limits of the Right-of-Way when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the water main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing raw water transmission main caused by any construction within or adjacent to the Right-of-Way shall be the responsibility of the Owner.
5. An MDC inspector must be on the job site whenever work is being performed by or on behalf of Owner to construct, maintain, repair or replace any Improvements within the Right-of-Way. Any construction, maintenance or repair of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District prior to any such construction, maintenance or repair within the Right-of-Way.

Staff has reviewed the proposed construction plans and determined that there will be no negative impact on District property or infrastructure, and approving this proposed encroachment is in the District's best interest to avoid any future exposure of existing infrastructure due to soil erosion.

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 an agreement, subject to approval as to form and content by District Counsel, granting permission to Bert Brander to encroach upon the Barkhamsted-Nepaug Pipe Line 75-foot water right-of-way west of Farmington River Turnpike, New Hartford, for the purpose of replacing an existing 18-inch CMP culvert with a new 18-inch HDPE culvert and rip rap therefor, and to permit Mr. Brander to install, maintain, repair and replace such new improvements, provided that the District shall not be held liable for any costs or damages of any kind which may result during initial construction or in the following years with respect to any subsequent construction, maintenance, repair or replacement as a result of such encroachment.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer

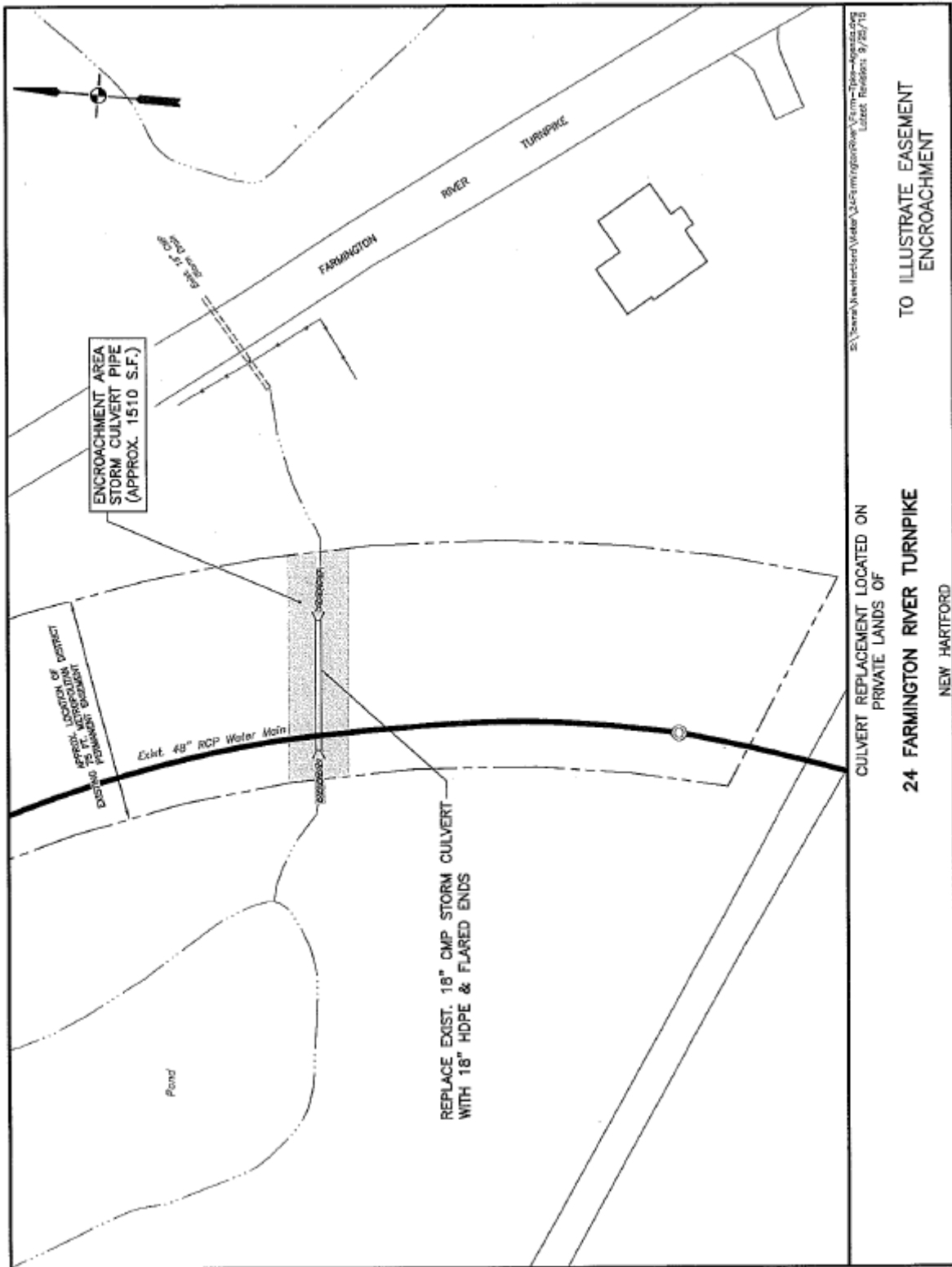
September 22, 2015

MDC
Frank Cahill

This letter constitutes notice that I will be performing maintenance on an existing culvert which crosses the MDC's 75-foot-wide right of way on property containing approximately 12.93 acres and known as 65 Farmington River Turnpike (a/k/a Lot 10A Farmington River Turnpike), New Hartford, Connecticut. The culvert has been in its present location for over 20 years.

Sincerely,

Bert Brander
24 Farmington River Turnpike
New Hartford, CT 06057
(917) 405-5154



On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution recommended to the District Board by an unanimous vote of those present.

ADJOURNMENT

The meeting was adjourned at 5:47 P.M.

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval