



The Metropolitan District

water supply · environmental services · geographic information

**DISTRICT BOARD  
555 MAIN STREET, HARTFORD, CT  
REGULAR MEETING  
MONDAY, OCTOBER 4, 2021 5:30 PM**

*The general public is welcome to call into the meeting. Everyone on the call will need to mute their phone to limit background noise disrupting the meeting.*

Dial in #: (415)-655-0001; Access Code: 43808661#

[Meeting Video Link](#)

1. MEETING CALLED TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MEETING MINUTES OF JULY 7, 2021
5. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
6. REPORT FROM DISTRICT CHAIRMAN
7. REPORT FROM CHIEF EXECUTIVE OFFICER
8. REPORT FROM DISTRICT COUNSEL
9. REFERRAL OF 2022 BUDGET TO BOARD OF FINANCE
10. REFERRAL OF 536 PROSPECT HILL ROAD WINDSOR SEWER PETITION TO BUREAU OF PUBLIC WORKS
11. BUREAU OF PUBLIC WORKS - CONSIDERATION AND POTENTIAL ACTION RE: EASEMENT FOR WATER SERVICE TO 1264 POQUONOCK AVENUE WINDSOR (September 22, 2021)
12. BOARD OF FINANCE - CONSIDERATION AND POTENTIAL ACTION RE: APPROVAL FOR STATE OF CONNECTICUT FINANCING CWF 719-C (September 28, 2021)
13. COMMITTEE ON MDC GOVERNMENT - CONSIDERATION AND POTENTIAL ACTION RE: REVISION TO DISTRICT BYLAWS: TELEPHONIC ATTENDANCE AT MEETINGS (July 28, 2021)
14. DISCUSSION RE: OSHA COVID EMERGENCY TEMPORARY STANDARD
15. CONSIDERATION AND POTENTIAL ACTION RE: SETTLEMENT OF PENDING CLAIM-PERCHELL JACKSON (POSSIBLE EXECUTIVE SESSION)
16. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
17. COMMISSIONER COMMENTS & QUESTIONS
18. OTHER BUSINESS
19. ADJOURNMENT

# Budget Summary

## Revenue & Expenditure Summary

The District's Proposed budget for 2022 totals \$209,907,104; a \$4,391,204 or 2.1% increase from the appropriation level adopted in support of 2021 operations and programs. The following table summarizes the Proposed 2022 operating revenues and expenditures for the District's Water and Sewer operations.

Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<b><u>Water Revenues</u></b>				
Sale of Water	\$97,072,579	\$96,801,400	\$94,904,509	\$99,372,883
Other Operating Revenue	6,732,129	8,019,100	7,961,812	8,494,100
Subtotal Operating Revenue	103,804,708	104,820,500	102,866,321	107,866,983
Non-Operating Revenues	2,282,592	2,331,200	1,886,781	2,401,119
Contribution from (to) Working Funds	-	1,400,000	1,400,000	1,400,000
Subtotal Non-Operating Revenue	2,282,592	3,731,200	3,286,781	3,801,119
Total Water Revenue	106,087,300	108,551,700	106,153,102	111,668,102
<b><u>Sewer Revenues</u></b>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$51,475,700	\$53,100,000
Revenue for Other Gov't Agencies	6,638,149	5,566,400	6,013,739	5,031,000
Other Sewer Revenues	14,873,664	15,091,900	14,122,361	14,242,200
Sewer User Charge Revenues	18,865,292	21,030,200	18,237,091	23,165,802
Subtotal Operating Revenue	91,852,805	93,164,200	89,848,891	95,539,002
Surplus Designated from Prior Yr.	-	3,800,000	3,800,000	2,700,000
Total Sewer Revenues	91,852,805	96,964,200	93,648,891	98,239,002
Total Water and Sewer Revenues	\$197,940,105	\$205,515,900	\$199,801,993	\$209,907,104
<b><u>Expenditures</u></b>				
District Board	\$333,424	\$415,500	\$341,180	\$525,500
Executive Office	2,522,808	2,983,600	2,236,513	2,983,128
Legal	1,329,096	1,519,100	1,270,127	1,475,670
Finance	6,507,020	7,209,700	6,651,000	6,999,524
Information Technology	7,682,250	8,363,600	8,170,800	8,874,980
Engineering and Planning	1,020,071	1,115,300	934,200	1,093,132
Water Treatment & Supply	7,595,321	8,087,800	7,443,100	7,755,985
Water Pollution Control	15,538,428	17,456,700	16,054,500	18,110,402
Laboratory Services	1,530,049	1,563,900	1,421,365	1,579,554
Maintenance	10,207,879	12,177,200	10,384,026	12,175,891
Operating Office	691,540	735,400	373,095	765,354
Environment, Health & Safety	780,595	957,900	790,500	980,718
Command Center	3,966,935	4,449,000	3,936,800	4,419,995
Operations	9,798,734	12,275,100	11,342,500	13,074,234
Patrol	1,066,610	1,519,200	1,329,504	1,625,457
Debt Service	65,335,507	71,204,300	68,430,106	71,218,800
Employee Benefits	31,034,229	35,676,700	35,676,700	38,720,327
General Insurance	5,827,225	6,119,700	6,119,700	6,301,853
Taxes and Fees	3,595,994	3,810,500	3,509,000	4,000,500
Special Agr. and Programs	3,028,723	5,895,700	5,048,219	5,246,100
Contingencies	-	1,980,000	1,980,000	1,980,000
Total Water and Sewer Budget	\$179,392,438	\$205,515,900	\$193,442,935	\$209,907,104

# Budget Summary

## Revenue & Expenditure Summary

The following table summarizes the revenues and expenditures for the District's Sewer operations.

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<b><u>REVENUES</u></b>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$51,475,700	\$53,100,000
Revenue for Other Gov't Agencies	6,638,149	5,566,400	6,013,739	5,031,000
Other Sewer Revenues	14,873,664	15,091,900	14,122,361	14,242,200
Sewer User Charge Revenues	18,865,292	21,030,200	18,237,091	23,165,802
Subtotal	91,852,805	93,164,200	89,848,891	95,539,002
Surplus Designated from Prior Yr.	-	3,800,000	3,800,000	2,700,000
Total Revenue	<u>\$91,852,805</u>	<u>\$96,964,200</u>	<u>\$93,648,891</u>	<u>\$98,239,002</u>
<b><u>EXPENDITURES</u></b>				
District Board	\$163,400	\$203,600	\$167,200	\$257,500
Executive Office	1,236,200	1,462,000	1,095,900	1,461,800
Legal	651,300	744,400	622,400	723,100
Finance	3,188,500	3,532,700	3,259,000	3,429,800
Information Technology	2,535,100	2,760,000	2,696,400	2,928,700
Engineering and Planning	499,800	546,500	457,800	535,600
Water Pollution Control	15,538,428	17,456,700	16,054,500	18,110,402
Laboratory Services	734,500	750,700	682,300	758,200
Maintenance	5,001,800	5,966,800	5,088,200	5,966,300
Operating Office	338,900	360,300	182,800	375,000
Environment, Health & Safety	382,500	469,400	387,300	480,600
Command Center	1,348,800	1,512,700	1,338,500	1,502,800
Operations	2,449,600	3,068,800	2,835,600	3,268,600
Debt Service	32,039,166	36,090,300	36,090,300	35,117,500
Employee Benefits	13,965,400	16,054,500	16,054,500	17,424,100
General Insurance	2,330,900	2,447,900	2,447,900	2,520,700
Special Agr. and Programs	1,394,369	1,556,900	1,365,400	1,398,300
Contingencies	-	1,980,000	1,980,000	1,980,000
Total Expenses	<u>\$83,798,663</u>	<u>\$96,964,200</u>	<u>\$92,806,000</u>	<u>\$98,239,002</u>

# Budget Summary

## Revenue & Expenditure Summary

The following table summarizes the revenues and expenditures for the District's Water operations.

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<b>REVENUES</b>				
Sale of Water	\$97,072,579	\$96,801,400	\$94,904,509	\$99,372,883
Other Operating Revenues	6,732,129	8,019,100	7,961,812	8,494,100
Subtotal	\$103,804,708	\$104,820,500	\$102,866,321	\$107,866,983
Non-Operating Revenues	2,282,592	2,331,200	1,886,781	2,401,119
Contr. From (to) Working Fund	-	1,400,000	1,400,000	1,400,000
Total Revenue	\$106,087,300	\$108,551,700	\$106,153,102	\$111,668,102

### EXPENDITURES

District Board	\$170,024	\$211,900	\$173,980	\$268,000
Executive Office	1,286,608	1,521,600	1,140,613	1,521,328
Legal	677,796	774,700	647,727	752,570
Finance	3,318,520	3,677,000	3,392,000	3,569,724
Information Technology	5,147,150	5,603,600	5,474,400	5,946,280
Engineering and Planning	520,271	568,800	476,400	557,532
Water Treatment & Supply	7,595,321	8,087,800	7,443,100	7,755,985
Laboratory Services	795,549	813,200	739,065	821,354
Maintenance	5,206,079	6,210,400	5,295,826	6,209,591
Operating Office	352,640	375,100	190,295	390,354
Environment, Health & Safety	398,095	488,500	403,200	500,118
Command Center	2,618,135	2,936,300	2,598,300	2,917,195
Operations	7,349,134	9,206,300	8,506,900	9,805,634
Patrol	1,066,610	1,519,200	1,329,504	1,625,457
Debt Service	33,296,341	35,114,000	32,339,806	36,101,300
Employee Benefits	17,068,829	19,622,200	19,622,200	21,296,227
General Insurance	3,496,325	3,671,800	3,671,800	3,781,153
Taxes and Fees	3,595,994	3,810,500	3,509,000	4,000,500
Special Agr. and Programs	1,634,354	4,338,800	3,682,819	3,847,800
Total Expenses	\$95,593,775	\$108,551,700	\$100,636,935	\$111,668,102

Proposed water and sewer revenues for 2022 total \$209,907,104; an increase \$4,391,204 or 2.1% from the adopted 2021 level. The sewer revenues have increased by \$1,274,802 and the water revenues increased by \$3,116,402.

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<b><u>WATER REVENUES</u></b>				
Sale of Water	\$97,072,579	\$96,801,400	\$94,904,509	\$99,372,883
Other Operating Revenues	6,732,129	8,019,100	7,961,812	8,494,100
Total Operating Revenues	103,804,708	104,820,500	102,866,321	107,866,983
Non-Operating Revenues	2,282,592	2,331,200	1,886,781	2,401,119
Contributions (to) from Working Funds	-	1,400,000	1,400,000	1,400,000
Total Other Revenues	2,282,592	3,731,200	3,286,781	3,801,119
Total Water Revenues	<u>\$106,087,300</u>	<u>\$108,551,700</u>	<u>\$106,153,102</u>	<u>\$111,668,102</u>
<b><u>SEWER REVENUES</u></b>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$51,475,700	\$53,100,000
Revenue from Other Govt. Agencies	6,638,149	5,566,400	6,013,739	5,031,000
Other Sewer Revenues	14,873,664	15,091,900	14,122,361	14,242,200
Sewer User Charge Revenues	18,865,292	21,030,200	18,237,091	23,165,802
Total Operating Revenues	91,852,805	93,164,200	89,848,891	95,539,002
Designated from Surplus	-	3,800,000	3,800,000	2,700,000
Total Other Revenues	-	3,800,000	3,800,000	2,700,000
Total Sewer Revenues	<u>\$91,852,805</u>	<u>\$96,964,200</u>	<u>\$93,648,891</u>	<u>\$98,239,002</u>
Total Water and Sewer Revenues	<u>\$197,940,105</u>	<u>\$205,515,900</u>	<u>\$199,801,993</u>	<u>\$209,907,104</u>

# Member Municipalities Tax History and 2022 Installment Schedule

Tax History by Town	2018	2019	2020	2021	2022
Hartford	\$11,550,400	\$12,372,000	\$13,035,400	\$13,169,100	\$14,015,000
East Hartford	\$5,486,600	\$5,775,200	\$6,089,300	\$6,015,200	\$6,257,900
Newington	\$4,120,900	\$4,318,900	\$4,623,100	\$4,681,000	\$4,790,600
Wethersfield	\$3,707,800	\$3,979,400	\$4,240,800	\$4,214,100	\$4,249,600
Windsor	\$4,001,500	\$4,274,900	\$4,611,600	\$4,551,500	\$4,691,100
Bloomfield	\$3,256,200	\$3,488,600	\$3,879,300	\$3,808,100	\$3,857,900
Rocky Hill	\$2,712,500	\$2,909,600	\$3,144,100	\$3,171,200	\$3,209,200
West Hartford	\$10,168,100	\$11,034,500	\$11,852,100	\$11,865,500	\$12,028,700
<b>Total</b>	<b>\$45,004,000</b>	<b>\$48,153,100</b>	<b>\$51,475,700</b>	<b>\$51,475,700</b>	<b>\$53,100,000</b>

Tax Percentage	2018	2019	2020	2021	2022
Hartford	25.67%	25.69%	25.32%	25.58%	26.39%
East Hartford	12.19%	11.99%	11.83%	11.69%	11.79%
Newington	9.16%	8.97%	8.98%	9.09%	9.02%
Wethersfield	8.24%	8.26%	8.24%	8.19%	8.00%
Windsor	8.89%	8.88%	8.96%	8.84%	8.83%
Bloomfield	7.24%	7.24%	7.54%	7.40%	7.27%
Rocky Hill	6.03%	6.04%	6.11%	6.16%	6.04%
West Hartford	22.58%	22.93%	23.02%	23.05%	22.66%
<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>

Installment Date	1/19/2022	4/20/2022	7/20/2022	10/19/2022	Total
Hartford	\$3,292,275	\$3,292,275	\$3,715,225	\$3,715,225	\$14,015,000
East Hartford	1,503,800	1,503,800	1,625,150	1,625,150	6,257,900
Newington	1,170,250	1,170,250	1,225,050	1,225,050	4,790,600
Wethersfield	1,053,525	1,053,525	1,071,275	1,071,275	4,249,600
Windsor	1,137,875	1,137,875	1,207,675	1,207,675	4,691,100
Bloomfield	952,025	952,025	976,925	976,925	3,857,900
Rocky Hill	792,800	792,800	811,800	811,800	3,209,200
West Hartford	2,966,375	2,966,375	3,047,975	3,047,975	12,028,700
<b>Total</b>	<b>\$12,868,925</b>	<b>\$12,868,925</b>	<b>\$13,681,075</b>	<b>\$13,681,075</b>	<b>\$53,100,000</b>

**Note:** These allocations are based on 3-year average tax receipts from each town. A weighted average is used to allocate the total Ad Valorem to be collected. Wethersfield and West Hartford have yet to report 2021 tax receipts, as a result, the above allocation charts were based on both towns having a 2% growth in 2021 tax receipts over their 2020 audited receipts.

Respectfully Submitted,



John S. Mirtle, Esq.  
District Clerk

**DISTRICT CLERK  
PETITION FOR SEWER SERVICE**

From: District Clerk

To: District Board

October 4, 2021

The following petition was received on May 5, 2021:

Stephen McConnell has requested sewer service for 536 Prospect Hill Road in Windsor, Connecticut.

It is RECOMMENDED that it be

**Voted:** That the foregoing petition be received and referred to the Bureau of Public Works for study and subsequent action.

Respectfully submitted,

A handwritten signature in black ink, reading "John Mirtle". The signature is written in a cursive, slightly slanted style.

John S. Mirtle, Esq.  
District Clerk

May 5, 2021

The Metropolitan District (MDC)  
555 Main Street  
Hartford, CT 06103  
ATTN: District Clerk John Mirtle

Dear Mr. Mirtle,

My wife and I moved to a new (to us) home in Windsor at 536 Prospect Hill Road. The home was built in 1966 and we were pleased to learn that at some point in the prior owner's history, the home was connected to city water and disconnected from its original well. However, there apparently has not been an option to connect to city sewer. The home has its original septic system and leech field which was inspected before we purchased the home and it is still in good operating condition, however, given that this system is original to the house, I thought it was prudent to consider whether it made sense to replace the existing septic system with a new one, or to connect to city sewer. To be frank, I'd rather any expense for this process support a city-managed sewer system, but if this is impossible, I certainly have the option of pursuing an upgraded septic system.

I've since learned city sewer is not available to this part of the street. Michael Curley (an MDC Engineer) informed me that there are currently no plans to bring sewer to homes on this part of Prospect Hill Road and he sent me a pamphlet describing how I might petition the MDC to consider a request to do so. That pamphlet says to file a written petition with the District Clerk which is the purpose of this letter. Please consider this a formal petition to request sewer service to this area.

Admittedly, with the pandemic, we have not met most of our neighbors yet so in all honesty, I am unaware whether they share my interest and/or have aging septic systems or not. Michael told me this process can take some time so I thought it was best to get started immediately and we can see whether others are interested if the project is deemed feasible.

Thank you for your consideration of this request. My contact information is included below if I can clarify anything here and/or if there are specific next steps I need to be aware of.

Sincerely,

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a long horizontal line that tapers off to the right.

Stephen McConnell  
536 Prospect Hill Road  
Windsor, CT 06095  
[stephenrmcconnell@gmail.com](mailto:stephenrmcconnell@gmail.com)  
860-987-8114



**BUREAU OF PUBLIC WORKS  
REQUEST FOR AN EASEMENT IN FAVOR OF THOMAS J. DENNO, Jr. and JODY L.  
DENNO OVER THE POQUONOCK WATER POLLUTION CONTROL FACILITY  
PROPERTY LOCATED AT 1222 POQUONOCK AVENUE, WINDSOR  
ENCROACHMENT AGREEMENT**

To: District Board

October 4, 2021

From: Bureau of Public Works

The property owners of 1264 Poquonock Avenue in Windsor, CT, Thomas J. Denno, Jr. and Jody L. Denno ("Property Owners"), have requested permission to connect to the water main that supplies the Poquonock Water Pollution Control Facility ("PWPCF"). In order to allow such a connection, the District would need to grant an easement to the Property Owners across District land. The proposed easement is set forth in the easement map attached hereto as Exhibit A. The District previously approved a similar easement for another adjacent parcel connected to the same water main.

The Property Owner's home is located on the rear portion of their lot, some 370 feet from the water main in Poquonock Avenue. The connection to the water main on the PWPCF property is only slightly shorter; however, it would allow the Property Owners to avoid crossing Poquonock Avenue in order to connect, which is a state road and would make construction costs significantly more expensive. Staff is confident that the granting of this easement will have no negative impact on the District's property or operation of PWPCF.

At a meeting of the Bureau of Public Works on September 22, 2021, it was:

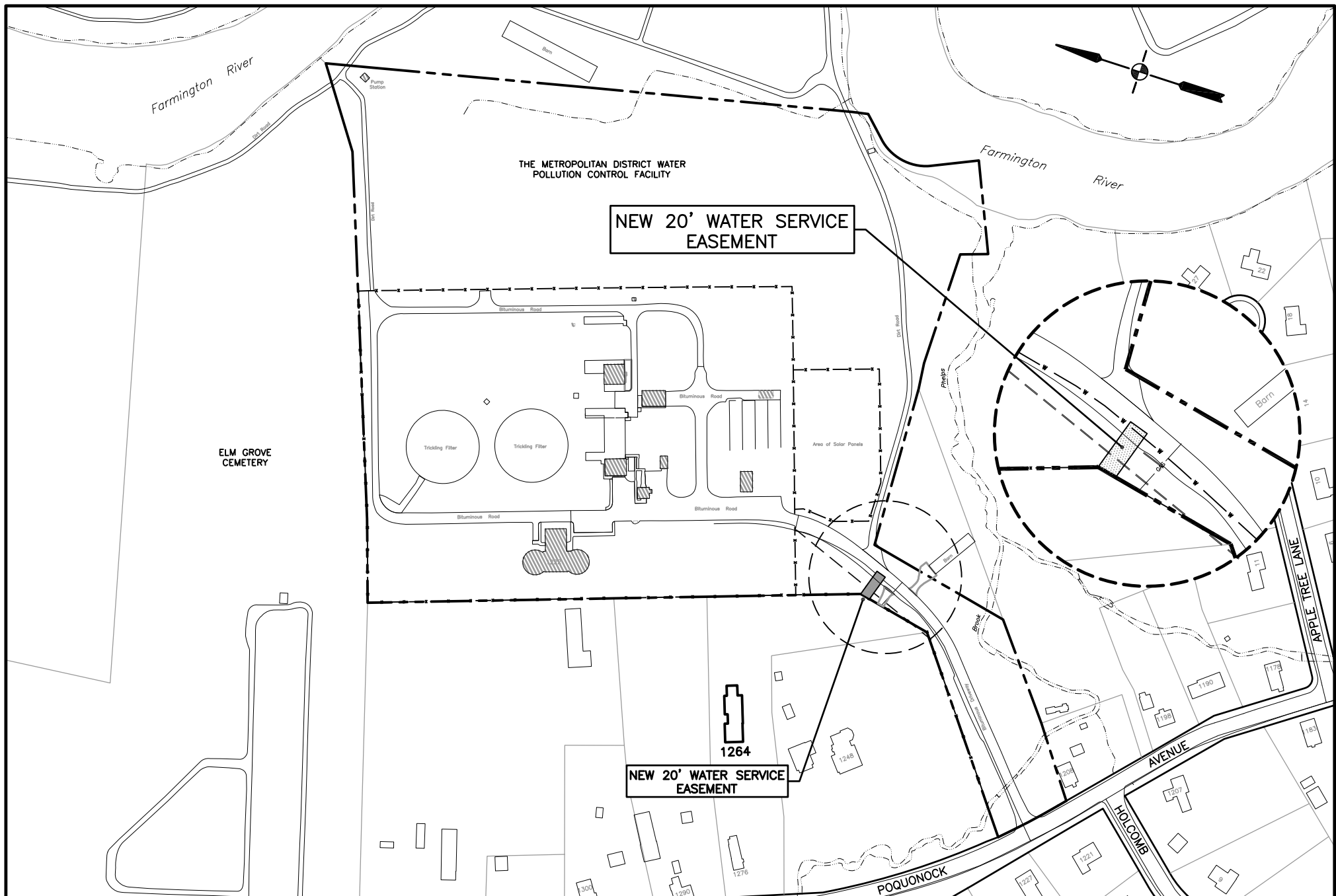
VOTED: That the Bureau of Public Works recommends to the District Board the following:

RESOLVED: That the Metropolitan District Bureau of Public Works recommend to the District Board that the Board authorize the Chairman, or his designee, to execute any and all documents, in form and substance approved by District Counsel, reasonably necessary to convey, for the consideration stated above, the described easements to Thomas J. Denno, Jr. and Jody L. Denno.

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk



1264 POQUONOCK AVENUE  
EASEMENT ACROSS  
MDC PWPCF PROPERTY

WINDSOR

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Latest Revision: 9/16/21

TO ILLUSTRATE NEW WATER  
SERVICE EASEMENT

**BOARD OF FINANCE  
APPROVAL FOR STATE OF CONNECTICUT  
FINANCING CWF 719-C**

To: District Board

October 4, 2021

From: Board of Finance

Staff seeks approval from your Board to execute and deliver the Interim Funding Obligation and/or Project Loan Obligation to the State of Connecticut for CWF 719-C having a principal amount not to exceed \$11,260,070.08 and having an interest rate of 2.00%.

The low interest loan and accompanying grant of \$3,021,123.25 will fund the upgrade and replacement of the equipment and controls associated with the dissolved air flotation thickening ("DAFT") and the structural rehabilitation and repair of the DAFT tanks at the Hartford WPCF.

Bond Counsel prepared the following resolution for your approval.

At a meeting of the Board of Finance held on September 28, 2021, it was:

**VOTED:** That the Board of Finance recommends to the District Board passage of the following resolution from Bond Counsel

**RESOLVED:** Section 1. 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 Project Loan and Project Grant Agreement CWF No. 719-C to be entered into with the State of Connecticut (the "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations for CWF No. 719-C in an aggregate amount not to exceed \$11,260,070.08 to fund the upgrade and replacement of the equipment and controls associated with dissolved air flotation thickening ("DAFT") and the structural rehabilitation and repair of the DAFT tanks at the Hartford WPCF. Such Interim Funding Obligations shall be dated as of their date of issue, shall mature within six months of the Scheduled Completion Date, as defined in the Agreement, shall bear interest at the rate of two percent (2.00%) per annum, shall be payable as to principal and interest as provided in the Agreement, and to the extent not paid prior to maturity from The Metropolitan District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in the Agreement. Capitalized terms used herein and not defined shall have the meanings ascribed to them in the Agreement.

Section 2. The Project Loan Obligations shall be dated as of their date of issue, shall mature no later than twenty years from the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum and shall be payable as to principal and interest as provided in the Agreement.

Respectfully Submitted,

A handwritten signature in black ink that reads "John Mirtle". The script is cursive and fluid, with the first name "John" and last name "Mirtle" clearly distinguishable.

John S. Mirtle, Esq.  
District Clerk

**COMMITTEE ON MDC GOVERNMENT  
REVISION TO DISTRICT BYLAWS  
TELEPHONIC ATTENDANCE AT MEETINGS**

To: District Board

October 4, 2021

From: Committee on MDC Government

District staff, through the Office of District Counsel, submits the following bylaw revision to The Metropolitan District Bylaws for consideration by the Committee on MDC Government.

At a meeting of the Committee on MDC Government held on July 28, 2021, it was:

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

**RESOLVED:** That the revision to The Metropolitan District's Bylaws be adopted as follows:

**B1J TELEPHONIC ATTENDANCE AT MEETINGS**

Commissioners may participate in and act at any meeting of the Board or any Committee through the use of a conference telephone or by means of other electronic equipment so long as all persons participating in the meeting can communicate with each other concurrently. Telephonic or electronic participation in a meeting shall constitute attendance and presence at the meeting ~~provided that those present constitute a majority of the required quorum.~~

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk