



The Metropolitan District
water supply · environmental services · geographic information

**BOARD OF FINANCE
SPECIAL MEETING
WEDNESDAY, FEBRUARY 1, 2023
5:00 PM**

<u>Location</u>	<u>Commissioners</u>	<u>Citizen Members</u>
Board Room District Headquarters 555 Main Street, Hartford	Adil Currey DiBella (Ex-Officio) Hoffman (VC) Salemi (C)	Iacovazzi King-Corbin Lebron Russo Tsegai
Dial in #: (415)-655-0001 Access Code: 43808661# Meeting Video Link	Quorum: 5	

1. CALL TO ORDER
2. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
3. APPROVAL OF MEETING MINUTES OF NOVEMBER 9, 2022
4. APPROVAL OF AMENDED MEETING MINUTES OF FEBRUARY 9, 2022
5. CONSIDERATION AND POTENTIAL ACTION RE: STATE OF CT FINANCING -DWSRF 2023-7110
6. REPORT RE: BANKING SERVICES UPDATE
7. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
8. COMMISSIONER QUESTIONS & COMMENTS
9. ADJOURNMENT

APPROVAL OF AMENDED MEETING MINUTES OF FEBRUARY 9, 2022

To: Board of Finance for consideration on February 1, 2023

VOTED: That the Board of Finance hereby approve the following resolution

RESOLVED: The meeting minutes of February 9, 2022 be amended as shown below in redline:

**BOARD OF FINANCE
REGULAR MEETING
The Metropolitan District
555 Main Street, Hartford
Wednesday, February 9, 2022**

PRESENT: Commissioners Andrew Adil, Allen Hoffman, Pasquale J. Salemi and District Chairman William DiBella; Citizen Member Drew Iacovazzi (5)

REMOTE ATTENDANCE: Commissioner Donald Currey; Citizen Members Joan Gentile and Awet Tsegai (3)

ABSENT: Citizen Member Linda King-Corbin (1)

ALSO PRESENT: Commissioner Jacqueline Mandyck (Remote Attendance)
Commissioner Diane Lewis (Remote Attendance)
Commissioner Bhupen Patel
Commissioner Raymond Sweezy
Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel
John S. Mirtle, District Clerk
Kelly Shane, Chief Administrative Officer
Robert Barron, Chief Financial Officer
Jamie Harlow, Director of Human Resources
Susan Negrelli, Director of Engineering
Robert Schwarm, Director of Information Services (Remote Attendance)
Thomas Tyler, Director of Facilities (Remote Attendance)
Olga Cordova, Manager of Human Resources (Remote Attendance)
Lisa Remsen, Manager of Budget and Analysis (Remote Attendance)
Tania Stavola, Engineering Tech II
David Baker, IT Consultant (Remote Attendance)
Anthony Spaziani, IT Consultant (Remote Attendance)
Carrie Blardo, Assistant to the Chief Operating Officer
Joseph Szerejko, Independent Consumer Advocate

CALL TO ORDER

District Counsel Christopher Stone called the meeting to order at 4:07 PM

ELECTION OF CHAIRPERSON

District Counsel Stone called for the election of the Chairperson. District Chairman DiBella placed Commissioner Pasquale Salemi's name in nomination, the nomination was duly seconded.

There being no further nominations, the nominations were closed. Commissioner Salemi was elected Chairperson of the Board of Finance for 2022 and 2023. Chairperson Salemi assumed the Chair and thanked the Board of Finance.

ELECTION OF VICE CHAIRMAN

Chairman Salemi called for the election of the Vice Chairperson. Commissioner Salemi placed Commissioner Allen Hoffman's name in nomination and the nomination was duly seconded.

There being no further nominations, the nominations were closed. Commissioner Hoffman was elected Vice Chairperson of the Board of Finance for 2022 and 2023.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by District Chairman DiBella and duly seconded, the meeting minutes of the Board of Finance meeting of November 23, 2021 were approved.

CLOSEOUT OF WATER, SEWER, COMBINED & CLEAN WATER PROJECTS

WATER CAPITAL PROJECTS

To: Board of Finance for consideration February 9, 2022

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Project Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance (UnAuthorize)
C-09000/WAT.CW1227.01	2009	2120	Water Facility Improvements	Various	\$ 2,785,000.00	\$ 2,732,867.64	\$ 52,132.36
	2009 Total				2,785,000.00	2,732,867.64	52,132.36
C-13005/WAT.CW1372.01	2013	2120	Oakwood WMR	Bloomfield	1,850,000.00	430,519.64	1,419,480.36
C-13012/WAT.CW1366.01	2013	2120	Wickham Hill Basins	East Hartford	4,980,000.00	4,093,532.96	886,467.04
C-99P13/WAT.CW1376.01	2013	2120	FY13-Paving Program	MDC	4,200,000.00	4,191,306.08	8,693.92
	2013 Total				11,030,000.00	8,715,358.68	2,314,641.32
C-14018/WDS.TM1314.01	2014	2120	UCONN Farmington HC	Farmington	5,000,000.00	3,431,182.40	1,568,817.60
C-14005/WDS.TM0014.02	2014	2120	Kilkenny Water Transmission Main	West Hartford	5,000,000.00	4,047,727.43	952,272.57
	2014 Total				10,000,000.00	7,478,909.83	2,521,090.17
C-15020/WTF.FA00015.01	2015	2120	WTF Upgrades	Various	1,000,000.00	996,101.62	3,898.38
C-15039/WDS.TM0115.02	2015	2120	WMR-Buckingham Street	Hartford	600,000.00	545,805.09	54,194.91
	2015 Total				1,600,000.00	1,541,906.71	58,093.29
C-16002/WDS.TM0016.01	2016	2120	Water Supply Improvement-Raw Water	Barkhamsted	500,000.00	488,321.48	11,678.52
C-16003/WDS.TM0516.01	2016	2120	Bloomfield Transmission Main Ext	Bloomfield	8,000,000.00	5,489,752.30	2,510,247.70
	2016 Total				8,500,000.00	5,978,073.78	2,521,926.22
	Grand Total				\$ 33,915,000.00	\$ 26,447,116.64	\$ 7,467,883.36

After reviewing the information contained herein

It is **RECOMMENDED** that it be

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,



Scott W. Jellison
Chief Executive Officer

SEWER CAPITAL PROJECTS

To: Board of Finance for consideration February 9, 2022

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Project Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance (UnAuthorize)
C-10007/WWA.CS1153.01	2010	2110	WPC Electrical System	MDC	\$ 4,280,000.00	\$ 3,797,482.96	\$ 482,517.04
	2010 Total				4,280,000.00	3,797,482.96	482,517.04
C-12008/WWA.CS1188.01	2012	2110	WPC Renewal & Replacement	MDC	3,000,000.00	2,965,449.82	34,550.18
	2012 Total				3,000,000.00	2,965,449.82	34,550.18
C-14015/SCS.SR0514.01	2014	2110	Sewer Replacement-Packard & Daniel	Bloomfield	3,000,000.00	1,523,392.17	1,476,607.83
C-99V14/SCS.EQ0014.01	2014	2110	Backwater Valve	MDC	750,000.00	750,000.00	-
	2014 Total				3,750,000.00	2,273,392.17	1,476,607.83
C-15021/SCS.SR0015.01	2015	2110	Bond Street Area Sewer Rehab	Hartford	1,400,000.00	1,047,835.23	352,164.77
C-15025/SCS.SR0015.06	2015	2110	Sewer Rehabilitation Program	MDC	5,000,000.00	3,314,560.55	1,685,439.45
	2015 Total				6,400,000.00	4,362,395.78	2,037,604.22
C-16005/SCS.SR0016.01	2016	2110	Sewer Rehabilitation Program	MDC	3,600,000.00	3,599,999.30	0.70
	2016 Total				3,600,000.00	3,599,999.30	0.70
C-19013/SCS.SR0019.04	2019	2110	Various Sewer Pipe Rehabilitation	MDC	5,000,000.00	4,964,499.58	35,500.42
	2019 Total				5,000,000.00	4,964,499.58	35,500.42
	Grand Total				\$ 26,030,000.00	\$ 21,963,219.61	\$ 4,066,780.39

After reviewing the information contained herein

It is **RECOMMENDED** that it be

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,



Scott W. Jellison
Chief Executive Officer

COMBINED CAPITAL PROJECTS

To: Board of Finance for consideration February 9, 2022

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Project Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance (UnAuthorize)
C-13014/COM.CFP178.01	2013	2130	Communications System	MDC	\$ 1,000,000.00	\$ 566,477.58	\$ 433,522.42
C-13015/COM.CFP183.01	2013	2130	Information Technology-Applications	MDC	5,000,000.00	4,901,260.62	98,739.38
C-13016/COM.CFP184.01	2013	2130	Information Technology-Hardware	MDC	5,000,000.00	4,882,537.23	117,462.77
	2013 Total				11,000,000.00	10,350,275.43	649,724.57
C-16008/COM.EQ0016.01	2016	2130	Information Technology-Upgrades	MDC	5,000,000.00	4,865,048.88	134,951.12
	2016 Total				5,000,000.00	4,865,048.88	134,951.12
C-99F17/COM.VE0017.01	2017	2130	Fleet Replacement	MDC	800,000.00	791,761.96	8,238.04
	2017 Total				800,000.00	791,761.96	8,238.04
C-18004/COM.EQ0018.01	2018	2130	Information Technology-Equipment	MDC	7,500,000.00	7,449,126.00	50,874.00
	2018 Total				7,500,000.00	7,449,126.00	50,874.00
C-99F19/COM.VE0019.01	2019	2130	Fleet Replacement	MDC	1,700,000.00	1,696,103.73	3,896.27
	2019 Total				1,700,000.00	1,696,103.73	3,896.27
C1H02	2020	2130	Survey & Construction	MDC	4,500,000.00	3,674,461.35	825,538.65
C1H03	2020	2130	Engineering Services	MDC	4,000,000.00	3,627,477.76	372,522.24
C1H04	2020	2130	Construction Services	MDC	2,000,000.00	1,561,094.76	438,905.24
C1H05	2020	2130	Technical Services	MDC	4,000,000.00	3,453,713.23	546,286.77
	2020 Total				14,500,000.00	12,316,747.10	2,183,252.90
	Grand Total				\$ 40,500,000.00	\$ 37,469,063.10	\$ 3,030,936.90

After reviewing the information contained herein

It is **RECOMMENDED** that it be

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,



Scott W. Jellison
Chief Executive Officer

CLEAN WATER FUND PROJECTS

To: Board of Finance for consideration February 9, 2022

The District has undertaken the task of updating its Clean Water Fund Projects records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Project Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance (UnAuthorize)
C-10008/CW1.NSSTOW.02	2010	2300	2010 Tower Ave South	Hartford	\$ 10,000.00	\$ 10,000.00	\$ -
C-11006/CW1.WTFHAR.18	2011	2300	2011 Wet Weather Expansion	Hartford	31,494,239.87	31,494,239.87	-
C-12001/CW1.SSONWT.07	2012	2300	2012 Cedar Newington	Newington	3,937,769.30	3,937,769.30	-
C-12010/CW1.SSORKH.07	2012	2300	2012 RH Interceptor	Rocky Hill	32,862,055.42	32,862,055.42	-
C-13000/CW1.SSOGEN.13	2013	2300	2013 SSO Elimination	MDC	1,604,178.02	1,604,178.02	-
C-13001/CW1.SSSPAR.11	2013	2300	2013 Green Infrastructure	Hartford	605,082.99	605,082.99	-
C-13018/CW1.WTFHAR.20	2013	2300	2013 WWEP #2012-20	Hartford	90,168,900.86	90,168,900.86	-
		2300 Total			160,682,226.46	160,682,226.46	-
C-13013/CW2.WTFRKH.04	2013	2400	2013 RHWPCF Cap & Up	Rocky Hill	57,616,907.66	57,616,907.66	-
C-15007/CW2.CSOGEN.17	2015	2400	2015 Large Diameter Clean	MDC	5,146,489.08	5,146,489.08	-
C-15038/CW2.SSOGEN.16	2015	2400	2015 CMOM Plan Updates	MDC	85,515.92	85,515.92	-
C-16010/CW2.WTFHAR.25	2016	2400	2016 Ash Lagoon Cl.	Hartford	123,883.27	123,883.27	-
C-16011/CW2.SSSPAR.13	2016	2400	2016 Bartholomew Avenue	Hartford	83,699.01	83,699.01	-
C-16013/CW2.WTFRKH.05	2016	2400	2016 RHWPCF Outfall	Rocky Hill	3,869,454.64	3,869,454.64	-
C-17003/CW2.CSOGRA.05	2017	2400	2017 North Branch Park River	Hartford	709,818.89	709,818.89	-
		2400 Total			67,635,768.47	67,635,768.47	-
		Grand Total			\$ 228,317,994.93	\$ 228,317,994.93	\$ -

After reviewing the information contained herein

It is **RECOMMENDED** that it be

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,



Scott W. Jellison
Chief Executive Officer

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

COLEBROOK RIVER LAKE DAM

District Counsel Christopher Stone gave an update on the Colebrook River Lake Dam.

DISPOSITION OF SURPLUS LAND

Commissioner Salemi made the following statement:

To: Members of the MDC Board of Finance

On Wednesday October 27th, 2021, the MDC's Board of Finance approved a resolution which establishes a Program to "identify Surplus Lands of the Metropolitan District eligible for sale ..." This Program represents a continuation of a program begun many years ago which eventually led to the sale of some of the Glastonbury property, (formerly lands of the East Hartford Water Company), the Tolland Street property in East Hartford, (also formerly of the East Hartford Water Company) and currently the possible sale or transfer of the Manchester property, (remaining acreage from the Glastonbury sale).

Inasmuch as this work continued after the Glastonbury sale as previously authorized, in September of this year, a new authorization to utilize District staff as in the past and external services as well, was required to continue. As noted above the Board has authorized District staff to proceed and I hereby request the establishment of a Budget item to continue the use of external services as before. The Memorandum below describes the services provided. Currently this work is suspended until such time as a budget item is established in order to proceed with work as planned.

Resolution offered by: Commissioner Pasquale Salemi

Continuation of Program for Disposition of MDC "Surplus Lands"

With the objective of identifying District land holdings which are deemed "unneeded non-watershed land" and determining the most efficient and profitable means of both relieving the District of the cost of maintaining the parcels and realizing the highest value from sale, an initial undertaking identified the prospective properties eligible for disposition.

1. Two parcels within the City of Hartford were considered; 45 Granby Street and 101 Walnut Street both were found to be currently inappropriate for sale by reason of use restriction or future District need.
2. Parcels selected after review of the holdings eligible for disposition: the following properties were chosen after review with staff:
 - a) Parcel number 22 Ratland Road, New Hartford = 4 acres
 - b) Parcels 23 and 23A, Barkhamsted = 93 acres
 - c) Parcel 3, Burlington = 75 acres
 - d) Parcel 32, Burlington = 4 acres

3. Together with District Staff each property will be analyzed to include:
 - a) mapping to identify abutting owner property characteristics, encumbrances, access limitations and property conditions, wetlands, slope, etc) as well as any biological or archeological claims;
 - b) The requirements of District Charter and Ordinances, as well as State regulations or conditions for required offerees and procedures for sale will be established;
 - c) The "tax" consequences of the sale or transfer of lands currently owned by a Public entity (i.e.; the MDC), quasi-Public or non-profit and taxed as such, to private ownership and whether P.A. 490 could be utilized by private ownership to reduce or otherwise discount local property tax on lands not planned for "development".
 - d) The most efficient, least costly and most profitable method for offering the parcels for the highest and best use for the District to realize the maximum value including offer to the municipality, private sale or proffer for open space or other reservation for public land use or land trust acquisition; and
 - e) Together with mapping, land use and limitations study, market value determination, District and State approvals requirement determination and means of offering to prospective purchaser will be set to timelines to assure a committed and responsible project progress.

Based on recent work efforts and estimates of possible values in private sales we identified what we believe could be \$2,000,000.00 in proceeds from future sales.

The resolution of October 27th allows District Staff to provide services in pursuit of the goals of the resolution and hereby request an authorization to create a budget item for use in assigning and paying for external services.

We believe the work effort for external services (legal, appraisals and surveying/mapping) would be less than for recent sales and could collect sufficient information to turn over to the Committee of Cognizance or the District Board for creation of and/or publication of an RFP for said surplus lands with a reasonable effort.

We suggest here an amount of \$75,000.00 which represents about 3.5% of the estimated sales of six properties. The amount would be added to the 2022 Budget and no invoices will be submitted against it until the Budget is approved.

Now therefore, I move to establish a budget item for external services to be used in conjunction with staff services to pursue the "Program" as described throughout 2022.

District Chairman DiBella made the following motion:

Now therefore resolved to establish a budget item for external services to be used in conjunction with staff services to pursue the “program” as described in the October 27, 2021 Board of Finance Resolution herein for 2022 and transfer the sum of \$50,000 from the “Legal-Collection” budget to a new line item within the legal budget for this purpose.

The motion was duly seconded and adopted by unanimous vote of those present.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 5:10 PM

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval

**APPROVAL FOR STATE OF CONNECTICUT FINANCING
DWSRF 2023-7110**

To: Board of Finance for consideration on February 1, 2023

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 DWSRF 2023-7110 having a principal amount of \$1,934,303.55 and having an interest rate of 2.00%.

The low interest loan and accompanying grant will fund the replacement of water mains in the Boulevard & Garfield Road Area in West Hartford.

The State of Connecticut, through the Drinking Water State Revolving Fund Program, will provide \$2,084,303.55 in state funding with \$150,000.00 in grants and \$1,934,303.55 in low interest loans at 2.00% to fund the expenses associated with this agreement.

Bond Counsel prepared the following resolution for your approval.

It is therefore RECOMMENDED that it be

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 the Project Loan and Subsidy Agreement DWSRF 2023-7110 to be entered into with the State of Connecticut (the "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations for DWSRF 2023-7110 in the aggregate amount not to exceed \$1,934,303.55, to fund the replacement of water mains and associated appurtenances in the vicinity of Boulevard and Garfield Road in West Hartford, Connecticut. All previous actions taken by the District, including the actions of the Chairman, or in his absence, the Vice-Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, related to the Agreement and any and all related documents, shall hereby be ratified and confirmed. 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 a 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 a 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, appearing to read "Scott W. Jellison". The signature is stylized and cursive.

Scott W. Jellison
Chief Executive Officer