



**BUREAU OF PUBLIC WORKS
REGULAR MEETING
WEDNESDAY, JUNE 26, 2024
4:00 PM**

Location

Board Room
District Headquarters
555 Main Street, Hartford

Dial in #: (415)-655-0001
Access Code: 2303 598 9400#

[Meeting Video Link](#)

Commissioners

Avedisian	Holloway
Bazzano	Johnson
Bush	Lester
Currey (Ex-Officio)	Magnan
DiBella	Patel
Drake	Salemi
Gale	Steuber
Gentile	Taylor
Healy	Torres (VC)
Hoffman (C)	Woulfe

Quorum: 10

1. CALL TO ORDER
2. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
3. APPROVAL OF MEETING MINUTES OF APRIL 24, 2024
4. CONSIDERATION AND POTENTIAL ACTION RE: ENCROACHMENT AGREEMENT - CLOVER STREET PARK, WINDSOR
5. CONSIDERATION AND POTENTIAL ACTION RE: ENCROACHMENT AGREEMENT - 923 WINDSOR AVENUE, WINDSOR
6. CONSIDERATION AND POTENTIAL ACTION RE: ENCROACHMENT AGREEMENT - 2180 BERLIN TURNPIKE, WETHERSFIELD
7. REPORT RE: MEMORANDUM OF UNDERSTANDING WITH CITY OF HARTFORD RE: MS4 PERMIT
8. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
9. COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS
10. ADJOURNMENT

**BUREAU OF PUBLIC WORKS
CLOVER STREET PARK, WINDSOR ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on June 26, 2024

In a letter dated April 19, 2024, Mr. Robert S. Newton, P.E., Senior Project Manager at BSC Group, on behalf of the Town of Windsor, owner of the above-referenced property (“Owner”), has requested permission from The Metropolitan District (“MDC” or “District”) to encroach on the MDC’s existing 20-foot-wide Deckers Brook Trunk Sewer easement or right-of-way, encompassing an existing 15-inch sanitary trunk sewer and its appurtenant infrastructure (collectively, the “Sewer”), situated on the Property (“ROW”) for the purpose of constructing and installing site improvements for and in connection with the Clover Street Park Revitalization Project (the “Project”).

The proposed work for the Project entails (i) removal of topsoil, filling of up to 2 feet of fill, with loaming and seeding, (ii) installation of new cricket pitch, (iii) installation of new 3-inch underdrainage system, (iv) installation of new 12-inch drainage piping and catch basins, and (v) removal of existing and installation of new bituminous driveway and parking as shown on the accompanying map (collectively, the “Improvements”). The Sewer was built in 1956 under Contract 56-3, and was rehabilitated in 2010 under Contract 2008-63.

MDC staff has concluded that the Improvements are minor and that there will be no detriment to the Sewer as a result, provided Owner enters into and executes an encroachment agreement with the MDC, whereby Owner complies with the following conditions and other conditions required hereby.

Owner has agreed to the following conditions in order to satisfy the District’s concerns for protection of the Sewer located within the Property and to maintain accessibility along the length of the MDC’s ROW:

1. Care must be taken during the performance of work for the Improvements or any maintenance, repair or replacement of the same not to disturb the Sewer. All heavy construction equipment and materials must be located outside of the limits of the ROW when not in use. Any earth moving equipment that will be utilized on the ROW over and adjacent to the Sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the Sewer caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Owner within the ROW shall be the responsibility of the Owner.
2. No additional permanent improvements, other than the proposed Improvements, shall be located within the ROW.
3. The District reserves the right to remove Improvements within the ROW at any time if so required for maintenance, repair or replacement of the Sewer. Owner shall bear any additional maintenance, repair or replacement costs necessitated by the presence of Improvements within the ROW, including any such costs incurred by the District.

4. In the event of a sewer emergency caused by the proposed excavation described above, the Owner shall provide, install, operate and remove, at the Owner's expense, an appropriately sized bypass pump and appurtenances.
5. An MDC or MDC hired-consultant inspector must be on the job site whenever work is being performed within the ROW, and Owner shall be responsible for the cost and expense of such inspector. Any construction of the Improvements as well as any subsequent construction, maintenance, repair or replacement of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District and a preconstruction meeting shall be held prior to commencing any such activities within the ROW, except in the case of an emergency, in which case notice must be provided to the District as soon as practicable. Such inspector shall have the unilateral right to halt performance of any such work in the event the integrity of the Sewer is in any way threatened as determined by such inspector in his or her sole and absolute discretion.
6. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of the Sewer in the areas of the construction prior to and upon completion of backfilling and restoration of the excavated areas. The videos will be delivered to the District for the purposes of assessing the pre- and post-activity condition of the Sewer.
7. The Owner shall maintain the District's standard form of insurance as stipulated in the MDC's most current Guidance Manual for Developers' Permit Agreements, which insurance shall remain in force and effect during the performance of any work with in the ROW pursuant to the encroachment contemplated herein.

Staff has reviewed this request and considers it feasible, subject to the terms and conditions herein.

Accordingly, a formal written encroachment agreement shall be entered into and executed by the Owner and the District, which agreement shall include the above conditions and any other conditions set forth herein, and filed on the Town of Windsor Land Records.

It is **RECOMMENDED** that it be

VOTED: That the Bureau of Public Works 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, with the above conditions and subject to approval of form by District Counsel, granting permission to Owner to encroach upon the existing 20-foot sanitary sewer easement situated on the Property in order to: (i) perform the work for the Improvements in connection with the Project as shown on the plan submitted by BSC Group entitled "Clover Street School Field Improvements, Clover Street in Windsor, Connecticut (Hartford County), Proposed Improvements Near MDC Sewer, April 19, 2024, Prepared for Town of Windsor, 275 Broad

Street, Windsor, CT 06095”, Sheet MDC, and (ii) maintain, repair and replace such Improvements, provided that: (a) the District shall not be held liable for any cost or damage of any kind from the present and in the following years as a result of any encroachment authorized hereby, (b) Owner shall reimburse MDC for any attorney fees and other costs incurred by MDC in enforcing the encroachment agreement, and (c) such agreement shall not be effective until fully executed by the District and Owner, and recorded on the Windsor Land Records. In the event that such full execution and recording does not occur within three (3) months of the date this resolution is passed by the District Board, then such resolution shall be null and void, and of no further force and effect.

Respectfully submitted,

A handwritten signature in black ink that reads "John Mirtle". The signature is written in a cursive style with a large, sweeping initial "J".

John S. Mirtle
District Clerk

APRIP 19, 2024

Mr. Michael Curley
Manager of Technical Services
The Metropolitan District
555 Main Street, P.O. Box 800
Hartford, CT 06142-080

RE: Clover Street Park Revitalization
Clover Street
Windsor CT 06095

Dear Mr. Curley,

On behalf of the Town of Windsor CT (Town), BSC Group (BSC) would like to request an encroachment permit for the reconstruction of a cricket oval for the community at Clover Street Park. There is a 15" MDC Sanitary Sewer (Deckers Brook Trunkline) that is located across the field from west to east (from I-91 – Clover Street). No record of an easement in favor of the MDC has been found on town records.

The proposed improvements to the existing cricket field include the importing of well-draining material, installation of an underdrain system, improvements to the pitch, additional parking, and the replacement of the restroom facility.

Construction activities within 20' of the MDC trunkline will include:

- Removal of Topsoil
- Earthwork inclusive of importing fill (1-2 feet within the area of trunkline)
- Installation of new cricket pitch
- Installation of new underdrainage system.
- Installation of new drainage piping and catch basins.
- Removal of existing driveway
- Installation of new bituminous driveway and associated parking.
- Installation of temporary erosion controls during construction
- Loaming and seeding

Long-term maintenance activities within the easement will include:

- Mowing and other horticultural practices to maintain turf. Currently, fertilizer and other turf chemicals are not proposed for use.

A detailed drawing showing the improvements is included in Attachment 1.

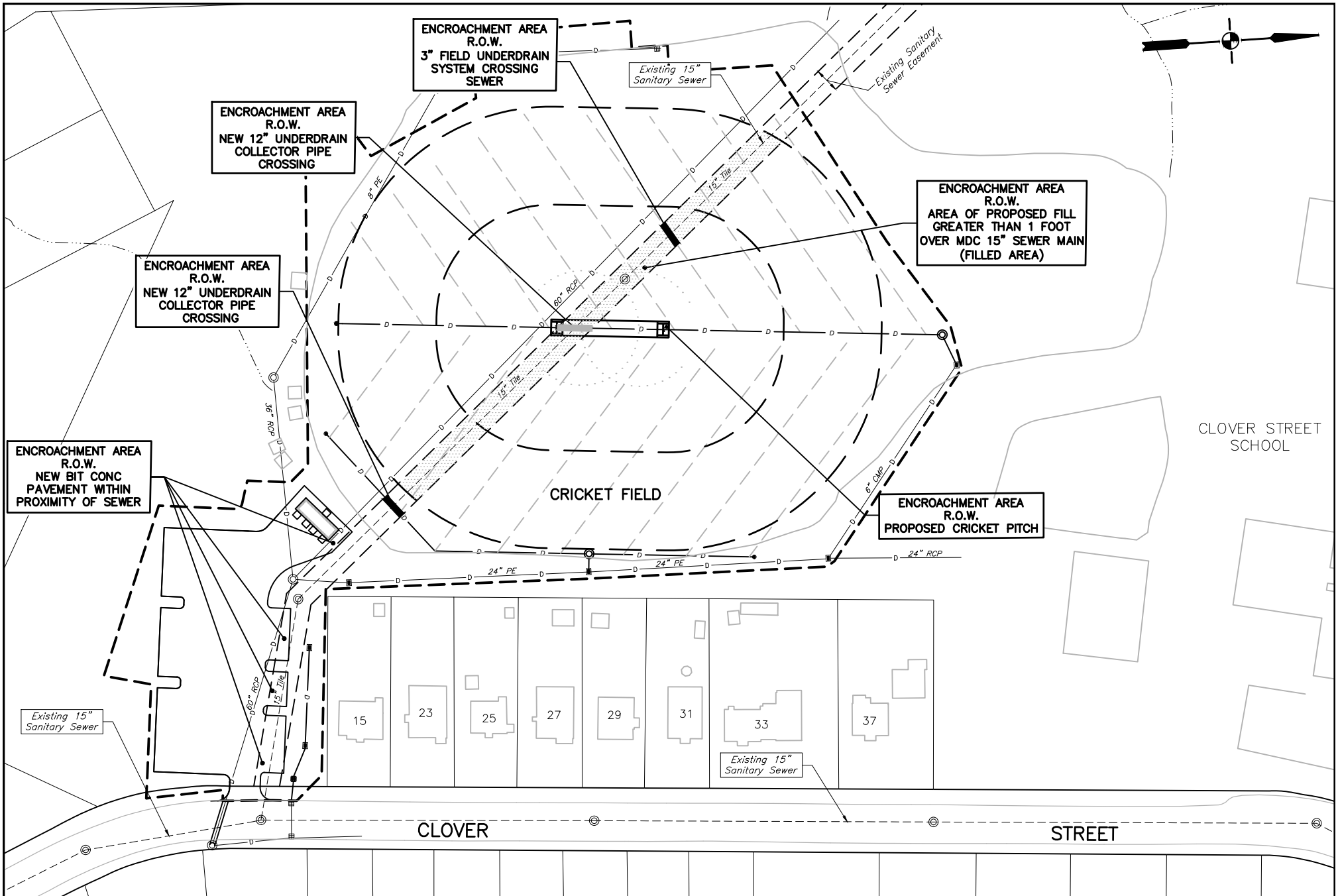
Please consider this a formal request for a permanent encroachment permit to develop and maintain site improvements within the vicinity of the MDC sanitary sewer trunk line. Please do not hesitate to contact me with any comments or questions regarding this request.

Best Regards,



Robert S. Newton, P.E.
Senior Project Manager

encl: Topographic Survey; Grading Drainage and Utility Plan
CC: Frank Vacca – BSC; Suzanne Choate – Town of Windsor



**CLOVER STREET SCHOOL
FIELD IMPROVEMENTS**

F:\Towns\Windsor\Sewer\CloverSt\CloverSt-Ecmt.dwg
Latest Revision: 6/5/24

TO ILLUSTRATE SANITARY SEWER
EASEMENT ENCROACHMENT

WINDSOR

BUREAU OF PUBLIC WORKS
923 WINDSOR AVENUE, WINDSOR ENCROACHMENT AGREEMENT

To: Bureau of Public Works for consideration on June 26, 2024

In a letter dated July 20, 2023, Gregory Robertson (“Owner”) current owner of the above-referenced property (the “Property”), has requested permission from The Metropolitan District (“MDC” or “District”) to encroach on the MDC’s existing twenty-foot-wide (20’) sewer easement situated on the Property (the “Easement”) for the purpose of installing a gas service line for 11 Woody Brook Road, Windsor. Both properties, 923 Windsor Avenue and 11 Woody Brook Road, are owned by Gregory Robertson and abut each other, as shown on the attached map (the “Map”).

The proposed work entails installing a ¾-inch gas service line through the property of 923 Windsor Avenue to serve the property located at 11 Woody Brook Road within the Easement as shown on the Map (the “Improvements”). The proposed line will be installed approximately 3-feet deep with minimal earthwork above the MDC’s existing eight-inch (8”) styrene plastic sanitary sewer and its appurtenances situated within the Easement (collectively, the “Sewer”) with a minimum of two- and one-half feet (2.5’) of vertical clearance between this Sewer and such line, and the grades will not change. Eversource will require a fifteen-foot-wide (15’) easement (centered on this line) which will overlap perpendicularly with the Easement (the “Eversource Easement”). The Sewer was built in 1964 and the Easement was acquired by the MDC through the Layout for Sanitary Sewers in Private Lands West of Windsor Avenue, Windsor, Near Scarborough Road and Woodybrook Road, Certificate of Certain Rights Acquired for Proposed Sewer, Bureau of Public Works, Volume 196, Page 546.

MDC staff has concluded that the Improvements are minor and that there will be no detriment to the Sewer as a result, provided Owner enters into and executes an encroachment agreement with the MDC, whereby Owner complies with the following conditions and other conditions required hereby.

Owner has agreed to the following conditions in order to satisfy the District’s concerns for protection of the Sewer located within the Property and to maintain accessibility along the length of the MDC’s ROW:

1. Care must be taken during the performance of work for the Improvements or any maintenance, repair or replacement of the same not to disturb the Sewer. All heavy construction equipment and materials must be located outside of the limits of the ROW when not in use. Any earth moving equipment that will be utilized on the ROW over and adjacent to the Sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the Sewer caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Owner within the ROW shall be the responsibility of the Owner.
2. No additional permanent improvements, other than the proposed Improvements, shall be located within the ROW.

3. The District reserves the right to remove Improvements within the ROW at any time if so required for maintenance, repair or replacement of the Sewer. Owner shall bear any additional maintenance, repair or replacement costs necessitated by the presence of Improvements within the ROW, including any such costs incurred by the District.
4. An MDC or MDC hired-consultant inspector must be on the job site whenever work is being performed within the ROW, and Owner shall be responsible for the cost and expense of such inspector. Any construction of the Improvements as well as any subsequent construction, maintenance, repair or replacement of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District and a preconstruction meeting shall be held prior to commencing any such activities within the ROW, except in the case of an emergency, in which case notice must be provided to the District as soon as practicable. Such inspector shall have the unilateral right to halt performance of any such work in the event the integrity of the Sewer is in any way threatened as determined by such inspector in his or her sole and absolute discretion.

Staff has reviewed this request and considers it feasible, subject to the terms and conditions herein.

Accordingly, a formal written encroachment agreement shall be entered into and executed by the Owner and the District, which agreement shall include the above conditions and any other conditions set forth herein, and filed on the Town of Windsor Land Records.

It is **RECOMMENDED** that it be

VOTED: That the Bureau of Public Works 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, with the above conditions and subject to approval of form by District Counsel, granting permission to Owner to encroach upon the existing 20-foot sanitary sewer easement situated on the Property in order to: (i) perform the work for the Improvements in connection with the Project as shown on the plan submitted by Gregory Robertson entitled "Property/Lot Line Revision Prepared for Gregory Robertson, Windsor Avenue & Woody Brook Road, Windsor, Connecticut, Scale: 1" = 30', Date: 10/31/2022, Drawn By: MLE, Checked By: JEJ, Jones Engineering LLC, Civil Engineering & Land Surveying, 962 Savage Street, P.O. Box 249, Southington, CT 06489", Sheet Number 1 of 1, and (ii) maintain, repair and replace such Improvements, provided that: (a) the District shall not be held liable for any cost or damage of any kind from the present and in the following years as a result of any encroachment authorized hereby, (b) Owner shall reimburse MDC for any attorney fees and other costs incurred by MDC in enforcing the encroachment agreement, and (c) such agreement shall not be effective until fully executed by the District and Owner, and recorded on the Windsor Land

Records. In the event that such full execution and recording does not occur within three (3) months of the date this resolution is passed by the District Board, then such resolution shall be null and void, and of no further force and effect.

Respectfully submitted,

A handwritten signature in black ink that reads "John Mirtle". The signature is written in a cursive style with a large, prominent initial "J".

John S. Mirtle

District Clerk

July 20, 2023

Mr. Michael Curley, Manager of Technical Services
The Metropolitan District
Engineering & Planning
555 Main Street Hartford, CT 06103

RE: 923 Windsor Ave. Windsor (Easement)

Easement Encroachment Permit Request

Good day MDC's Engineering team,

I would like to request an Easement Encroachment Permit for the above-mentioned property. We are currently clearing an easement with EverSource Gas, to install a gas service through the property of 923 Windsor Ave. Windsor, CT. 06095. The purpose of the request is to service an adjacent property, which is located at 11 Woody Brook Rd, rear of 923 Windsor Ave. The existing gas main is located within Windsor Ave., (route 159). The EverSource gas construction team surveyed the site and determined a gas service can be provided to serve 11Woody Brook Rd., by way of the rear of both properties. The existing MDC main sewer easement in the rear of 923 Windsor Ave. runs from Woody Brook Rd to the property next door which is 919 Windsor Ave. The main sewer services the two **(2)** Windsor Ave properties, 919 & 923 only. The construction activities within the MDC easement will consist of installing a ¾" gas service line, approximately 3' deep within an approximate 6' section of the MDC easement in the rear of 923 Windsor Ave. EverSource gas construction team will perform the installation and restoration of the site, back to its original position.

A sketch of the property and proposed work site is attached.

Please consider this a formal request for a permanent encroachment permit to install a gas service line within the MDC easement.

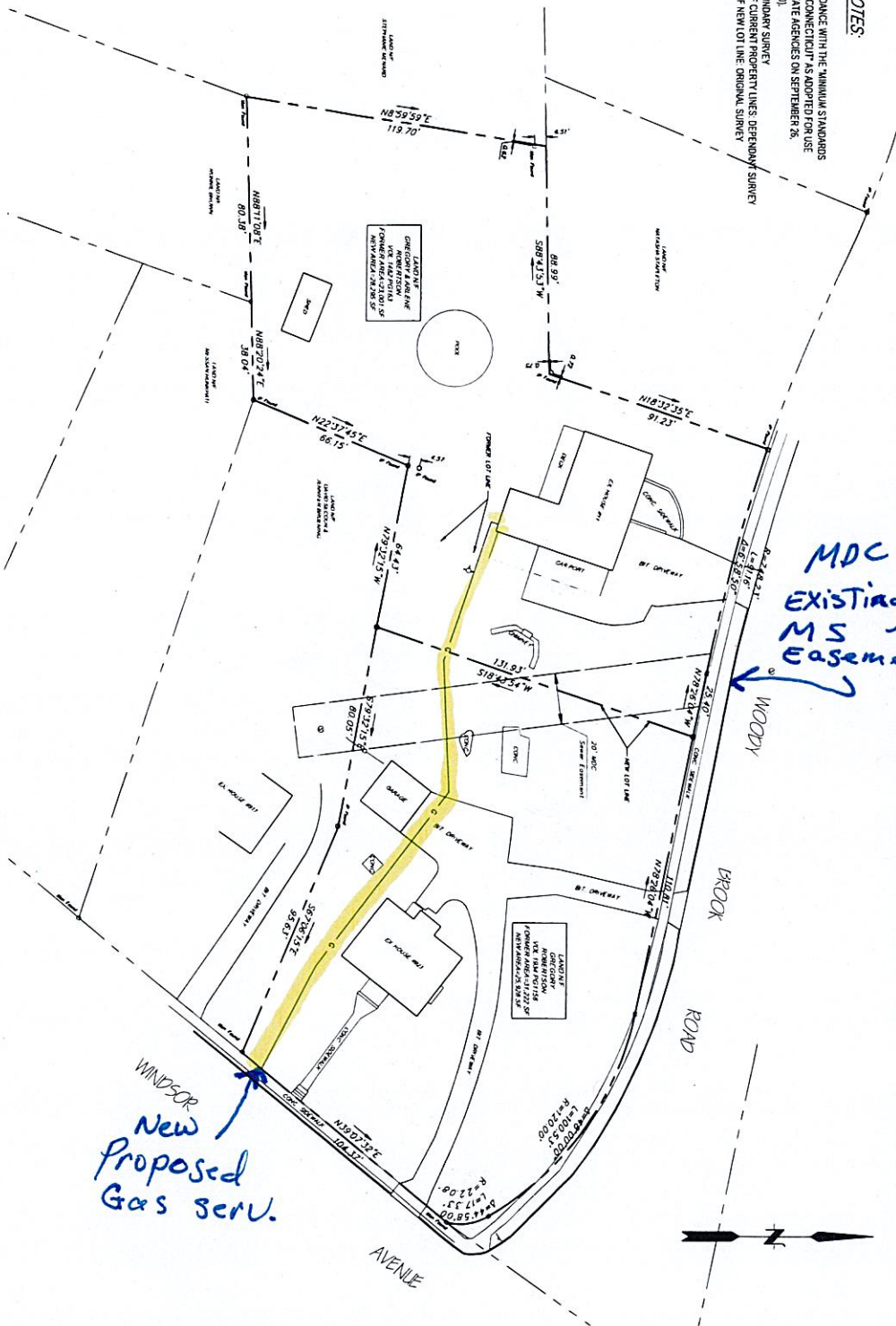
Respectfully,



Gregory Robertson, (properties owner)
11 Woody Brook Rd, Windsor CT 06095
Cell: 860-471-1507
email: Gcowboys62@gmail.com

SURVEY NOTES:

1. THIS MAP WAS PREPARED IN ACCORDANCE WITH THE MINIMUM STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT AS ADOPTED FOR USE BY THE REGULARS OF CONNECTICUT STATE AGENCIES ON SEPTEMBER 26, 1996. (CT REGULATION 28-286a-1 TO 28-286a-10).
2. THE SURVEY LIMITED PROPERTY BOUNDARY SURVEY - BOUNDARY DETERMINATION CLASS OF HIGH LOT LINE ORIGINAL SURVEY - HORIZONTAL ACCURACY CLASS A2.



MAP REFERENCES

- A. PROPERTY BOUNDARY SURVEY PREPARED FOR GREGORY ROBERTSON WINDSOR AVENUE WOODY BROOK ROAD WINDSOR CONNECTICUT 1-30 DATED AUGUST 2022 BY JONES ENGINEERING, LLC

Zoning Information Zone R-11	
REGULATION	ALLOWED
MINIMUM LOT AREA	11,250
MINIMUM LOT WIDTH	75 FT
MINIMUM SETBACKS FRONT	40
MINIMUM SETBACKS SIDE	8
MINIMUM SETBACKS REAR	20
MAX COVERAGE	25%

THESE DRAWINGS ARE INSTRUMENTS OF PROFESSIONAL SERVICE OF JONES ENGINEERING, LLC, AND HAVE BEEN PREPARED SPECIFICALLY FOR THE OWNER OF THIS PROJECT AT THIS SITE, AND ARE NOT INTENDED TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT WRITTEN CONSENT OF JONES ENGINEERING, LLC.

FILE NUMBER SHEET NUMBER
1 of 1

PROPERTY/LOT LINE REVISION
PREPARED FOR
GREGORY ROBERTSON
WINDSOR AVENUE & WOODY BROOK ROAD
WINDSOR CONNECTICUT

SCALE: 1"=30'
DATE: 10/31/2022
DRAWN BY: MLE
CHECKED BY: JEJ

JONES ENGINEERING LLC
CIVIL ENGINEERING & LAND SURVEYING
962 SAVAGE STREET
P.O. BOX 249
SOUTHINGTON, CT 06489
PHONE: (860) 621-0700
FAX: (860) 621-6066

SURVEYOR'S SEAL

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.
FRANK J. CAHILL CT. L.S. REG. NO. 22898 DATE

**BUREAU OF PUBLIC WORKS
2180 BERLIN TURNPIKE, WETHERSFIELD ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on June 26, 2024

In a letter dated January 25, 2024, Jason Montagno, P.E., of Solli Engineering, on behalf of Stack-N-Stor Wethersfield LLC, (“Owner”) owner of the above-referenced property (the “Property”), has requested permission from The Metropolitan District (“MDC” or “District”) to encroach on the MDC’s existing twenty-foot-wide (20’) sewer easement situated on the Property (the “Easement”) for the purpose of constructing and installing site improvements for and in connection with a proposed self-storage development project, as shown on the attached map (the “Map”).

The proposed work for the Project entails (i) removal of topsoil, installation of fill varying from 3 feet to 11 feet, (ii) installation of curbing and guardrail, (iii) installation of electrical, telecom and cable conduits, (iv) installation of new natural gas service, (v) installation of water services and sanitary sewer lateral, (vi) installation of new 18” HDPE drainage piping, and (vii) installation of new bituminous driveway and parking as shown on the accompanying map (collectively, the “Improvements”). The eight-inch (8”) PVC sanitary sewer and its appurtenances situated within the Easement (collectively, the “Sewer”) was built in 1985 and the Easement acquired by the MDC through Contract 85-55 known as “Berlin Turnpike North of Prospect St. #2, Newington-Wethersfield”.

MDC staff has concluded that the Improvements are minor and that there will be no detriment to the Sewer as a result, provided Owner enters into and executes an encroachment agreement with the MDC, whereby Owner complies with the following conditions and other conditions required hereby.

Owner has agreed to the following conditions in order to satisfy the District’s concerns for protection of the Sewer located within the Property and to maintain accessibility along the length of the MDC’s ROW:

1. Care must be taken during the performance of work for the Improvements or any maintenance, repair or replacement of the same not to disturb the Sewer. All heavy construction equipment and materials must be located outside of the limits of the ROW when not in use. Any earth moving equipment that will be utilized on the ROW over and adjacent to the Sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the Sewer caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Owner within the ROW shall be the responsibility of the Owner.
2. No additional permanent improvements, other than the proposed Improvements, shall be located within the ROW.
3. The District reserves the right to remove Improvements within the ROW at any time if so required for maintenance, repair or replacement of the Sewer. Owner shall bear any additional maintenance, repair or replacement costs necessitated by the

presence of Improvements within the ROW, including any such costs incurred by the District.

4. In the event of a sewer emergency caused by the proposed excavation described above, the Owner shall provide, install, operate and remove, at the Owner's expense, an appropriately sized bypass pump and appurtenances.
5. An MDC or MDC hired-consultant inspector must be on the job site whenever work is being performed within the ROW, and Owner shall be responsible for the cost and expense of such inspector. Any construction of the Improvements as well as any subsequent construction, maintenance, repair or replacement of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District and a preconstruction meeting shall be held prior to commencing any such activities within the ROW, except in the case of an emergency, in which case notice must be provided to the District as soon as practicable. Such inspector shall have the unilateral right to halt performance of any such work in the event the integrity of the Sewer is in any way threatened as determined by such inspector in his or her sole and absolute discretion.
6. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of the Sewer in the areas of the construction prior to and upon completion of backfilling and restoration of the excavated areas. The videos will be delivered to the District for the purposes of assessing the pre- and post-activity condition of the Sewer.
7. The Owner shall maintain the District's standard form of insurance as stipulated in the MDC's most current Guidance Manual for Developers' Permit Agreements, which insurance shall remain in force and effect during the performance of any work with in the ROW pursuant to the encroachment contemplated herein.

Staff has reviewed this request and considers it feasible, subject to the terms and conditions herein.

Accordingly, a formal written encroachment agreement shall be entered into and executed by the Owner and the District, which agreement shall include the above conditions and any other conditions set forth herein, and filed on the Town of Newington/Wethersfield Land Records.

It is **RECOMMENDED** that it be

VOTED: That the Bureau of Public Works 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, with the above conditions and subject to approval of form by District Counsel, granting permission to Owner to encroach upon the existing 20-foot sanitary sewer easement situated on the Property in order to: (i) perform the work for the Improvements in connection with the Project as shown on the plan submitted by Solli

Engineering entitled "Stack-N-Stor, 2176 & 2180 Berlin Turnpike, Newington/Wethersfield, CT, Utility Plan" Rev. #3 Date 01/25/24, Final Filing, Sheet #2.51, and (ii) maintain, repair and replace such Improvements, provided that: (a) the District shall not be held liable for any cost or damage of any kind from the present and in the following years as a result of any encroachment authorized hereby, (b) Owner shall reimburse MDC for any attorney fees and other costs incurred by MDC in enforcing the encroachment agreement, and (c) such agreement shall not be effective until fully executed by the District and Owner, and recorded on the Newington/Wethersfield Land Records. In the event that such full execution and recording does not occur within three (3) months of the date this resolution is passed by the District Board, then such resolution shall be null and void, and of no further force and effect.

Respectfully submitted,

A handwritten signature in black ink that reads "John Mirtle". The signature is written in a cursive style with a large, sweeping initial "J".

John S. Mirtle

District Clerk



January 25, 2024

Mr. Michael Curley, Manager of Technical Services
The Metropolitan District
Engineering & Planning
555 Main Street
P.O. Box 800
Hartford, CT 06142-0800

**RE: Encroachment Permit Request
2176 & 2180 Berlin Turnpike
Newington/Wethersfield, Connecticut
Solli Project Number: 22104401**

Dear Mr. Curley,

On behalf of the Applicant, Stack-N-Stor Wethersfield LLC, please except this request for an encroachment permit for the proposed self-storage facility located at 2176 & 2180 Berlin Turnpike in Newington/Wethersfield, CT. The project features the construction of an 84,920± SF self-storage facility, 5,000± SF of outdoor storage and associated site improvements, grading and drainage, utility work, landscaping, and lighting. The proposed project is located on approximately 11.40 acres of land east of the Berlin Turnpike and south of Lifeway Church. The portion of the project that will require an encroachment permit from The MDC is located at the northwestern corner of the site. The development is anticipated to begin construction in the spring of 2024.

Construction activities within the MDC Easement include:

- Clearing & grubbing
- Earth moving (excavation & fill)
- Installation of utility and stormwater system infrastructure
- Installation of bituminous concrete roadway and curbing

Detailed plans for all proposed construction within the MDC easement are enclosed with this letter. Please accept this letter as a formal request for a permanent encroachment permit. If you have any comments or questions, please provide them at your earliest convenience. We look forward to working with you on the application.

Respectfully,

Solli Engineering, LLC

A handwritten signature in black ink, appearing to read 'J. Montagno', is written over a faint, larger version of the same signature.

Jason Montagno, P.E.
Senior Project Engineer

501 Main Street, Suite 2A
Monroe, CT 06468
Office: (203) 880-5455

11 Vanderbilt Avenue, Suite 240
Norwood, MA 02062
Office: (781) 352-8491

www.SolliEngineering.com



Enclosures:

Sewer Encroachment Map
Sanitary Profile
Civil Design Plans

CC:

Cosmo Marfione, The BDC Group
Shane Reynolds, The BDC Group
Jack Esler, The BDC Group
Jennifer Ottalagana, The Metropolitan District

X:\SE Files\Project Data\2022\22104401 - 2180 Berlin Turnpike - Weathersfield, CT\Office Data\Correspondence\2024-01-25 Encroachment Request Letter.docx

501 Main Street, Suite 2A
Monroe, CT 06468
Office: (203) 880-5455

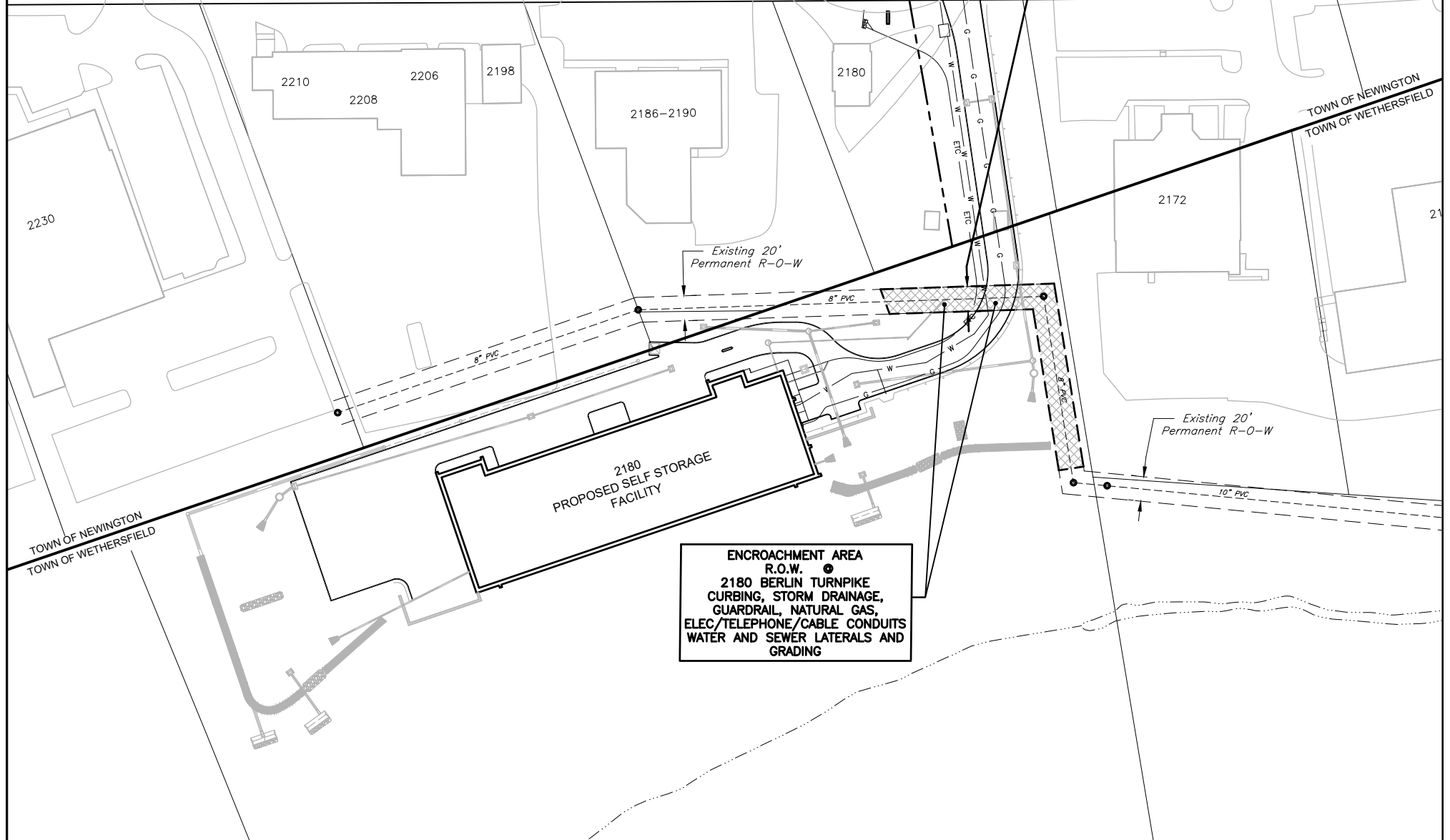
11 Vanderbilt Avenue, Suite 240
Norwood, MA 02062
Office: (781) 352-8491

www.SolliEngineering.com

BERLIN TURNPIKE (ROUTES 5 & 15)



20' SANITARY SEWER EASEMENT
IN FAVOR OF
THE METROPOLITAN DISTRICT



ENCROACHMENT AREA
R.O.W. ●
2180 BERLIN TURNPIKE
CURBING, STORM DRAINAGE,
GUARDRAIL, NATURAL GAS,
ELEC/TELEPHONE/CABLE CONDUITS
WATER AND SEWER LATERALS AND
GRADING

2180 BERLIN TURNPIKE
PROPOSED ENCROACHMENT

F:\Towns\Wethersfield\Sewer\BerlinTpke\2180BerlinTpke-Ecmt.dwg
Lotest Revision: 6/18/24

TO ILLUSTRATE SANITARY SEWER
EASEMENT ENCROACHMENT

NEWINGTON & WETHERSFIELD

**BUREAU OF PUBLIC WORKS
REGULAR MEETING
555 Main Street, Hartford
Wednesday, April 24, 2024**

Present: Commissioners John Bazzano, William A DiBella, David Drake, John Gale, Joan Gentile, Allen Hoffman, Georgiana Holloway, Bhupen Patel, Alvin Taylor and James Woulfe (10)

Remote

Attendance: Commissioners James Healy, Byron Lester, Maureen Magnan and District Chairman Donald M Currey (4)

Absent: Commissioners John Avedisian, Richard Bush, Gary Johnson, Pasquale J. Salemi, David Steuber and Calixto Torres (6)

Also

Present: Commissioner Jackie Gorsky Mandyck
Commissioner Dominic Pane
Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel (Remote Attendance)
John S. Mirtle, District Clerk
Kelly Shane, Chief Administrative Officer
Robert Barron, Chief Financial Officer
Susan Negrelli, Director of Engineering
Tom Tyler, Director of Facilities
David Ruttly, Director of Operations
Robert Schwarm, Director of Information Technology (Remote Attendance)
Michael Curley, Manager of Technical Services
Jason Waterbury, Assistant Manager of Engineering Services
Julie Price, Executive Assistant
Jacob Aviles, IT Consultant (Remote Attendance)

CALL TO ORDER

The meeting was called to order by Chairman Hoffman at 4:02 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Drake and duly seconded, the meeting minutes of April 10, 2024 were approved.

Commissioner Woulfe entered the meeting at 4:07 PM.

ARROWHEAD GATEWAY DEVELOPMENT IN HARTFORD

Jason Waterbury, Assistant Manager of Engineering, gave an overview of the Arrowhead Gateway Development in Hartford.

WINDSOR LOCKS SEWER AGREEMENT

District Clerk John Mirtle and Chief Executive Officer Scott Jellison briefed the Bureau on the Windsor Locks Sewer Agreement that will be brought to the Bureau of Public Works in the near future.

No action was taken.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS

Commissioner Gale pointed out that Commissioner Mandycyk had requested earlier in the meeting that the Connecticut Department of Transportation be brought into a Bureau of Public Works, Strategic Planning, or District Board meeting to present on the Greater Hartford mobility study, specifically their short- and mid-term projects that could potentially impact timelines of District projects.

ADJOURNMENT

The meeting was adjourned at 4:50 PM

ATTEST:

John S. Mirtle
District Clerk

Date of Approval