

**BUREAU OF PUBLIC WORKS
REGULAR MEETING
555 Main Street, Hartford
Wednesday, August 21, 2024**

Present: Commissioners John Avedisian, John Bazzano, William A DiBella, David Drake, John Gale, Joan Gentile, Allen Hoffman, Gary Johnson, Byron Lester, Bhupen Patel, Alvin Taylor, James Woulfe and District Chairman Donald M. Currey (13)

Remote

Attendance: Commissioners Richard Bush, Pasquale J. Salemi and David Steuber (3)

Absent: Commissioners James Healy, Georgiana Holloway, Maureen Magnan and Calixto Torres (4)

Also

Present: Commissioner Jackie Gorsky Mandyck
Commissioner Dominic Pane
Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel
John S. Mirtle, District Clerk
Kelly Shane, Chief Administrative Officer
Tom Tyler, Director of Facilities
Michael Curley, Manager of Technical Services
Jennifer Ottalagana, Senior Project Manager
Nick Salemi, Communications Administrator
Carrie Blardo, Assistant to the Chief Executive Officer (Remote Attendance)
Victoria Escoriza, Executive Assistant
Jacob Aviles, IT Consultant (Remote Attendance)
Joe Laliberte, CDM Smith
Emily McCarron, CDM Smith
Nicole Deraleau, CDM Smith

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 DiBella and duly seconded, the meeting minutes of June 26, 2024 were approved.

Commissioner Johnson entered the meeting at 4:05 PM

Commissioner Steuber entered the meeting remotely at 4:06 PM

Commissioner Woulfe entered the meeting at 4:08 PM

NORTH BRANCH PARK RIVER STUDY

Joe Laliberte, Emily McCarron and Nicole Deraleau of CDM Smith gave a presentation regarding the North Branch Park River Study.

Commissioner Bush entered the meeting remotely at 4:15 PM

UPDATE ON DURHAM STREET PROJECT

Nick Salemi, Communications Administrator, gave a presentation on the Durham Street Project

Durham Street Sewer Separation Project

Project Overview
 The Durham Street Sewer Separation Project construction began in July 2023, with on-call contracting process and included the installation of new storm drains and stub connections, along with the lining of sewer mains and installing new manholes and catch basins. The project was completed in July 2024 (a year and a half ahead of schedule) and is part of MDC's Integrated Plan with CT DEEP, an effort to improve the efficiency and reliability of the sewer system in the area.

Private Property Work
Sewer Backup Prevention: Installation of backwater valves, check valves, and sump pump
Sewer Inflow Separation: Lining sewer laterals and adding gutters and yard drains to manage water flow and prevent sewer system overload.

Project Outreach
 Project outreach by MDC staff and contractors was key to keeping residents informed throughout the construction process for both public right of way and private property improvements. This constant communication was important not just for the construction improvements but also the restoration of the road, sidewalks, lawns and tree planting.

Work Completed

- 1234 feet of main line sewer lined
- 21 sewer laterals/private house connections lined
- 1401 feet of main line storm installed
- 730 feet of new water main installed
- 16 new water services installed
- 21 basement assessments completed
- 18 backwater valves installed
- 16 private property storm laterals installed

Key Statistics:
 \$1.9M in sewer improvements
 \$276K additional water main improvements
 38% of workforce hours were Hartford residents

**BAKER HOLLOW ROAD, WINDSOR
DEVELOPER'S PERMIT AGREEMENT AND REQUEST FOR
REIMBURSEMENT AGREEMENT**

To: Bureau of Public Works

August 21, 2024

On December 19, 2022, The Metropolitan District received an application from the town of Windsor, through its Town Engineer, Robert Jarvis, P.E., requesting permission for the Town, acting as the Developer, to construct, at its expense under a Developer's Permit-Agreement, approximately 1,626 feet of 10-inch sanitary sewer, manholes and laterals in a portion of Baker Hollow Road, from 105 Baker Hollow Road east to Marshal Phelps Road. The sewer is being constructed as part of the Baker Hollow Road Reconstruction Project, in part to promote commercial, business and industrial development along that portion of Baker Hollow Road.

By virtue of this proposed sanitary sewer passing by property of others, a public hearing or waivers for a public hearing were required under Section S1d of the District's Sewer Ordinances. The waivers were received from the three affected property owners on June 5, 2023.

The Developer, the Town of Windsor, has requested reimbursement of the MDC's linear foot frontage charge (presently, \$110.50 per linear foot of frontage, but subject to change) collected by the District for future connections to the Town-built sewer by other property owners along Baker Hollow Road, as provided for in Section S7n of the District's Sewer Ordinances. The reimbursement only applies to connections over the next ten years, and the aggregate reimbursement amount will not exceed the certified cost of construction of said sanitary sewer and appurtenances, as confirmed by affidavit submitted by the Town of Windsor.

The Bureau of Public Works has in the past granted member towns permission to construct sanitary sewers in targeted areas to promote development, and in conjunction therewith, has granted to said towns reimbursement for its costs in accordance with Ordinance (S7n), thus providing the towns with a method of recovering a portion of their construction costs for the sanitary sewer installation.

After consideration of the above, it is RECOMMENDED that it be

Voted: That permission be granted to the Town of Windsor to construct, under a Developer's Permit Agreement, approximately 1,626 feet of 10-inch sanitary sewer and appurtenances in a portion of Baker Hollow Road, in accordance with plans approved by the Director of Engineering and Planning, which sanitary sewer and appurtenances are to be incorporated into the public sewer system when accepted by the Metropolitan District, provided that, prior to construction, as has been allowed in the past with other member towns developing sewers, no payment for outlet charges will be declared due and payable prior to construction of said sewer; however, all lands abutting the said sewer be subject to monetary charges in effect at the time of development or connection; and that the Developer has eleven months from the date of the Bureau action to enter into and execute the Developer's Permit- Agreement.

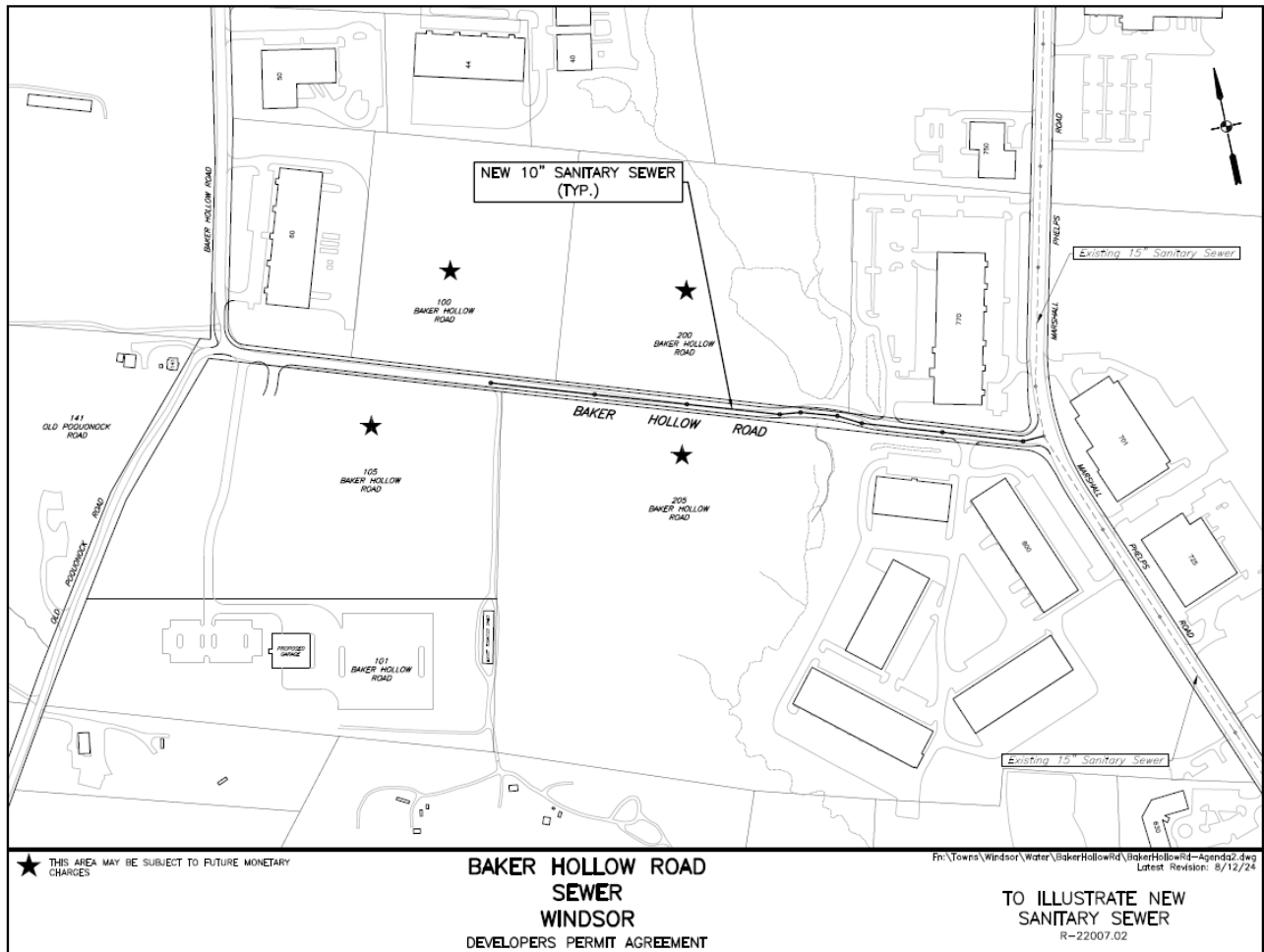
And
Voted:

That, pursuant to Section S7n of the District’s Sewer Ordinances, the Developer’s Permit-Agreement shall provide for reimbursement from the District to the Developer for a ten (10) year period of the frontage charge component of any connection charges collected, on land directly connected to this proposed sanitary sewer, and reimbursable under said above- referenced Ordinance. Said frontage charge component shall be computed at the rates in effect at the time a connection charge agreement is executed.

Respectfully submitted,



John S. Mirtle, Esq.
District Clerk



**ENCROACHMENT AGREEMENT
WILSON PARK, WINDSOR**

To: Bureau of Public Works

August 21, 2024

On August 7, 2024, Suzanne Choate, P.E., Town Engineer of the Town of Windsor (“Owner”), requested an amendment be made to the previously approved resolution to grant 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 and 12-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 Wilson Park Revitalization Project (the “Project”). This encroachment was previously approved by the BPW at a meeting held on March 4, 2024, the activities for which encroachment are shown on the attached map (the “Map,” and such BPW approval is hereinafter referred to as the “Prior Approval”). This request is to include the installation of an additional electrical conduit within the District’s ROW.

The proposed new work for the Project entails the installation of one (1) additional (4) four-inch electrical conduit as shown on the accompanying map (collectively, the “Improvements”). The Sewer was built in 1947 and 1949, and was rehabilitated in 1998.

MDC staff has concluded that the Improvements are minor and that there will be no detriment to the Sewer as a result, provided all the terms and conditions for these Improvements set forth in the Prior Approval and this resolution are complied with by Owner and any other party authorized by Owner to perform such Improvements.

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:

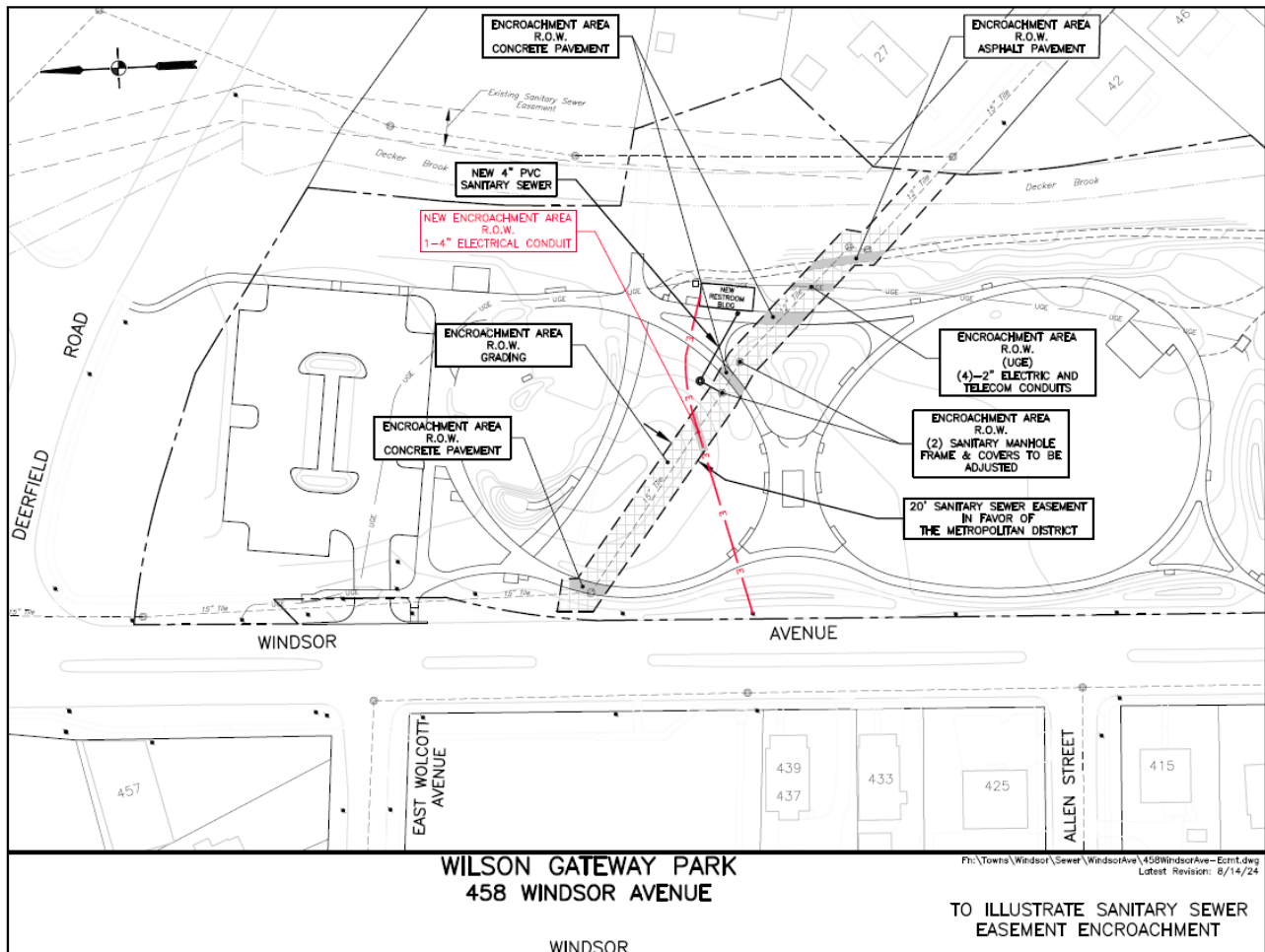
RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to: (i) all the terms and conditions for the Improvements in the Prior Approval, which terms and conditions are hereby incorporated into and made a part of this resolution, as well as: (ii) approval of form and content 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 “Wilson Gateway Park, 458 Windsor Avenue (CT-159) in Windsor, Connecticut, Restroom Add Alternate Plan (Alternate #1), October 1, 2023, Prepared for Town of Windsor, 275 Broad Street, Windsor, CT 06095”, Sheet L-4.5, and the plan submitted by Eversource dated 7/29/2024, “Address: 458 Windsor Ave, WO# 18041424, Town: Windsor, Sheet: 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 and be indemnified

from any claims from the present and in the following years as a result of any encroachment authorized hereby, (b) Owner shall obtain all required approvals and 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,

John Mirtle

John S. Mirtle, Esq.
District Clerk



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

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Judy Allen, West Hartford Resident, stated that projects should be forward looking. She read a recent Hartford Courant article aloud stating that more sudden and intense rains are overwhelming drains. She would like to see MDC work collaboratively with organizations such as CT Institute for Resilience & Climate Adaptation. She also stated that the real force behind the North Hartford projects was the general public and businesses.

COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS

District Chairman Currey inquired which towns were present and virtual at the meeting, and asked those in attendance to state their attendance for the record.

Commissioner Patel stated that there was previous discussion about creating a regional entity and would like to revisit the topic.

ADJOURNMENT

The meeting was adjourned at 5:32 PM

ATTEST:

John S. Mirtle
District Clerk

Date of Approval