



The Metropolitan District

water supply · environmental services · geographic information

**DISTRICT BOARD  
REGULAR MEETING  
MONDAY, APRIL 7, 2025 5:30 PM  
555 MAIN STREET, HARTFORD, CT  
Dial in #: (415)-655-0001; Access Code: 2316 016 8985#  
[Meeting Video Link](#)**

*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. Please silence your cell phones during the meeting.*

1. MEETING CALLED TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MEETING MINUTES OF MARCH 3, 2025
5. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
6. INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO AGENDA ITEMS
7. REPORT FROM DISTRICT CHAIRMAN
8. REPORT FROM CHIEF EXECUTIVE OFFICER
9. REPORT FROM DISTRICT COUNSEL
10. REFERRAL TO WATER BUREAU OF WATER PETITION FOR CHAPEL ROAD IN SOUTH WINDSOR
11. BOARD OF FINANCE - CONSIDERATION AND POTENTIAL ACTION RE: AUTHORIZATION TO EXECUTE PROJECT LOAN AND PROJECT GRANT AGREEMENTS, PROJECT LOAN AND PROJECT GRANT AND PRINCIPAL FORGIVENESS AGREEMENTS, AND INTERIM FUNDING OBLIGATIONS AND PROJECT LOAN OBLIGATIONS IN AN AMOUNT NOT TO EXCEED: (March 31, 2025)
  - A. \$46,290,000 IN ORDER TO FUND VARIOUS 2023 CAPITAL IMPROVEMENT PROGRAM PROJECTS
  - B. \$54,150,000 IN ORDER TO FUND VARIOUS 2024 CAPITAL IMPROVEMENT PROGRAM PROJECTS
  - C. \$17,600,000 IN ORDER TO FUND VARIOUS 2024 CAPITAL IMPROVEMENT PROGRAM – WATER AND INTEGRATED PLAN PROJECTS
  - D. \$1,000,000 IN ORDER TO FUND A 2024 CAPITAL IMPROVEMENT PROGRAM – INTEGRATED PLAN PROJECT
  - E. \$75,600,000 IN ORDER TO FUND VARIOUS 2025 CAPITAL IMPROVEMENT PROGRAM PROJECTS
12. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
13. COMMISSIONER REQUESTS FOR CONSIDERATION OF FUTURE AGENDA ITEMS
14. ADJOURNMENT

**DISTRICT CLERK  
PETITION FOR WATER SERVICE**

From: District Clerk

April 7, 2025

To: District Board

The following petition was received on March 4, 2025:

Doug Gugino and Sue Belanger have requested sewer service for Chapel Road in South Windsor, Connecticut.

It is RECOMMENDED that it be

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

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

February 19, 2025

John S Mirtle Esq.

MDC District Clerk

P.O. Box 800

Hartford, CT 06142-0800



RE: Petition for Watermain Installation

Chapel Road South Windsor from Main Street to Route 5

Dear Attorney Mirtle,

The Town of South Windsor is currently in the process of designing improvements to Chapel Road (between Main Street and Route 5). The project includes road reconstruction and drainage improvements. Since the properties along this section of road are presently using private well water systems, we are requesting that the District Board consider installation of watermain on this section of Chapel Road.

Many of our neighbors' are interested in exploring what the process would be for them to be connected to a water utility. In addition to this there is no fire hydrant in this portion of Chapel Road which could improve fire response efforts in the area.

Please consider this letter a formal petition to MDC to canvas the neighborhood for viability of installing a water main down this section of Chapel Road.

If you need any additional information please don't hesitate to reach out to myself, Doug Gugino at [Doug.Gugino@gmail.com](mailto:Doug.Gugino@gmail.com) or Sue Belanger at [scbel88@gmail.com](mailto:scbel88@gmail.com).

If you have any project specific questions, please reach out to Town Engineer, Jeff Doolittle PE at [Jeffrey.Doolittle@southwindsor-ct.gov](mailto:Jeffrey.Doolittle@southwindsor-ct.gov)

Regards,

Doug Gugino

Sue Belanger

## BOARD OF FINANCE

### RESOLUTION TO AUTHORIZE THE DISTRICT TO EXECUTE AND DELIVER ONE OR MORE PROJECT LOAN AND PROJECT GRANT AGREEMENTS AND ONE OR MORE PROJECT LOAN AND PROJECT GRANT AND PRINCIPAL FORGIVENESS AGREEMENTS AND ANY AND ALL INTERIM FUNDING OBLIGATIONS AND PROJECT LOAN OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$46,290,000 IN ORDER TO FUND VARIOUS 2023 CAPITAL IMPROVEMENT PROGRAM PROJECTS

To: District Board

April 7, 2025

From: Board of Finance

**WHEREAS**, on December 5, 2022, the District Board approved that certain resolution entitled “RESOLUTION APPROPRIATING \$144,573,750 FOR THE DISTRICT’S 2023 CAPITAL IMPROVEMENT PROGRAM AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$144,573,750 TO FINANCE SAID APPROPRIATION” (the “Resolution”) after the recommendation of the Board of Finance; and

**WHEREAS**, the Resolution provides, among other things, an appropriation and bond authorization in the amount of \$46,290,000 for those capital improvement program projects set forth therein as Nos. 26 through 37, inclusive (collectively, the “Projects”), as more particularly attached hereto and incorporated herein; and

**WHEREAS**, the Resolution further provides that “the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations...as the District Board shall determine, in accordance with Connecticut laws and the District’s Charter, following recommendation of the Board of Finance”; and

**WHEREAS**, the Resolution further states that “[t]he aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following a recommendation of the Board of Finance”; and

**WHEREAS**, Section 4-5 of the District’s Charter also requires that “the resolution for the issuance of such bonds, notes or other certificates of debt to be adopted by the district board shall designate such name or title for the issue as seems appropriate, set forth the amount of the issue and the purposes for which its avails are to be used and provide as to the form, interest payment periods, the amount of such bonds, notes or other certificates of debt, the date of issue and maturity, the method of registration, if any, and whether the same shall carry interest coupons or otherwise. Such resolution may also provide for the rate of interest or, upon recommendation of the board of finance of the district, the rate of interest may be fixed by the bidders for such bonds in multiples of one-twentieth of one per cent per annum, but in neither case shall the rate of interest exceed six per cent per annum”; and

**WHEREAS**, the District has submitted and/or plans to submit one or more applications to the State of Connecticut Department of Energy and Environmental Protection (“DEEP”) to determine whether one or more of the Projects will be eligible for funding under the Clean Water Fund Program (as defined in the Resolution); and

**WHEREAS**, in anticipation of DEEP determining that one or more of the Projects will be eligible under the Clean Water Fund Program, the District Board desires to (1) authorize the District to execute and deliver one or more Project Loan and Project Grant Agreements, one or more Project Loan and Project Grant and Principal Forgiveness Agreements, and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$46,290,000 in order to fund any and all of the Projects described in the Resolution, and (2) make such other determinations of the particulars of any and all such Interim Funding Obligations and Project Loan Obligations as described herein.

At a meeting of the Board of Finance held on March 31, 2025, the following resolution was approved:

**RESOLVED:**

Section 1. The Board 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 one or more Project Loan and Project Grant Agreements and one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable (each, an "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$46,290,000 to fund any or all of the Projects described in the Resolution and determined by the DEEP as eligible under the Clean Water Fund.

Section 2. The Interim Funding Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and shall mature within six months of the Scheduled Completion Date, as defined in each 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 each Agreement, and to the extent not paid prior to maturity from District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in each Agreement.

Section 3. The Project Loan Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and 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 in monthly installments, all as provided in each Agreement.

Section 4. The prior actions by the Chairman, or in his absence, the Vice-Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, in furtherance of this resolution are hereby ratified and confirmed in all respects. Capitalized terms used herein and not defined shall have the meanings ascribed to them in each Agreement.

Respectfully Submitted,

  
John S. Mirtle, Esq.  
District Clerk

## BOARD OF FINANCE

### RESOLUTION TO AUTHORIZE THE DISTRICT TO EXECUTE AND DELIVER ONE OR MORE PROJECT LOAN AND PROJECT GRANT AGREEMENTS AND ONE OR MORE PROJECT LOAN AND PROJECT GRANT AND PRINCIPAL FORGIVENESS AGREEMENTS AND ANY AND ALL INTERIM FUNDING OBLIGATIONS AND PROJECT LOAN OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$54,150,000 IN ORDER TO FUND VARIOUS 2024 CAPITAL IMPROVEMENT PROGRAM PROJECTS

To: District Board

April 7, 2025

From: Board of Finance

**WHEREAS**, on December 4, 2023, the District Board approved that certain resolution entitled “RESOLUTION APPROPRIATING \$153,517,000 FOR THE DISTRICT’S 2024 CAPITAL IMPROVEMENT PROGRAM AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$153,517,000 TO FINANCE SAID APPROPRIATION” (the “Resolution”) after the recommendation of the Board of Finance; and

**WHEREAS**, the Resolution provides, among other things, an appropriation and bond authorization in the amount of \$54,150,000 for those capital improvement program projects set forth therein as Nos. 28 through 36 (collectively, the “Projects”), as more particularly attached hereto and incorporated herein; and

**WHEREAS**, the Resolution further provides that “the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations...as the District Board shall determine, in accordance with Connecticut laws and the District’s Charter, following recommendation of the Board of Finance”; and

**WHEREAS**, the Resolution further states that “[t]he aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following a recommendation of the Board of Finance”; and

**WHEREAS**, Section 4-5 of the District’s Charter also requires that “the resolution for the issuance of such bonds, notes or other certificates of debt to be adopted by the district board shall designate such name or title for the issue as seems appropriate, set forth the amount of the issue and the purposes for which its avails are to be used and provide as to the form, interest payment periods, the amount of such bonds, notes or other certificates of debt, the date of issue and maturity, the method of registration, if any, and whether the same shall carry interest coupons or otherwise. Such resolution may also provide for the rate of interest or, upon recommendation of the board of finance of the district, the rate of interest may be fixed by the bidders for such bonds in multiples of one-twentieth of one per cent per annum, but in neither case shall the rate of interest exceed six per cent per annum”; and

**WHEREAS**, the District has submitted and/or plans to submit one or more applications to the State of Connecticut Department of Energy and Environmental Protection (“DEEP”) to determine whether one or more of the Projects will be eligible for funding under the Clean Water Fund Program (as defined in the Resolution); and

**WHEREAS**, in anticipation of DEEP determining that one or more of the Projects will be eligible under the Clean Water Fund Program, the District Board desires to (1) authorize the District to execute and deliver one or more Project Loan and Project Grant Agreements, one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable, and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$54,150,000 in order to fund any and all of the Projects described in the Resolution, and (2) make such other determinations of the particulars of any and all such Interim Funding Obligations and Project Loan Obligations as described herein.

At a meeting of the Board of Finance held on March 31, 2025, the following resolution was approved:

**RESOLVED:**

Section 1. The Board 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 one or more Project Loan and Project Grant Agreements and one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable (each, an "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$54,150,000 to fund any or all of the Projects described in the Resolution and determined by the DEEP as eligible under the Clean Water Fund.

Section 2. The Interim Funding Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and shall mature within six months of the Scheduled Completion Date, as defined in each 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 each Agreement, and to the extent not paid prior to maturity from District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in each Agreement.

Section 3. The Project Loan Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and 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 in monthly installments, all as provided in each Agreement.

Section 4. The prior actions by the Chairman, or in his absence, the Vice-Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, in furtherance of this resolution are hereby ratified and confirmed in all respects. Capitalized terms used herein and not defined shall have the meanings ascribed to them in each Agreement.

Respectfully Submitted,



John S. Mirtle, Esq.  
District Clerk

**BOARD OF FINANCE**

**RESOLUTION TO AUTHORIZE THE DISTRICT TO EXECUTE AND DELIVER ONE OR MORE PROJECT LOAN AND PROJECT GRANT AGREEMENTS AND ONE OR MORE PROJECT LOAN AND PROJECT GRANT AND PRINCIPAL FORGIVENESS AGREEMENTS AND ANY AND ALL INTERIM FUNDING OBLIGATIONS AND PROJECT LOAN OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$17,600,000 IN ORDER TO FUND VARIOUS 2024 CAPITAL IMPROVEMENT PROGRAM – WATER AND INTEGRATED PLAN PROJECTS**

To: District Board

April 7, 2025

From: Board of Finance

**WHEREAS**, on April 1, 2024, the District Board approved that certain resolution entitled “RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF \$44,600,000 FOR THE DISTRICT’S 2024 CAPITAL IMPROVEMENT PROGRAM – WATER AND INTEGRATED PLAN AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$44,600,000 TO FINANCE SAID APPROPRIATION” (the “Resolution”) after the recommendation of the Board of Finance; and

**WHEREAS**, the Resolution provides, among other things, an appropriation and bond authorization in the amount of \$17,600,000, for those capital improvement program - water and integrated plan projects set forth therein as Nos. 4 and 5 (together, the “Projects”), as more particularly attached hereto and incorporated herein; and

**WHEREAS**, the Resolution further provides that “the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations...as the District Board shall determine, in accordance with Connecticut laws and the District’s Charter, following recommendation of the Board of Finance”; and

**WHEREAS**, the Resolution further states that “[t]he aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following a recommendation of the Board of Finance”; and

**WHEREAS**, Section 4-5 of the District’s Charter also requires that “the resolution for the issuance of such bonds, notes or other certificates of debt to be adopted by the district board shall designate such name or title for the issue as seems appropriate, set forth the amount of the issue and the purposes for which its avails are to be used and provide as to the form, interest payment periods, the amount of such bonds, notes or other certificates of debt, the date of issue and maturity, the method of registration, if any, and whether the same shall carry interest coupons or otherwise. Such resolution may also provide for the rate of interest or, upon recommendation of the board of finance of the district, the rate of interest may be fixed by the bidders for such bonds in multiples of one-twentieth of one per cent per annum, but in neither case shall the rate of interest exceed six per cent per annum”; and

**WHEREAS**, the District has submitted and/or plans to submit one or more applications to the State of Connecticut Department of Energy and Environmental Protection (“DEEP”) to determine whether one or more of the Projects will be eligible for funding under the Clean Water Fund Program (as defined in the Resolution); and



**WHEREAS**, in anticipation of DEEP determining that one or more of the Projects will be eligible under the Clean Water Fund Program, the District Board desires to (1) authorize the District to execute and deliver one or more Project Loan and Project Grant Agreements, one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable, and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$17,600,000 in order to fund any and all of the Projects described in the Resolution, and (2) make such other determinations of the particulars of any and all such Interim Funding Obligations and Project Loan Obligations as described herein.

At a meeting of the Board of Finance held on March 31, 2025, the following resolution was approved:

**RESOLVED:**

Section 1. The Board 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 one or more Project Loan and Project Grant Agreements and one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable (each, an "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$17,600,000 to fund any or all of the Projects described in the Resolution and determined by the DEEP as eligible under the Clean Water Fund.

Section 2. The Interim Funding Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and shall mature within six months of the Scheduled Completion Date, as defined in each 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 each Agreement, and to the extent not paid prior to maturity from District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in each Agreement.

Section 3. The Project Loan Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and 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 in monthly installments, all as provided in each Agreement.

Section 4. The prior actions by the Chairman, or in his absence, the Vice-Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, in furtherance of this resolution are hereby ratified and confirmed in all respects. Capitalized terms used herein and not defined shall have the meanings ascribed to them in each Agreement.

Respectfully Submitted,



John S. Mirtle, Esq.  
District Clerk

## BOARD OF FINANCE

### RESOLUTION TO AUTHORIZE THE DISTRICT TO EXECUTE AND DELIVER ONE OR MORE PROJECT LOAN AND PROJECT GRANT AGREEMENTS AND ONE OR MORE PROJECT LOAN AND PROJECT GRANT AND PRINCIPAL FORGIVENESS AGREEMENTS AND ANY AND ALL INTERIM FUNDING OBLIGATIONS AND PROJECT LOAN OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$1,000,000 IN ORDER TO FUND A 2024 CAPITAL IMPROVEMENT PROGRAM – INTEGRATED PLAN PROJECT

To: District Board

April 7, 2025

From: Board of Finance

**WHEREAS**, on September 9, 2024, the District Board approved that certain resolution entitled “RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF \$1,000,000 FOR THE DISTRICT’S 2024 CAPITAL IMPROVEMENT PROGRAM – INTEGRATED PLAN AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$1,000,000 TO FINANCE SAID APPROPRIATION” (the “Resolution”) after the recommendation of the Board of Finance; and

**WHEREAS**, the Resolution provides a supplemental appropriation and bond authorization in the amount of \$1,000,000 for the capital improvement program – integrated plan project set forth therein as No. 1 (the “Project”), as more particularly attached hereto and incorporated herein; and

**WHEREAS**, the Resolution further provides that “the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations...as the District Board shall determine, in accordance with Connecticut laws and the District’s Charter, following recommendation of the Board of Finance”; and

**WHEREAS**, the Resolution further states that “[t]he aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following a recommendation of the Board of Finance”; and

**WHEREAS**, Section 4-5 of the District’s Charter also requires that “the resolution for the issuance of such bonds, notes or other certificates of debt to be adopted by the district board shall designate such name or title for the issue as seems appropriate, set forth the amount of the issue and the purposes for which its avails are to be used and provide as to the form, interest payment periods, the amount of such bonds, notes or other certificates of debt, the date of issue and maturity, the method of registration, if any, and whether the same shall carry interest coupons or otherwise. Such resolution may also provide for the rate of interest or, upon recommendation of the board of finance of the district, the rate of interest may be fixed by the bidders for such bonds in multiples of one-twentieth of one per cent per annum, but in neither case shall the rate of interest exceed six per cent per annum”; and

**WHEREAS**, the District has submitted and/or plans to submit one or more applications to the State of Connecticut Department of Energy and Environmental Protection (“DEEP”) to determine whether the Project will be eligible for funding under the Clean Water Fund Program (as defined in the Resolution); and

**WHEREAS**, in anticipation of DEEP determining that the Project will be eligible under the Clean Water Fund Program, the District Board desires to (1) authorize the District to execute and deliver one or more Project Loan and Project Grant Agreements, one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable, and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$1,000,000 in order to fund the Project described in the Resolution, and (2) make such other determinations of the particulars of any and all such Interim Funding Obligations and Project Loan Obligations as described herein.

At a meeting of the Board of Finance held on March 31, 2025, the following resolution was approved:

**RESOLVED:**

Section 1. The Board 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 one or more Project Loan and Project Grant Agreements and one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable (each, an "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$1,000,000 to fund the Project described in the Resolution and determined by the DEEP as eligible under the Clean Water Fund.

Section 2. The Interim Funding Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and shall mature within six months of the Scheduled Completion Date, as defined in each 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 each Agreement, and to the extent not paid prior to maturity from District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in each Agreement.

Section 3. The Project Loan Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and 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 in monthly installments, all as provided in each Agreement.

Section 4. The prior actions by the Chairman, or in his absence, the Vice-Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, in furtherance of this resolution are hereby ratified and confirmed in all respects. Capitalized terms used herein and not defined shall have the meanings ascribed to them in each Agreement.

Respectfully Submitted,

  
John S. Mirtle, Esq.  
District Clerk

## BOARD OF FINANCE

### RESOLUTION TO AUTHORIZE THE DISTRICT TO EXECUTE AND DELIVER ONE OR MORE PROJECT LOAN AND PROJECT GRANT AGREEMENTS AND ONE OR MORE PROJECT LOAN AND PROJECT GRANT AND PRINCIPAL FORGIVENESS AGREEMENTS AND ANY AND ALL INTERIM FUNDING OBLIGATIONS AND PROJECT LOAN OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$75,600,000 IN ORDER TO FUND VARIOUS 2025 CAPITAL IMPROVEMENT PROGRAM PROJECTS

To: District Board

April 7, 2025

From: Board of Finance

**WHEREAS**, on December 9, 2024, the District Board approved that certain resolution entitled “RESOLUTION APPROPRIATING \$192,990,000 FOR THE DISTRICT’S 2025 CAPITAL IMPROVEMENT PROGRAM AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$192,990,000 TO FINANCE SAID APPROPRIATION” (the “Resolution”) after the recommendation of the Board of Finance; and

**WHEREAS**, the Resolution provides, among other things, an appropriation and bond authorization in the amount of \$75,600,000 for those capital improvement program projects set forth therein as Nos. 28 through 37, inclusive (collectively, the “Projects”), as more particularly attached hereto and incorporated herein; and

**WHEREAS**, the Resolution further provides that “the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations...as the District Board shall determine, in accordance with Connecticut laws and the District’s Charter, following recommendation of the Board of Finance”; and

**WHEREAS**, the Resolution further states that “[t]he aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following a recommendation of the Board of Finance”; and

**WHEREAS**, Section 4-5 of the District’s Charter also requires that “the resolution for the issuance of such bonds, notes or other certificates of debt to be adopted by the district board shall designate such name or title for the issue as seems appropriate, set forth the amount of the issue and the purposes for which its avails are to be used and provide as to the form, interest payment periods, the amount of such bonds, notes or other certificates of debt, the date of issue and maturity, the method of registration, if any, and whether the same shall carry interest coupons or otherwise. Such resolution may also provide for the rate of interest or, upon recommendation of the board of finance of the district, the rate of interest may be fixed by the bidders for such bonds in multiples of one-twentieth of one per cent per annum, but in neither case shall the rate of interest exceed six per cent per annum”; and

**WHEREAS**, the District has submitted and/or plans to submit one or more applications to the State of Connecticut Department of Energy and Environmental Protection (“DEEP”) to determine whether one or more of the Projects will be eligible for funding under the Clean Water Fund Program (as defined in the Resolution); and

**WHEREAS**, in anticipation of DEEP determining that one or more of the Projects will be eligible under the Clean Water Fund Program, the District Board desires to (1) authorize the District to execute and deliver one or more Project Loan and Project Grant Agreements, one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable, and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$75,600,000 in order to fund any and all of the Projects described in the Resolution, and (2) make such other determinations of the particulars of any and all such Interim Funding Obligations and Project Loan Obligations as described herein.

At a meeting of the Board of Finance held on March 31, 2025, the following resolution was approved:

**RESOLVED:**

Section 1. The Board 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 one or more Project Loan and Project Grant Agreements and one or more Project Loan and Project Grant and Principal Forgiveness Agreements, as applicable (each, an "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations in an aggregate amount not to exceed \$75,600,000 to fund any or all of the Projects described in the Resolution and determined by the DEEP as eligible under the Clean Water Fund.

Section 2. The Interim Funding Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and shall mature within six months of the Scheduled Completion Date, as defined in each 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 each Agreement, and to the extent not paid prior to maturity from District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in each Agreement.

Section 3. The Project Loan Obligations shall be identified in a manner consistent with the Resolution and the applications submitted to DEEP, dated as of their date of issue, incorporate the amount of issue and the specific Project(s) to be funded, and 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 in monthly installments, all as provided in each Agreement.

Section 4. The prior actions by the Chairman, or in his absence, the Vice-Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, in furtherance of this resolution are hereby ratified and confirmed in all respects. Capitalized terms used herein and not defined shall have the meanings ascribed to them in each Agreement.

Respectfully Submitted,



John S. Mirtle, Esq.  
District Clerk

**THE METROPOLITAN DISTRICT COMMISSION  
DISTRICT BOARD**

555 Main Street  
Hartford, Connecticut 06103  
Monday, March 3, 2025

**PRESENT:** Commissioners Andrew Adil, John Avedisian, John Bazzano, Richard Bush, William A. DiBella, David Drake, John Gale, Peter Gardow, Joan Gentile, James Healy, Allen Hoffman, Jean Holloway, Diane Lewis, Jacqueline Mandyck, Dominic Pane, Pasquale J. Salemi, Alvin Taylor, Chris Tierinni, Calixto Torres, James Woulfe and District Chairman Donald Currey (21)

**REMOTE ATTENDANCE:** Commissioners Kyle Anderson, Dimple Desai, Christian Hoheb, Gary Johnson, Byron Lester, Maureen Magnan, and David Steuber (7)

**ABSENT:** Commissioner C. Avery Buell, Mary LaChance, Michael Maniscalco, Bhupen Patel and New Britain Special Representative Michael Carrier (5)

**ALSO PRESENT:** Citizen Member Edwin Vargas  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk  
Christopher Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
Jamie Harlow, Director of Human Resources  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Systems  
Tom Tyler, Director of Facilities  
Craig Scott, Manager of EH&S  
Patrick Hogan, Business Systems Analyst  
Carrie Blardo, Assistant to the Chief Executive Officer  
Julie Price, Executive Assistant  
Amanda Litvak, Professional Level Trainee (Remote Attendance)  
Matt McAuliffe, IT Consultant (Remote Attendance)  
Elizabeth Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

The meeting was called to order by Chairman Currey at 5:35 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman Currey that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

*On motion made by Commissioner Pane and duly seconded, the meeting minutes of February 3, 2025 were approved.*

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO AGENDA ITEMS**

ICA Tavelli had no comments or questions.

**REPORT FROM DISTRICT CHAIRMAN**

Chairman Currey asked Commissioners to fill out the form for their updated headshots.

**REPORT FROM CHIEF EXECUTIVE OFFICER**

Chief Executive Officer Scott Jellison reminded the Commissioners that auto-forwarding of Commissioner emails will end March 13<sup>th</sup>. He also thanked Commissioner Avedisian for attending the Connecticut Special Olympics on behalf of the MDC. Lastly, he updated the Board that, following the results of the employee climate survey, he has met with small groups of employees including the four least satisfied groups based on the survey. He is doing so to understand more from their perspective what their concerns are.

**REPORT FROM DISTRICT COUNSEL**

No report was given.

**CUSTOMER ONLINE BILL PAY UPGRADES**

Chief Administrative Officer Kelly Shane and Business Systems Analyst Pat Hogan presented to the Board on upgrades being implemented to customer online bill pay options which will be rolled out this year, including upgrades to the online payment portal, a MDC phone payment application, and pay-by-text option.

**MDC SAFETY DEPARTMENT**

Craig Scott, Manager of Environmental, Health & Safety, reported on OSHA recordable injuries and lost time trends.

**COMMITTEE ON MDC GOVERNMENT  
PROPOSED HOUSE BILL No. 5840**

To: District Board

March 3, 2025

From: Committee on MDC Government

At a meeting of the Committee on MDC Government held on February 11, 2025 it was:

**Voted:** That House Bill No. 5840 is moved to the full body without a position.

Respectfully submitted,



John S. Mirtle  
District Clerk

***Commissioner Bazzano made a motion to receive the report from the Committee on MDC Government. The motion was duly seconded.***

***Commissioner Torres made a motion to amend that “the report be accepted but that member towns be notified that there is no opposition from the Commission for this bill, as currently written, to move forward.”***



***The amendment was duly seconded and the amendment passed unanimously by those present. The original motion, with amendment, was passed unanimously by those present.***

**BUREAU OF PUBLIC WORKS  
PIERSON LANE, WINDSOR – FINAL ASSESSMENT**

To: District Board

March 3, 2025

From: Bureau of Public Works

On February 17, 2016, the District Board of The Metropolitan District Commission passed a layout and schedule of assessment for construction of a sanitary sewer in a portion of Pierson Lane, Windsor, CT. Construction of sanitary sewers and appurtenances in all or portions of PIERSON LANE, WINDSOR, have been completed and house connections authorized. In accordance with Bureau of Public Works policy, the assessments will be billed on or about April 1, 2025.

On November 6, 2024, the District Board of The Metropolitan District voted to defer the assessment of 109 Pierson Lane until such time as the property connects to the District’s sewer.

At a meeting of the Bureau of Public Works held on March 3, 2025, it was:

**Voted:** That the assessments for the construction of sanitary sewers and appurtenances in a portion of PIERSON LANE, Windsor are declared due and payable to the Assessable Sewer Fund; to direct the District Clerk to publish same on a date to be fixed in a conference with the Treasurer; and to direct the District Clerk to file liens to secure any and all assessments or parts thereof which remain unpaid within the time limit set by law.

**FINAL DIRECT ASSESSMENTS**

<u>Property now or Formerly of</u>	<u>Number</u>	<u>Inlets</u>	<u>Frontage</u>	<u>(Adjusted)</u>	<u>Dwelling Units</u>	<u>Acreage</u>	<u>Assessment</u>
<u>PIERSON LANE – NORTH</u>							
Windsor Business Bays LLC	77	2	150.00		1	.92	\$19,823.40
Lindave Associates	97	1	244.75	(290.00)	0	1.74	\$31,150.80
Vintage Radio & Communications Museum	115	1	190.00		0	1.97	\$27,712.90
<u>PIERSON LANE – SOUTH</u>							
Richard Havunen	88	1	404.00	(250.00)	0	1.51	\$27,112.70

**Total Direct Assessments                    \$165,018.90**

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

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

**SETTLEMENT OF PENDING CLAIM**

To: District Board

March 3, 2025

**RESOLVED**, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle the pending claim of Hector Diaz, claim #FOD3400, for the total sum of \$9,000.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release and the formal withdrawal of said action.

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Gale and duly seconded, the resolution was adopted by unanimous vote of those present.***

**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

Judy Allen, of West Hartford, stated that she appreciated Kelly Shane’s enthusiasm on agenda item #10 “Customer Online Bill Pay Upgrades.” She also appreciated CEO Jellison’s quick response to the results of the Amazing Workplace Climate Study.

**COMMISSIONER REQUESTS FOR CONSIDERATION OF FUTURE  
AGENDA ITEMS**

No request for future agenda items were heard.

Commissioner DiBella raised a question of personal privilege stating that he recently received a document that was signed by him related to the previous investigation into legal bills and he believes other Commissioners received the document as well. He stated that it was a document prepared in response to the investigation that was underway 2 years ago but he never released it publicly. The document somehow found its way to others. He did not mail the letter.

**ADJOURNMENT**

The meeting was adjourned at 7:12 PM

ATTEST:

John S. Mirtle, Esq.  
District Clerk

\_\_\_\_\_  
Date of Approval

\*\*Video of the full March 3, 2025 District Board meeting is available at  
<https://www.youtube.com/@MetropolitanDistrictCommission> \*\*