

**WATER BUREAU  
REGULAR MEETING**  
555 Main Street, Hartford  
Monday, March 31, 2025

**Present:** Commissioners Andrew Adil, John Gale, Peter Gardow, Georgiana Holloway, Jackie Mandyck, Pasquale J. Salemi, Alvin Taylor, Chris Tierinni and District Chairman Donald M. Currey (9)

**Remote**

**Attendance:** (0)

**Absent:** Commissioners Kyle Anderson, C. Avery Buell, Dimple Desai and New Britain Representative Michael Carrier (4)

**Also**

**Present:** Commissioner William DiBella  
Commissioner Allen Hoffman  
Commissioner Bhupen Patel  
Commissioner John Avedisian (Remote Attendance)  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk (Remote Attendance)  
Chris Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
Susan Negrelli, Director of Engineering  
David Rutty, Director of Operations  
Robert Schwarm, Director of Information Systems (Remote Attendance)  
Thomas Tyler, Director of Facilities  
Michael Curley, Manager of Technical Services  
David Banker, Assistant Manager of Technical Services  
Diana Phay, Manager of Treasury (Remote Attendance)  
Biviana Casanova, Project Control Manager  
Lindsay Williams, Accounting Administrator (Remote Attendance)  
Carrie Blardo, Assistant to the Chief Executive Officer  
Julie Price, Executive Assistant  
Amanda Litvak, IT Professional Level Associate (Remote Attendance)  
Matt McAuliffe, IT Consultant (Remote Attendance)  
Elizabeth Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

The meeting was called to order by Chairman Adil at 4:03 PM

**PUBLIC COMMENT RELATIVE TO AGENDA ITEMS**

Judy Allen, of West Hartford, asked if the ordinance change in Agenda Item #6 “Charges on Fire Services in Non-Member Towns” applies to all non-member town existing accounts or just new customers.

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

ICA Elizabeth Tavelli stated that in Agenda Item #6 “Charges on Fire Services in Non-Member Towns” it says “dedicated fire service” but that term is not defined in the ordinances. She was curious as to what properties may have differentiated lines and if there is any reason as to why they’re excluded from the reduction in the surcharge.

**APPROVAL OF MEETING MINUTES**

*On motion made by Commissioner Gardow and duly seconded, the meeting minutes of January 27, 2025 were approved.*

**ENCROACHMENT AGREEMENT – CONCOURSE PARK 309 REDEVELOPMENT  
285 & 291 FORBES STREET; 936, 942, 944 & 960 SILVER LANE**

To: Water Bureau for consideration March 31, 2025

In a letter dated March 19, 2025, Paul Rodrigues of Solli Engineering, LLC., on behalf of Jasko Development Zelman 1 LLC, Jasko Zelman 1 LLC and JZ Otto LLC (collectively “Jasko”) and the Town of East Hartford, (“Town”) the future and current owners respectively of 285 & 291 Forbes Street, 936, 942, 944 & 960 Silver Lane in East Hartford (the “Property”), has requested permission from The Metropolitan District (“MDC” or “District”) to encroach on the MDC’s existing Northeast Transmission Main East Hartford Line thirty-foot-wide (30’) easement or right-of way, containing an existing concrete 30-inch treated water transmission main, situated on the Property (the “ROW”) for the purpose of constructing and installing site improvements for and in connection with a proposed residential development project, as shown on the attached map (the “Map”).

The Town has entered into a Purchase and Sale Agreement for the Property with Jasko and anticipates that a closing will occur in April. The Town has given Jasko permission to submit this encroachment permit application for the following described work for such construction and installation of these site improvements that Jasko will undertake on the Property after such closing.

The proposed scope of work entails: (i) installing a temporary 14’ wide x 45’ long modular steel bridge on timber matting including all appurtenances in up to three (3) locations along the ROW ahead of proposed site demolition and subsequent permanent site improvements,

including removing existing pavement and curbing; existing gas lines, drainage piping and structures (ii) regrading up to 24,850 sf of easement area, earth excavation up to 2.2 feet deep and filling up to 4.3 feet in depth, (iii) installing new utilities across the ROW including a new 8-inch water main 4" and 6" fire services, new sanitary laterals (1) 4" force main and (1) 8" PVC lateral, one (1) 4-inch gas line, (16)-2" service conduits, (8)- 4" electric and telecommunication conduits in up to six (6) locations, and new stormwater lines,(3) 8" C900, (1) 18" RCP and (1) 24" RCP sizes, and (iv) installing surface restoration consisting of new bituminous pavement, concrete walkways, curbing and traffic islands, and landscaping including shrubs and grass as well as incidental activities such as resetting existing manhole frame and covers, within the ROW as shown on the Map (collectively, the "Improvements").

The proposed lines will be installed above the MDC's existing thirty-inch (30") transmission main and its appurtenances situated within the ROW (collectively, the "Main") with a minimum of one foot (1') of vertical clearance between the Main and such lines, and proposed grades will not impede access to the Main. Eversource will require a twenty-foot wide (20') and forty-foot wide ( $\pm 40'$ ) easement which will overlap perpendicular with the ROW (collectively these "Eversource Easements"). Connecticut Natural Gas ("CNG") will also require a ten-foot wide (10') easement which will overlap perpendicular with the ROW (the "CNG Easement" and Eversource Easements are collectively the "Utility Easements"). The Main was built in 1973 and the ROW was acquired by the MDC and filed on the East Hartford land records in Volume 493, at Page 36.

MDC staff has concluded that the Improvements will not be a detriment to the District's transmission main as a result.

Jasko has agreed to the following conditions in order to satisfy the District's concerns for protection of the transmission main and to maintain accessibility along the length of the 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 transmission main. All heavy construction equipment 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 transmission main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the transmission main caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Jasko for or in connection with the Improvements within this ROW shall be the responsibility of Jasko.
2. No additional permanent improvements, other than the proposed Improvements, shall be located within this ROW.
3. The District shall not be held liable for any damage caused to any structure listed above, located within or adjacent to the ROW in the event of an emergency transmission main repair. The District will make every effort feasible to minimize damage to these structures; however, the cost of repairs to such structures shall be the responsibility of Jasko or the property owner at the time.

4. The District reserves the right to remove Improvements within this ROW at any time if so required for maintenance, repair or replacement of the transmission main or any part thereof. Jasko or the property owner at the time shall bear any additional maintenance, repair or replacement costs necessitated by the presence of Improvements within this ROW, including any such costs incurred by the District.
5. An MDC inspector must be on the job site whenever work is being performed within the ROW, and Jasko 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 forty-eight (48) hours advance notice must be given to the District prior to commencing any such activities within the ROW.
6. Jasko shall at all times indemnify, defend and save harmless the District, any municipality included therein, and the State of Connecticut and shall maintain the District's standard form of requisite 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.
7. Jasko shall be responsible for obtaining any and all federal, state, or local approvals necessary for installing the Improvements, including but not limited to the removal and construction of the same.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Jasko and MDC, following the completion of the sale of the Property to Jasko, whereby Jasko becomes the fee owner of the Property, and consistent with current practice involving similar requests, and filed on the Town of East Hartford land records.

It is **RECOMMENDED** that it be:

**VOTED:** That the Water Bureau recommends to the District Board passage of the following resolution:

**RESOLVED:** That after sale of the Property by the Town of East Hartford to Jasko ~~Development-Zelman 1~~ LLC, the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to Jasko ~~Development Zelman 1~~ LLC to encroach upon both MDC existing thirty-foot-wide (30') Main ROW situated on the Property in order to: (i) perform the work for the Improvements in connection with the planned redevelopment of the Property as shown on plans submitted by Solli Engineering, LLC, entitled, "Existing 30" Water Main Profile, Sheet 1 of 2 and Sheet 2 of 2, Concourse Park 309 Silver Lane East Hartford, Connecticut, 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) Jasko 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 Jasko, and recorded on the East Hartford Land Records. In the event that such full execution and recording does not occur within four (4) 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 S. Mirtle  
District Clerk

***Commissioner Gale made a motion to amend the resolution to replace “Jasko Development LLC” with “Jasko Zelman 1 LLC”. The amendment is shown in redline above. The motion to amend was duly seconded and passed by unanimous vote of those present.***

***Commissioner Gale made motion to approve the resolution, as amended in redline above, the motion was duly seconded, resolution approved by unanimous vote of those present.***

### **REVISIONS OF WATER SUPPLY ORDINANCE RE: CHARGES ON FIRE SERVICES IN NON-MEMBER TOWNS**

No action taken. The Committee requested additional financial information be brought back to the Water Bureau at their next meeting regarding impact of the proposed ordinance revision.

### **SOUTH WINDSOR CUSTOMERS NEAR SULLIVAN AVENUE & HERITAGE DRIVE**

David Banker, Assistant Manager of Technical Services, updated the Water Bureau on new customers in South Windsor that were previously served by Connecticut Water that will become MDC customers.

### **LAKE MCDONOUGH RECREATION**

Chief Executive Officer Scott Jellison updated the Committee that there has only be one applicant for summer lifeguards.

**SUMMARY OF WATER MAIN BREAKS**

Chris Levesque, Chief Operating Officer, updated the Committee that there were 42 water main breaks in February, higher than average due to the cold weather, but the total has leveled off in March.

**YEAR-TO-DATE WATER REVENUE**

Chief Administrative Officer Kelly Shane provided an update on the 2025 year-to-date water revenue through February.

**OPPORTUNITY FOR GENERAL PUBLIC COMMENT**

No one from the public appeared to be heard.

**COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS**

Commissioner Gardow stated that there is an upcoming 2025 Connecticut River Environmental Summit and asked if the MDC was invited to participate.

**ADJOURNMENT**

The meeting was adjourned at 5:28 PM

ATTEST:

John S. Mirtle  
District Clerk

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

\*\*Video of the full March 31, 2025 Water Bureau meeting is available at <https://www.youtube.com/@MetropolitanDistrictCommission> \*\*