THE METROPOLITAN DISTRICT BOARD
BOARD ROOM, DISTRICT HEADQUARTERS
555 MAIN STREET, HARTFORD
MONDAY, DECEMBER 2, 2019

ITEM NO.	TITLE
1.	**MEETING CALLED TO ORDER:**
2.	**ROLL CALL**
3.	**PLEDGE OF ALLEGIANCE**
4.	**APPROVAL OF MINUTES -** MEETING OF NOVEMBER 6, 2019
5.	**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**
6.	**REPORT FROM DISTRICT CHAIRMAN**
7.	**REPORT FROM CHIEF EXECUTIVE OFFICER**
8.	**REPORT FROM DISTRICT COUNSEL**
9.	**WATER BUREAU - CONSIDERATION AND POTENTIAL ACTION RE:** A. **2020 WATER RATES** (November 18, 2019) B. **WATER ASSESSMENT RATES AND MISCELLANEOUS CHARGES** (November 18, 2019) C. **WATER SERVICE INSTALLATION PROGRAM** (November 18, 2019) D. **ENCROACHMENT - AVON VILLAGE CENTER PHASE 2** (November 18, 2019)
10.	**PERSONNEL, PENSION AND INSURANCE COMMITTEE – CONSIDERATION AND POTENTIAL ACTION RE:** A. **PENSION DISCOUNT RATE** (November 18, 2019) B. **PENSION ASSET ALLOCATION** (November 18, 2019) C. **PENSION VALUATION DATE** (November 18, 2019)
11.	**BOARD OF FINANCE - CONSIDERATION AND POTENTIAL ACTION RE:** A. **2019 OPERATING BUDGET TRANSFER** (November 26, 2019) B. **FISCAL YEAR 2020 - CAPITAL IMPROVEMENT PROJECTS** (November 18, 2019) C. **FISCAL YEAR 2020 - BUDGET EXPENDITURES** (November 26, 2019) D. **FISCAL YEAR 2020 - BUDGET REVENUES** (November 26, 2019) E. **FISCAL YEAR 2020 - HYDROELECTRIC EXPENDITURES AND REVENUES** (November 26, 2019) F. **FISCAL YEAR 2020 - SUPPLEMENTAL RESOLUTION AND DECLARATION OF OFFICIAL INTENT** (November 26, 2019) G. **FISCAL YEAR 2020 - REVISIONS TO DISTRICT SEWER USER CHARGE RATES AND OTHER RELATED CHARGES** (November 26, 2019) H. **FISCAL YEAR 2020 - TAX ON MEMBER MUNICIPALITIES** (November 26, 2019)

12.	**COMMITTEE ON MDC GOVERNMENT – CONSIDERATION AND POTENTIAL ACTION RE: ORDINANCE REVISIONS** (December 2, 2019)
13.	**BUREAU OF PUBLIC WORKS- CONSIDERATION AND POTENTIAL ACTION RE: SEWER LATERAL INSTALLATION PROGRAM** (November 25, 2019)
14.	**OTHER BUSINESS**
15.	**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**
16.	**COMMISSIONER QUESTIONS & COMMENTS**
17.	**ADJOURNMENT**

WATER BUREAU
REVISIONS TO DISTRICT WATER RATES

To: District Board December 2, 2019

From: Water Bureau

The 2020 budget in support of Water Operations calls for the water use rate to increase to $4.01 per hundred cubic feet (CCF). The changes will become effective January 1, 2020.

A discussion of several rates that comprise the proposed schedule for 2020 and the recommendations pertaining to each follows:

Water Used Charge – Treated Water

Staff recommends that the rate charged for the use of treated water based on actual metered consumption increase from $3.50 per CCF to $4.01 per CCF.

CURRENT RATE	PROPOSED RATE
~~$3.50/100 Cu. ft.~~	$4.01/100 Cu ft.

Staff also recommends approval of the mandated State of Connecticut Department of Public Health primacy fee of $0.15 per month charged to each customer be identified as a separate line item on customer bills.

Customer Service Charge

Revenues from this customer service charge are intended to support a portion of the fixed operating, maintenance and debt costs associated with water operations. There are no proposed changes to the Customer Service Charge for 2020. The customer service charges in the residential category (5/8", 3/4", and 1" meters) will remain at $44.94 per quarter. The customer service charges for the 6" will remain at $1,458.21 per quarter. The customer service charges for the 1 1/2", 2", 3", 4", 8", 10" and 12" meters will remain at $145.80, $233.40, $437.67, $730.65, $2,313.48, $5,333.31, $5,689.14 per quarter respectively.

Surcharge Outside The Metropolitan District

A fixed "surcharge" rate is added to all accounts for service outside the boundaries of the District. The surcharge is based on the size of the meter that serves each delivery point. Revenues from this charge are for the reimbursement of assets deployed. The surcharge rates have been set at the same rates as the Customer Service Charges. There are no proposed changes to the surcharge for 2020. The

surcharge rates in the residential category (5/8", 3/4", and 1" meters) will remain at $44.94 per quarter. The customer service charges for the 6" will remain at $1,458.21 per quarter. The customer service charges for the 1 1/2", 2", 3", 4", 8", 10" and 12" meters will remain at $145.80, $233.40, $437.67, $730.65, $2,313.48, $5,333.31, $5,689.14 per quarter respectively.

Water Used Charge – Untreated Water

The District provides untreated water to other agencies and water companies for a fixed rate based on actual consumption. The current rate for this untreated or "raw" water is $1.50 per hundred cubic feet of consumption. It is recommended that the charge for untreated water remain at the rate of $1.50 per hundred cubic feet.

Surcharge Outside the Metropolitan District for Capital Improvements

A surcharge is added to the water rate to recover the cost of major capital improvements and/or upgrades such as water main extensions, pump stations, etc. in non-member towns. The surcharge is calculated based on the percentage of hydraulic capacity of each meter size in each non-member town.

Private Fire Protection Charge

Rates for private fire protection are charged to all fire service accounts, including combination services, based on the size of the service connection. Staff recommends monthly service charges for the 1", 2", 3", 4", 6", 8", 10" and 12" & Larger meters rates increase to $5.00, $22.85, $29.74, $44.64, $74.80, $240.00, $375.00, $540.00 respectively.

Conclusion

Staff believes that the foregoing rate change recommendations are justified, reflect the sound financial administration that has earned the District support among credit rating agencies and financial advisors, and are consistent with the policy direction of the Commission.

At a meeting of the Water Bureau held on November 18, 2019, it was:

It is **RECOMMENDED** that it be

Voted: That the Water Bureau, acting under Section 5-4 of the District Charter, establishes revised water rates effective with the meter readings rendered on and after January 1, 2020, as set forth in the following "REVISIONS TO WATER SUPPLY ORDINANCES."

Further Voted: That the following rates shall be charged to all customers and appear as a separate line item on customer bills:

1. State of Connecticut Department of Public Health primacy fee of $0.15 per month

Further Voted: That following the public hearing held on November 13, 2019, as required by Special Act 01-3, as adopted by the General Assembly of the State of Connecticut, and Section 2-14 of the Charter of The Metropolitan District, the Water Bureau recommends to the District Board, through the Committee on MDC Government, approval of the following "REVISIONS TO WATER SUPPLY ORDINANCES" by the enactment of said proposed ordinances. (Additions are indicated in red and deletions are crossed out).

REVISIONS TO WATER SUPPLY ORDINANCES

W-1 WATER RATES

SEC. W1a WATER USED CHARGE (TREATED WATER)

The WATER USED CHARGE is the quantity of water used as read at the meter, as follows:

BILLS RENDERED	RATE
MONTHLY	~~$3.50~~ $4.01 per 100 Cubic Feet

SEC. W1b CUSTOMER SERVICE CHARGE

The CUSTOMER SERVICE CHARGE is a service charge applicable to all metered services and services to be metered. The charge shall be determined from the size of each meter installed or to be installed on the premises, as follows:

SIZE OF METER	MONTHLY BILLING
5/8"	$14.98
¾"	$14.98
1"	$14.98
1 ½"	$48.60
2"	$77.80
3"	$145.89
4"	$243.55
6"	$486.07
8"	$771.16
10"	$1,777.77
12"	$1,896.38

SEC. W1c SURCHARGE OUTSIDE THE METROPOLITAN DISTRICT

In towns outside the limits of The Metropolitan District, in addition to charges under SEC. W1a and W1b, there shall be a surcharge determined from the size of the meter installed on the premises, as follows:

SIZE OF METER	MONTHLY BILLING
5/8"	$14.98
¾"	$14.98
1"	$14.98
1 ½"	$48.60
2"	$77.80
3"	$145.89
4"	$243.55
6"	$486.07
8"	$771.16
10"	$1,777.77
12"	$1,896.38

SEC. W1f SURCHARGE OUTSIDE THE METROPOLITAN DISTRICT FOR CAPITAL IMPROVEMENTS

In towns outside the limits of The Metropolitan District for which capital improvements or layout and assessment projects are constructed, in addition to charges under SEC. W1a, W1b and W1c, there shall be a surcharge on the water rates determined from the size of the meter installed on the premises, as follows:

Farmington

SIZE OF METER	MONTHLY BILLING	MONTHLY BILLING
5/8"	~~$0.74~~	$1.27
1"	~~$2.60~~	$2.54
1 ½"	~~$12.40~~	$5.09
2"	~~$28.26~~	$9.54
3"	~~$41.96~~	$222.54
4"	~~$119.93~~	$381.50
6"	~~$43.32~~	$508.67
8"	~~$4,854.28~~	$1,271.68

Glastonbury

SIZE OF METER	MONTHLY BILLING	MONTHLY BILLING
5/8"	~~$3.58~~	$2.16
¾"	~~$4.96~~	$3.24
1"	~~$9.59~~	$4.32
1 ½"	~~$28.76~~	$8.63
2"	~~$49.83~~	$16.19
3"	~~$131.23~~	$377.69
4"	~~$128.08~~	$647.48

South Windsor

SIZE OF METER	MONTHLY BILLING	MONTHLY BILLING
5/8"	~~$.57~~	$.40
¾"	~~$.70~~	$.60
1"	~~$1.73~~	$.80
1 ½"	~~$2.22~~	$1.60
2"	~~$7.62~~	$3.01
3"	~~$87.23~~	$70.18
4"	~~$29.01~~	$120.30
6"	~~$25.10~~	$160.41

Manchester

SIZE OF METER	MONTHLY BILLING
5/8"	$2.43
1"	$7.29
3"	$425.28
6"	$972.07

SEC. W6f CHARGES FOR PRIVATE FIRE PROTECTION SERVICE

Charges for metered or unmetered connections to water mains supplying water for fire protection including combination services, shall be in accord with the following table:

SIZE OF CONNECTION	MONTHLY CHARGE	MONTHLY CHARGE
1"	**N/A**	**$5.00**
2"	**~~$19.85~~**	**$22.85**
3"	**~~$25.82~~**	**$29.74**
4"	**~~$38.77~~**	**$44.64**
6"	**~~$65.02~~**	**$74.80**
8"	**$240.00**	**$240.00**
10"	**$375.00**	**$375.00**
12**" & Larger**	**$540.00**	**$540.00**

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

WATER BUREAU
REVISIONS TO WATER ASSESSMENT RATES AND
MISCELLANEOUS WATER CHARGES

To: District Board

December 2, 2019

From: Water Bureau

In support of the annual water operating budget, staff is submitting these rates in conjunction with the revisions to the proposed Fiscal Year 2020 water rates and other peripheral charges associated with the delivery and sale of water as part of the annual budget adoption process.

Staff has reviewed these rates in light of the costs associated with them on a 'typical' model basis and makes the following recommendations:

At a meeting of the Water Bureau held on November 18, 2019, it was:

Voted: That the Water Bureau hereby adopts the following schedule of fees effective January 1, 2020:

Water Assessment Rates and Miscellaneous Water Charges

	Current	Proposed
Main Pipe Assessment	$95.00/ft	$95.00/ft
Service Pipe Taps		
Domestic (includes spacer and meter costs):		
1" Service Tap with 5/8" Meter	$670.00	**$690.00**
1" Service Tap with 3/4" Meter	$675.00	**$730.00**
1-1/2" Service Tap with 1" Meter	$800.00	**$935.00**
2" Service Tap with 1-1/2" Meter	$1,400.00	$1,400.00
4" Service Tap with 2" Meter	$1,450.00	$1,450.00
4" Service Tap with 3" Meter	$1,580.00	$1,580.00
6" Service Tap with 4" Meter	$1,780.00	$1,780.00
8" Service Tap with 6" Meter	$2,400.00	$2,400.00
10" Service Tap with 8" Meter	$3,370.00	$3,370.00
Fire Service		
2" Fire Service Tap	$650.00	**$750.00**
4", 6", 8" Fire Service Tap	$550.00	$550.00

Hydrants	Current	Proposed
Installed after the main	$10,800.00	**$11,500.00**
Hydrant Maintenance	$125.00	**$135.00**
Hydrant Relocation	$15,000.00 deposit +/- actual cost + overhead	$15,000.00 deposit +/- actual cost + overhead
Fire Flow Testing	$400.00	$400.00

Special Meter Charges and Deposits:

Hydrant Meters

Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	$1,000.00	$1,000.00
Hydrant Meter Deposit	$1,500.00	$1,500.00

Installation, Repair or Replacement of Company Meters

5/8" meter	$225.00	**$250.00**
3/4" meter	$260.00	$260.00
1" meter	$300.00	$300.00
1-1/2" meter	$1,000.00	$1,000.00
2" meter	$1,300.00	$1,300.00
3" meter	$1,425.00	**$1,430.00**
4" meter	$1,700.00	$1,700.00
6" meter	$2,700.00	$2,700.00
8" meter	$4,100.00	$4,100.00
Radio transmitter unit	$200.00	$200.00

Spacer Charges

5/8", 3/4"	$160.00	$160.00
1"	$165.00	$165.00
1-1/2"	$225.00	$225.00
2" & larger	$250.00	$250.00

	Current	Proposed
3rd Party Damage to District Infrastructure Repair or Replacement *(e.g. public hydrants)*	actual cost + overhead	actual cost[1] + overhead
Lien Release Fee per lien *(includes delinquent account review)*	$90.00	$90.00
~~**Condo Assoc. Lien Release Fee per lien** *(includes delinquent account review)*~~	~~$26.00~~	**N/A**
Customer Check Returned for Insufficient Funds	$60.00	$60.00
Water Turn-on after Shut-off for Non-Payment	$125.00	$125.00
Water Turn-on after Shut-off for Non-Payment (subsequent event in same year)	$225.00	$225.00
Customer Private Property Service Call* *e.g. lack of water pressure, leak investigation, customer requested water service off/on, etc.* **First customer service call is free of charge. The $125 fee will be charged for subsequent calls within a rolling 12 month time period.*	N/A	**$125.00**
Inspection Service Calls – After Normal Work Hours and Scheduled Overtime/Emergency Inspections *After Normal Work Hours are Monday to Friday 4pm to 8am or holidays/weekends.*	$325.00	$325.00
Cross Connection Inspection Fee per building *Required by CT Dept. of Public Health. Per DPH regulation, this inspection is required either annually or every five years. The fee will be billed monthly in advance in the amount of either $2.50 per month (5 year inspection required) or $12.50 per month (annual inspection required).*	$150.00	$150.00
Backflow Device Testing per device *Required by CT Dept. of Public Health but customer may hire private contractor to perform test*	$90.00	$90.00
Failure to Properly Test/Maintain Backflow Device or Allow	N/A	**$225.00**

[1] The charge will be the District's cost of material, labor and equipment used, plus overhead at prevailing rates. In circumstances where this procedure for charging a customer would significantly delay the final billing, the District will use an appropriate estimate of its cost.

Access for Cross Connection Inspection Resulting in CT DPH Violation Within Previous Calendar Year or Failure to Install Blackflow Device within 30 Days following Cross Connection Notice of Violation

	Current	Proposed
Administrative Review for Water Services *Includes but not limited to the following individual services; availability and capacity analysis, assessment/connection charge calculations, encroachment permits, abandonment of infrastructure, Engineering/Environmental survey and documentation request, new hydrant installation fee by developer or other (per hydrant), bulk water annual registration & activation. The Administrative Review fee shall be paid for each individual service item.*	~~$465.00~~	**$540.00**
Tampering with meter, hydrant or water supply		
First offense	$500.00	$500.00
Subsequent offenses	$1,000.00	$1,000.00
Water Service Installation Charge *MDC will install the customer's water service from the public water main to the property line.*	~~$1,800.00~~	**$150 per foot**

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

WATER BUREAU
WATER SERVICE INSTALLATION PROGRAM

To: District Board December 2, 2019

From: Water Bureau

Over the past year, several property owners throughout the District have petitioned for water service (Class 2 water main) in areas where they are currently served by community or individual wells and are experiencing supply or contamination issues. The District has also constructed several Class 1 Water Main projects over the past few years for the improvement and strengthening of the water distribution system in certain areas of the District. In order to connect to these new mains, the affected property owners are assessed and/or pay a connection charge, and also pay for the installation of the water service from the main to the building. It has come to staff's attention that many of the properties that abut these new water mains have not connected to them in the past because of the installation costs, the effort of hiring a contractor to do the work, or both. In addition, property owners have asked for assistance in renewing or replacing water services as part of non-MDC projects because of the age of pipes and leaks.

In 2017, to assist property owners in connecting to District water mains, the Water Bureau established a Water Service Installation Program ("Program") and associated charge to assist property owners in connecting to District water mains whereby MDC forces install the water service from the main to the property line at a charge of $1,800 to the property owner. Since its initiation, 37 property owners have taken advantage of this program and connected to the MDC's water system. This rate is now being proposed to change to $150 per foot of water service for 2020 to account for varied site conditions and actual construction costs.

As discussed in the September 11, 2019, Water Bureau meeting, staff is now proposing to expand the Program to include reimbursement to private contractors for new or renewed water services installations on private property, with reimbursement to the District by the property owner over time. Upon completion of the work, the District would pay the property owner's contractor for the cost of the work, up to $10,000, and the property owner will repay the District over time, including interest at the same rate as water assessments (6%). The installation of a full length water service from the main to a building will be broken into two parts: (1) from the main to the street line will be current annual rate (proposed 2020 rate is $150 per foot) and (2) from street line to the building will be at actual contractor's cost. The Program would offer property owners the ability to roll the installation costs of a new service into the property's assessment and for property owners to pay for the installation or renewal of services as part of their monthly water bill. The Program would be limited to domestic services for residential or commercial properties with services of 2-inches or less. Exceptions to the service size

or type would be subject to approval of the Chief Executive Officer or his/her designee. Credit checks of property owners may be performed at the District's discretion. Water services will only be funded if the service is built to District standards

The benefits of renewing water services and establishing new water customers are numerous, including: controlling non-revenue water loss (eliminate potential leaks), improving the water quality and pressure to individual properties, and to increasing our revenue base through new water sales. If a water service is in need of renewal, the present MDC practice of renew the service within the public property portion will continue. The property owner will then be responsible for renewing the private portion of the service, if needed. Renewals must be for the full length of service piping rather than only a damaged portion. If the property owner wants to spot repair a damaged service line, it will not be eligible for the Program.

The Program is entirely voluntary but participants will be required to sign a waiver and voluntary lien as part of the Program. A list of qualified (licensed, bonded and insured) contractors will be available to property owners but property owners may select their own contractors so long as they meet all District requirements for such work.

Prior to acceptance into the Program, contracts and/or price quotes between the property owners and their contractor(s) must be submitted to Utility Services for review to verify the appropriateness of the cost proposal. The District reserves the right to deny any price proposal. Any increase in the price of the service construction due to unforeseen circumstances shall be approved by the District prior to funding. The owner shall be bound to the terms of the written contract with contractor. In order to pay the contractor for the work, the District will issue a two-party check addressed to the property owner and the contractor. The property owner will be required to endorse the check over to the contractor as acceptance of completed work and to pay for the completed work. A 10% down payment of the cost proposal shall be required from the property owner. If the contractor requires a deposit, the property owner will be responsible to pay the contractor. Monthly payments for borrowing will be a separate line item on the water bill. There will be no pre-payment penalties.

Funding of the program shall be established with a revolving fund from the Assessable Water Fund. For the first five years of the program, an appropriation of $250,000 per year shall be allocated, and, coupled with the revenue from the principal and interest payments, the fund will become self-sustaining.

After reviewing the information contained herein

At a meeting of the Water Bureau held on November 18, 2019, it was:

VOTED: That the Water Bureau approves a Water Service Installation Program, effective January 1, 2020, for approved properties abutting Class 1 and Class 2 Water Mains, subject to the following terms:

THE METROPOLITAN DISTRICT'S
WATER SERVICE INSTALLATION PROGRAM

Scenario	Water Service Type – Domestic**	Residential or Commercial Services 2" or less***	
		Public Portion (within ROW)	Private Property Portion
1	Existing Service Renewal	District installs at own cost	Property Owner is responsible for actual cost of contractor. District pays contractor and Property Owner repays District over time.
2	New Service Class 1 Water Main – Pay charges when connect	District installs public portion, cost to owner $150 per foot* with option to roll into connection charges	Property Owner is responsible for actual cost of contractor. District pays contractor, up to a cap, and Property Owner repays District over time.
3	New Layout & Assessment Class 2 (private or community well) – Assessment due upon water main completion	District installs public portion, cost to owner $150 per foot* with option to roll into assessment	Property Owner is responsible for actual cost of contractor. District pays contractor, up to a cap, and Property Owner repays District over time.

* Prevailing rate for a Water Service Installation Charge as established by Water Bureau
**No fire services to be included
*** Exceptions subject to approval by CEO or designee

Criteria of Water Service Installation Program:

- Residential/Commercial properties requiring a water service of 2" or less abutting an MDC water main. Exceptions to the service size or type would be subject to approval of the Chief Executive Officer or his/her designee.
- Renewals shall be installed for the full length of service pipe.
- Water services must be built to MDC standards.
- Limit of $10,000 per property for water service installation/renewal for all work in public right-of-way and private property.

- Amount owed by property owner will be paid to District over fifteen or twenty years with same interest rate as water assessments (6%).
- Credit checks performed at District's discretion.
- Contracts and/or price quotes between the property owners and their contractors must be submitted to Utility Services for review to verify the appropriateness of the cost proposal. The District reserves the right to deny any price proposal. Any increase in price of construction must be approved by District in order for property owner to receive increase of District payment to contractor.
- Owner bound to terms of the written contract with Contractor.
- District will issue a two-party check addressed to the property owner and the contractor. The property owner will be required to endorse the check over to the contractor as acceptance of completed work and to pay for the completed work. A 10% down payment of the cost proposal shall be required from the property. Property owner will repay the District by monthly payments as a separate line item on the water bill.
- Any deposit required by the contractor will be the sole responsibility of the property owner.
- No pre-payment penalties
- Funding to be established with a revolving fund from the Assessable Water Fund
- $250,000 per year for the first 5 years appropriated in fund, plus revenue from principle and interest payments, to establish a self-sustaining fund.

FURTHER VOTED: That the Controller or Chief Administrative Officer be requested to make tentative allocations for this project pending passage by the District Board, and payment for the same is authorized from the Assessable Water Fund.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

WATER BUREAU
CHERRY BROOK - RESERVOIR 6 SECTION II PIPELINE RIGHT-OF-WAY
AVON VILLAGE CENTER PHASE 2, AVON
ENCROACHMENT AGREEMENT

To: District Board December 2, 2019

From: Water Bureau

On September 10, 2019, the Metropolitan District received a request from Ronald Bomengen of Fuss & O'Neill, on behalf of the Carpionato Group, LLC, and Avon Town Center II, LLC, developer and owner, to permanently encroach upon the Cherry Brook – Reservoir 6 Section II Pipeline 100-foot right-of-way, containing an existing 48-inch RCP raw water transmission main, located on 75 Bickford Drive, Avon (the "right-of-way"). This encroachment will provide parking and improvements in conjunction with the construction of residential buildings as part of the Avon Village Center Phase 2 mixed use development project, as shown on the accompanying map. On April 1, 2019, your Board approved an encroachment of the Cherry Brook – Reservoir 6 Section II Pipeline 100-foot raw water right-of-way to provide access for the realignment of the intersection of Fisher Drive and Bickford Drive and the construction and/or installation of other associated improvements for Phase 1 of the Avon Village Center mixed use development project.

The raw water pipeline right-of-way across the parcel was conveyed to the Metropolitan District by the Ensign-Bickford Company on December 27, 1961 in conjunction with the construction of the Cherry Brook – Reservoir 6 Section II Pipeline, and is recorded in the Town of Avon land records: Volume 45 Page 79. Item 6 of the easement document states that the Grantor "shall have the right to build public roads across any portion of said rights-of-way subject to approval of the Grantee herein in writing and provided such roads, including surfacing and grading, shall not interfere with the rights herein granted."

As stated previously, the purpose of this encroachment is to allow for the construction of parking areas and improvements, to include placement of storm sewers, water services, hydrant, concrete walkways, concrete curbing, light poles, ornamental fence and pillar, landscaping, bituminous concrete driveways and grading within the right-of-way (hereinafter collectively referred to as the "Improvements").

The Owner has agreed to the following conditions, in order to satisfy the District's concerns for protection of the existing 48-inch raw water transmission main located within the subject right-of-way and the District's accessibility along the length of the right-of-way:

1. No additional permanent structures, other than the proposed Improvements shall be located within the District's right-of-way.

2. Pipes crossing over or under the District's pipelines shall maintain a minimum eighteen (18") inch vertical clearance.

3. Grading shall be such that the surface of the right-of-way shall maintain not less than three (3) feet nor more than ten (10) feet of cover over the raw water pipeline.

4. The Metropolitan District shall not be held liable for any damage caused to any structure listed above located within or adjacent to the right-of-way in the event of an emergency raw water transmission main repair. The Metropolitan District will make every effort feasible to minimize damage to these structures; however, the cost for repairs to such structures shall be the responsibility of the Owner.

5. The District reserves the right to remove any improvements within the right-of-way at any time if so required for maintenance or repair of the raw water transmission main. The Owner shall bear any additional maintenance or repair costs necessitated by the presence of any improvements upon the right-of-way.

6. Care must be taken during construction not to disturb the existing raw water transmission main. All heavy construction equipment must be located outside the limits of the right-of-way when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the water main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing raw water transmission main caused by any construction within the right-of-way shall be the responsibility of the Owner.

7. An MDC inspector must be on the job site whenever work is being performed by or on behalf of Owner to construct, maintain or repair any Improvements within the right-of-way. Any construction, maintenance or repair of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District prior to any such construction, maintenance or repair within the right-of-way.

Staff has reviewed the proposed construction plans and determined that there will be no negative impact on District property or infrastructure.

At a meeting of the Water Bureau held on November 18, 2019, it was:

VOTED: That the Water Bureau 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 approval as to form and content by District Counsel, granting permission to Avon Town Center II, LLC to encroach upon the Cherry Brook – Reservoir 6 Section II Pipeline 100-foot raw water right-of-way located at 75 Bickford Drive, Avon, for the purpose of installing storm sewers and water services, concrete walkways, concrete curbing, light poles, ornamental fence and pillars, landscaping, bituminous concrete driveways and grading, provided that the District shall

not be held liable for any costs or damages of any kind which may result during initial construction or in the following years with respect to any subsequent construction, maintenance or repair as a result of such encroachment.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

FUSS & O'NEILL

METROPOLITAN DISTRICT
ENGINEERING & PLANNING
SEP 10 2019
RECEIVED

September 6, 2019

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

RE: Avon Village Center Encroachment Permit Request
Avon, CT
Fuss & O'Neill Reference No. 2014 0986.S33

Dear Mr. Curley:

On the behalf of the Carpionato Group, LLC, I would like to request an encroachment permit for work associated with the construction of the Avon Village Center (AVC). The proposed project is located on approximately 100 acres of land north of Route 44 and west of Route 10/202. The portion of the project that will require an encroachment permit from The MDC is located near the intersection of Bickford Drive Extension, Bickford Drive, and Climax Road.

The AVC development will be constructed in multiple phases. This portion of construction is anticipated to begin in the summer of 2020. Construction activities within the MDC easement will include:

- Clearing and grubbing
- Earth moving (excavation and fill)
- Removal of an existing light pole
- Installation of utility and stormwater system infrastructure
- Installation of bituminous concrete driveways, concrete walkways, and concrete curbs
- Installation of light poles
- Installation of ornamental fence and pillars
- Installation of landscape features and plants

Detailed plans for all proposed construction within the MDC easement are enclosed with this letter.

Construction activities will begin on the west wide of Climax Road. Clearing, grubbing, and earthwork will proceed in the north westerly direction towards Bickford Drive Extension. The

146 Hartford Road
Manchester, CT
06040
t 860.646.2469
800.286.2469
f 860.533.5143

www.fando.com

California
Connecticut
Maine
Massachusetts
New Hampshire
Rhode Island
Vermont

FUSS & O'NEILL

contractor will take special considerations while doing construction activities within the areas of the 100-foot easement. The following is a general order of construction for this area within the Phase 1 Avon Village Center development.

1. Clear, grub, and grade for a temporary access and utility road within the parcel south west of the Climax Road, Bickford Drive, and Bickford Drive Extension.
2. Install temporary utilities and construct the temporary access road (located beyond the limits of the 100-foot MDC easement).
3. Rough grade and prepare for site construction.
4. Construct stormwater management and water service improvements for the site. Construct storm sewer over the 48-inch raw water main through the portion of the MDC easement.
5. Install light pole bases and buried conduit.
6. Construct parking lot base and install base course of pavement.
7. Install concrete sidewalk.
8. Install final course of pavement.
9. Install ornamental fencing and pillars in the portion of the MDC easement.
10. Complete site restoration and landscape plantings.

Any and all construction activities that take place within the limits or close proximity of The MDC easement will require the supervision of an MDC inspector. 48-hours must be given to any and all construction activities that take place within the easement.

With the exception of the portion of the main located in Bickford Drive Extension, construction equipment cannot be transported directly over the location of the 48-inch raw water line. In order to move construction equipment from one side of the raw water line, a temporary bridge must be placed on the ground surface to redirect the equipment loads to either side of the raw water line and <u>not</u> directly over the top of the raw water line. Construction equipment cannot be stored over the location of the 48-inch raw water line.

Compaction of earth and roadway base within the vicinity of the raw water main must be done by hand operated equipment and not by large, driven machinery, with the exception of installing the base course and final course of pavement. Vibratory rollers should not be used when compacting base material or pavement sections within the vicinity of the raw water main.

Please consider this a formal request for a permanent encroachment permit to develop the AVC improvements within the MDC easement.

FUSS & O'NEILL

If you have any questions, please don't hesitate to call me at (860) 646-2469, ext. 5253.

Sincerely,

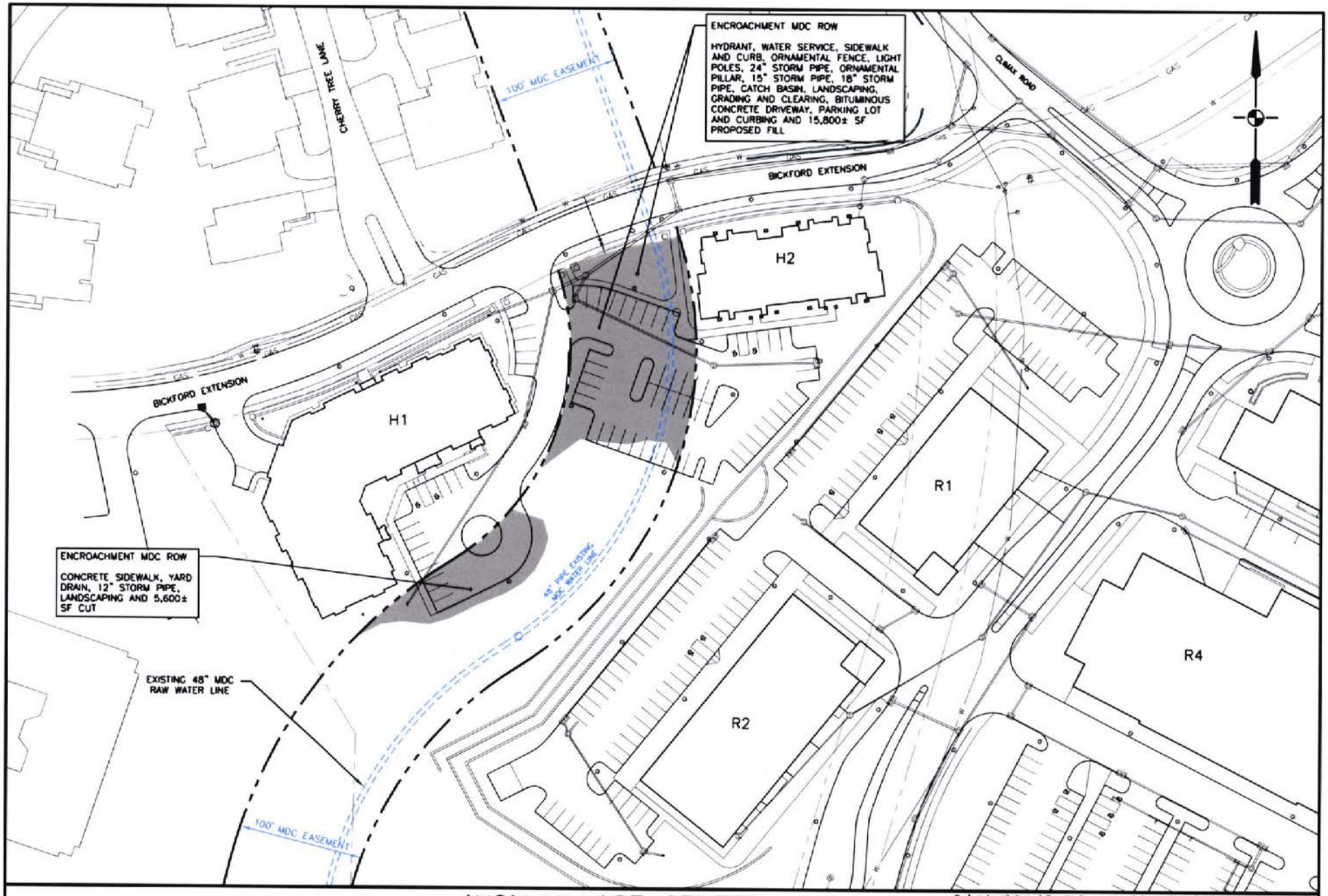
Ronald E. Bomengen, PE, LEED AP
Associate/Department Manager

Enclosures:

Plans Entitled: "Avon Village Center – Phase 1, MDC Encroachment Permits" Sheets MDC-111, 112, 113, & 114, dated 08/09/2019

c: Jennifer Ottalagana

F:\P2014\0986\S33\Utilities\MDC\2019-08-12 - Encroachment Permit_Phase I Stage II & IV\2019-09-06 - AVC - MDC Encroachment Permit Request.docx
Corres.



AVON VILLAGE CENTER
PHASE II

75 BICKFORD DRIVE
AVON

Fn:\default\Water\RowWtrSupplyLines\CherryBrook\CBROW-EncmtPh2.dwg
Latest Revision: 11/5/19

TO ILLUSTRATE 100' EASEMENT ENCROACHMENT

PERSONNEL, PENSION AND INSURANCE COMMITTEE
PENSION DISCOUNT RATE

To: District Board

December 2, 2019

From: Personnel, Pension and Insurance Committee

At a meeting of the Personnel, Pension and Insurance Committee held on November 18, 2019, it was:

RESOLVED that the discount rate of the Metropolitan District Retirement Plan be reduced from 7.25% to 7% for fiscal year 2020

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

PERSONNEL, PENSION AND INSURANCE COMMITTEE
PENSION ASSET ALLOCATION

To: District Board

December 2, 2019

From: Personnel, Pension and Insurance Committee

At a meeting of the Personnel, Pension and Insurance Committee held on November 18, 2019, it was:

RECOMMENDED that it be:

> **RESOLVED** that if Pension Fund Land LLC (PFL LLC) receive $8 million dollars from the sale of the PFL LLC land in Glastonbury, that it be allocated as follows: $4 million into large cap equity, divided equally between the two existing large-cap equity funds, $2 million into mid-cap equity and $2 million into small-cap equity.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

PERSONNEL, PENSION AND INSURANCE COMMITTEE
PENSION VALUATION DATE

To: District Board

December 2, 2019

From: Personnel, Pension and Insurance Committee

At a meeting of the Personnel, Pension and Insurance Committee held on November 18, 2019, it was:

RECOMMENDED that it be:

> **RESOLVED** that actuarial valuation date of the pension fund be changed to be used for the following fiscal year such that each valuation as of January 1 is used to determine the actuarially determined contribution for the fiscal year that starts one year later, and that as transitioned, the January 1, 2019 valuation be used to determine the actuarially determined contribution for both fiscal year 2019 and fiscal year 2020. The January 1, 2020 valuation will then be used to determine the actuarially determined contribution for the fiscal year 2021

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
2019 OPERATING BUDGET TRANSFER

To: District Board

December 2, 2019

From: Board of Finance

The 2019 Metropolitan District operating budget is currently experiencing deficits in the Operations budget. The Operations department is anticipating shortfalls due to the volume of water main breaks.

CERTIFICATIONS:

In accordance with Section 3-8 of the Charter of The Metropolitan District, I hereby certify that there exists free from encumbrances, in the following appropriation, the amounts listed:

	General	Water	Total
Department 70 – Debt Service	$75,000.00	$225,000.00	$300,000.00
Total	**$75,000.00**	**$225,000.00**	**$300,000.00**

Christopher Martin
Chief Financial Officer

At a meeting of the Board of Finance held on November 26, 2019, it was:

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

Resolved: That transfers within the 2019 Budget Appropriations be approved as follows:

From:	General	Water	Total
Department 70 – Debt Service	$75,000.00	$225,000.00	$300,000.00
Total	**$75,000.00**	**$225,000.00**	**$300,000.00**

To:	General	Water	Total
Department 30 – Operations	$75,000.00	$225,000.00	$300,000.00
Total	**$75,000.00**	**$225,000.00**	**$300,000.00**

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
FISCAL YEAR 2020 - CAPITAL IMPROVEMENT BUDGET

To: District Board December 2, 2019

From: Board of Finance

At a meeting of the Board of Finance held on November 18, 2019, it was:

VOTED: That the Board of Finance recommends to the District Board passage of the following resolution from Bond Counsel

2020 CIP PROJECT RESOLUTION NO. 1

RESOLUTION APPROPRIATING $5,000,000 FOR THE GENERAL PURPOSE SEWER PROGRAM AND AUTHORIZING THE ISSUANCE OF $5,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $5,000,000 is hereby appropriated for the General Purpose Sewer Program including planning, design and construction of the replacement and/or rehabilitation of existing sewer mains, pump stations, siphons and any related collection system appurtenances at various locations District wide and for legal, administrative and other financing costs related thereto. Such Projects may also include electrical, mechanical, or renewable energy upgrades at District facilities. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 2

RESOLUTION APPROPRIATING $2,200,000 FOR THE LEVEE PROTECTION SYSTEMS IN EAST HARTFORD AND HARTFORD AND AUTHORIZING THE ISSUANCE OF $2,200,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $2,200,000 is hereby appropriated for the evaluation, design, repair or pipeline abandonment of penetrations through the levee protection systems in East Hartford and Hartford owned and operated by the District as required by the Army Corps of Engineers and legal, administrative and other financing costs

related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 3

RESOLUTION APPROPRIATING $1,500,000 FOR WASTEWATER PUMP STATION UPGRADES AND EQUIPMENT AND AUTHORIZING THE ISSUANCE OF $1,500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $1,500,000 is hereby appropriated for the design and/or construction of upgrades, replacements and improvements to the District's wastewater pump stations, including motors and pumps, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 4

RESOLUTION APPROPRIATING $3,000,000 FOR THE PAVING PROGRAM AND RESTORATION AUTHORIZING THE ISSUANCE OF $3,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $3,000,000 is hereby appropriated for final pavement restoration of roads, sidewalks, driveways, parking lots and other areas as well as unpaved areas disturbed by MDC sewer projects, including material disposal and usage of materials from stock, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 5

RESOLUTION APPROPRIATING $3,400,000 FOR THE SEWER REHABILITATION PROGRAM AND AUTHORIZING THE ISSUANCE OF $3,400,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $3,400,000 is hereby appropriated for the conduct of sewer system investigations (using closed circuit TV inspection, sonar laser or other methods) to support the design and construction of rehabilitation and replacement of segments of the District's sewer infrastructure, including staffing, equipment, legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 6

RESOLUTION APPROPRIATING $6,000,000 FOR VARIOUS SEWER PIPE REPLACEMENT/REHABILITATIONS – DISTRICT WIDE AND AUTHORIZING THE ISSUANCE OF $6,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $6,000,000 is hereby appropriated for the design and/or construction of sewer system upgrades, replacements and rehabilitation measures District-wide including emergency repairs as identified via on-going inspection and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 7

RESOLUTION APPROPRIATING $14,600,000 FOR THE HARTFORD SEWERSHED LARGE DIAMETER SEWER REHABILITATION – PHASE I AND AUTHORIZING THE ISSUANCE OF $14,600,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $14,600,000 is hereby appropriated for the rehabilitation of large diameter sewers (combined and separated) located within the Hartford Water

Pollution Control Facility sewershed as identified through on-going inspection, and legal, administrative and other financing costs related thereto. This project will reduce Combined Sewer Overflows in the Hartford WPCF collection system via inflow and infiltration reduction in large diameter Hartford sewers. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 8

RESOLUTION APPROPRIATING $15,900,000 FOR WATER POLLUTION CONTROL FACILITIES INFRASTRUCTURE REHABILITATION, UPGRADES AND REPLACEMENT AND AUTHORIZING THE ISSUANCE OF $15,900,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $15,900,000 is hereby appropriated for the design and construction of various infrastructure renewals and replacements at the District's four water pollution control facilities, including site wrap-up work at the Harford Water Pollution Control Facility and trickling filter and BNR upgrades at the Poquonock facility, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 9

RESOLUTION APPROPRIATING $1,000,000 FOR THE GENERAL PURPOSE WATER PROGRAM AND AUTHORIZING THE ISSUANCE OF $1,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $1,000,000 is hereby appropriated for the replacement and/or rehabilitation of aging water mains and related system-wide equipment/infrastructure improvements to the District's water supply, treatment and distribution systems and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 10

RESOLUTION APPROPRIATING $3,000,000 FOR THE PAVING PROGRAM AND RESTORATION AND AUTHORIZING THE ISSUANCE OF $3,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $3,000,000 is hereby appropriated for final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by the MDC water projects, including disposal of unsuitable materials and usage of materials from stock, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 11

RESOLUTION APPROPRIATING $4,000,000 FOR THE LONG HILL ROAD WATER MAIN IN EAST HARTFORD AND SOUTH WINDSOR AND AUTHORIZING THE ISSUANCE OF $4,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $4,000,000 is hereby appropriated for construction of, inspection of, and associated work in connection with, new water mains along Long Hill Road and Chapel Road beginning at the East Hartford/South Windsor town line, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 12

RESOLUTION APPROPRIATING $10,400,000 FOR THE WEBSTER HILL AREA WATER MAIN REPLACEMENT, WEST HARTFORD AND

AUTHORIZING THE ISSUANCE OF $10,400,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $10,400,000 is hereby appropriated for construction, inspection and work associated with the replacement of existing water mains and service reconnections in the Webster Hill area of West Hartford including, but not limited to those on Crestwood Road, Rumford Street, Rockledge Drive, Greystone Road, Carleton Road, Webster Hill Boulevard, Bentwood Rood and Ledgewood Road, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 13

RESOLUTION APPROPRIATING $12,500,000 FOR WATER MAIN REPLACEMENTS, HARTFORD AND WETHERSFIELD AND AUTHORIZING THE ISSUANCE OF $12,500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $12,500,000 is hereby appropriated for construction, inspection and work associated with the replacement of existing water mains and service reconnections in Hartford and Wethersfield, including, but not limited to those in the Church Street and Nott Street area of Wethersfield and in the Saybrooke Street and Bonner street area of Hartford, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 14

RESOLUTION APPROPRIATING $9,000,000 FOR THE WATER MAIN REPLACEMENT PROGRAM AND AUTHORIZING THE ISSUANCE OF $9,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $9,000,000 is hereby appropriated for the design, construction, inspection and associated work to replace water mains and water services throughout the District that have exceeded their useful lives and/or have experienced numerous breaks, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 15

RESOLUTION APPROPRIATING $800,000 FOR WATER PUMP STATION UPGRADES AND EQUIPMENT AND WATER TANK AND BASIN REHABILITATION, REPAIR AND IMPROVEMENTS AND AUTHORIZING THE ISSUANCE OF $800,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $800,000 is hereby appropriated for the design and/or construction of upgrades, rehabilitation, replacements and improvements to the District's water pump stations including motors and pumps and water tanks and basin improvements to address mechanical, piping, process, electrical, instrumentation, water quality, equipment, security and control systems and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 16

RESOLUTION APPROPRIATING $2,000,000 FOR FLEET AND EQUIPMENT REPLACEMENT AND AUTHORIZING THE ISSUANCE OF $2,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $2,000,000 is hereby appropriated for the replacement of, and/or upgrades to, transportation and power operated equipment, including the replacement or upgrade of approximately 35 vehicles and individual pieces of equipment including pick-ups, dump trucks, utility vans and mowers, and legal,

administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 17

RESOLUTION APPROPRIATING $2,000,000 FOR FACILITIES AND EQUIPMENT IMPROVEMENTS AND AUTHORIZING THE ISSUANCE OF $2,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $2,000,000 is hereby appropriated for the design and construction of a variety of improvements, including renewal and replacements at District administrative, operational, and maintenance facilities, which will address building envelopment, structural, architectural, mechanical, electrical, plumbing, fire protection, HVAC, security and site improvements, environmental abatement, and other relevant work, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 18

RESOLUTION APPROPRIATING $4,500,000 FOR SURVEY & CONSTRUCTION AND AUTHORIZING THE ISSUANCE OF $4,500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $4,500,000 is hereby appropriated for the survey and construction inspection of all water and sewer projects within the District's service area, including projects installed under District contract and developer permit agreements and legal, administrative other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 19

RESOLUTION APPROPRIATING $4,000,000 FOR ENGINEERING SERVICES AND AUTHORIZING THE ISSUANCE OF $4,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $4,000,000 is hereby appropriated for developing and designing the District's capital improvement projects, including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 20

RESOLUTION APPROPRIATING $2,000,000 FOR CONSTRUCTION SERVICES AND AUTHORIZING THE ISSUANCE OF $2,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $2,000,000 is hereby appropriated for the costs of the management of District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

2020 CIP PROJECT RESOLUTION NO. 21

RESOLUTION APPROPRIATING $4,000,000 FOR TECHNICAL SERVICES AND AUTHORIZING THE ISSUANCE OF $4,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

Section 1. The sum of $4,000,000 is hereby appropriated for technical support to all of the District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Section 2. The District Board finds this project a single item of capital expense not regularly recurring.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
FISCAL YEAR 2020 - BUDGET EXPENDITURES

To: District Board

December 2, 2019

From: Board of Finance

At a meeting of the Board of Finance held on November 26, 2019, it was:

Voted: That the estimated 2020 budget expenditures in the total amount of **$197,685,300** be referred to the District Board for acceptance and approval as follows:

Budget Appropriations	Water	Sewer	Total
District Board	$ 211,900	$ 203,600	$ 415,500
Executive Office	1,531,700	1,471,600	3,003,300
Legal	810,800	779,000	1,589,800
Information Technology	5,543,700	2,730,500	8,274,200
Finance	3,663,400	3,519,900	7,183,300
Environment, Health and Safety	486,500	467,500	954,000
Engineering and Planning	690,000	662,900	1,352,900
Customer Service	2,864,800	1,475,800	4,340,600
Operating Office	448,600	431,000	879,600
Operations	8,250,500	2,750,100	11,000,600
Laboratory Services	940,900	868,400	1,809,300
Water Pollution Control	-	17,616,800	17,616,800
Maintenance	5,866,400	5,636,200	11,502,600
Water Treatment & Supply	8,426,900	-	8,426,900
Patrol	1,672,100	-	1,672,100
Debt Service	33,825,200	36,468,600	70,293,800
Employee Benefits	17,202,900	14,075,100	31,278,000
General Insurance	3,556,000	2,370,700	5,926,700
Taxes and Fees	3,810,500	-	3,810,500
Special Agreements and Programs	3,023,400	1,351,400	4,374,800
Contingencies	-	1,980,000	1,980,000
Total Water and Sewer Budget	$ 102,826,200	$ 94,859,100	$ 197,685,300

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
FISCAL YEAR 2020 - BUDGET REVENUES

To: District Board

December 2, 2019

From: Board of Finance

At a meeting of the Board of Finance held on November 26, 2019, it was:

Voted: That the 2020 Budget Revenues in the total amount of **$197,685,300** be referred to the District Board for acceptance and approval as follows:

Revenue		Total
Water Revenues		
Operating Revenues		
Sale of Water	$	94,093,600
Other Operating Revenues		6,450,000
Subtotal Operating Revenues		100,543,600
Non-Operating Revenues		2,282,600
Total Source of Revenues – Water Operations	$	102,826,200
Sewer Revenues		
Operating Revenues		
Tax on Member Municipalities	$	51,475,700
Revenue from Other Government Agencies		5,566,400
Other Sewer Revenues		17,414,100
Sewer User Charge Revenues		20,402,900
Total Source of Revenues – Sewer Operations	$	94,859,100
Total Source of Revenues – Water and Sewer Operations	$	197,685,300

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
FISCAL YEAR 2020 - HYDROELECTRIC EXPENDITURES AND REVENUES

To: District Board

December 2, 2019

From: Board of Finance

At a meeting of the Board of Finance held on November 26, 2019, it was:

Voted: That the Board of Finance recommends to the District Board for acceptance and approval an appropriation of $610,300 for the operation of the Hydroelectric Program.

Further Voted: That the Board of Finance recommends to the District Board for acceptance and approval estimated Hydroelectric revenues of $610,300 in support of operations as follows:

Power Sales	$ 610,300
Interest Income	0
Designated from Surplus	0
Total Hydroelectric	$ 610,300

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
SUPPLEMENTAL RESOLUTION AND DECLARATION OF OFFICIAL INTENT

To: District Board December 2, 2019

From: Board of Finance

AUTHORIZATION TO ISSUE GENERAL OBLIGATION BONDS NOT TO EXCEED $110,800,000

WHEREAS, the District Board has resolved today to appropriate and issue Bonds for those capital improvements projects numbered 1- 21, inclusive; and

WHEREAS, the District Board wishes to determine the form, date or dates, maturities, manner of sale and other details concerning such bonds;

At a meeting of the Board of Finance held on November 26, 2019, it was:

VOTED: That the Board of Finance recommends to the District Board passage of the following resolution from Bond Counsel

Now THEREFORE BE IT RESOLVED:

Section 1. To meet the appropriations for the projects set forth in the 2020 CIP Resolutions Nos. 1- 21 inclusive (the "Resolutions"), bonds of the District are authorized in the respective amounts set forth in such Resolutions to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. Said bonds shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The bonds may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with and that such bond is within every debt and other limit prescribed by law. The aggregate principal amount of the bonds to be issued, the form of issuance as serial, term or discount bonds, the dated date, final maturity, annual installments of principal, whether interest on the bonds will be fixed or variable, the rate or rates of interest, or method of determining interest rates thereon, whether such interest shall be excluded or included in gross income for federal income tax purposes, denominations,

terms of redemption, if any, the date, time of issue and sale and all other terms, details and particulars of such bonds shall be determined by the District Board, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. It is hereby found and determined that the issuance of any such bonds the interest on which is included in gross income for federal income tax purposes is in the public interest. The bonds may be sold by competitive bid or negotiated sale, as determined by the District Board. If sold by competitive bid, a notice of sale, or summary thereof, shall be published at least five (5) days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If sold by negotiated sale, the form and details of the bond purchase agreement for the sale of the bonds shall be determined by the District Board.

Section 2. The Treasurer and the Deputy Treasurer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes or certificates of indebtedness evidencing such borrowings may be sold by competitive bid or negotiated sale, as determined by the Treasurer or Deputy Treasurer, in such manner as shall be determined by said Officers. Said notes or certificates of indebtedness shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer, and bear the District seal or a facsimile thereof. The notes or certificates of indebtedness may be secured by the full faith and credit of the District and/ or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the notes shall recite that every requirement of law relating to its issue has been duly complied with and that such note is within every debt and other limit prescribed by law. The net interest cost on such notes or certificates of indebtedness, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on such notes or certificates of indebtedness then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 3. In connection with the issuance of the bonds, notes or certificates of indebtedness authorized hereunder and under the Resolutions ("Authorized Obligations"), the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain, standby bond purchase agreements, letters of credit, lines of credit, financial guaranty insurance policies, guarantees of the District or third parties, surety agreements, or any similar agreements ("Credit Facilities") with one or more financial institutions providing

Credit Facilities ("Credit Facility Providers") to provide for additional security for and the purchase upon tender of the Authorized Obligations, if any, under circumstances set forth in the Indentures (defined herein). Credit Facilities shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 4. In connection with the issuance of Authorized Obligations the District Board is hereby authorized to approve the terms and conditions of indentures of trust or other instruments of trust ("Indentures") with commercial banks or national banking associations with trust powers or trust companies to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer ("Trustees"), which provide for, among other things, the rate of rates of interest, or method of determining interest rates thereon, procedures for conducting auctions in an auction rate mode, the denominations, the tender rights of holders, if any, the rights of redemption and redemption prices, the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District necessary to issue the variable rate bonds, and the execution of various other instruments. Indentures shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 5. In connection with the issuance of Authorized Obligations bearing interest at variable interest rates, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to enter into, remarketing agreements, broker-dealer agreements, auction agency agreements and other agreements (the "Reoffering Agreements") with remarketing agents, investment banking firms or other financial institutions to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer ("Reoffering Agents"), which provide for, among other things, the terms and conditions for reoffering Authorized Obligations bearing interest at variable interest rates, the Reoffering Agents' compensation and the disclosure of the District's financial condition. Reoffering Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 6. In connection with the issuance of Authorized Obligations, if permitted by Connecticut laws and the District's Charter, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain, an interest rate swap agreement in the form of the International Swaps and Derivatives Association, Inc. (ISDA) Master Agreement, together with applicable annexes, schedules and confirmations thereto, contracts to manage interest rate risk, including interest rate caps, options, puts, call or similar

arrangements, or such other agreements permitted by Connecticut laws and the District's Charter ("Swap Agreements"), with one or more counterparties to be selected by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer, as Swap Provider (the "Swap Providers"), which provides for, among other things, the effective date or dates of the Swap Agreements, the rate of interest to be paid by the District to the Swap Providers on the principal amount of the bonds (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the rate of interest to be received by the District from the Swap Providers (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District and the execution of various other instruments. Swap Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. To the extent provided by Connecticut laws, the full faith and credit of the District may be pledged to any and all payments to be made by the District with respect to the Swap Agreements, including, any termination or netting payments to be made by the District.

Section 7. The Chairman or Vice Chairman and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in the Securities and Exchange Commission Securities Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds, notes and certificates of indebtedness authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for eligible projects set forth in the Resolutions and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of projects determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), 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 and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations,

Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The 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 recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

Section 9. The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for eligible projects set forth in the Resolutions and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of projects determined by the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), 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 and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water 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 Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every

requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

Section 10. The District hereby expresses its official intent pursuant to Treasury Regulations Section 1.150-2 to reimburse expenditures paid sixty days prior to and any time after the date of passage of this Resolution in connection with the Resolutions with the proceeds of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations. Said obligations shall be issued to reimburse such expenditures not later than 18 months after the date of the expenditure or such later date the Regulations may authorize. The District hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer is each individually authorized to pay project expenses in accordance herewith pending the issuance of the Authorized Obligations. This Section is included herein solely for purposes of compliance with Treasury Regulations Section 1.150-2 and may not be used or relied on for any other purpose.

Section 11. In connection with the issuance of Authorized Obligations and Drinking Water Obligations or Clean Water Fund Obligations, the District Board is hereby authorized to, and if any such action shall heretofore have been taken, such action is hereby ratified and confirmed, (a) publish such notices, hold such hearings, make such representations and agreements, and take such other actions as shall be necessary to enable bond counsel to render its opinions as to the validity of the said obligations and the exclusion of the interest thereon, if applicable, from gross income for federal income tax purposes, (b) make, execute and deliver all such additional and supplemental documents, including, but not limited to any tax compliance agreements, tax certificates, tax forms, investment agreements or assignments, and (c) do and perform such acts and take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
FISCAL YEAR 2020 - REVISIONS TO DISTRICT SEWER USER CHARGE RATES AND OTHER SEWER CHARGES

To: District Board

December 2, 2019

From: Board of Finance

In accordance with Section S12j of the District's Ordinances, sewer use unit charge rates shall be determined annually in conjunction with adoption of the District Budget. The 2020 budget in support of sewer operations calls for a sewer user charge rate of $5.15, which is 11.0% higher than the prior year.

Additionally, in support of the 2020 budget and in accordance with Section S12l of the District's Ordinances, the monthly sewer customer service charge will increase to $7.00, effective January 1, 2020.

There will be an Administrative Review Fee for work performed by the Utility Services department, Engineering, Real Estate, Environment, Health & Safety, and others related to customer requests. The Administrative Review Fee includes, but is not limited to, the following individual services: availability and capacity analysis, assessment calculation, permit applications for non-domestic sewage wastewater discharges (including, but not limited to, individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater, Vehicle Maintenance Wastewater), encroachment permits, abandonment of infrastructure, Engineering/Environmental surveys and documentation requests.

There will be an Annual Wastewater Discharge Compliance Fee for all permitted wastewater discharges categorized as non-domestic sewage discharges, including but limited to, individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater, Vehicle Maintenance Wastewater. The charge is related costs associated with annual administration and review of discharge monitoring reports, verification of discharges and inventorying and management of customer data.

Following the cost trends for the sewer user charge rate, it is recommended the BOD and COD rate be increased to $0.61 and $0.61 per pound respectively. In addition, the suspended solids strength charge will increase to $0.50 per pound. These unit charges, which apply to high flow users, low flow/high strength users and non-municipal tax-exempt users, are for the following:

1. Liquid flow charge rate based on sewer flow in hundreds of cubic feet (CCF).

2. BOD (biochemical oxygen demand) strength charge rate based on pounds of BOD for the concentration of BOD exceeding 300 milligrams per liter (mg/l); AND/OR
   COD (chemical oxygen demand) strength charge rate based on pounds of COD for that concentration of COD exceeding 700 mg/l.
3. Suspended solids strength charge rate based on pounds of suspended solids for that concentration exceeding 300 mg/l.

In accordance with Section S12p of the District's Ordinances, sewer user charge Late Filing/Sewage Evaluation Fees will remain at $250.00 for the 2020 budget.

Additionally, Section S12x of the District's Ordinances provides for the Clean Water Project Charge, primarily for payment of principal and interest on certain bonds and loans which proceeds are used to finance the costs associated with the Clean Water Project. The clean water project charge is set annually in conjunction with adoption of the District Budget. Effective January 1, 2020, said charge shall be $4.10 per hundred cubic feet (ccf) to be uniformly applied and to be proportional to the quantity of water used by District customers who utilize the District sewer system and are furnished water directly by the Metropolitan District. The clean water project charge shall appear separately on the water bills of the District.

Liquid Waste Discharge Fee (other than Acceptable Septage): A fee is required as part of the approval from MDC for its acceptance, by whatever means, of the discharge of liquid waste other than Acceptable Septage, as provided by §S13b of the District's Sewer Ordinances. For example, but without limiting the forms of liquid waste subject to this fee, this fee shall apply to the following without limitation: groundwater; remediated groundwater; contaminated stormwater; contaminated groundwater permitted through a CT DEEP Groundwater Remediation General Permit or other CT DEEP Miscellaneous General or Individual Permit; landfill leachate; process equipment condensate; groundwater used for process water including cooling water; discharges granted temporary authorization to discharge by CT DEEP; and stormwater discharged into a separated sanitary sewer system.

Liquid Waste Discharge Fee(other than Acceptable Septage)

Tier 1--	0-500,000 avg. gallons per month	$0.13/gal
Tier 2--	500,001 to 700,000 avg. gallons per month	$0.07/gal
Tier 3--	700,000+ avg. gallons per month	$0.05/gal

FOG Charges: Fees are charged to Class III and IV and FDA class 2, 3, and 4 Food Service Establishments FSE or any other facility that is likely to discharge fats, oils and grease above the effluent limit of 100 mg/l to offset the costs of managing the Fats, Oils and Grease (FOG) program. This program is required by the CT Department of Energy and Environmental Protection General Permit for the Discharge of Wastewater Associated with Food Service Establishments.

At a meeting of the Board of Finance held on November 26, 2019, it was:

Voted: That the District Board approve the following resolution:

Resolved: That, in accordance with Section S12j of the District Ordinances, Unit Charges For Computing The Sewer User Charge, a sewer user charge rate of five dollars and fifteen cents ($5.15) per hundred cubic feet of sewer flow be effective for meter readings on and after January 1, 2020 and that, effective January 1, 2020, a sewer user customer service charge of seven dollars ($7.00) per month, a BOD strength charge of sixty-one cents ($0.61) per pound be billed on sewer flow for that concentration of BOD exceeding 300 milligrams per liter; a COD strength charge of sixty-one cents ($0.61) per pound be billed on sewer flow for that concentration of COD exceeding 700 milligrams per liter; and a suspended solids strength charge of fifty cents ($0.50) per pound be billed on sewer flow for that concentration of suspended solids exceeding 300 milligrams per liter.

Further Resolved: In accordance with Section S12x of the District's Ordinances, the rate for the Clean Water Project Charge (f/k/a Special Sewer Service Charge) shall be $4.10 per ccf commencing January 1, 2020.

Also Voted: That the District Board approve the following schedule of fees effective January 1, 2020.

Installation, Repair or Replacement of Company Meters

Fees are charged to wastewater dischargers that require metering of discharges for billing purposes. The charge is for the initial District meter installation and required repair or replacement of District meter as needed during the permitted discharge period.

5/8" meter	$250.00
3/4" meter	$260.00
1" meter	$300.00
1-1/2" meter	$1,000.00
2" meter	$1,300.00
3" meter	$1,430.00
4" meter	$1,700.00
6" meter	$2,700.00
8" meter	$4,100.00
Open Channel Sewer	$9,500.00
Radio transmitter unit	$200.00

Liquid Waste Discharge Fee (other than Acceptable Septage)

Tier 1--	0-500,000 avg. gallons per month	$0.13/gal
Tier 2--	500,001 to 700,000 avg gallons per month	$0.07
Tier 3--	700,000+ avg gallons per month	$0.05

Sewer User Charge Late Filing/Sewage Evaluation Fees $250.00

Administrative Review for Sewer Services Fee $540.00

Includes, but is not limited to, the following individual services: availability and capacity analysis, assessment calculation, permit applications for non-domestic sewage wastewater discharges (individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater, Vehicle Maintenance Wastewater), encroachment permits, abandonment of infrastructure, Engineering/Environmental surveys and documentation requests

Annual Wastewater Discharge Compliance Fee $150.00

For all permitted wastewater discharges categorized as non-domestic sewage discharges, including but limited to, individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater, Vehicle Maintenance Wastewater. The charge is related costs associated with annual administration and review of discharge monitoring reports, verification of discharges and inventorying and management of customer data.

Wastewater Discharge Compliance Fees

Failure to submit Registration or Variance Applications	$500.00
Disallow Inspection	$225.00
Failure to maintain discharge records including analytical results and discharge volumes	$200.00
No FOG management or pre-treatment equipment installed	$200.00
Non-compliant FOG management or pre-treatment equipment installed	$200.00
Failure to properly maintain/service FOG and pre-treatment equipment to maintain proper working orderand provide inspection and and maintenance records as required.	$100.00
Failure to maintain FOG management equipment in proper	$200.00

working order	
Failure to clean FOG management equipment quarterly or when 25% of the depth of the trap is filled with food solids and FOG, whichever comes first.	$200.00
Failure to properly dispose of brown and/or yellow grease	$200.00
Source of sewer blockage	$1,000.00
Source of sanitary sewer overflow - Actual costs will be billed to the facility for time and materials related to the overflow	minimum $1,000.00 or Actual Cost whichever is greater

Wastewater Discharge Violation Correction Schedule

Discharge and/or Equipment not registered	7 days
No FOG management or pre-treatment equipment installed	30 days
FOG management equipment in need of repair or cleaning	7 days
Failure to maintain written records of FOG management equipment cleaning and inspection	7 days
Disallow an inspection – Inspection must be scheduled within 7 days of initial inspection attempt	7 days
Failure to clean and maintain FOG management equipment as required	7 days
Source of sewer blockage	24 Hours
Source of sanitary sewer overflow (minimum)	24 Hours

$75 re-inspection fee for not complying with the Notice of Violation within the schedule listed above.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE
FISCAL YEAR 2020 - TAX ON MEMBER MUNICIPALITIES

To: District Board

December 2, 2019

From: Board of Finance

A Fiscal Year 2020 Tax Levy on The Metropolitan District's member municipalities in the amount of $51,475,700 is recommended in support of the proposed 2020 budget. In accordance with the District Board's policy, taxes may be paid in quarterly installments. To coincide with the fiscal year cycle (July 1 – June 30) adhered to by the member municipalities, the quarterly tax payments are unbalanced. The amount of the tax due in the first half of 2020 will be equivalent to 50% of the total 2019 tax levy. This amount (when paid) will be subtracted from the total 2020 tax levy: the balance is the amount due in the second half of the year.

Apportionment of the Fiscal Year 2020 tax among the member municipalities and the amount due on each installment will be as follows:

Tax History by Town	2016	2017	2018	2019	2020
Hartford	$10,174,900	$10,963,200	$11,550,400	$12,372,000	$13,035,400
East Hartford	$4,762,000	$5,059,400	$5,486,600	$5,775,200	$6,089,300
Newington	$3,508,400	$3,752,900	$4,120,900	$4,318,900	$4,623,100
Wethersfield	$3,207,700	$3,408,200	$3,707,800	$3,979,400	$4,240,800
Windsor	$3,404,700	$3,656,900	$4,001,500	$4,274,900	$4,611,600
Bloomfield	$2,936,000	$3,067,100	$3,256,200	$3,488,600	$3,879,300
Rocky Hill	$2,239,700	$2,475,800	$2,712,500	$2,909,600	$3,144,100
West Hartford	$8,710,900	$9,286,900	$10,168,100	$11,034,500	$11,852,100
Total	$38,944,300	$41,670,400	$45,004,000	$48,153,100	$51,475,700

At a meeting of the Board of Finance held on November 26, 2019, it was:

Voted: That the District Board approve the following resolution:

Resolved: That, in accordance with Section 3-12 and 3-13 of the District Charter, a tax on the member municipalities comprising The Metropolitan District, in the sum of $51,475,700, shall be due and payable in favor of The Metropolitan District in four installments on the following due dates: the first installment, totaling $12,038,275, shall be due and payable on January 15, 2020; the second installment, totaling $12,038,275, shall be due and payable on April 15, 2020; the third installment, totaling $13,699,575, shall be due and payable on July 15, 2020; and the fourth installment, totaling $13,699,575, shall be due and payable October 21, 2020. Apportionment of the Fiscal Year 2020 tax among the member municipalities and the amount due on each installment shall be as follows:

Installment Date	1/15/2020	4/15/2020	7/15/2020	10/21/2020	Total
Hartford	$3,093,000	$3,093,000	$3,424,700	$3,424,700	$13,035,400
East Hartford	1,443,800	1,443,800	1,600,850	1,600,850	6,089,300
Newington	1,079,725	1,079,725	1,231,825	1,231,825	4,623,100
Wethersfield	994,850	994,850	1,125,550	1,125,550	4,240,800
Windsor	1,068,725	1,068,725	1,237,075	1,237,075	4,611,600
Bloomfield	872,150	872,150	1,067,500	1,067,500	3,879,300
Rocky Hill	727,400	727,400	844,650	844,650	3,144,100
West Hartford	2,758,625	2,758,625	3,167,425	3,167,425	11,852,100
Total	$12,038,275	$12,038,275	$13,699,575	$13,699,575	$51,475,700

Respectfully Submitted,

John Mirtle

Scott W. Jellison
Chief Executive Officer

COMMITTEE ON MDC GOVERNMENT
ORDINANCE REVISIONS

To: District Board December 2, 2019

From: Committee on MDC Government

District staff, through the Office of District Counsel, submits the following ordinance revisions to The Metropolitan District Water Ordinances for consideration by the District Board. Pursuant to the authority set forth in Section 1(g) of Special Act 08-9 (Regular Session 2008).

WATER SUPPLY ORDINANCES:

§ W1a	**"WATER USED CHARGE (TREATED WATER)"**
§ W1f	**"SURCHARGE OUTSIDE THE METROPOLITAN DISTRICT FOR CAPITAL IMPROVEMENTS"**
§ W4c	**"PAYMENT OF ASSESSMENT"**
§ W5a	**"CHARGES FOR SERVICE PIPE"**
§ W6f	**"CHARGES FOR PRIVATE FIRE PROTECTION SERVICE"**

SEWER ORDINANCES:

§ S1b	**"DEFINITIONS"**
§ S2e	**"WASTES EXCLUDED FROM ALL SEWERS"**
§ S2l	**"USE OF SANITARY SEWERS"**
§ S2s	**"THE STATE OF CT GENERAL PERMIT FOR DISCHARGES FROM MISCELLANEOUS INDUSTRIAL USERS" (NEW ORDINANCE)**
§ S3d	**"MATERIALS AND WORKMANSHIP FOR SEWERS, DRAINS, CONNECTIONS, ETC."**
§ S3i	**"SPECIFICATIONS FOR LAYING"**
§ S3k	**"ENGINEER SHALL SUPERVISE AND INSPECT DRAIN WORK"**
§ S3s	**"MAINTENANCE OF SEWER CONNECTIONS"**
§ S3t	**"SEWER STOPPAGES"**
§ S3v	**"SPECIFICATIONS FOR LINING HOUSE CONNECTIONS AND SEWERS" (NEW ORDINANCE)**
§ S5b	**"ASSISTANCE AND PROCEDURE IN SUSPECTED VIOLATIONS"**
§ S7s	**"INSTALLMENT PAYMENTS OF SANITARY SEWER CONNECTION CHARGES"**
§ S9c	**"INSTALLMENT PAYMENTS (LAYOUTS PRIOR TO 1967)"**
§ S9d	**"INSTALLMENT PAYMENTS (LAYOUTS AFTER JANUARY 1, 1967)"**
§ S12c	**"DEFINITIONS"**
§ S12m	**"PAYMENT OF SEWER USER BILL"**
§ S12w	**"PAYMENT OF MISCELLANEOUS SEWER BILLS"**
§ S15l	**"BILLING OF FOG CHARGES"**
§ S15o	**"NON-PAYMENT & SHUTOFF" (NEW ORDINANCE)**

At a meeting of the Committee on MDC Government held on December 10, 2018, it was:

VOTED: That the District Board approves passage of the following resolution:

RESOLVED: That the following Metropolitan District's Ordinances be revised and adopted as follows:

REVISIONS TO WATER SUPPLY ORDINANCES

SEC. W1a WATER USED CHARGE (TREATED WATER)

The WATER USED CHARGE is the quantity of water used as read at the meter, as follows:

BILLS RENDERED	RATE
MONTHLY	~~$3.50~~ **$4.01** per 100 Cubic Feet

SEC. W1f SURCHARGE OUTSIDE THE METROPOLITAN DISTRICT FOR CAPITAL IMPROVEMENTS

In towns outside the limits of The Metropolitan District for which capital improvements or layout and assessment projects are constructed, in addition to charges under SEC. W1a, W1b and W1c, there shall be a surcharge on the water rates determined from the size of the meter installed on the premises, as follows:

In towns outside the limits of The Metropolitan District for which capital improvements or layout and assessment projects are constructed, in addition to the charges set forth in SEC. W1a, W1b and W1c, there shall be a surcharge on the water rates as follows:

1. On or before the end of each fiscal year, The Metropolitan District shall determine the actual cost of each capital improvement constructed for each non-member town and the net cost (cost less assessments) of layout and assessment projects constructed for each non-member town. The costs and/or net costs, as applicable, shall be allocated to the towns for which the work was performed and shall be a surcharge on the water rates of the users located in such towns.

2. The annual surcharge to be added to each user's water rate shall equal the total amount of the costs and/or net costs, as applicable, allocated to the town in which such user is located [excluding costs which the town has paid as set forth in Section W1f(3)] amortized over a twenty year period **using an interest rate computed by the District which approximates the District's long-term cost of funds for its General Obligation Bond portfolio** ~~with compounded interest at the per annum rate~~ ~~The Metropolitan District would receive from long term investments such as thirty (30) year~~ ~~T-Bills~~ at the time of the expenditure ~~divided by the number of users~~ **multiplied by the percentage of hydraulic capacity of each user's** meter size **(based on the American Water Works Association meter size capacity) of the aggregate hydraulic capacity of all meters** in such town. The surcharge shall be billed in either quarterly or monthly installments, as applicable, commencing with the first bill sent out in the fiscal year succeeding the fiscal year in which the work was performed and continuing over the twenty year period.

3. The District shall, as soon as possible after the completion of each capital improvement project or separate phase thereof, provide to the non-member towns for which a capital improvement was constructed a compilation of the costs associated with the construction of such project(s). If, on or before the end of the District's fiscal year in which such construction was completed, a non-member town agrees to pay and does in fact pay all or a portion of the cost of a capital improvement constructed for such town, then the amount paid by such town shall be deducted from the total amount of costs and/or net costs allocated to such town as described in Section W1f(1) and used to calculate the individual surcharges as set forth in Section W1f(2).

Farmington

SIZE OF METER	MONTHLY BILLING	MONTHLY BILLING
5/8"	~~$0.74~~	$1.27
1"	~~$2.60~~	$2.54
1 ½"	~~$12.40~~	$5.09
2"	~~$28.26~~	$9.54
3"	~~$41.96~~	$222.54
4"	~~$119.93~~	$381.50
6"	~~$43.32~~	$508.67
8"	~~$4,854.28~~	$1,271.68

Glastonbury

SIZE OF METER	MONTHLY BILLING	MONTHLY BILLING
5/8"	~~$3.58~~	$2.16
¾"	~~$4.96~~	$3.24
1"	~~$9.59~~	$4.32
1 ½"	~~$28.76~~	$8.63
2"	~~$49.83~~	$16.19
3"	~~$131.23~~	$377.69
4"	~~$128.08~~	$647.48

South Windsor

SIZE OF METER	MONTHLY BILLING	MONTHLY BILLING
5/8"	~~$.57~~	$.40
¾"	~~$.70~~	$.60
1"	~~$1.73~~	$.80
1 ½"	~~$2.22~~	$1.60
2"	~~$7.62~~	$3.01
3"	~~$87.23~~	$70.18
4"	~~$29.01~~	$120.30
6"	~~$25.10~~	$160.41

Manchester

SIZE OF METER	MONTHLY BILLING
5/8"	$2.43
1"	$7.29
3"	$425.28
6"	$972.07

SEC. W4c PAYMENT OF ASSESSMENT

After installing and placing in operation any such water main and after said Bureau has voted that benefits assessed therefore are due and payable, it shall deliver to the Treasurer of the District the description of the properties assessed, with the names of the owner and the amounts of such assessments and the Treasurer shall prepare and send notices to each of the owners whose properties have been so assessed, stating the amount of the assessment and when the same is due and payable.

Said assessments may be paid by any owner in sixteen (16) annual installments over a period of fifteen (15) years. The first installment shall be paid within thirty days after the same is declared to be due and payable, and if so paid, said installment shall be without the addition of any interest charge. Each year thereafter for a period of fifteen (15) consecutive years, one installment shall be due and payable on the same month and day as the due date of the first installment. **The property owner may elect installment payments over twenty (20) years instead of fifteen (15) and for said charges to be billed monthly as part of the property's water bill rather than annually.**

All unpaid balances, unless delinquent, shall bear interest at the following rates:

(a) Interest on project for which the hearing is held after July 17, 1969, at the rate of six (6) percent per annum.

(b) Interest on projects for which the hearing was held prior to July 17, 1969, shall continue to be at the rate of four (4) percent per annum.

(c) Any installment payment or portion thereof not paid within thirty (30) days of its due date shall bear interest at the rate of nine (9) percent per annum to the date of its payment. Any installment or portion thereof delinquent on or after November 1, 1975 shall bear interest at the rate of twelve (12) percent per annum. Any installment or portion thereof delinquent on or after January 1, 1982 shall bear interest at the rate of fifteen (15) percent per annum.

(d) Any owner so desiring, within sixty days after an assessment is declared to be due and payable, may pay the entire amount of the assessment without the addition of interest thereto. Any owner may make advance payment on any future installment.

SEC. W5a CHARGES FOR SERVICE PIPE

New service pipes shall be installed by, or on behalf of, the property owner from the distribution main to the property to be served. The charges for service taps of the several sizes shall be determined by the Water Bureau for each calendar year and, in determining the charges, said Bureau shall give consideration to actual costs of service taps of the several sizes constructed in recent years and to the estimated cost of making such taps in the ensuing calendar year, and such charges shall be reported to the District Board at the next meeting thereof. Old service pipes that break between the main and street line shall be repaired or replaced by the District at no charge to the property owner. Old service pipes that are inadequate due to corrosion and clogging shall be replaced or relined by the District between the main and street line, at no charge to the property owner, provided the property owner has already renewed his service from the street line to the building, and the District determines, through flow tests or other means, that the service is still inadequate. **When a water service pipe is in need of replacement, or a new water service pipe is to be installed for**

connection to the District's water distribution system, the property owner may at his or her election request to participate in the District's water service installation program as established by the Water Bureau, as may be modified or amended from time to time.

SEC. W6f CHARGES FOR PRIVATE FIRE PROTECTION SERVICE

Charges for metered or unmetered connections to water mains supplying water for fire protection including combination services, shall be in accord with the following table:

SIZE OF CONNECTION	MONTHLY CHARGE	MONTHLY CHARGE
1"	**N/A**	**$5.00**
2"	**~~$19.85~~**	**$22.85**
3"	**~~$25.82~~**	**$29.74**
4"	**~~$38.77~~**	**$44.64**
6"	**~~$65.02~~**	**$74.80**
8"	**$240.00**	**$240.00**
10"	**$375.00**	**$375.00**
12**" & Larger**	**$540.00**	**$540.00**

REVISIONS TO SEWER ORDINANCES

SEC. S1b DEFINITIONS

(8) "Sanitary Sewer" shall mean a sewer intended to convey only sanitary sewage, or, if so stipulated with respect to the particular sewer, sanitary sewage plus industrial or other wastes. In general, sanitary sewers shall not be intended to convey storm water**, seepage, or subsoil drainage,** nor more than very small quantities of cooling water.

SEC. S2e WASTES EXCLUDED FROM ALL SEWERS

No person or property owner shall discharge or permit to be discharged, directly or indirectly, from any premises under his control into any public sewer of any kind or type, any of the following:

(3) Sticks, stones of material size, coarse rubbish, rags, unground or unshredded garbage or refuse ~~having particles more than one inch in their longest dimension~~, portions of any animal carcass more than one inch in longest dimension;

(7) Any waste or waste water which is strongly acid, and which, when tested in the usual technical manner, has a "pH" less than 5.5 or which is strongly alkaline and has a "pH" more than ~~9~~ **10.0**; ("pH" means the logarithm of the reciprocal of the weight of the hydrogen ions in grams per liter of solution).

(9) Any waste water or sewage containing ~~considerable quantities of~~ animal guts or tissues, entrails, offal, blood, feathers, hair, hides, scraps, unshredded **fruits or** vegetables, straw or cinders;

(11) Any considerable quantity of waste from an industrial or commercial process or processes containing more parts per million than the minimum indicated, by weight or by volume, for any of the following:

~~Unemulsified or undissolved oil, grease or similar materials .....~~	~~100 ppm~~
~~Cyanides .....~~	~~1.0 ppm~~
~~Copper, zinc, nickel or salts thereof .....~~	~~5 ppm~~
~~Iron, chromium, lead, tin, silver, mercury or other metals .....~~	~~5 ppm~~
~~or metallic salts .....~~	~~5 ppm~~
Cadmium	0.2ppm
Chromium (total)	2.0ppm
Chromium (hexavalent)	0.2ppm
Copper	2.0ppm
Cyanide	2.0ppm
Lead	0.5ppm
Mercury	Prohibited
Nickel	2.0ppm
Oil and Grease	100ppm
Silver	0.5ppm
Tin	4.0ppm
Zinc	2.0ppm
Hydrogen sul~~fph~~ide, sulfur dioxide, nitrous oxide or any halogen gas	10 ppm
Suspended solids other than above (i.e., solids that float on the surface of or are in suspension in sewage which are removable by laboratory filtering)	600 ppm

SEC. S2I USE OF SANITARY SEWERS

Except as specifically provided with reference to some particular sewer, sanitary sewers shall be used only for the conveyance and disposal of sanitary sewage as defined in Section S1b(2) of this ordinance and for diluted, water-carried industrial wastes which are not objectionable as provided hereinafter. Except as specifically provided for some particular sewer or location, no sanitary sewer shall be used to receive and convey or dispose of any storm or surface water, subsoil drainage, any ~~large continuous~~ flow of water seeping into buildings or excavations from soils or other underground

sources, flows of natural springs, or ground waters, surplus from flowing wells, the discharge from roofs, roof conductors, yard drains, street or highway drains.

SEC. S2s STATE OF CT GENERAL PERMIT FOR DISCHARGES FROM MISCELLANEOUS INDUSTRIAL USERS

No person or property owner shall discharge or permit to be discharged, directly or indirectly, from any premises under his/her control into any public sewer of any kind or type, any new discharge of miscellaneous sewer compatible wastewater subject to the State of Connecticut Department of Energy & Environmental Protection's ("CT DEEP") General Permit for Discharges from Miscellaneous Industrial Users ("MIU General Permit") without first submitting the required notification form under the MIU General Permit to the District. All notification form submittals to the District under the MIU General Permit shall include an administrative review fee as established, and amended or modified, by the District Board. No variances shall be granted by the District to any discharger under the MIU General Permit. For any person or property owner requesting a variance, they must apply to CT DEEP for authorization to discharge under the CT DEEP Significant Industrial User General Permit and/or other applicable state permit(s).

SEC. S3d MATERIALS AND WORKMANSHIP FOR SEWERS, DRAINS, CONNECTIONS, ETC.

The Manager of the Bureau of Public Works shall from time to time establish standard requirements or specifications to regulate the sizes, materials, methods and workmanship to be used in the construction **or rehabilitation (e.g. lining)** of sewers, drains, house connections and other similar work and appurtenances thereto connected or intended to be connected or to discharge, directly or indirectly, to any public sewer or drain of the District. Such standard requirements shall provide minimum requirements as to size, depth, slope or rate of grade for such pipes, shall regulate the kinds of pipe, fittings, methods of laying, **methods and materials of lining,** jointing, materials used, manner of connecting to pre-existing sewers and drains, and general considerations as to location and other pertinent features. So far as practicable, the standard requirements as established by said Manager under this section **are contained within the District's Standard Project Manual and** shall apply throughout said District insofar as each particular requirement shall be applicable to each location and condition. ~~Until such time as the Manager or Chief Engineer shall have established other standards for work and materials on such sewers, drains, connections thereto and appurtenances thereto, the practices and customary requirements of the Bureau of Public Works with respect to such matters shall control as those practices and requirements were observed and followed prior to the enactment of this ordinance.~~

SEC. S3i SPECIFICATIONS FOR LAYING

House connections and drain pipe, except as specially permitted otherwise by said Manager or Chief Engineer, shall be laid to a true rate of grade of not less than one foot per hundred feet and more if possible; shall have not less than three feet of cover at all points; shall be laid on firm, undisturbed soil or suitable foundation; shall be located at a sufficient distance from other parallel pipes to admit of altering or making repair to either line without disturbing the other; shall be well and tightly jointed and well cleaned inside after laying; shall consist of such straight pipe, bends, branches and other fittings as may be needed; and shall conform to all reasonable requirements for good construction. **When any property owner seeks and receives an exception to the above specification for the true rate of grade from the Manager or Chief Engineer, the property owner, and its successors and assigns, shall be solely responsible for all maintenance and repair of the entire length of the**

house connection or drain pipe, including the portion from the property line to the main in the street. Pipe larger than the minimum size specified herein shall be used when and as the size of the structure, the areas of roofs and yards, numbers and kinds of fixtures to be drained and other conditions may make it necessary to provide proper drainage.

SEC. S3k ENGINEER SHALL SUPERVISE AND INSPECT DRAIN WORK

All connections to public sewers or drains and appurtenances thereto, all repairs and alterations**, including lining,** to such sewers or to drains which are connected to or discharge, directly or indirectly, into such sewers or drains of the District or are intended to connect to or discharge, directly or indirectly, into such sewers or drains, shall be made under the supervision and inspection of representatives of or inspectors assigned to such work by the Chief Engineer. Said Chief Engineer shall assign from time to time competent inspectors or engineers to inspect and oversee such work. The services of such inspectors or engineers shall, in general, be available, if needed, between the hours of 8:30 A.M. and 4:00 P.M. on regular working days, Monday to Friday inclusive, provided two hours' notice of the need for such services is given to the office of said Engineer. Inspections will be made outside said hours on Saturdays, Sundays or holidays only by previous arrangement with said Engineer and only when, for good and sufficient reasons, the Engineer shall deem it necessary to perform such work outside the usual working hours. (See Section S3o).

SEC. S3s MAINTENANCE OF SEWER CONNECTIONS

All sewer house connections on private property shall be maintained by, and at the expense of, the property owner**, subject to Section S3i. When a sewer house connection is in need of replacement or lining, or for a new house connection to the District's sewer, the property owner may at his or her election, request to participate in the District's sewer installation program as established by the Bureau of Public Works, as may be modified or amended from time to time. The sewer installation program provides property owners with the ability to pay for house connection replacement, lining or installation over time as part of their monthly water bill.**

SEC. S3t SEWER STOPPAGES

In the event of complaint regarding a sewer stoppage, the District will ascertain if the main sewer is clear, and any stoppages therein will be relieved as quickly as possible.

If the main (public) sewer is found by the District to be clear, the Owner will be so informed and ~~he (~~the Owner~~)~~ shall then, at his/**her** own expense, employ a licensed plumber, reputable cleaner or licensed drain layer to clear any stoppage in the sewer house connection.

If the licensed plumber, licensed drain layer or reputable sewer cleaner finds that the stoppage is within the sewer house connection located within the public street, and that the stoppage cannot be cleared by power rodding or snaking, the **licensed plumber, licensed drain layer or reputable sewer cleaner** shall inform the District.

If upon investigation by the District forces, the stoppage is found in the portion of the sewer house connection located in the public street and the stoppage is of such nature that it could not have been cleared by power rodding or snaking, the condition will be corrected by the District or the District's contractor without additional charge to the Owner.

If, however, it is found that the stoppage could have been cleared by power rodding or snaking and is not due to faulty condition (disrepair) of the sewer house connection located within the public street, the Owner will be so informed and shall pay to the District the expense incurred by the District. The bill for such expense shall be paid promptly, and failure to do so shall result in the District taking such action as it deems appropriate.

Where necessary, the District will repair or renew from the main sewer to the street line (property line) any sewer house connection at no cost to the Owner.

It is to be understood that maintenance of the house connection as defined herein is entirely the Owner's responsibility.

SEC. S3v SPECIFICATIONS FOR LINING HOUSE CONNECTIONS AND SEWERS

House connections and drain pipe, where approved by the Manager or Chief Engineer, may be lined as a means of repair or rehabilitation by the Property Owner. Lining installation shall be made from a point on private property to a location within 3 feet of the point of connection to the sewer main, with portion located within public right of way paid for by the District. The liner materials, chemical resistance qualities, installation and curing methods shall be in accordance with the liner manufacturer recommendations and the District Standard Project Manual. The Property Owner shall perform a final Closed-Circuit Television (CCTV) inspection to verify proper cure and integrity of the composite liner, and shall provide such CCTV inspection to the District.

SEC. S5b ASSISTANCE AND PROCEDURE IN SUSPECTED VIOLATIONS

If the Manager of the Bureau of Public Works shall have reason to believe that a sewer, drain, or any part or appurtenance thereof, which is connected to or discharges into any public sewer or drain of The Metropolitan District, has been constructed, repaired or altered or is or has been used, operated or maintained, or that substances are being or recently have been discharged through the same in violation of the requirements of this ordinance, ~~or of~~ the standards established under its provisions **or action of the District Board**, said Manager shall inquire into the matter. Said Manager may require that the owner, lessee or tenant of the property where such sewer, etc., may be located or of property served by such sewer, etc., assist said Manager and his representatives in such inquiry and permit them to examine such sewer, etc., and observe the manner in which such sewer, etc., is used, operated or maintained and the wastes discharged through the same. If said Manager shall find on such inquiry that there exists good reason to believe that the requirements of this ordinance have not been or are not being complied with, he may require that the owner, lessee or tenant of said property furnish said Manager with adequate proof that said requirements are being conformed to and will continue to be complied with. If it shall appear that said requirements have not been or are not being conformed to or complied with or that good reason exists to believe that they may not thereafter be conformed to or complied with, said Manager may order and require that such owner, lessee or tenant shall immediately take such measures, provide and install such appurtenances or make such changes in such sewer, etc., or the manner of using and maintaining the same as will insure that said requirements will be conformed to or complied with thereafter. All assistance, proof, changes and new appurtenances required by this section to be furnished or provided by the owner, lessee or tenant of property in question shall be promptly furnished by such owner, lessee or tenant without expense to The Metropolitan District.

SEC. S7s INSTALLMENT PAYMENTS OF SANITARY SEWER CONNECTION CHARGES

The land owner against which a sanitary sewer connection charge has been levied in conformance with sections S7m and S7o herein, may choose to pay such sanitary sewer connection charge in full at the time the agreement is signed or may choose to pay such charge in installments. If payment is to be made in installments, such payment shall be made in accordance with the payment provisions of Section S9d herein with payments being made in sixteen (16) annual installments over a period of fifteen (15) years, except that the first payment shall be made at the time the agreement, required in Sections S7m and S7o herein, is signed and all subsequent payments to be made on annual basis on the fifteenth (15th) day of the month beginning one year after date of the first payment if such payment is made on the fifteenth (15th) day of the month or on the fifteenth (15th) day which falls immediately after the first payment. **The land owner may elect for said charges to be billed monthly as part of the property's water bill rather than annually.** All other provisions of Sections S9d, S9f and S9g herein shall apply including the first payment as principal, the annual interest rate to be applied on the unpaid balance and the interest rate to be applied to such payments which are delinquent. In the event that the land owner chooses to pay the sanitary sewer connection charge in installments the District shall include as a part of the agreement to be signed by said land owner a lien, to be filed in the land records of the town in which said land is situated, to secure payment of the sanitary sewer connection charge which is to be paid in installments, describing said land to be benefited by such sanitary sewer connection charge, and signed by the Clerk of the District.

SEC. S9c INSTALLMENT PAYMENTS (LAYOUTS PRIOR TO 1967)

The first installment shall be paid within thirty days after the same is declared by publication to be due and payable and if so paid, said installment shall be without the addition of any interest charge. Each year thereafter for a period of fifteen (15) consecutive years one installment shall be due and payable on the same month and day as the due date of the first installment. **The land owner may elect for said charges to be billed monthly as part of the property's water bill rather than annually.**

(Adopted Nov. 14, 1966) (Effective Nov. 24, 1966)

All unpaid balances shall bear interest at the rate of three per cent per annum, provided that on any installment payment or portion thereof not paid within thirty days of its due date all interest due on said installment or portion thereof shall be at the rate of nine (9) per cent per annum to the date of its payment.

Any owner so desiring may, within sixty days of the due date as published, pay the entire amount of the assessment without the addition of interest thereto, and any owner may make advance payments on any future installment.

This ordinance shall become effective July 1, 1963,* and, in the case of any assessments which became due and payable by publication prior to said date the number of future installments due, exclusive of installments delinquent July 1, 1963, shall be adjusted to a total period of fifteen (15) years from due date of the first installment, and all interest accrued after said effective date shall be as prescribed hereinbefore.

(Adopted Nov. 14, 1966) (Effective Nov. 24, 1966)

* Originally adopted June 3, 1963.

SEC. S9d INSTALLMENT PAYMENTS (LAYOUTS AFTER JANUARY 1, 1967)

The assessment payable by any owner for a public work or improvement shall be payable in sixteen (16) annual installments over a period of fifteen (15) years.

All installment payments shall be substantially equal in amount with the first installment being principal only, and the remaining fifteen (15) installments consisting of varying amounts of principal and interest.

The first installment shall be paid within thirty days after the same is declared by publication to be due and payable and if so paid, said installment shall be without the addition of any interest charge. Each year thereafter for a period of fifteen (15) consecutive years one installment shall be due and payable on the same month and day as the due date of the first installment. **The land owner may elect for said charges to be billed monthly as part of the property's water bill rather than annually.**

(Adopted Nov. 14, 1966) (Effective Jan. 1, 1967)

All unpaid balances shall bear interest at a rate to be established by the District Board upon recommendation of the Board of Finance, provided that on any installment payment or portion thereof not paid within thirty days of its due date all interest due on said installment or portion thereof shall be at the rate of nine (9) per cent per annum to the date of its payment.

(Adopted July 7, 1969) (Effective July 17, 1969)

SEC. S12c DEFINITIONS

Where, and as the context will admit, the following terms shall have the meanings indicated hereafter where used in this Ordinance and are in addition to those defined in Part 1, General Sewer Ordinance, Section S1b, Definitions:

(11) "District"
Shall mean the Metropolitan District consisting of ~~seven (7)~~ eight (8) municipalities, namely Hartford, East Hartford, Wethersfield, Windsor, Bloomfield, Newington, ~~and~~ Rocky Hill **and West Hartford**.

(12) "D**E**EP"
Shall mean the Connecticut Department of **Energy &** Environmental Protection.

SEC. S12m PAYMENT OF SEWER USER BILL

Sewer use charges, either as a separate bill or combined with the water bill shall be due and payable within ~~30~~ **25** days of the date of issue. Beginning July 1, 2003, one percent (1%) interest will be applied monthly to the unpaid balance, including previously applied interest, of all sewer bills outstanding ~~beyond~~ 30 days **after the due date**. A payment made to the District that is a portion of the original billing for water and sewer charges shall be credited to the water and sewer accounts in the same proportion as the original billings. No payment shall be allocated specifically to either the water or sewer account without a proportional allocation to the other account.

SEC. S12w PAYMENT OF MISCELLANEOUS SEWER BILLS

Miscellaneous sewer billings shall be due and payable within one month from the date of issue, and the Bureau of Public Works is empowered to permit an extension of the due date up to seven days after the end of the billing period. One percent (1%) per month shall be added to all outstanding miscellaneous sewer billings beyond the extension of time. **Nonpayment of miscellaneous sewer billings shall constitute a lien on the property as described in S12n and the District reserves the right to shut off the water from the premises as described in S12o.**

SEC. S15l BILLING OF FOG CHARGES

The fees associated with the District's FOG Management Program will be billed to the **fee** owner of the **property upon which the** Food Service Establishment **is situated**.

SEC. S15o NON-PAYMENT & SHUT OFF

In the event any FOG charges remain unpaid 30 days after the date on which payment is due, such unpaid FOG charges shall be delinquent and constitute a lien pursuant to Section S12n and such lien shall be enforceable in accordance with the terms of such ordinance and prevailing law. The District reserves the right to shut off the water service to the premises where FOG charges are combined with the water use charges and remain unpaid 30 days after the date on which payment is due. If so shut off, the water service will not be restored without payment of all charges due.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk

BUREAU OF PUBLIC WORKS
SEWER LATERAL INSTALLATION PROGRAM

To: District Board December 2, 2019

From: Bureau of Public Works

At the September 11, 2019, Bureau of Public Works meeting, staff discussed the implementation of a Sewer Lateral Installation Program. At the Water Bureau meeting on the same day, staff also discussed the implementation of the Water Service Installation Program. The impetus to creating these two new programs is to assist property owners in connecting to both sewer and water mains for various reasons.

Due to the increase in petitions for water service and the lack of connections to recently constructed Class 1 water mains, and the fact that many of the properties that abut these new water mains have not connected to them in the past because of the cost, the effort of hiring a contractor to do the work, or both, staff is proposing a new program to allow new or renewed water services installed on private property to be funded through the District, i.e., the Water Service Installation Program. This new program will work in conjunction with the Water Service Installation Charge, whereas the customer pays for MDC forces to install the water service from the main to the property line.

In order to provide the same service to property owners on the sewer side, staff is proposing to initiate the Sewer Lateral Installation Program ("Program"), that will mirror the Water Service Installation Program by allowing the installation of new or renewed (i.e., replaced or rehabilitated) sewer laterals on private property to be funded through the District and paid back in timed payments by the property owners.

Contained in the 2019 Schedule of Flat Rates of Sewer Assessment, Connection Charges and Outlet Charges is the rate for laterals of $4,420. This rate is assessed when a sanitary sewer lateral is installed as part of a Layout & Assessment project, as part of the three component sewer assessment consisting of front footage, area or outlet charge and lateral charge. The sewer lateral is installed to the property line by the contractor performing the main line construction work. Currently, the entirety of the assessment, including all three components, can be paid in timed payments by the property owner when the assessment becomes due.

With the new Program, the owner will have the ability to hire a private contractor to install sewer laterals on private property and fund the entire new sewer connection cost (assessments plus lateral construction costs), with reimbursement to the District by the property owner over time. Upon completion of the work, the District would pay the property owner's contractor for the cost of the work, up to $10,000, and the property owner will repay the District over time, including interest at the same rate as sewer assessments (6%). The Program would offer property owners the ability to roll the installation costs of a new lateral into the property's assessment and for property owners to pay for the installation or renewal of laterals as part of their monthly water bill. The Program would be limited to 6-inch laterals for residential properties. Exceptions to

the service size or type would be subject to approval of the Chief Executive Officer or his/her designee. Credit checks of property owners may be performed at the District's discretion. Sewer laterals will only be funded if the lateral is built to District standards

Renewals to laterals will include lateral lining or replacements, with the present practice of MDC renewing the lateral in the public right of way portion continuing. The property owner will then be responsible for renewing the private portion of the lateral if needed. Renewals must be for the full length of lateral piping rather than only a damaged portion. If the property owner wants to spot repair a damaged lateral, it will not be eligible for the Program. Staff will develop technical specifications to pre-qualify contractors, for rehabilitation only specific to lining, similar to the Back Water Valve Program.

The benefits of renewing sanitary sewer laterals and establishing new sewer customers are a reduction in infiltration from private property (contributing to the goals of the Clean Water Program), less Customer Service/Operations involvement in repairing laterals extending onto private property, and reduces potential backups caused by deteriorated laterals, root intrusion, etc.

The Program is entirely voluntary but participants will be required to sign a waiver and voluntary lien as part of the Program. A list of qualified (licensed, bonded and insured) contractors for open cut work will be available to property owners but property owners may select their own contractors so long as they meet all District requirements for such work.

Prior to acceptance into the Program, contracts and/or price quotes between the property owners and their contractor(s) must be submitted to Utility Services for review to verify the appropriateness of the cost proposal. The District reserves the right to deny any price proposal. Any increase in the price of the lateral construction due to unforeseen circumstances shall be approved by the District prior to funding. The owner shall be bound to the terms of the written contract with contractor. In order to pay the contractor for the work, the District will issue a two-party check addressed to the property owner and the contractor. The property owner will be required to endorse the check over to the contractor as acceptance of completed work and to pay for the completed work. A 10% down payment of the cost proposal shall be required from the property owner. If the contractor requires a deposit, the property owner will be responsible to pay the contractor. Monthly payments for borrowing will be a separate line item on the water bill. There will be no pre-payment penalties.

The Program shall be established with a revolving fund from the Assessable Sewer Fund, currently adequately funded with a balance of $13.9M. Coupled with the revenue from the principal and interest payments, the fund will become self-sustaining.

After reviewing the information contained herein

At a meeting of the Bureau of Public Works held on November 25, 2019 it was:

VOTED: That the Bureau of Public Works establishes a Sewer Lateral Installation Program for approved properties abutting a newly installed or existing sanitary sewer main, subject to the following terms:

Scenario	Sewer Type	New 6-inch Lateral*** in Public ROW	New 6-inch Lateral*** in Private Property	Lateral Renewal/Rehab**
1	New Sewer Main – Layout & Assessment	District installs as part of the project, cost to property owner $4,420* plus frontage and dwelling unit assessment	Property owner responsible for actual cost. District pays contractor and property owner repays District over time	N/A
2	Existing Sewer Main with Existing lateral in ROW	District installed as part of the previous project, cost to property owner $4,420* plus frontage and dwelling unit assessment	Property owner responsible for actual cost. District pays contractor and property owner repays District over time.	District responsible for public portion within the ROW.
3	Existing Sewer Main with no lateral	Property owner responsible for actual cost. District pays contractor and property owner repays District over time.	Property owner responsible for actual cost. District pays contractor and property owner repays District over time.	N/A
4	Existing Sewer Main with Existing lateral to be renewed			Property owner responsible for private property portion actual cost, District responsible for public portion within the ROW. District pays contractor and property owner repays District over time.

*$4,420 – prevailing rate per lateral or inlet

** Renewals to include lining of lateral, include PPID work with prequalified contractors

***Subject to approval by CEO or designee

Criteria of Sewer Lateral Installation Program:

- Properties requiring a sanitary sewer lateral of 6" abutting an MDC sewer main. Exceptions to the lateral size or type would be subject to approval of the Chief Executive Officer or his/her designee.
- Renewals shall be installed for the full length of lateral pipe.
- Sewer laterals/renewals must be built to MDC standards by qualified, licensed, bonded and insured contractors.
- Limit of $10,000 per property for sewer lateral installation/renewal for all work in public right-of-way and private property.
- Amount owed by property owner will be paid to District over fifteen or twenty years with same interest rate as water assessments (6%).
- Credit checks performed at District's discretion.
- Contracts and/or price quotes between the property owners and their contractors must be submitted to Utility Services for review to verify the appropriateness of the cost proposal. The District reserves the right to deny any price proposal. Any increase in price of construction must be approved by District in order for property owner to receive increase of District payment to contractor.
- Owner bound to terms of the written contract with Contractor.
- District will issue a two-party check addressed to the property owner and the contractor. The property owner will be required to endorse the check over to the contractor as acceptance of completed work and to pay for the completed work. A 10% down payment of the cost proposal shall be required from the property. Property owner will repay the District by monthly payments as a separate line item on the water bill.
- Any deposit required by the contractor will be the sole responsibility of the property owner.
- No pre-payment penalties
- Funding to be established with a revolving fund from the Assessable Sewer Fund

AND
VOTED: That the Controller or Chief Administrative Officer be requested to make tentative allocations for this program pending passage by the District Board, and funding for the same is authorized from the Assessable Sewer Fund.

Respectfully submitted,

John Mirtle

John S. Mirtle, Esq.
District Clerk