

**JOURNAL
OF
THE BUREAU OF PUBLIC WORKS
OF
THE METROPOLITAN DISTRICT
COMMISSION**

**FOR THE YEAR
2013**

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**Membership of the District is made up of the City of Hartford and
The Towns of Bloomfield, Newington, Wethersfield, Windsor,
East Hartford, Rocky Hill and West Hartford**

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**MEMBERSHIP
OF
THE BUREAU OF PUBLIC WORKS
2013**

RICHARD W. VICINO Chairman, Bureau of Public Works
J. LAWRENCE PRICE Vice Chairman, Bureau of Public Works

RONALD ARMSTRONG	ALPHONSE MAROTTA
LUIS CABAN	J. LAWRENCE PRICE
JANICE FLEMMING	ALBERT F. REICHIN
ALLEN HOFFMAN	HECTOR M. RIVERA
WILLIAM HORAN	RAYMOND SWEZY
JOSEPH KLETT	ALVIN E. TAYLOR
JOSEPH H. KRONEN	RICHARD W. VICINO
MAUREEN MAGNAN	

MINUTES
OF
MEETINGS OF THE BUREAU OF PUBLIC WORKS
HELD IN 2013

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, June 3, 2013**

Present: Commissioners Luis Caban, Janice Flemming, Allen Hoffman, William Horan, Joseph Kronen, Alphonse Marotta, J. Lawrence Price, Albert F. Reichin, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (13)

Absent: Commissioners Ronald Armstrong, Joseph Klett and Maureen Magnan (3)

Also

Present: Charles P. Sheehan, Chief Executive Officer
Scott W. Jellison, Deputy CEO, Engineering & Operations
Timothy J. Dupuis, Chief of Program Management
R. Bartley Halloran, District Counsel
Kristine C. Shaw, District Clerk
Erin Ryan, Director of Human Resources
Carol Fitzgerald, Acting Director of Finance
Robert Constable, Manager of Budgeting & Analysis
Kerry E. Martin, Assistant to the Chief Executive Officer
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Chairman Vicino called the meeting to order at 5:25 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Reichin and duly seconded, the meeting minutes of October 3, 2012, December 18, 2012 and public hearing minutes of March 19, 2012, May 2, 2012, July 24, 2012 and August 29, 2012 were approved.

Commissioners Caban & Flemming abstained.

**ACCEPTANCE OF SANITARY SEWERS BUILT BY DEVELOPER'S PERMIT
AGREEMENT-Report 4.**

To: Bureau of Public Works for consideration on June 3, 2013

The sewers outlined in the following resolution have been constructed under Developer's Permit-Agreement in accordance with the plans, specifications and standards of the District, and the Director of Engineering has certified to all of the foregoing.

It is therefore **RECOMMENDED** that, pursuant to Section S8g of the Sewer Ordinances re: "Acceptance of Developer's Sewers," it be

Voted: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

Resolved: That, in accordance with Section S8g of the District Ordinances, the following is incorporated into the sewer system of The Metropolitan District as of the date of passage of this resolution:

<u>Sewers In</u>	<u>Built By</u>	<u>Completion Date</u>
Sterling Ridge, Alfred Circle-Filley Street West to Cul-De-Sac, Larenzen Ridge-Filley Street West to Cul-De-Sac & Ritas Way-Larenzen Ridge to Cul-De-Sac, Bloomfield	Developer: Sterling Ridge Developers Contractor: Orlando Excavation	February, 2012

Respectfully submitted,

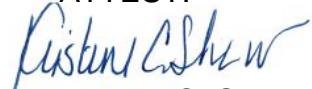
Charles P. Sheehan
Chief Executive Officer

On motion made by Commissioner Reichin and duly seconded, the report was received and resolution recommended to the District Board.

ADJOURNMENT

The meeting was adjourned at 5:26 P.M.

ATTEST:



Kristine C. Shaw
District Clerk

August 5, 2013

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, August 5, 2013**

Present: Commissioners Andrew Adil, Luis Caban, Donald Currey, Joseph Kronen, Maureen Magnan, Alphonse Marotta, Thea Montanez, J. Lawrence Price, Albert F. Reichin, Raymond Sweezy and Alvin E. Taylor, (11)

Absent: Commissioners Ronald Armstrong, Janice Flemming, Allen Hoffman, William Horan, Joseph Klett, Hector M. Rivera, Richard W. Vicino and District Chairman William A. DiBella (8)

Also

Present: Charles P. Sheehan, Chief Executive Officer
R. Bartley Halloran, District Counsel
John Zinzarella, Deputy Chief Executive Officer, Business Services
Timothy J. Dupuis, Chief of Program Management
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Carl Nasto, Assistant District Counsel
Carol Fitzgerald, Acting Director of Finance
Kerry E. Martin, Assistant to the Chief Executive Officer
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Vice-Chairman Price called the meeting to order at 5:04 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Reichin and duly seconded, the meeting minutes of June 3, 2013 were approved.

Commissioner Magnan abstained from voting.

ENCROACHMENT AGREEMENT- 85 DAVENPORT DRIVE, WEST HARTFORD – Report 4.

To: The Bureau of Public Works for consideration on August 5, 2013

The homeowner of 85 Davenport Drive in West Hartford requested permission from The Metropolitan District to permanently encroach upon an existing 10-foot right-of-way west of Davenport Road, West Hartford in order to reconstruct an existing deck.

The sanitary easement across the parcel was conveyed to the Town of West Hartford on August 18, 1959, and assigned to the MDC upon West Hartford becoming a member town. At the time the original deck and swimming pool at 85 Davenport Road were constructed (1988), the property owner and the Town of West Hartford entered in an agreement jointly acknowledging that the proposed deck would encroach upon the District's sanitary sewer right-of-way, and that the Town of West Hartford would issue a building permit for the structure only upon District approval. Unfortunately, the building permit was issued and the deck constructed without this approval, as there are no records on file with The Metropolitan District evidencing such an approval.

If permitted to continue this encroachment and reconstruct the deck, the homeowner has agreed to the following conditions:

1. Any earth moving equipment that will be utilized on the parcel over and adjacent to the sanitary sewer shall be reviewed and approved by District staff prior to mobilization to the parcel;
2. No additional permanent structures, including but not limited to building foundations (other than the existing deck and the stone wall , but excluding other utilities as reviewed and approved by District staff, shall be located within the District's right-of-way;
3. The homeowner shall provide a CCTV inspection of the sanitary sewer prior to commencing any work and upon completion of all the work within the District Easement.
4. The Metropolitan District shall not be held liable for any damage caused to the deck and stone wall located within and adjacent to the right-of-way or other permanent structures immediately adjacent to the District's right-of-way in the event of any sewer repair or replacement project. The Metropolitan District will make every effort feasible to minimize damage to the utilities and adjacent permanent structures; however the cost for repairs to the other utilities and permanent structures shall be the responsibility of the homeowner. The Metropolitan District may require such insurance and/or sureties as it deems, in its sole discretion, to be necessary to protect its right of way and sewer infrastructure.
5. The final restoration of the deck, stone wall and any patio pavers shall be the responsibility of the homeowner. The District shall backfill any repair excavation to ground surface, filling consolidation settlement will be the responsibility of the homeowner. Any damaged material from the deck, stone wall or patio pavers will be

disposed of by the homeowner. The material will be stockpiled at a location on the owner's property that will not interfere with District crews.

Staff has reviewed this request and considers it reasonable.

A formal encroachment agreement shall be executed between the current homeowner(s) of 85 Davenport Drive, West Hartford and The Metropolitan District, consistent with current practice involving similar requests.

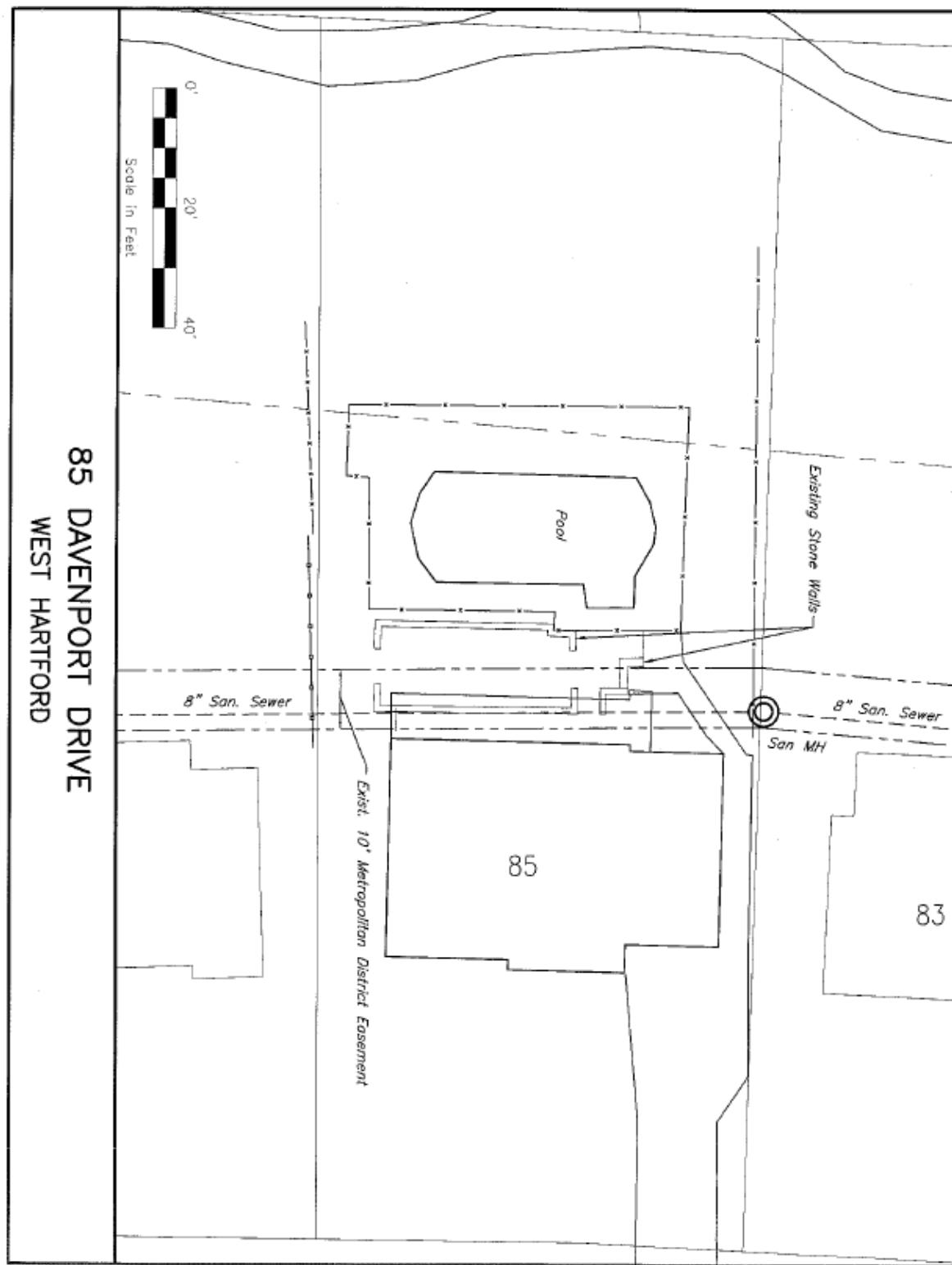
It is RECOMMENDED that it be

VOTED: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to the current homeowner(s) of 85 Davenport Drive, West Hartford to encroach upon an existing sanitary sewer 10-foot right-of-way west of Davenport Drive, West Hartford, in order to replace an existing deck, providing that the District shall not be held liable for any costs or damages of any kind as a result of the encroachment and subject to the terms of an encroachment agreement containing the terms and conditions set forth above.

Respectfully submitted,

Charles P. Sheehan
Chief Executive Officer



On motion made by Commissioner Reichen and duly seconded, the report was received and resolution recommended to the District Board by unanimous vote of those present.

ADJOURNMENT

The meeting was adjourned at 5:09 P.M.

ATTEST:



John S. Mirtle

John S. Mirtle
District Clerk

December 9, 2013

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, December 9, 2013**

Present: Commissioners Andrew Adil, Donald Currey, Allen Hoffman, Maureen Magnan, Alphonse Marotta, J. Lawrence Price, Hector M. Rivera, Raymond Sweezy Alvin E. Taylor and Richard W. Vicino; District Chairman William A. DiBella (11)

Absent: Commissioners Luis Caban Janice Flemming, William Horan, Joseph Klett, Joseph Kronen, Thea Montanez and Albert F. Reichin (7)

Also

Present: Charles P. Sheehan, Chief Executive Officer
R. Bartley Halloran, District Counsel
Scott Jellison, Deputy Chief Executive Officer, Engineering & Operations
John Zinzarella, Deputy Chief Executive Officer, Business Services
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Stan Pokora, Manager of Treasury
Erin Ryan, Director of Human Resources
Carol Fitzgerald, Acting Director of Finance
Mary Manning, Manager of Technical Services
Carl Bard, Director of Engineering
Brandon Brezeale, Project Engineer
Kerry E. Martin, Assistant to the Chief Executive Officer
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Vice-Chairman Price called the meeting to order at 4:46 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of August 5, 2013 were approved.

ENCROACHMENT AGREEMENT – 129 MAIN STREET, NEWINGTON – Report 4.

To: Bureau of Public Works for consideration on December 9, 2013

Connecticut Real Estate Properties, LLC, property owner of 129 Main Street in Newington, Connecticut (See Exhibit A), requests permission from The Metropolitan District to permanently encroach upon an existing 20 foot right-of-way west of Main Street, Newington, in order to construct a new driveway with private electric, gas, and water utility services. The new driveway and private utility services will go to a new home located south and out of the District right-of-way.

The encroachments will allow for the following work and is represented in the attached Exhibit B. The proposed work includes the following:

- Encroachment 1: To construct electrical and gas conduit above an existing 27 inch reinforced concrete pipe (RCP) sanitary sewer.
- Encroachment 2: To construct electrical and gas conduit above an existing 27 inch RCP sanitary sewer.
- Encroachment 3: To construct a 1" copper water service adjacent to an existing 27 inch RCP sanitary sewer.

If permitted to encroach and construct the driveway and utility services, the property owner has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 27 inch RCP sanitary sewer:

1. Any earthmoving equipment that will be utilized on the parcel over and adjacent to the sanitary sewer shall be reviewed and approved by District staff prior to mobilization to the parcel;
2. No additional permanent structures, including but not limited to building foundations and utilities, shall be located within the District's right of way.
3. The homeowner shall provide a Closed Circuit Television (CCTV) inspection of the sanitary sewer prior to commencing any work and upon completion of all work within the District Easement;
4. The Metropolitan District shall not be held liable for any damage caused to the utility services or driveway located within and adjacent to the right-of-way or other permanent structures immediately adjacent to the District's right-of-way in the event of any sewer repair or replacement project. The Metropolitan District will make every effort feasible to

minimize damage to the utilities and adjacent permanent structures; however the cost for repairs to the other utilities and permanent structures shall be the responsibility of the homeowner. The Metropolitan District may require such insurance and/or sureties as it deems, in its sole discretion, to be necessary to protect its right of way and sewer infrastructure.

5. The District will provide an inspector on site during the construction of said improvements within the right of way. Connecticut Real Estate Properties, LLC shall allow and schedule the inspector to be on-site. Connecticut Real Estate Properties, LLC shall also contact the Metropolitan District Manager of Construction Inspection Mr. Frank Morse at 860-278-7850 extension 3702 at least five business days prior to the commencement of any work within the easement. In addition to ensuring that the specific conditions of this Agreement are met, said inspector shall, in his or her sole discretion, have the unilateral right to halt construction activities in the event the integrity of the District's sanitary sewer main is in any way threatened. In such event, the District may impose additional reasonable conditions not set forth in this Agreement to prevent damage to its sanitary sewer mains.
6. The contractor shall maintain a copy of this agreement on-site at all times and it shall be made available to District staff upon request.
7. Construct and maintain bituminous concrete pavement structure for driveway inside District right of way as detailed in Construction Plan provided by Connecticut Real Estate Properties, LLC.

Metropolitan District staff has reviewed this request and considers it reasonable.

A formal encroachment agreement shall be executed between the current property owner(s) of 129 Main Street, Newington, and the Metropolitan District, consistent with the Construction Plan on file and current practice involving similar requests.

It is RECOMMENDED that it be

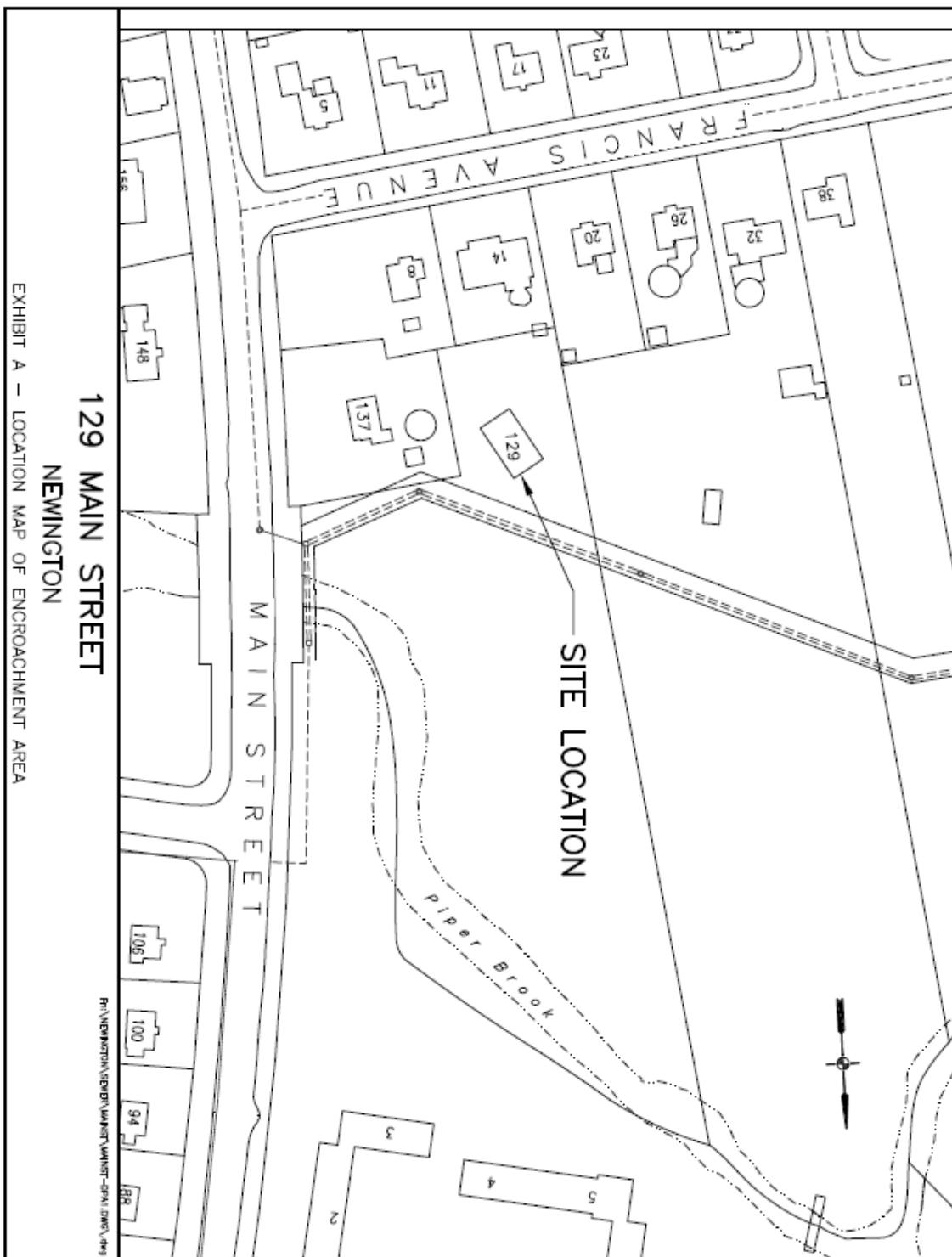
VOTED: That the Bureau of Public Works recommend to the District Board passage of the following resolution.

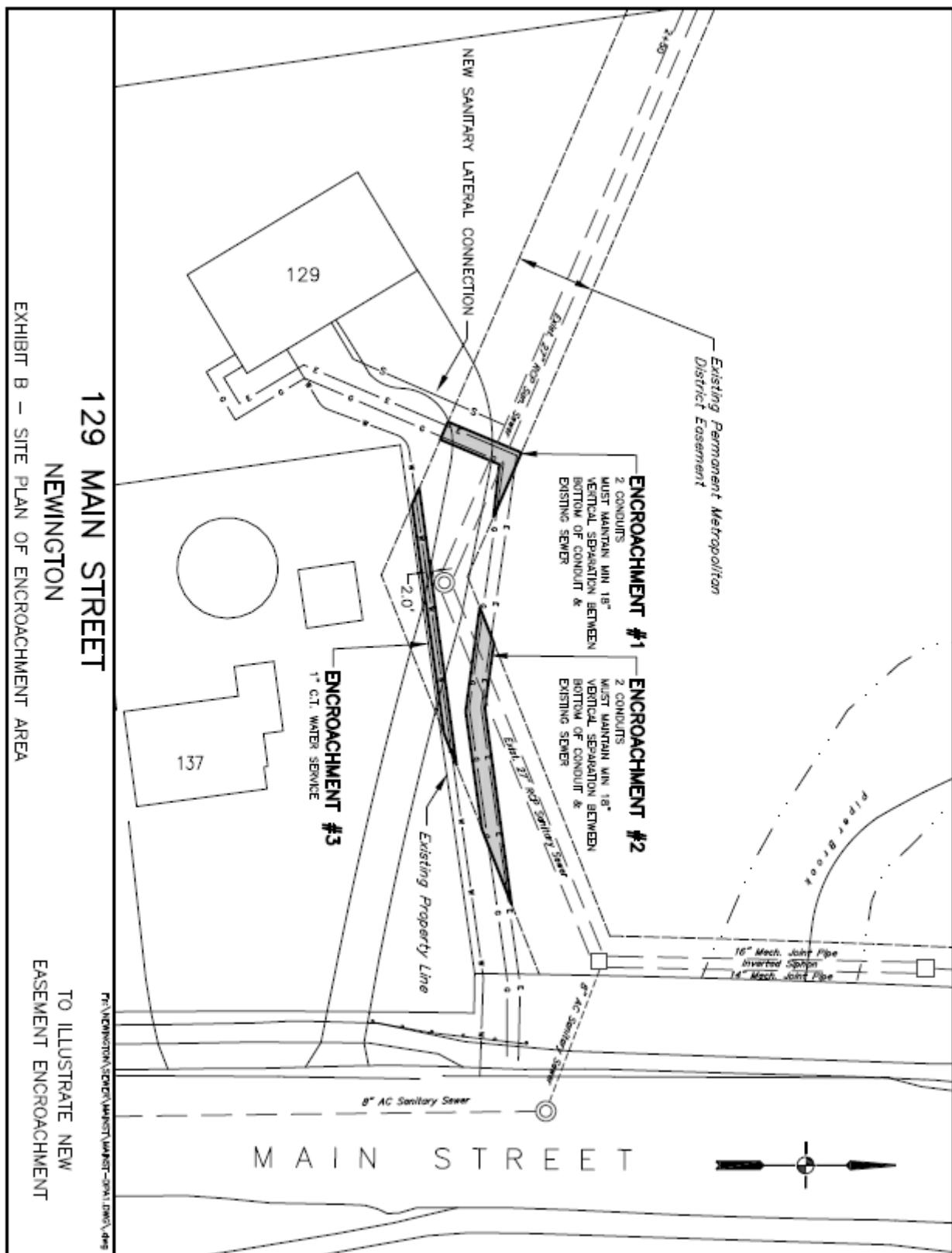
RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to the approval of form and content by District Counsel, granting permission to the current property owner(s) of 129 Main Street, Newington, to encroach upon an existing sanitary sewer 20 foot right-of-way west of Main Street, Newington, in order to construct a new driveway with private electric, gas, and water utility services, providing that the District shall not be held liable for any costs or damages

of any kind as a result of the encroachment and subject to the terms of an encroachment agreement containing the terms and conditions set forth above.

Respectfully Submitted,

Charles P. Sheehan
Chief Executive Officer





On motion made by Commissioner Hoffman and duly seconded, the report was received and resolution, as amended, was recommended to the District Board by unanimous vote of those present.

ADJOURNMENT

The meeting was adjourned at 5:16 P.M.

ATTEST:



John S. Mirtle
District Clerk

February 12, 2014

Date of Approval

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