

**JOURNAL  
OF  
THE COMMITTEE ON MDC GOVERNMENT  
OF  
THE METROPOLITAN DISTRICT  
COMMISSION**

**FOR THE YEAR  
2014**

Published by authority of the Commission  
And compiled by the  
Office of the District Clerk

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 COMMITTEE ON MDC GOVERNMENT  
2014**

**J. LAWRENCE PRICE** Chairman, Committee on MDC Government  
**ALPHONSE MAROTTA** Vice Chairman, Committee on MDC Government

MICHAEL GERHART	JAMES S. NEEDHAM
ALLEN HOFFMAN	J. LAWRENCE PRICE
WILLIAM HORAN	HECTOR M. RIVERA
MAUREEN MAGNAN	ALVIN E. TAYLOR
ALPHONSE MAROTTA	

**MINUTES**  
**OF**  
**MEETINGS OF THE COMMITTEE ON MDC GOVERNMENT**  
**HELD IN 2014**

**SPECIAL MEETING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Monday, February 3, 2014

**Present:** Commissioners Allen Hoffman, Alphonse Marotta, J. Lawrence Price, Hector Rivera, Alvin E. Taylor and District Chairman William A. DiBella (6)

**Absent:** Commissioners Michael Gerhart, William P. Horan, Maureen Magnan and James S. Needham (4)

**Also**

**Present:** Commissioner Pasquale Salemi  
Commissioner Raymond Sweezy  
Commissioner Daniel Camilliere  
Charles P. Sheehan, Chief Executive Officer  
Scott Jellison, Deputy Chief Executive Officer, Engineering & Operations  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
Brendan M. Fox, Jr., Assistant District Counsel  
John S. Mirtle, Esq., District Clerk  
Carol Fitzgerald, Acting Director of Treasury  
Stanley Pokora, Manager of Treasury  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

District Counsel R. Bartley Halloran called the meeting to order at 5:30 P.M.

**ROLL CALL AND QUORUM**

The District Clerk informed District Counsel R. Bartley Halloran that a quorum was present, and the meeting was declared a legal meeting of the Committee on MDC Government of The Metropolitan District of Hartford County, Connecticut.

*On motion made by Commissioner Taylor and duly seconded, Commissioner Price was nominated to be Chairperson of the Committee on MDC Government. Commissioner Price's nomination was approved unanimously.*

***On motion made by Commissioner Taylor and duly seconded, Commissioner Marotta was nominated to be Vice-Chairperson of the Committee on MDC Government. Commissioner Marotta's nomination was approved unanimously.***

**APPROVAL OF MINUTES**

***On motion made by Commissioner Marotta and duly seconded, the meeting minutes of December 9, 2013 were approved.***

**Appointment of Legislative Consultants – Report 4.**

To: Committee on MDC Government for consideration on February 3, 2014

Over the past several years, the firms of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC have provided exemplary service in the area of governmental relations. Based upon their collective past performance, and to maintain a level of continuity within the District's legislative and administrative lobbying activities, District staff recommends the reappointment of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC to represent the District during the 2014 legislative session. The terms of their respective appointments would be from January 1, 2014 through December 31, 2014.

Furthermore, in the event the Committee on MDC Government forwards the appointments to the District Board, District staff recommends that the annual fee for each lobbyist firm remain \$25,000.00, for a total of \$50,000.00. Payments would be prorated over a 12-month period, commencing January 2014.

It is therefore recommended that it be:

**Voted:** That the Committee on MDC Government recommends to the District Board passage of the following resolution:

**Resolved:** That the firms of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC be retained to perform lobbying services for a period commencing on January 1, 2014 and terminating on December 31, 2014, for a fee of \$25,000.00 each, totaling \$50,000.00, to be prorated over a twelve-month period, subject to the execution of a written agreement prepared and approved by District Counsel as to form and content, reflecting the scope of services, reporting requirements and such other terms and conditions as District Counsel may specify.

Respectfully submitted,

Charles P. Sheehan  
Chief Executive Officer

***On motion made by Commissioner Hoffman 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 5:39 P.M.

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

March 6, 2014

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

**SPECIAL MEETING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Thursday, March 6, 2014

**Present:** Commissioners Allen Hoffman, Maureen Magnan, Alphonse Marotta, J. Lawrence Price, Hector Rivera, Alvin E. Taylor and District Chairman William A. DiBella (7)

**Absent:** Commissioners Michael Gerhart, William P. Horan, and James S. Needham (3)

**Also**

**Present:** Commissioner Pasquale Salemi  
Commissioner Raymond Sweezy  
Commissioner Daniel Camilliere  
Commissioner Andrew Adil  
Commissioner Joseph Kronen  
Commissioner Donald M. Currey  
Commissioner Luis Caban  
Charles P. Sheehan, Chief Executive Officer  
Scott Jellison, Deputy Chief Executive Officer, Engineering & Operations  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
Brendan M. Fox, Jr., Assistant District Counsel  
John S. Mirtle, Esq., District Clerk  
Nick Salemi, Special Services Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman J. Lawrence Price called the meeting to order at 4:09 P.M.

**ROLL CALL AND QUORUM**

The District Clerk informed Chairman J. Lawrence Price that a quorum was present, and the meeting was declared a legal meeting of the Committee on MDC Government of The Metropolitan District of Hartford County, Connecticut.

**APPROVAL OF MINUTES**

***On motion made by Commissioner Taylor and duly seconded, the meeting minutes of February 3, 2014 were approved. Commissioner Magnan abstained***

**DISCUSSION RE: LEGISLATIVE MATTERS AND RELATIONSHIP TO AND STRATEGY FOR PENDING LITIGATION INITIATED BY NON-MEMBER TOWN**

***At 4:52 p.m. Commissioner Rivera entered the meeting.***

**EXECUTIVE SESSION**

At 5:30 p.m. Chairman J. Lawrence Price requested an executive session for the purpose of discussing strategies related to pending litigation.

***On motion made by Commissioner Marotta and duly seconded, the Committee entered into executive session to discuss pending litigation.***

Those in attendance during the executive session:

Commissioners Luis Caban, Donald M. Currey, Allen Hoffman, Maureen Magnan, Alphonse Marotta, J. Lawrence Price, Hector Rivera, Raymond Sweezy, Alvin E. Taylor; Mr. Charles P. Sheehan, John Zinzarella and Scott Jellison; Attorneys R. Bartley Halloran, Christopher Stone and Brendan Fox.

**RECONVENE**

At 6:15 P.M., Chairman J. Lawrence Price requested to come out of executive session and on motion made by Commissioner Hoffman and duly seconded, the Committee came out of executive session and reconvened. No following formal action was taken.

**ADJOURNMENT**

The meeting was adjourned at 6:16 P.M.

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

March 19, 2014

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Date of Approval

**SPECIAL MEETING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Wednesday, March 19, 2014

**Present:** Commissioners Allen Hoffman, Alphonse Marotta, J. Lawrence Price, Hector Rivera, Alvin E. Taylor and District Chairman William A. DiBella (6)

**Absent:** Commissioners Michael Gerhart, William P. Horan, Maureen Magnan, and James S. Needham (4)

**Also**

**Present:** Commissioner Pasquale Salemi  
Commissioner Donald M. Currey  
Commissioner Mark Pappa  
John M. Zinarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
Brendan M. Fox, Jr., Assistant District Counsel  
John S. Mirtle, Esq., District Clerk  
Nick Salemi, Special Services Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman J. Lawrence Price called the meeting to order at 5:05 P.M.

**ROLL CALL AND QUORUM**

The District Clerk informed Chairman J. Lawrence Price that a quorum was present, and the meeting was declared a legal meeting of the Committee on MDC Government of The Metropolitan District of Hartford County, Connecticut.

**APPROVAL OF MINUTES**

*On motion made by Commissioner Marotta and duly seconded, the meeting minutes of March 6, 2014 were approved.*

**DISCUSSION RE: LEGISLATIVE MATTERS AND RELATIONSHIP TO AND  
STRATEGY FOR PENDING LITIGATION INITIATED BY NON-MEMBER TOWN****EXECUTIVE SESSION**

At 5:10 p.m. Chairman J. Lawrence Price requested an executive session for the purpose of discussing strategies related to pending litigation.

***On motion made by Commissioner Marotta and duly seconded, the Committee entered into executive session to discuss pending litigation.***

Those in attendance during the executive session:

Commissioners Allen Hoffman, Alphonse Marotta, J. Lawrence Price, Hector Rivera, Alvin E. Taylor, Pasquale Salemi, Donald Currey, Mark Pappa and District Chairman William A. DiBella; John Zinzarella and Nick Salemi; Attorneys R. Bartley Halloran, Christopher Stone and Brendan Fox.

**RECONVENE**

At 6:15 P.M., Chairman J. Lawrence Price requested to come out of executive session and on motion made by Commissioner Taylor and duly seconded, the Committee came out of executive session and reconvened. No following formal action was taken.

**ADJOURNMENT**

The meeting was adjourned at 6:18 P.M.

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

April 24, 2014

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

**SPECIAL MEETING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Wednesday, April 24, 2014

**Present:** Commissioners Allen Hoffman, Alphonse Marotta, James S. Needham, J. Lawrence Price, Alvin E. Taylor and District Chairman William A. DiBella (6)

**Absent:** Commissioners Michael Gerhart, William P. Horan, Maureen Magnan, and Hector Rivera (4)

**Also Present:** Commissioner Andrew Adil  
Commissioner Donald M. Currey  
Scott Jellison, Deputy Chief Executive Officer, Engineering & Operations  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
Brendan M. Fox, Jr., Assistant District Counsel  
John S. Mirtle, Esq., District Clerk  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman J. Lawrence Price called the meeting to order at 12:36 PM

**ROLL CALL AND QUORUM**

The District Clerk informed Chairman J. Lawrence Price that a quorum was present, and the meeting was declared a legal meeting of the Committee on MDC Government of The Metropolitan District of Hartford County, Connecticut.

**APPROVAL OF MINUTES**

*On motion made by Commissioner Marotta and duly seconded, the meeting minutes of March 19, 2014 were approved.*

**DISCUSSION RE: LEGISLATIVE MATTERS AND RELATIONSHIP TO AND  
STRATEGY FOR PENDING LITIGATION INITIATED BY NON-MEMBER TOWN****EXECUTIVE SESSION**

At 12:40 PM Chairman J. Lawrence Price requested an executive session for the purpose of discussing strategies related to pending litigation.

***On motion made by Commissioner DiBella and duly seconded,  
the Committee entered into executive session to discuss  
pending litigation.***

Those in attendance during the executive session:

Commissioners Allen Hoffman, Alphonse Marotta, James Needham, J. Lawrence Price, Alvin E. Taylor, Andrew Adil, Donald Currey, and District Chairman William A. DiBella; Scott Jellison; Attorneys R. Bartley Halloran, Christopher Stone and Brendan Fox.

**RECONVENE**

At 1:35 PM, Chairman J. Lawrence Price requested to come out of executive session and on motion made by Commissioner Marotta and duly seconded, the Committee came out of executive session and reconvened. No formal action was taken.

**ADJOURNMENT**

The meeting was adjourned at 1:36 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

October 8, 2014

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Date of Approval

**SPECIAL MEETING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Wednesday, October 8, 2014

**Present:** Commissioners Allen Hoffman, William P. Horan, Alphonse Marotta, James S. Needham, Hector Rivera, Alvin E. Taylor and District Chairman William A. DiBella (7)

**Absent:** Commissioners Michael Gerhart, Maureen Magnan and J. Lawrence Price (3)

**Also**

**Present:** Charles P. Sheehan, Chief Executive Officer  
Scott W. Jellison, Deputy CEO, Engineering & Operations  
John M. Zinarella, Deputy CEO, Business Services  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, Esq., District Clerk  
Gerald J. Lukowski, Director of Operations  
Kelly Shane, Director of Procurement  
Rob Constable, Manager of Budgeting and Analysis  
Stanley Pokora, Manager of Treasury  
Erin Ryan, Director of Human Resources  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant  
Joe Vitale, Bond Counsel

**CALL TO ORDER**

Vice-Chairman Alphonse Marotta called the meeting to order at 5:06 PM

**ROLL CALL AND QUORUM**

The District Clerk informed Vice-Chairman Alphonse Marotta that a quorum was present, and the meeting was declared a legal meeting of the Committee on MDC Government of The Metropolitan District of Hartford County, Connecticut.

**APPROVAL OF MINUTES**

*On motion made by Commissioner Hoffman and duly seconded, the meeting minutes of April 24, 2014 were approved.*

**PROPOSED REVISIONS TO THE BYLAWS  
OF THE METROPOLITAN DISTRICT**

To: Committee on MDC Government for consideration on October 8, 2014

District staff, through the Office of District Counsel, submits the addition of Section B1j "Telephonic Attendance at Meetings" and revisions to Section B2d "Chief Executive Officer" and B3j "Community Affairs Committee" to the Bylaws of the District Board of The Metropolitan District for consideration by the Committee on MDC Government.

Therefore, it is **RECOMMENDED** that it be

**VOTED:** That the Committee on MDC Government recommends to the District Board passage of the following resolution:

**RESOLVED:** That the addition of Section B1j "Telephonic Attendance at Meetings" and revisions to Section B2d "Chief Executive Officer" and B3j "Community Affairs Committee" to the Bylaws of the District Board of The Metropolitan District be adopted as follows:

**B1j TELEPHONIC ATTENDANCE AT MEETINGS**

Commissioners may participate in and act at any meeting of the Board or any Committee through the use of a conference telephone or by means of other electronic equipment so long as all persons participating in the meeting can communicate with each other concurrently. Telephonic or electronic participation in a meeting shall constitute attendance and presence at the meeting for quorum purposes.

**B2d CHIEF EXECUTIVE OFFICER**

There shall be a Chief Executive Officer, to be appointed by the District Board. The Chief Executive Officer shall hold office at the pleasure of said board, but shall not be dismissed except for cause. The Chief Executive Officer shall carry out the policies and orders of said board and of the committees, commissions, bureaus and boards of the District. The Chief Executive Officer shall furnish such information and technical advice as may be requested and perform such other duties as may from time to time be assigned by said board.

The Chief Executive Officer shall be manager of the Water Bureau and of the Bureau of Public Works. The Chief Executive Officer shall coordinate the operations of the several committees, commissions, bureaus and agencies of the District and administer any uniform personnel and classification plan that may be adopted; and shall exercise general supervision over the operating staff of each of such committees, commissions, bureaus or agencies.

The Chief Executive Officer shall attend, or be represented at, all meetings except those designated as executive meetings of the District Board, the Water Bureau, Bureau of Public Works, Board of Finance,

Regional Planning Commission, and any other committee, board or commission of the District, except the Committee on Organization.

The Chief Executive Officer shall be authorized to sign, on behalf of the District, all contracts to which the District is a party, and such authorization with respect to any such contract involving the expenditure of more than \$25,000.00 shall be upon award of such contract by the District and upon satisfaction by the successful proposer or bidder of all legal requirements of the District pertaining to such award. The Chief Executive Officer is further authorized to delegate such signing authority to any other District officer(s) or employee(s), provided such delegation shall be in writing and a copy thereof shall be filed with the District Clerk.

Any reference in the District Charter or in the District Ordinances to the District Manager, to the Manager, to the Manager of the Water Bureau, or to the Manager of the Bureau of Public Works shall be construed as referring to the Chief Executive Officer, and such duties attendant on these positions shall be the responsibility of the Chief Executive Officer.

(Adopted September 11, 2000)

### **B3j COMMUNITY AFFAIRS COMMITTEE**

The Community Affairs Committee shall consist of ten (10) Commissioners of the District. Said Committee shall advise the District Board and management on questions of publications, publicity and other aspects of community affairs. The Community Affairs Committee shall also be charged with reporting to and advising the Board on issues relating to the following: 1) policies, procedures and regulatory compliance in the area of affirmative action within the District; 2) workforce diversity within the District and development of a work environment within the District that is sensitive and responsive to the goal of encouraging diversity within the workforce; 3) programs and initiatives to promote diversity within the District's contracting community, including monitoring the progress and success of the Small Local Business Enterprise Program and other programs or policies developed to promote diversity both within and outside the District; and 4) any other matters specifically referred to the Committee by the Board relating to affirmative action or diversity.

(Adopted January 16, 1996)

(Deletions bracketed. Additions underlined.)

Respectfully submitted,

Charles P. Sheehan  
Chief Executive Officer

***Commissioner Hoffman moved to amend proposed ordinance  
B1j, "Telephonic Attendance" as follows:***

Commissioners may participate in and act at any meeting of the Board or any Committee through the use of a conference telephone or by means of other electronic equipment so long as all persons participating in the meeting can communicate with each other concurrently. Telephonic or electronic participation in a meeting shall constitute attendance and presence at the meeting ~~for quorum purposes. provided that those present constitute a majority of the required quorum.~~

***The proposed amendment was duly seconded.***

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

**ADJOURNMENT**

The meeting was adjourned at 5:31 PM

ATTEST:

  
John S. Mittle, Esq.  
District Clerk

November 12, 2014

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

**PUBLIC HEARING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Thursday, November 6, 2014

**Present:** Commissioners Alphonse Marotta, Luis Caban, Assistant District Counsel Brendan Fox and District Clerk John Mirtle

**PUBLIC HEARING ON PROPOSED REVISION TO THE METROPOLITAN DISTRICT**  
**GENERAL ORDINANCES AND SEWER ORDINANCES**

Commissioner Marotta, acting as Chairman, called the public hearing to order at 3:01 PM.

Commissioner Marotta, stated, for the record, that no one from the public was in attendance; therefore, he waived the reading of the hearing procedures and guidelines. Commissioner Marotta read a general statement regarding the proposed ordinance revisions into the record. John Mirtle, District Clerk, entered the following into the record:

The following hearing notice was published in the Hartford Courant on October 25, 2014 and again on October 31, 2014; and the notice and the complete text of the proposed ordinance revision was filed, for public inspection, in the office of the town clerk in each municipality that is a member town of The Metropolitan District.

Pursuant to Special Act 01-3, as adopted by the General Assembly of the State of Connecticut, the Metropolitan District will hold a public hearing on the proposed addition of Section G8g "Sole Source or Single Source Procurement Authority" to The Metropolitan District's General Ordinances. The hearing will be held in the Board Room at District Headquarters, 555 Main Street, Hartford on Thursday, November 6, 2014 at 3:00 P.M.

**STATEMENT OF PURPOSE:** By means of adoption of the proposed ordinance, the MDC is seeking the authority to sole source the procurement of goods and services in limited circumstances rather than have the procurement subject to competitive bidding procedures.

The following hearing notice was published in the Hartford Courant on October 25, 2014 and again on October 31, 2014; and the notice and the complete text of the proposed ordinance revision was filed, for public inspection, in the office of the town clerk in each municipality that is a member town of The Metropolitan District.

Pursuant to Special Act 01-3, as adopted by the General Assembly of the State of Connecticut, the Metropolitan District will hold a public hearing on the proposed revision of Section S12x "Special Sewer Service Charge for Capital Improvements to the Sewerage System" to The Metropolitan District's Sewer Ordinances. The hearing will be held in the Board Room at District Headquarters, 555 Main Street, Hartford on Thursday, November 6, 2014 at 3:00 P.M.

**STATEMENT OF PURPOSE:** The proposed ordinance revision will allow the utilization of the special sewer service charge for capital improvement projects under the Clean Water Project.

**ADJOURNMENT**

The meeting was adjourned at 3:07 PM

ATTEST:

John S. Mirtle, Esq.  
District Clerk

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

**SPECIAL MEETING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Wednesday, November 12, 2014

**Present:** Commissioners Allen Hoffman, William P. Horan, Alphonse Marotta, J. Lawrence Price, Hector Rivera, Alvin E. Taylor and District Chairman William A. DiBella (7)

**Absent:** Commissioners Michael Gerhart, Maureen Magnan and James S. Needham (3)

**Also**

**Present:** John M. Zinzarella, Deputy CEO, Business Services  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Gerald J. Lukowski, Director of Operations  
Kelly Shane, Director of Procurement  
Stanley Pokora, Manager of Treasury  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Price called the meeting to order at 5:00 PM

**ROLL CALL AND QUORUM**

The District Clerk informed Chairman Price that a quorum was present, and the meeting was declared a legal meeting of the Committee on MDC Government of The Metropolitan District of Hartford County, Connecticut.

**APPROVAL OF MINUTES**

*On motion made by Commissioner Marotta and duly seconded, the meeting minutes of October 8, 2014 were approved.*

**PROPOSED REVISIONS TO THE GENERAL ORDINANCES  
OF THE METROPOLITAN DISTRICT**

To: Committee on MDC Government for consideration on November 12, 2014

District staff, through the Office of District Counsel, submits the addition of Section G8g, Sole Source or Single Source Procurement Authority, to The Metropolitan District General Ordinances for consideration by the Committee on MDC Government. Pursuant to the authority set forth in Section 1(g) of Special Act 08-9 (Regular Session 2008).

The proposed addition is underlined.

#### **SEC. G8g Sole Source or Single Source Procurement Authority**

Pursuant to the authority granted to the District under Section 1(g) of Special Act 08-9 (Regular Session 2008), and upon a determination by the Chief Executive Officer or his or her designee that certain circumstances warrant, full and open competitive bidding shall not be required and the District shall be allowed to utilize sole or single source procurement in a manner consistent with the provisions contained in the Federal Acquisition Regulations (“FAR”) Subpart 6.302, as may be amended from time to time, and as modified and adopted by the District as provided for herein.

The procedure for solicitation and award through a sole source or single source procurement shall be available only when at least one of the following circumstances exists:

- 1) There is an unusual or compelling urgency which precludes full and open competition and delay in award of a contract will result in serious injury, financial or otherwise, to the District; or
- 2) When the supplies, services or equipment required by the District are available from only one responsible source and no other type of supplies, services or equipment will satisfy District requirements; or
- 3) When, in the context of distributing a Request for Qualifications, Proposals or Services, it is determined that the disclosure of the District's needs in those documents would compromise the security of the District.

District staff shall establish specific implementation protocols incorporating those provisions of the FAR in order to implement a sole source or single source procurement process as set forth above, and subject to the provision of any applicable federal or state law or regulation. The CEO may delegate to appropriate District staff such authority as may be necessary to conduct the procurement procedures established by this ordinance as he or she may determine.

Therefore, it is **RECOMMENDED** that it be

**VOTED:** That the Committee on MDC Government recommends to the District Board passage of the following resolution:

**RESOLVED:** That the addition to The Metropolitan District's General Ordinances be adopted as follows:

**SEC. G8g Sole Source or Single Source Procurement Authority**

Pursuant to the authority granted to the District under Section 1(g) of Special Act 08-9 (Regular Session 2008), and upon a determination by the Chief Executive Officer or his or her designee that certain circumstances warrant, full and open competitive bidding shall not be required and the District shall be allowed to utilize sole or single source procurement in a manner consistent with the provisions contained in the Federal Acquisition Regulations ("FAR") Subpart 6.302, as may be amended from time to time, and as modified and adopted by the District as provided for herein.

The procedure for solicitation and award through a sole source or single source procurement shall be available only when at least one of the following circumstances exists:

- 1) There is an unusual or compelling urgency which precludes full and open competition and delay in award of a contract will result in serious injury, financial or otherwise, to the District; or
- 2) When the supplies, services or equipment required by the District are available from only one responsible source and no other type of supplies, services or equipment will satisfy District requirements; or
- 3) When, in the context of distributing a Request for Qualifications, Proposals or Services, it is determined that the disclosure of the District's needs in those documents would compromise the security of the District.

District staff shall establish specific implementation protocols incorporating those provisions of the FAR in order to implement a sole source or single source procurement process as set forth above, and subject to the provision of any applicable federal or state law or regulation. The CEO may delegate to appropriate District staff such authority as may be necessary to conduct the procurement procedures established by this ordinance as he or she may determine.

Respectfully submitted,

Charles P. Sheehan  
Chief Executive Officer

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

**PROPOSED REVISIONS TO THE SEWER ORDINANCES  
OF THE METROPOLITAN DISTRICT**

To: Committee on MDC Government for consideration on November 12, 2014

District staff, through the Office of District Counsel, submits the revision of Section S12x, Special Sewer Service Charge for Capital Improvements to the Sewerage System, to The Metropolitan District Sewer Ordinances for consideration by the Committee on MDC Government. Pursuant to the authority set forth in Section 1(g) of Special Act 08-9 (Regular Session 2008).

Deletions are struck through, additions are underlined.

**SEC. S12x SPECIAL SEWER SERVICE CHARGE FOR CAPITAL IMPROVEMENTS  
TO THE SEWERAGE SYSTEM**

For customers of The Metropolitan District who utilize the District sewer system and are furnished water directly by The Metropolitan District there shall be a special sewer service charge in an amount established annually through the budget approval process as set forth in Chapter 3 of the Charter of The Metropolitan District. Said charge shall be uniformly applied to, and be proportional to the quantity of water used by, the affected customers.

Notwithstanding the foregoing, The Metropolitan District may, through its annual budget, allow for a reduction in the special sewer service charge otherwise payable by owners of commercial or industrial properties in the event said properties, and the commercial or industrial operations located thereon, are serviced, in whole or in part, by an on-site wastewater collection, treatment, and disposal system that does not discharge into the sanitary sewage system of The Metropolitan District. The amount of said reduction shall be determined by the Board of Commissioners of The Metropolitan District during its annual budget approval process for any ensuing year.

The proceeds from the special sewer service charge, as aforesaid, shall be used exclusively for ~~payment of principal and interest on certain bonds issued or which may be issued and other loans, including State of Connecticut Clean Water Fund loans, to finance~~ capital costs associated with any and all measures necessary to comply with a certain consent decree executed by and between The Metropolitan District and the United States Environmental Protection Agency in a case filed on August 15, 2006 in the United States District court for the District of Connecticut captioned United States of America and State of Connecticut vs. The Metropolitan District of Hartford, Connecticut and a certain consent order executed by and between The Metropolitan District and the State of Connecticut relating to the reduction of nitrogen discharged from District Wastewater Treatment Facilities as required by State of Connecticut Department of Environmental Protection Nitrogen General Permit issued December 21, 2005, as such decree and order may be amended from time to time, and specifically for payment of capital expenditures in connection with compliance with the decree or order, or payment

of debt service on indebtedness of The District incurred for purposes of funding expenditures in connection with compliance with such decree and order. For this purpose "indebtedness" shall mean bonds, notes and other loans and obligations, including, without limitation, State of Connecticut Clean Water Fund loans and "D" debt service" shall mean any obligation that would constitute "debt service" if incurred with respect to bonds issued under the special obligation indenture of trust, dated June 1, 2013, between The District and U.S. Bank National Association, as trustee, as amended and supplemented from time to time, as the term "debt service" is used in such indenture, whether or not such obligation is incurred with respect to indebtedness under such indenture.

The special sewer service charge shall appear separately on the water bills of the District and shall be due and payable at the same time as the water bills are due and payable. Collection and payment of such charge shall be subject to and in accordance with sections S12m, S12n, and S12o of this part.

This ordinance shall be effective for bills rendered on or after January 1, 2008.

Therefore, it is **RECOMMENDED** that it be

**VOTED:** That the Committee on MDC Government recommends to the District Board passage of the following resolution:

**RESOLVED:** That the revision to the Metropolitan District's Sewer Ordinances be adopted as follows:

**SEC. S12x SPECIAL SEWER SERVICE CHARGE FOR CAPITAL IMPROVEMENTS TO THE SEWERAGE SYSTEM**

For customers of The Metropolitan District who utilize the District sewer system and are furnished water directly by The Metropolitan District there shall be a special sewer service charge in an amount established annually through the budget approval process as set forth in Chapter 3 of the Charter of The Metropolitan District. Said charge shall be uniformly applied to, and be proportional to the quantity of water used by, the affected customers.

Notwithstanding the foregoing, The Metropolitan District may, through its annual budget, allow for a reduction in the special sewer service charge otherwise payable by owners of commercial or industrial properties in the event said properties, and the commercial or industrial operations located thereon, are serviced, in whole or in part, by an on-site wastewater collection, treatment, and disposal system that does not discharge into the sanitary sewage system of The Metropolitan District. The amount of said reduction shall be determined by the Board of Commissioners of The Metropolitan District during its annual budget approval process for any ensuing year.

The proceeds from the special sewer service charge, as aforesaid, shall be used exclusively for capital costs associated with any and all measures necessary to comply

with a certain consent decree executed by and between The Metropolitan District and the United States Environmental Protection Agency in a case filed on August 15, 2006 in the United States District court for the District of Connecticut captioned United States of America and State of Connecticut vs. The Metropolitan District of Hartford, Connecticut and a certain consent order executed by and between The Metropolitan District and the State of Connecticut relating to the reduction of nitrogen discharged from District Wastewater Treatment Facilities as required by State of Connecticut Department of Environmental Protection Nitrogen General Permit issued December 21, 2005, as such decree and order may be amended from time to time, and specifically for payment of capital expenditures in connection with compliance with the decree or order, or payment of debt service on indebtedness of The District incurred for purposes of funding expenditures in connection with compliance with such decree and order. For this purpose "indebtedness" shall mean bonds, notes and other loans and obligations, including, without limitation, State of Connecticut Clean Water Fund loans and "debt service" shall mean any obligation that would constitute "debt service" if incurred with respect to bonds issued under the special obligation indenture of trust, dated June 1, 2013, between The District and U.S. Bank National Association, as trustee, as amended and supplemented from time to time, as the term "debt service" is used in such indenture, whether or not such obligation is incurred with respect to indebtedness under such indenture.

The special sewer service charge shall appear separately on the water bills of the District and shall be due and payable at the same time as the water bills are due and payable. Collection and payment of such charge shall be subject to and in accordance with sections S12m, S12n, and S12o of this part.

Respectfully submitted,

Charles P. Sheehan  
Chief Executive Officer

***On motion made by Commissioner Marotta 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 5:07 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

December 1, 2014

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Date of Approval

**SPECIAL MEETING**  
**COMMITTEE ON MDC GOVERNMENT**  
**The Metropolitan District**  
555 Main Street, Hartford CT  
Monday, December 1, 2014

**Present:** Commissioners Allen Hoffman, William P. Horan, Maureen Magnan, Alphonse Marotta, James S. Needham, Hector Rivera, Alvin E. Taylor and District Chairman William A. DiBella (8)

**Absent:** Commissioners Michael Gerhart and J. Lawrence Price (2)

Also

Present: Commissioner Allen Hoffman  
Commissioner Michael Toppi  
Commissioner Richard Vicino  
Charles P. Sheehan, Chief Executive Officer  
John M. Zinzarella, Deputy CEO, Business Services  
R. Bartley Halloran, District Counsel  
John S. Mirtle, District Clerk  
Gerald J. Lukowski, Director of Operations  
Kelly Shane, Director of Procurement  
Stanley Pokora, Manager of Treasury  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Vice-Chairman Marotta called the meeting to order at 5:31 PM

**ROLL CALL AND QUORUM**

The District Clerk informed Vice-Chairman Marotta that a quorum was present, and the meeting was declared a legal meeting of the Committee on MDC Government of The Metropolitan District of Hartford County, Connecticut.

**APPROVAL OF MINUTES**

*On motion made by Commissioner Rivera and duly seconded,  
the meeting minutes of November 12, 2014 were approved.*

*Commissioner Magnan abstained.*

**COMMITTEE ON MDC GOVERNMENT  
REVISIONS TO DISTRICT WATER RATES**

To: Committee on MDC Government for consideration on December 1, 2014

The 2015 budget in support of Water Operations calls for the water use rate to remain unchanged from the \$2.53 per hundred cubic feet (CCF). Certain peripheral charges associated with the delivery and sale of water have been changed. The changes will become effective January 1, 2015.

A discussion of the several rates that comprise the proposed schedule for 2015 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 remain unchanged from \$2.53 per CCF.

The recommended rate for treated water, based on actual metered consumption, is:

<b><u>WATER USAGE</u></b>	<b><u>CURRENT RATE</u></b>	<b><u>PROPOSED RATE</u></b>
All Customers	\$2.53/100 Cu. ft.	\$2.53/100 Cu ft.

**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. The customer service charges in the residential category (5/8", 3/4", and 1" meters) will remain unchanged from the \$40.44 per quarter. The customer service charges for the 1 1/2", 3" and 4" will be decreased by \$23.37, \$174.93 and \$72.96 per quarter respectively. The customer service charges for the 2", 6", 8", 10" and 12" will be increased by \$14.07, \$984.81, \$1,254.99, \$1,303.59, \$2,699.43 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. In the residential category a 5/8" meter will be reduced from \$49.74 per quarter to \$40.44 per quarter in 2015.

**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 \$1.00 per hundred cubic feet of consumption. It is recommended that the charge for untreated water remain at the rate of \$1.00 per hundred cubic feet.

**Private Fire Protection Charge**

Rates for private fire protection are charged to all fire service accounts based on the size of the service connection. Staff recommends no changes to the private fire protection rates.

**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 Committee on MDC Government held on December 1, 2014, it was :

**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, 2015, as set forth in the following “REVISIONS TO WATER SUPPLY ORDINANCES.”

**Further**

**Voted:** That following the public hearing held on November 19, 2014, 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 by underscoring 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:

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY AND QUARTERLY</u>	<u>\$2.53 per 100 Cubic Feet</u>
<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY AND QUARTERLY</u>	<u>\$2.53 per 100 Cubic Feet</u>

#### **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:

<u>Size of Meter</u>	<u>Monthly</u>	<u>Quarterly</u>
<u>Billing</u>	<u>Billing</u>	<u>Billing</u>
<u>5/8"</u>		
<u>3/4"</u>	<u>13.48</u>	<u>40.44</u>
<u>1"</u>	<u>13.48</u>	<u>40.44</u>
<u>1 1/2"</u>	<u>13.48</u>	<u>40.44</u>
<u>2"</u>	<u>28.29</u>	<u>84.87</u>
<u>3"</u>	<u>28.29</u>	<u>84.87</u>
<u>4"</u>	<u>183.52</u>	<u>550.56</u>
<u>6"</u>	<u>183.52</u>	<u>550.56</u>
<u>8"</u>	<u>183.52</u>	<u>550.56</u>
<u>12"</u>	<u>183.52</u>	<u>550.56</u>
	<u>183.52</u>	<u>550.56</u>

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METER	SIZE OF	<u>MONTHLY BILLING</u>	<u>QUARTERLY BILLING</u>
		\$13.48	\$40.44
5/8"		\$13.48	\$40.44
3/4"		\$13.48	\$40.44
1"		\$20.50	\$61.50
1 1/2"		\$32.98	\$98.94
2"		\$125.21	\$375.63
3"		\$159.20	\$477.60
4"		\$511.79	\$1,535.37
6"		\$601.85	\$1,805.55
8"		\$619.05	\$1,857.15
10"		\$1,083.33	\$3,249.99
12"			

**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:

METER	SIZE OF BILLING	MONTHLY BILLING	QUARTERLY BILLING
5/8"		\$16.58	\$49.74
3/4"		\$18.58	\$55.74
1"		\$23.20	\$69.60
1 1/2"		\$29.89	\$89.67
2"		\$48.14	\$144.42
3"		\$182.49	\$547.47
4"		\$232.39	\$697.17
6"		\$344.57	\$1,033.71
8"		\$479.04	\$1,437.12
12"		\$724.75	\$2,174.26
METER	SIZE OF BILLING	MONTHLY BILLING	QUARTERLY BILLING
5/8"		\$13.48	\$40.44
3/4"		\$13.48	\$40.44
1"		\$13.48	\$40.44
1 1/2"		\$20.50	\$61.50
2"		\$32.98	\$98.94
3"		\$125.21	\$375.63
4"		\$159.20	\$477.60
6"		\$511.79	\$1,535.37
8"		\$601.85	\$1,805.55
10"		\$619.05	\$1,857.15
12"		\$1,083.33	\$3,249.99

#### **SEC. W1d CHARGES FOR UNTREATED WATER**

Charges for untreated water sold to water companies and agencies under agreement between The Metropolitan District and such companies or agencies, or by other arrangement, shall remain at the rate of \$1.00 cents per hundred cubic feet.

#### **SEC. W6f CHARGES FOR PRIVATE FIRE PROTECTION SERVICE**

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

<u>SIZE OF CONNECTION</u>	<u>MONTHLY CHARGE</u>
<u>2"</u>	<u>\$14.38</u>
<u>3"</u>	<u>\$18.72</u>
<u>4"</u>	<u>\$28.10</u>
<u>6"</u>	<u>\$47.12</u>
<u>8"</u>	<u>\$70.85</u>
<u>10"</u>	<u>\$118.65</u>
<u>12"</u>	<u>\$166.87</u>

<u>SIZE OF CONNECTION</u>	<u>MONTHLY CHARGE</u>
<u>2"</u>	<u>\$14.38</u>
<u>3"</u>	<u>\$18.72</u>
<u>4"</u>	<u>\$28.10</u>
<u>6"</u>	<u>\$47.12</u>
<u>8"</u>	<u>\$70.85</u>
<u>10"</u>	<u>\$118.65</u>
<u>12"</u>	<u>\$166.87</u>

Respectfully submitted,

Charles P. Sheehan  
Chief Executive Officer

*On motion made by District Chairman DiBella 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 5:37 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

February 11, 2015

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Date of Approval

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**To**

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