

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

FOR THE YEAR
2015

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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 BUREAU OF PUBLIC WORKS
2015

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

ANDREW ADIL

ALPHONSE MAROTTA

LUIS CABAN

THEA MONTANEZ

DONALD CURREY

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ALVIN E. TAYLOR

JOSEPH H. KRONEN

RICHARD W. VICINO

MAUREEN MAGNAN

MINUTES
OF
MEETINGS OF THE BUREAU OF PUBLIC WORKS
HELD IN 2015

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Thursday, January 15, 2015**

Present: Commissioners Donald Currey, Janice Flemming, Allen Hoffman, Joseph Kronen, Alphonse Marotta, Joseph Klett, J. Lawrence Price, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (11)

Absent: Commissioners Andrew Adil, Luis Caban, William Horan, Joseph Klett, Maureen Magnan, Thea Montanez, Albert F. Reichin, and Hector M. Rivera (8)

Also

Present: Scott W. 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 Fox, Assistant District Counsel
John S. Mirtle, District Clerk
Susan Negrelli, Director of Engineering
Gerald J. Lukowski, Director of Operations
Kelly Shane, Director of Procurement
Michael Curley, Manager of Technical Services
Nick Salemi, Special Services Administrator
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 3:03PM

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 September 8, 2014 were approved.

**PRATT & WHITNEY WILLGOOS FACILITY, EAST HARTFORD
ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on January 15, 2015

On November 5, 2014, AECOM, on behalf of Pratt & Whitney, requested permission from the Metropolitan District to temporarily encroach upon an existing 20-foot sewer right-of-way across their property located at 1 Pent Road, East Hartford, for the purpose of excavating polluted soils for off-site disposal. Pratt & Whitney has requested permission to perform existing soil remediation by removing polluted soil within the right-of-way and above the existing 33-inch reinforced concrete Southern Interceptor sewer pipe and replace it in kind with clean soil, as shown on the accompanying map. Soil shall be excavated to a depth to allow for a minimum of 6-feet of cover over the 33-inch sewer main.

The sanitary sewer right-of-way across the parcel was conveyed to the Metropolitan District by the United Aircraft Corporation in March 1950 in conjunction with the construction of the Southern Interceptor Sewer, and is recorded in the Town of East Hartford land records: Volume 169 Page 252.

MDC staff has concluded that the encroachment is temporary and that there will be no detriment to the sewer infrastructure as a result.

Pratt & Whitney has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 33-inch RCP interceptor located within the subject parcel and accessibility along the length of the Metropolitan District's rights-of-way:

1. Care must be taken during construction not to disturb the existing sanitary sewer main. All heavy construction equipment must be located outside of 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 sewer main shall be reviewed and approved by District staff prior to mobilization to the site.
2. An MDC inspector must be on the job site, at the expense of Pratt & Whitney, whenever work is being performed within the right-of-way. The construction shall conform to District standards and 48-hours advance notice must be given to the District prior to any construction within the right-of-way.
3. Pratt & Whitney shall perform a CCTV inspection, witnessed by an MDC inspector, of the sanitary sewer main in the area of the construction prior to any excavation over the sewer pipe, and upon completion of backfilling and restoration of the excavated area. The videos will be delivered to the District for the purposes of assessing the existing and post activity condition of the sanitary sewer.

4. In the event of a sewer emergency caused by the proposed excavation, Pratt & Whitney shall provide, at their expense, an appropriately sized bypass pump.
5. Pratt & Whitney agrees that within the limits of the Districts right-of-way, they will not construct nor cause to be constructed any buildings or other structures or use or carry on any operation on the surface or subsurface or said right-of-way other than the excavation noted herein.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Pratt & Whitney and The Metropolitan District, consistent with current practice involving similar requests.

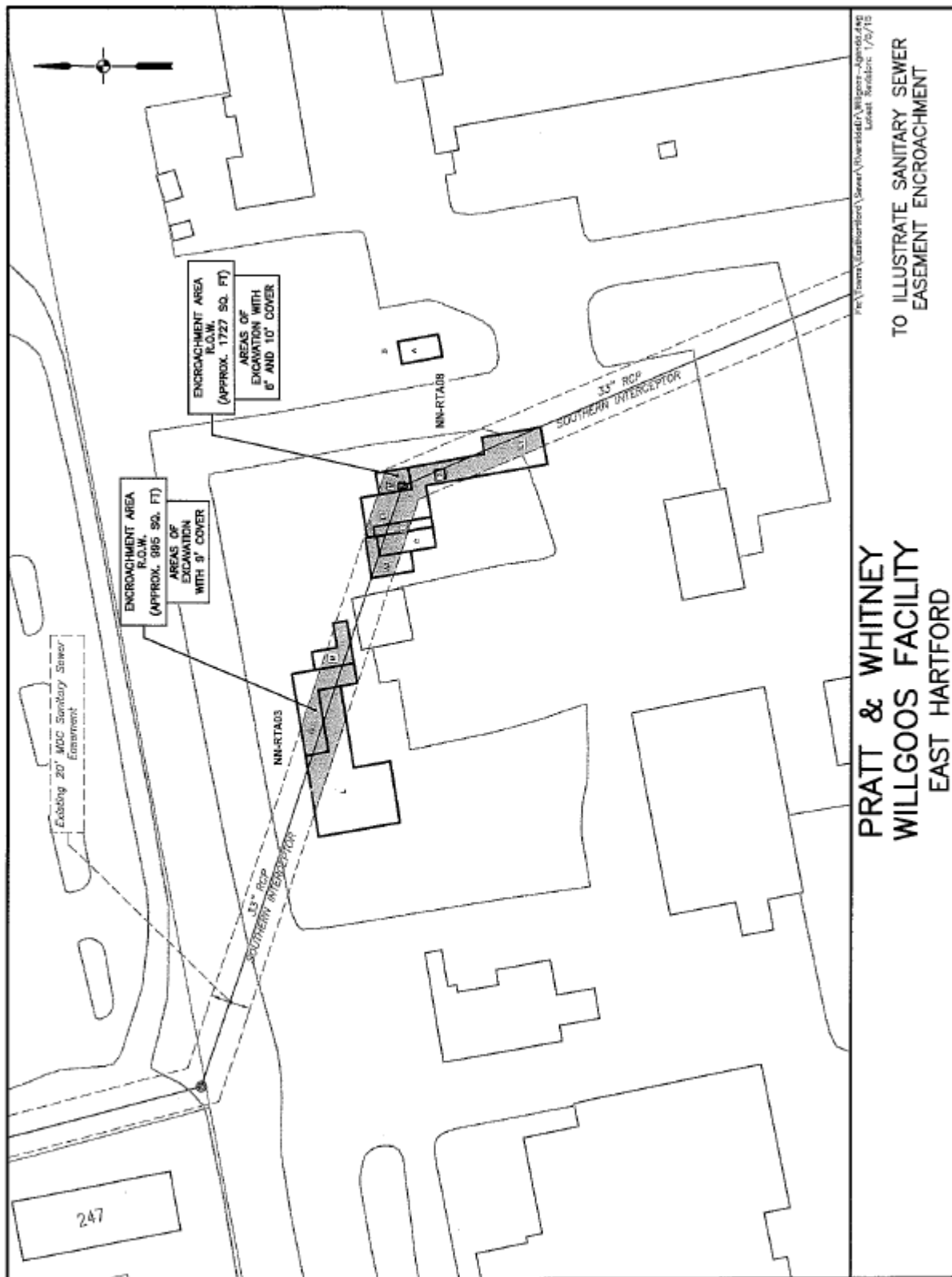
It is RECOMMENDED that it be

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 Pratt & Whitney to temporarily encroach upon an existing 20-foot wide sanitary sewer right-of-way north of Pent Road, East Hartford, for the purpose of soil remediation, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectfully submitted,

Charles P. Sheehan
Chief Executive Officer



On motion made by Commissioner Currey and duly seconded, the resolution was approved by unanimous vote of those present.

**HARTFORD HOSPITAL BONE & JOINT INSTITUTE, HARTFORD
ABANDONMENT OF STORM SEWER AND RELEASE OF EASEMENT**

To: Bureau of Public Works for consideration on January 15, 2015

On November 14, 2014, the District received a letter from Mr. Kevin Markowski of Hartford Hospital requesting that the Metropolitan District abandon the existing storm sewer and easement within the property owned by Hartford Hospital in private lands between Seymour Street and Retreat Avenue, Hartford, as shown on the accompanying map. The purpose of this request is to accommodate a new building known as the Hartford Hospital Bone & Joint Institute, which will be placed over the area currently occupied by the District's easement and storm sewer in private lands.

Prior to abandoning the existing 24" storm sewer & easement, Hartford Hospital will grant a new 20' Permanent Easement and install a new 24" PVC storm sewer around the proposed building footprint under a Developer's Permit Agreement, as shown on the attached map.

From an engineering standpoint, the abandonment of the existing storm sewer and release of the easement will not have a negative impact on the existing storm sewer system, and no hardship or detriment would be imposed on others. An MDC inspector will be on-site whenever work is being performed on the existing storm sewer line, at the expense of the Hartford Hospital.

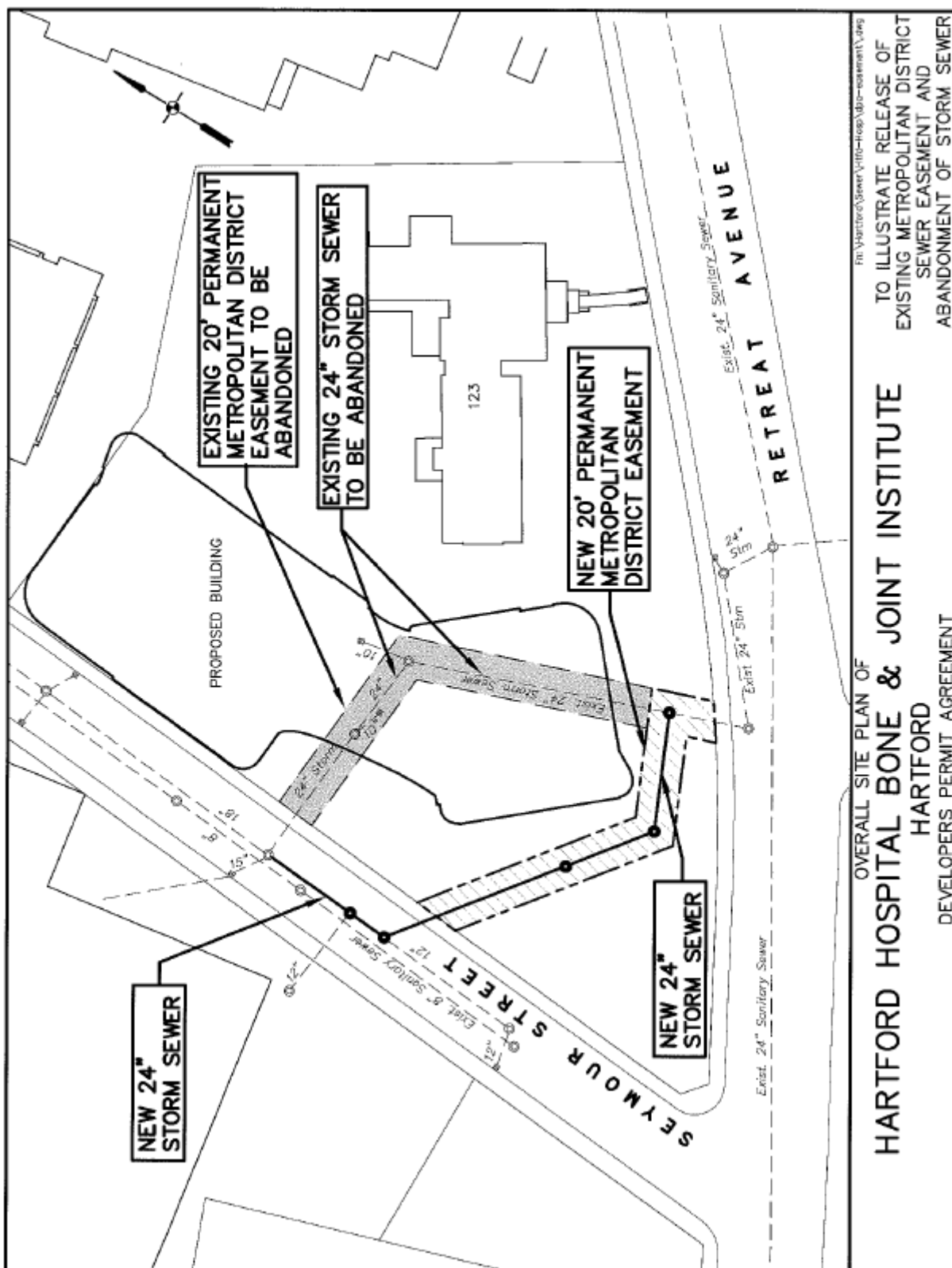
It is therefore recommended that it be

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 the abandonment of the existing storm sewer and release of the existing storm sewer easement on the property owned by Hartford Hospital as shown on the accompanying map and as recorded in the City of Hartford land records: Volume 3497 Pages 308-311. The easement release shall be subject to approval by District Counsel as to form and content.

Respectfully submitted,

Charles P. Sheehan
Chief Executive Officer



On motion made by Commissioner Sweezy and duly seconded, the resolution was approved by unanimous vote of those present.

**HARTFORD HOSPITAL BONE & JOINT INSTITUTE, HARTFORD
ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on January 15, 2015

Hartford Hospital, in a letter dated November 14, 2014, from Kevin Markowski, has requested permission from the Metropolitan District to permanently encroach upon an existing 20-foot storm sewer easement located across private lands between Retreat Avenue and Seymour Street in Hartford to perform underground utility relocation work in conjunction with the proposed Hartford Hospital Bone & Joint Institute construction project.

The proposed work entails the removal of existing steam, communication and electrical conduits (Temporary Encroachment Areas 1 and 2) and the relocation of steam, communications and telephone conduits (New Encroachment). The temporary & permanent encroachments are part of the initial phase of this work, as it needs to be completed prior to the relocation of the storm sewer. The existing storm sewer is approximately 8 feet deep (to top of pipe) and the proposed utility excavations will not exceed 6 feet. There will be no resulting grade change over the easement.

MDC staff has concluded that the encroachment is minimal and that there will be no detriment to the storm sewer infrastructure as a result.

Hartford Hospital has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 24-inch PVC storm sewer located within the subject parcel and to maintain our accessibility along the length of the Metropolitan District's storm sewer easement:

1. Care must be taken during the removal and construction of utilities not to disturb the existing storm sewer main. All heavy construction equipment must be located outside of the limits of the storm sewer easement. Any earth moving equipment that will be utilized on the site over and adjacent to the sewer main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing storm sewer caused by the removal and/or installation of utilities within the existing easement shall be the responsibility of Hartford Hospital.
2. No additional permanent structures, other than the proposed steam line and telephone and communication conduits shall be located within the District's storm sewer easement.
3. The Metropolitan District shall not be held liable for any damage caused to any newly relocated utility listed above located within and adjacent to the storm sewer easement or other permanent structures immediately adjacent to the District's storm sewer easement in the event of an emergency sewer repair. 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 Hartford Hospital.

4. The District reserves the right to remove structures within the storm sewer easement at any time if so required for maintenance or repair of the storm sewer main. The Hartford Hospital shall bear any additional maintenance or repair costs necessitated by the presence of structures upon the storm sewer easement.
5. An MDC inspector must be on the job site whenever work is being performed within the storm sewer easement, at the expense of the Hartford Hospital. The construction shall conform to District standards and 48-hours advance notice must be given to the District prior to any construction within the storm sewer easement.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Hartford Hospital and the Metropolitan District, consistent with current practice involving similar requests.

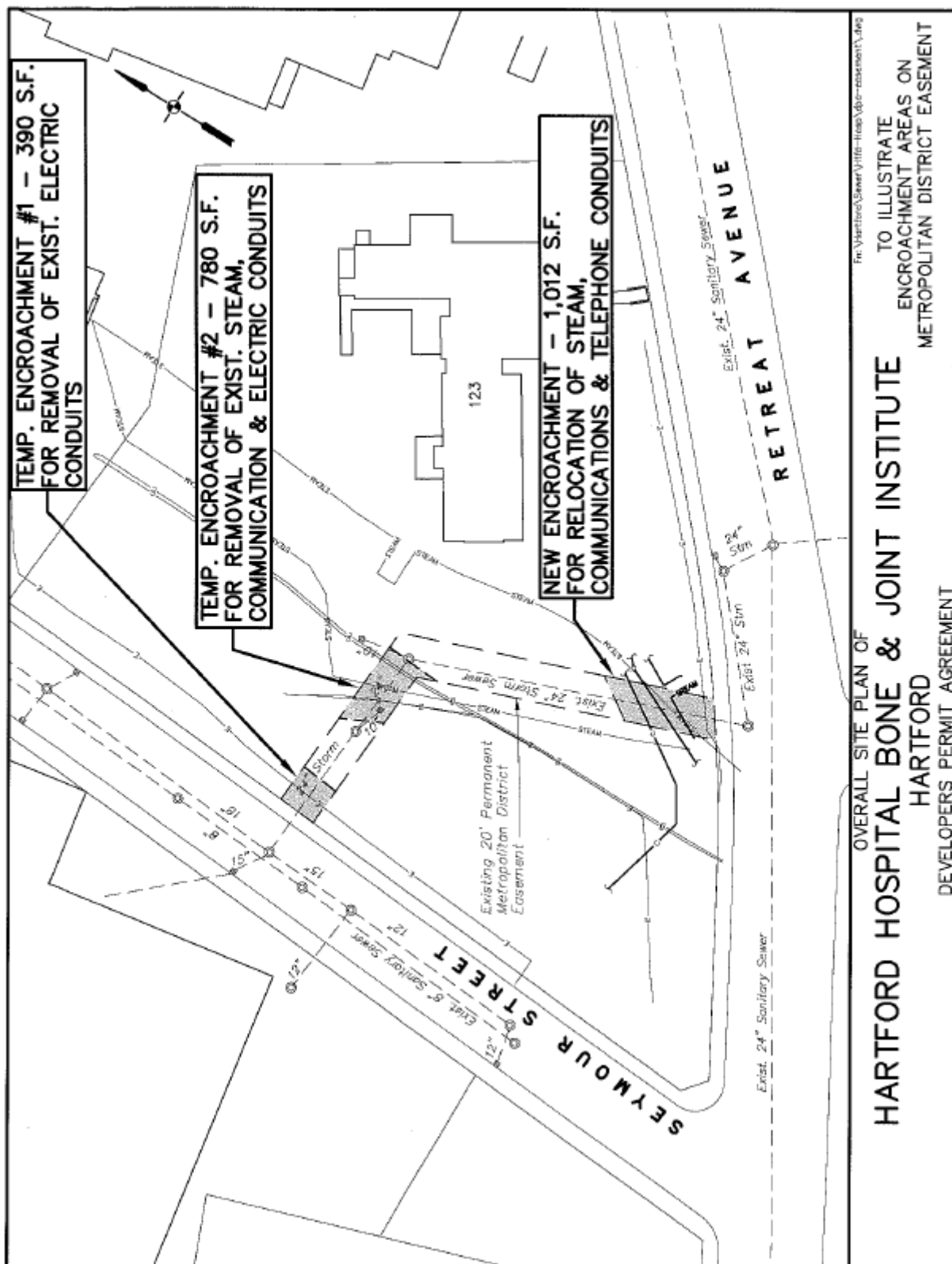
It is RECOMMENDED that it be

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 Hartford Hospital to encroach upon an existing 20-foot storm sewer easement between Retreat Avenue and Seymour Street in private lands, Hartford, in support of the planned construction of the Hartford Hospital Bone & Joint Institute as shown on plans submitted by Close, Jensen & Miller, P. C., dated November 17, 2014, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectfully submitted,

Charles P. Sheehan
Chief Executive Officer



On motion made by Commissioner Sweezy and duly seconded, the resolution was approved by unanimous vote of those present.

LAND PURCHASE IN FURTHERANCE OF THE CLEAN WATER PROJECT

To: Bureau of Public Works for consideration on January 15, 2015

Be It Resolved that the Board of Commissioners of The Metropolitan District hereby affirms its resolution of April 2, 2012 regarding the purchase of the referenced property in furtherance of the Clean Water Project.

Be It Resolved that the Board of Commissioners of the Metropolitan District hereby authorizes its Chief Executive Officer, or his designee, to enter into a purchase and sale agreement with the Newfield Realty Corporation ("Newfield") for the purchase of the following properties, collectively hereafter referred to as "the Parcel":

1. 1014 Wethersfield Avenue, Hartford, CT, City Parcel No. 301-816-003 (3.770 acres)
2. 952 Wethersfield Avenue, Hartford, CT, City Parcel No. 278-816-194 (2.150 acres)
3. Land partly in Wethersfield and partly in Hartford comprising approximately .5 acres (24,059.67 square feet) and identified on a certain A-2 Survey by Theodore F. Jackowiak, Surveyor, entitled "Land in Hartford & Wethersfield, Boston and Maine Corporation to Newfield Realty Corporation Scale 1"=50', March 17, 1988".

Be It Further Resolved that the purchase price, subject credits as set forth below, shall be \$950,000, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the \$800 million appropriated by referendum of November, 2006 for the acquisition of those properties necessary in connection with the Clean Water Project; and

Be It Further Resolved that, in addition to the otherwise standard provisions, the purchase and sale agreement shall contain the following contingencies:

1. The MDC obtaining, at its sole cost and expense, any and all permits required for its intended use of the Parcel;
2. Newfield permitting access to the Parcel by the MDC's licensed environmental professional for purposes of performing an environmental assessment of the Parcel.
3. Acceptance by Newfield of the environmental remediation costs, by way of credit to the MDC at time of sale or satisfactorily performing the remediation, at its option, with the specific reservation by Newfield to terminate the agreement if it determines that the environmental remediation costs are prohibitive;
4. Independent verification by the MDC of the ownership of that portion of the Parcel identified in subparagraph 3 of the first paragraph of this resolution; and

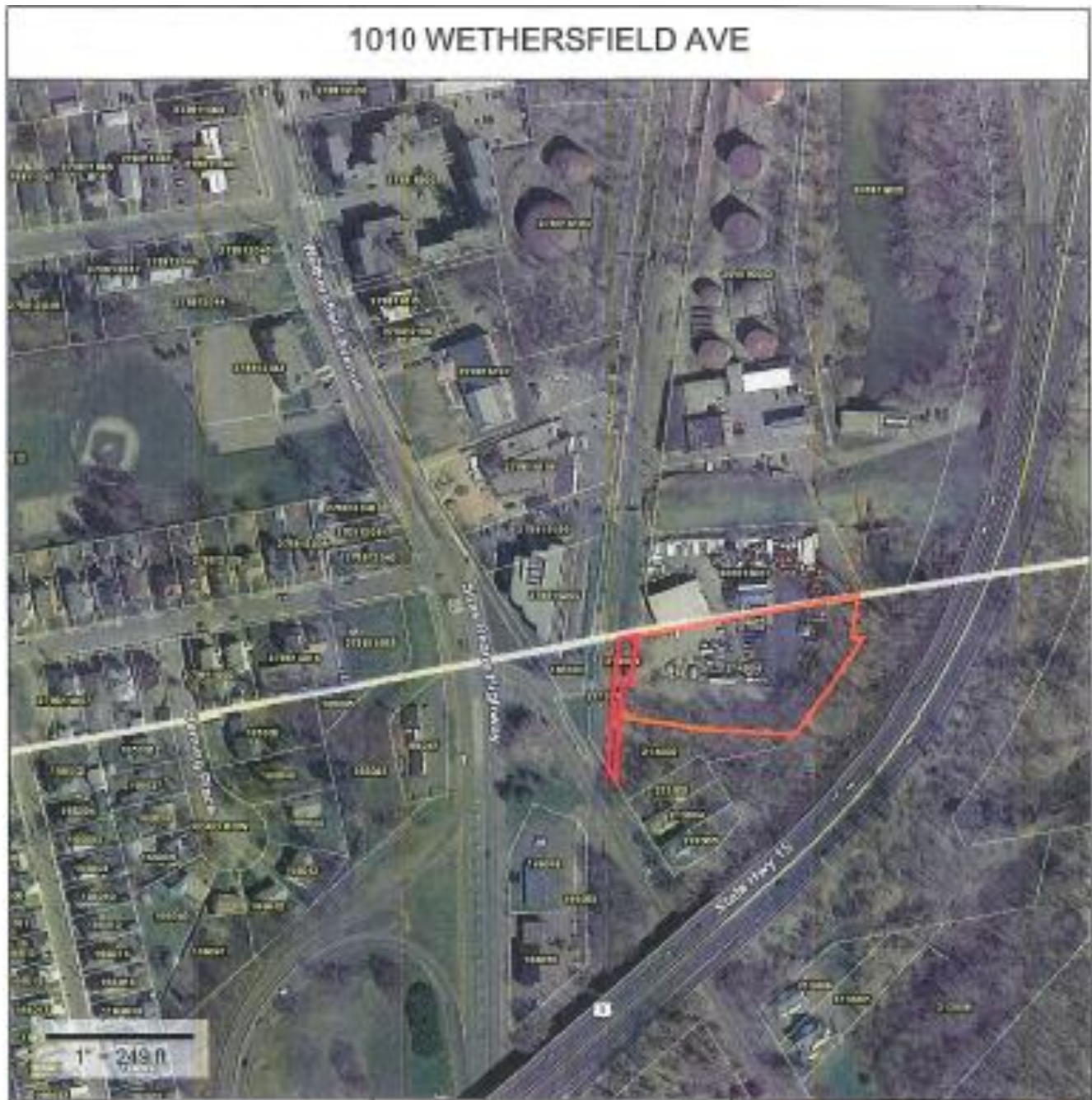
5. Removal of each of the storage tanks located on the Parcel, at Newfield's sole cost and expense.

Be It Further Resolved that the Chief Executive Officer, or his designee, is authorized to execute any and all documents reasonably and customarily necessary to effect the purchase of the Parcel by the MDC.

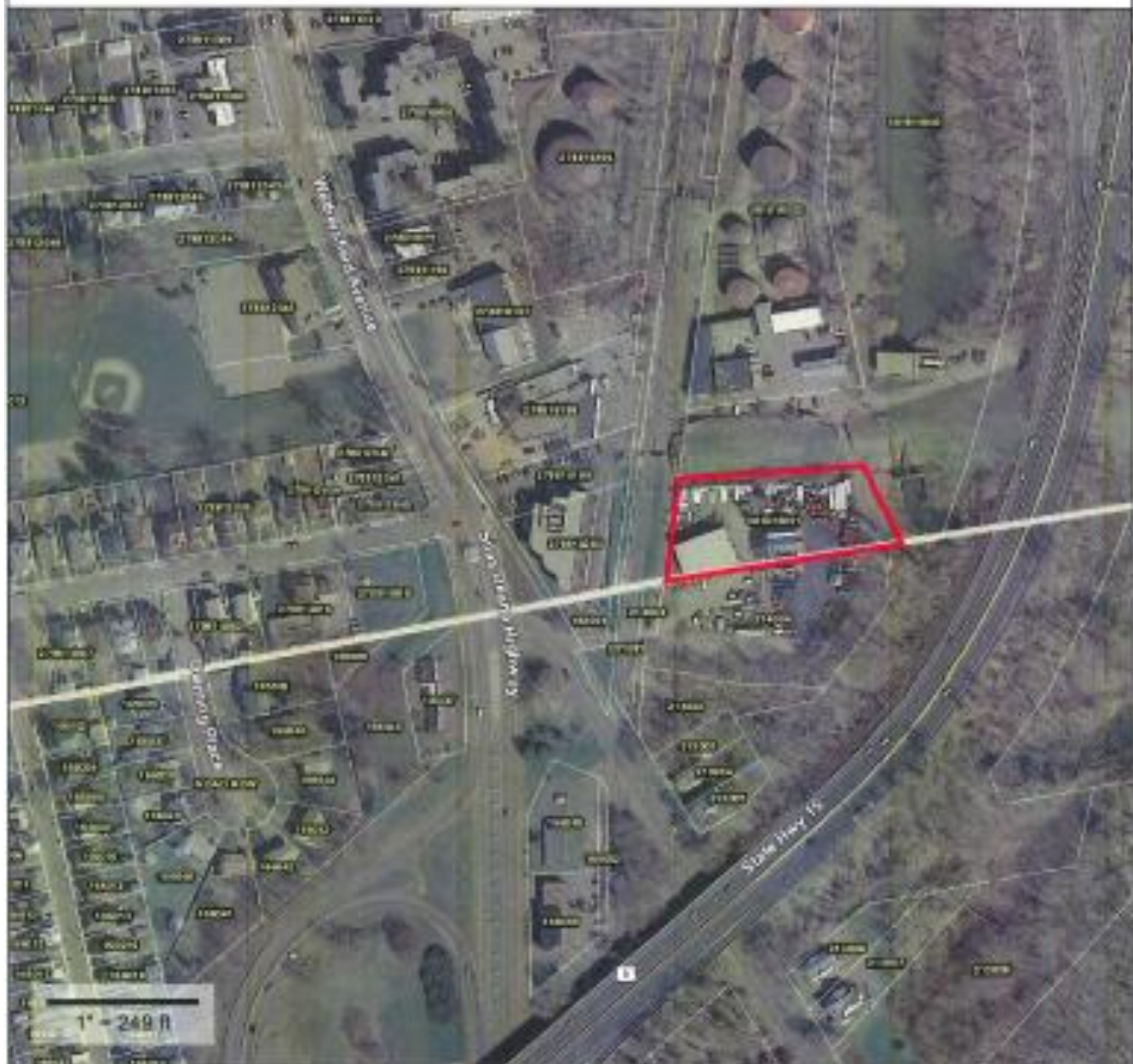
Respectfully submitted,

Charles P. Sheehan
Chief Executive Officer





1012 WETHERSFIELD AV, HARTFORD





On motion made by Commissioner Sweezy and duly seconded, the resolution was approved by unanimous vote of those present.

ADJOURNMENT

The meeting was adjourned at 4:25 PM

ATTEST:

A handwritten signature in black ink, appearing to read "John Mirtle", written in a cursive style.

John S. Mirtle
District Clerk

February 25, 2015

Date of Approval

BUREAU OF PUBLIC WORKS

The Metropolitan District

555 Main Street, Hartford

Wednesday, February 25, 2015

Present: Commissioners Luis Caban, Donald Currey, Allen Hoffman, Joseph Kronen, Albert F. Reichin, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (9)

Absent: Commissioners Andrew Adil, Janice Flemming, William Horan, Joseph Klett, Maureen Magnan, Alphonse Marotta, Thea Montanez, J. Lawrence Price, and Hector M. Rivera (8)

Also

Present: Scott W. 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 Fox, Assistant District Counsel
John S. Mirtle, District Clerk
Susan Negrelli, Director of Engineering
Gerald J. Lukowski, Director of Operations
Kelly Shane, Director of Procurement
Frank Dellaripa, Manager of Construction
Michael Curley, Manager of Technical Services
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Chairman Vicino called the meeting to order at 5:50PM

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 January 15, 2015 were approved. Commissioners Caban and Reichin abstained.

FILLEY PARK, BLOOMFIELD ENCROACHMENT AGREEMENT

To: Bureau of Public Works for consideration on February 25, 2015

The Town of Bloomfield has requested permission from the Metropolitan District to permanently encroach upon an existing 20-foot right-of-way located in Filley Park west of Tunxis Avenue, Bloomfield.

The sanitary easement across the parcel was conveyed to the Metropolitan District by the Town of Bloomfield in June 1961 in conjunction with the construction of the Bloomfield Trunk Sewer, and is recorded in the Town of Bloomfield land records: Volume 97 Page 61.

The purpose of this encroachment is to allow for the construction of stairs in encroachment area #1, a brick paver plaza and seating wall in area #2, a storm manhole in area #3, and light poles in areas #4 and #5. These encroachments are part of the first phase of an over \$3 Million improvement plan for Filley Park.

MDC staff has concluded that the encroachment is minimal and that there will be no detriment to the sewer infrastructure as a result.

The Town of Bloomfield has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 24-inch concrete sanitary sewer located within the subject parcel and our accessibility along the length of the Metropolitan District's rights-of-way:

1. Care must be taken during construction not to disturb the existing trunk sewer main. All heavy construction equipment must be located outside of the limits of the right-of-way. Any earth moving equipment that will be utilized on the site over and adjacent to the trunk sewer main shall be reviewed and approved by District staff prior to mobilization to the site.
2. No additional permanent structures and related foundations, other than the proposed brick paver plaza, stairs, storm manhole, and two light poles shall be located within the District's right-of-way.
3. The Metropolitan District shall not be held liable for any damage caused to any permanent structure listed above 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 ~~emergency~~ sewer repair. The Metropolitan District will make every effort feasible to minimize damage to the utilities and adjacent permanent structures; however, the cost for restoration of the other utilities and permanent structures located within or adjacent to the District's right-of-way damaged by any ~~emergency~~ sewer repair shall be the responsibility of the Town.
4. The District reserves the right to remove pavement or structures within the rights-of-way at any time, if so required, for maintenance or repair of the existing sewer main.

The Town shall bear any incidental repair costs to pavement and/or structures within the right-of-way.

5. An MDC inspector must be on the job site whenever work is being performed within the right-of-way, at the expense of the Town. The construction shall conform to District standards and 48-hours advance notice must be given to the District prior to any construction within the right-of-way.
6. The Town will perform a CCTV inspection, witnessed by an MDC inspector, of the sanitary trunk sewer in the area of the construction prior to mobilizing to the site, and upon completion of the restoration of the excavated area. The videos will be delivered to the District for the purposes of assessing the existing and post activity condition of the trunk sewer.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between the Town of Bloomfield and The Metropolitan District, consistent with current practice involving similar requests.

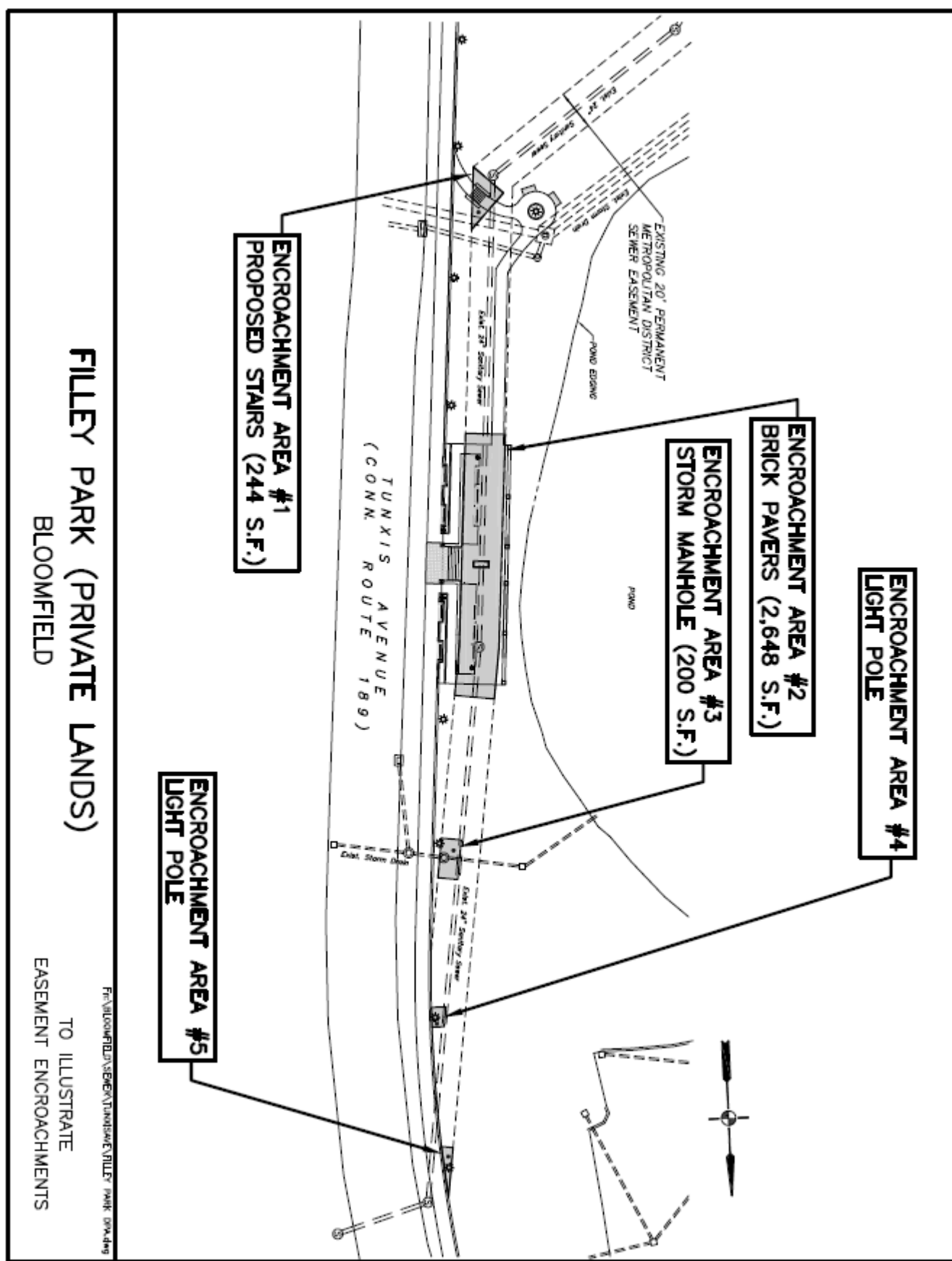
It is RECOMMENDED that it be

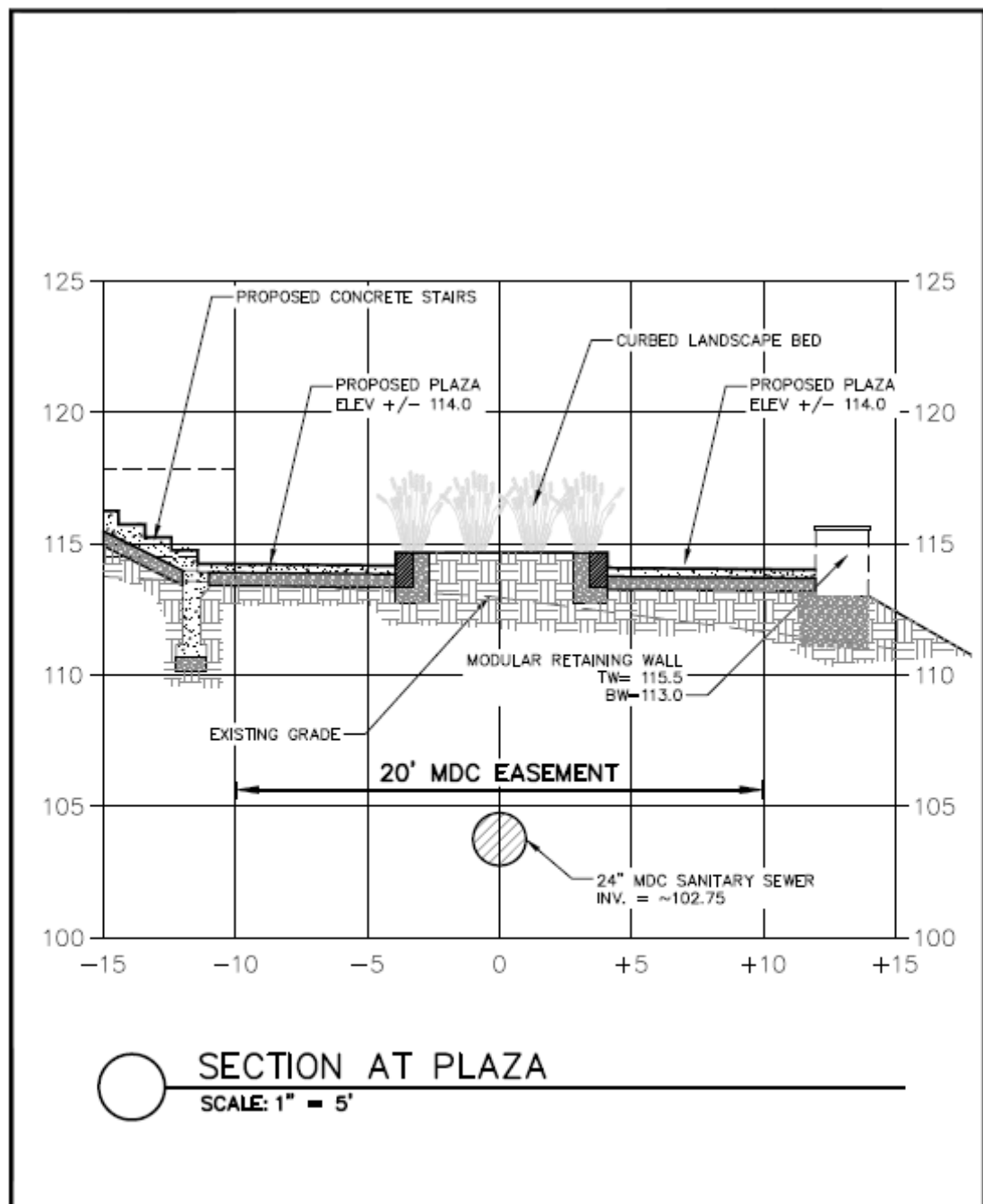
VOTED: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

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 Town of Bloomfield to encroach upon an existing 20-foot wide sanitary sewer right-of-way west of Tunxis Avenue, Bloomfield, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer





SCALE:	
HORIZ: 1" = 5'	
VERT:	
DATUM:	
HORIZ:	
VERT:	
GRAPHIC SCALE	



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MANCHESTER, CONNECTICUT 06040
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TOWN OF BLOOMFIELD	
REVISED:	
MDC REQUESTED SECTION	
FILLEY PARK RESTORATION - PHASE 1	
STREETSCAPE PROJECT	
BLOOMFIELD	CONNECTICUT

PROJ. No.: 0187035.A00
DATE: 01/23/2015
FIG. 1.2

Commissioner Currey made a motion to amend the report preceding the Filley Park Encroachment Agreement resolution which was duly seconded. The amendments to the report are reflected above and shall be incorporated into the encroachment agreement executed between the Town of Bloomfield and The District.

On motion made by Commissioner Sweezy and duly seconded, the report, as amended, was received and the resolution was adopted by majority vote of those present.

Commissioner Reichin abstained.

Commissioner Vicino consolidated agenda items #5a "Abandonment of Storm Sewer and Release of Right-of-way for Hartford Group at Fraser Place in Hartford" and #5b "Encroachment for Hartford Group at Fraser Place in Hartford" without objection.

HLA, LLC- 46 FRASER PLACE, HARTFORD
ABANDONMENT OF STORM SEWER AND RELEASE OF RIGHT-OF-WAY

To: Bureau of Public Works for consideration on February 25, 2015

On January 28, 2015, the District received a letter from Mr. Charles Croce of Tighe & Bond, Inc., on behalf of HLA LLC, requesting that the Metropolitan District abandon a portion of existing storm sewer in private lands north of Fraser Place and east of Garden Street, Hartford, and to release a portion of the existing storm sewer easement within the property owned by HLA, LLC known as parcel 222 274 013, as shown on the accompanying map. The purpose of this request is to accommodate demolition of the existing buildings and infrastructure on the site in preparation of construction of a new surface parking lot.

The existing 20' sewer easement was acquired by The Metropolitan District in September 1969, as filed in the City of Hartford land records Volume 1239, Pages 271-272.

From an engineering standpoint, the abandonment of the existing section of storm sewer and release of a portion of the right-of-way will not have a negative impact on the storm water collection system, and no hardship or detriment would be imposed on others. Once approved, the existing 12-inch tile pipe will be removed and a new 24" PVC storm sewer will be constructed within Fraser Place through the Developer's Permit Agreement process.

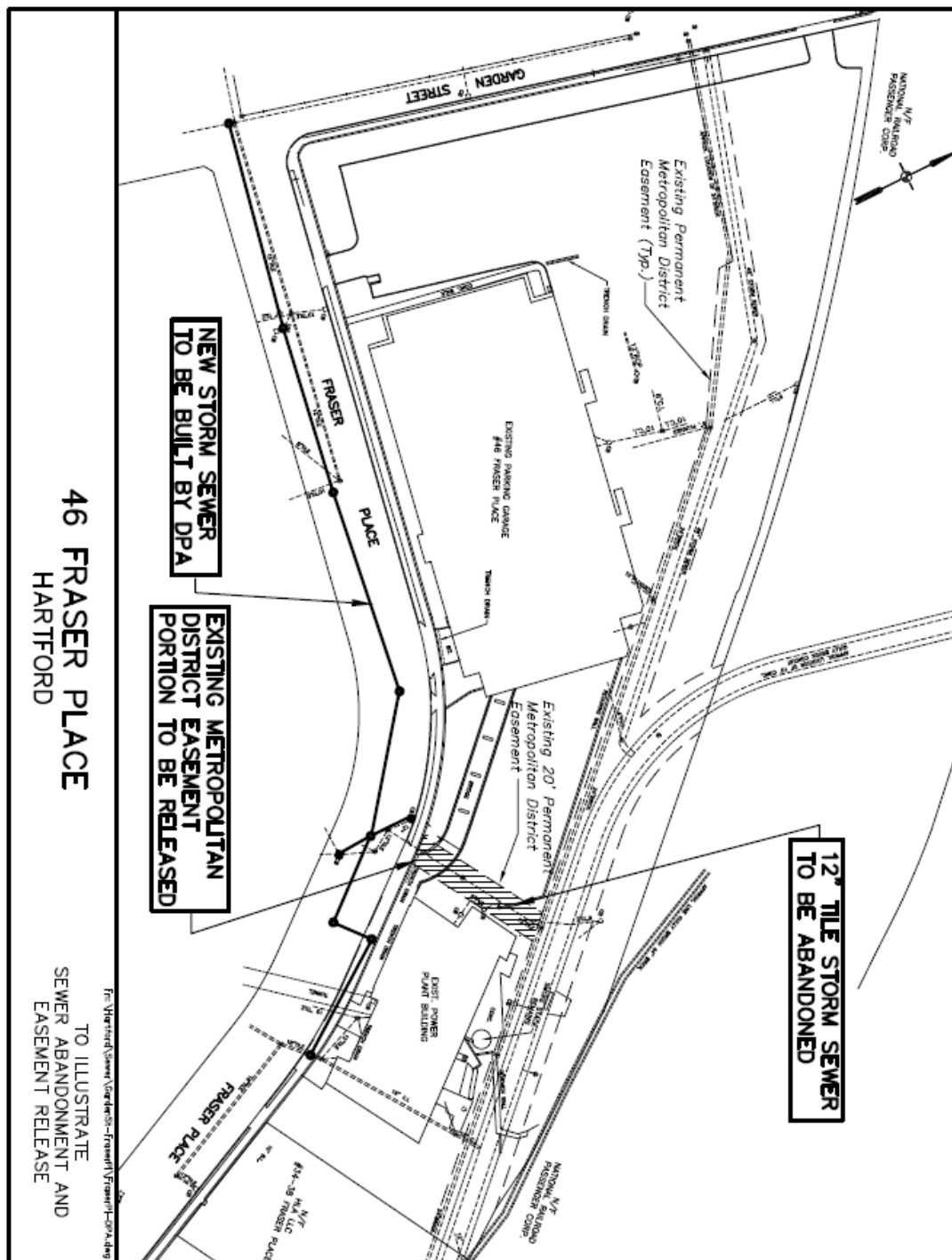
It is therefore recommended that it be

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 the abandonment of a portion of the existing storm sewer and release of a portion of the existing storm sewer easement on property owned by HLA, LLC as shown on the accompanying map and as recorded in the City of Hartford land records: Volume 1239 Pages 271-272. The easement release shall be subject to approval by District Counsel as to form and content.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer



**HLA, LLC-- 46 FRASER PLACE, HARTFORD
ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on February 25, 2015

On January 28, 2015, the District received a letter from Mr. Charles Croce of Tighe & Bond, Inc., on behalf of HLA, LLC, requesting permission from the Metropolitan District to permanently encroach upon an existing 30-foot sewer right-of-way across their property located at 46 Fraser Place, Hartford.

The sewer right-of-way across the parcel was conveyed to the Metropolitan District by the Connecticut Mutual Life Insurance Company in September 1969 for the construction, operation and maintenance of the Gully Brook Conduit, and is recorded in the City of Hartford land records: Volume 1239 Page 271.

The purpose of this encroachment is to allow cut and fill of the soil above the existing 10-foot reinforced concrete Gully Brook Conduit in conjunction with the construction of a surface parking lot within the right-of-way, as shown in the eight (8) areas on the accompanying map. Soil shall be excavated to a depth to allow for a minimum of 5-feet of cover over the 10-foot sewer conduit and fill to a maximum of two-feet with 7-feet of cover over the 10-foot sewer.

MDC staff has concluded that the encroachment will not be detrimental to the sewer infrastructure as a result.

HLA, LLC has agreed to the following conditions in order to satisfy the District's concerns for protection of the Gully Brook Conduit located within the subject parcel and accessibility along the length of the Metropolitan District's rights-of-way:

1. Care must be taken during construction not to disturb the existing sewer conduit. All heavy construction equipment must be located outside of 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 sewer main shall be reviewed and approved by District staff prior to mobilization to the site.
2. An MDC inspector must be on the job site, at the expense of HLA, LLC, whenever work is being performed within the right-of-way. The construction shall conform to District standards and 48-hours advance notice must be given to the District prior to any construction within the right-of-way.
3. HLA, LLC shall perform a CCTV inspection, witnessed by an MDC inspector, of the sewer conduit in the area of the construction prior to any excavation or filling over the sewer conduit, and upon completion of construction activities within the right-of-way. The videos will be delivered to the District for the purposes of assessing the existing and post activity condition of the sewer conduit.
4. In the event of a sewer emergency caused by the proposed construction, HLA, LLC shall provide, at their expense, an appropriately sized bypass pump.
5. HLA, LLC agrees that within the limits of the District's right-of-way, they will not construct nor cause to be constructed any buildings or other structures or use or

carry on any operation on the surface or subsurface of said right-of-way other than the activities noted herein.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between HLA, LLC and The Metropolitan District, consistent with current practice involving similar requests.

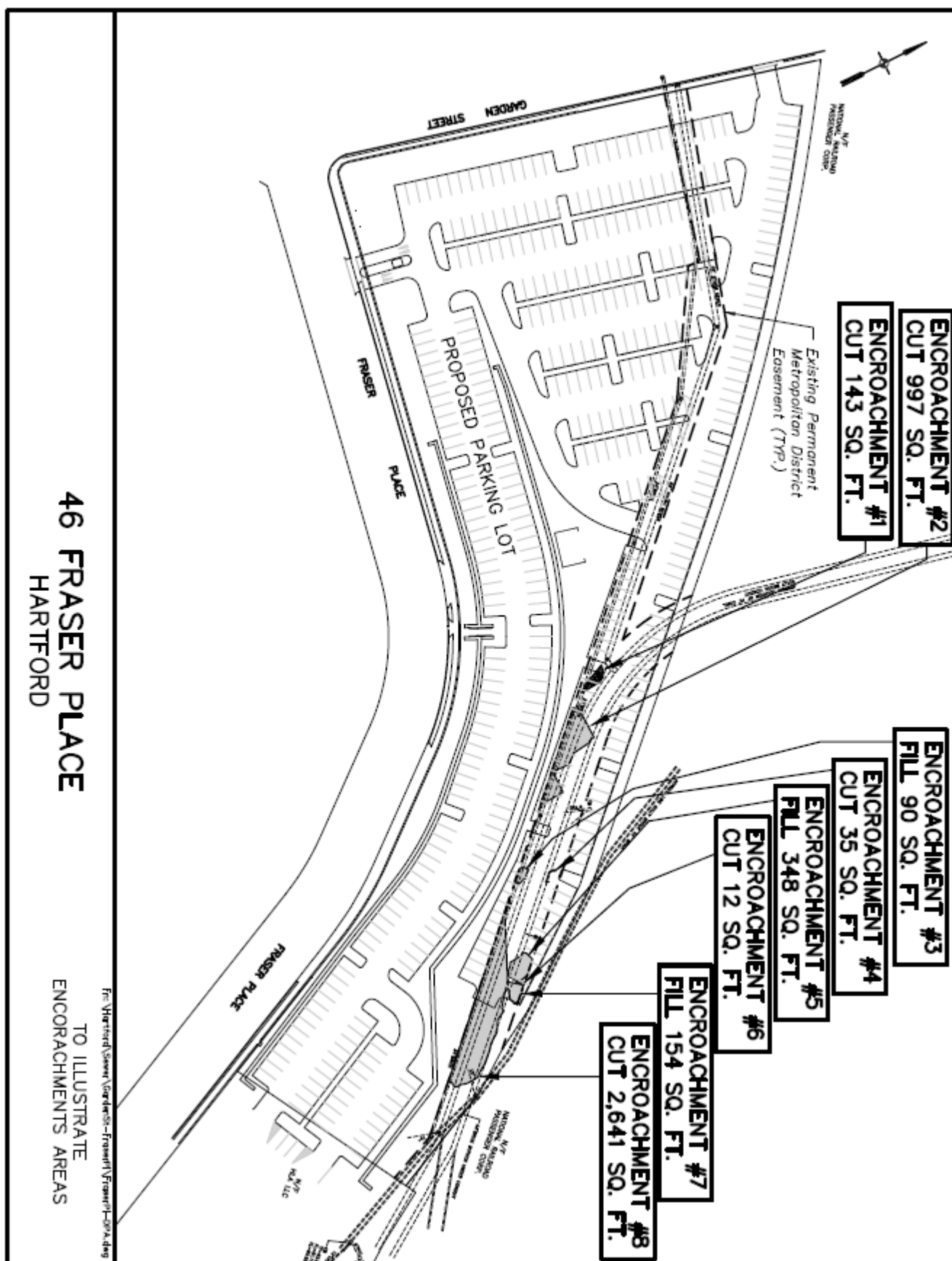
It is RECOMMENDED that it be

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 HLA, LLC to permanently encroach upon an existing 30-foot wide sewer right-of-way north of Fraser Place and east of Garden Street, Hartford, for the purpose of cut and fill of soil, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer



On motion made by Commissioner Taylor and duly seconded the reports for consolidated agenda items #5a “Abandonment of Storm Sewer and Release of Right-of-way for Hartford Group at Fraser Place in Hartford” and #5b “Encroachment for Hartford Group at Fraser Place in Hartford” were received and the resolutions adopted by unanimous vote of those present. Commissioner Reichin abstained.

ACCEPTANCE OF SEWERS BUILT BY DEVELOPER’S PERMIT-AGREEMENT

To: Bureau of Public Works for consideration on February 25, 2015

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>
Brookside Apartments in Rocky Hill (opposite 678 Brook St) DVS RKH02	Butler Company	January 12, 2015
Newington Children’s Hospital in Hartford (Jefferson St., Seymour St. & Retreat Ave.) DPAs #241-648& #241-656	Developer: Newington Children’s Hospital Contractor: Manafort Brothers	November 18, 1999
A.E. Burr School in Hartford (Ledyard St & Meadow St.) DVS0000874	Developer: Hartford Public Schools Contractor: Northeast Contractors	December 6, 2006

Breakthrough Magnet School in Hartford (Brookfield St and private lands) DVS 0000917 & DVS0000909	Developer: City of Hartford Contractors: Pace Construction & SRC Construction	May 16, 2007
Sinnott Farms in Bloomfield (Sunset Drive, Ryehollow Drive, Quail Run Lane & Spice Bush Lane) DVS0000463	Developer: Peter Stitch Associates Inc. Contractor: Simscroft Echo Farms	February 8, 2006

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

At 6:24p.m. Commissioner Reichin exited the meeting.

DISCUSSION RE: HEADQUARTERS' GARAGE CONSTRUCTION

Michael Curley, Manager of Technical Services, briefed the Bureau of Public Works on upcoming construction in The District Headquarters' garage.

DISCUSSION RE: LONG TERM CONTROL PLAN PUBLIC HEARING

Scott Jellison, CEO, briefed the Bureau of Public Works on the recent public hearing for the Long-Term Control Plan.

ADJOURNMENT

The meeting was adjourned at 6:39 PM

ATTEST:


John S. Mirtle
District Clerk

April 13, 2015

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, April 13, 2015**

Present: Commissioners Andrew Adil, Luis Caban, Donald Currey, Janice Flemming, Allen Hoffman, 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 (14)

Absent: Commissioners William Horan, Joseph Klett, Maureen Magnan, and Thea Montanez (4)

Also

Present: Scott W. 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
John S. Mirtle, District Clerk
Susan Negrelli, Director of Engineering
Gerald J. Lukowski, Director of Operations
Erin Ryan, Director of Human Resources
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 5:00PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

Commissioner Reichin requested a change be made on page 21 of the February 25, 2015 minutes reflecting his abstention to the Filley Park resolution.

On motion made by Commissioner Caban and duly seconded, the meeting minutes, reflecting the change on page 21, of February 25, 2015 were approved.

**FINAL ASSESSMENT FOR SANITARY SEWERS FOR
TUNXIS ROAD, WOOD POND ROAD AND PRIVATE LANDS, WEST HARTFORD**

To: Bureau of Public Works for consideration on April 13, 2015

Construction of sanitary sewers and appurtenances in all or portions of TUNXIS ROAD, WOOD POND ROAD AND PRIVATE LANDS, West Hartford, have been completed and house connections authorized. In accordance with Bureau of Public Works policy, the assessments will be billed on April 15, 2015.

It is therefore RECOMMENDED that it be

Voted: That the assessments for the construction of sanitary sewers and appurtenances in all or portions of TUNXIS ROAD, WOOD POND ROAD AND PRIVATE LANDS, West Hartford, are declared due and payable to the Assessable Sewer Fund; to direct the District Clerk to publish same on a date to be fixed in a conference with the Treasurer; and to Direct the District Clerk to file liens to secure any and all assessments or parts thereof which remain unpaid within the time limit set by law.

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

**FINAL ASSESSMENT FOR SANITARY SEWERS FOR
1037 WINDSOR AVENUE IN WINDSOR**

To: Bureau of Public Works for consideration on April 13, 2015

Construction of sanitary sewers and appurtenances in all or portions of 1037 WINDSOR AVENUE, Windsor, have been completed and house connections authorized. In accordance with Bureau of Public Works policy, the assessments will be billed on April 15, 2015.

It is therefore RECOMMENDED that it be

Voted: That the assessments for the construction of sanitary sewers and appurtenances in all or portions of 1037 WINDSOR AVENUE, Windsor, are declared due and payable to the Assessable Sewer Fund; to direct the District Clerk to publish same on a date to be fixed in a conference with the Treasurer; and to Direct the

District Clerk to file liens to secure any and all assessments or parts thereof which remain unpaid within the time limit set by law.

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

**PURCHASE OF REAL PROPERTY AND IMPROVEMENTS AT
300 FRANKLIN AVENUE IN HARTFORD**

EXECUTIVE SESSION

At 5:06 P.M., Chairman Vicino requested an executive session.

On motion made by Commissioner Sweezy and duly seconded, the Bureau of Public Works entered into executive session in order to discuss purchase of real property and improvements at 300 Franklin Avenue in Hartford.

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Donald Currey, Janice Flemming, Allen Hoffman, 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; Attorneys Christopher R. Stone; Scott W. Jellison and John M. Zinzarella; Susan Negrelli

RECONVENE

At 5:37 P.M., Chairman Vicino requested to come out of executive session and on motion made by Commissioner Reichin and duly seconded, the Bureau of Public Works came out of executive session and reconvened. No formal action was taken.

To: Bureau of Public Works for consideration on April 13, 2015

Be It Resolved that the Bureau of Public Works of the Metropolitan District hereby recommends to the Board of Commissioners of the Metropolitan District the MDC, through its Chief Executive Officer, or his designee, enter into and complete the purchase and sale agreement with AVD Enterprise, LLC ("AVD") for the purchase of property located at 300 Franklin Avenue, Hartford, Connecticut ("Property"), in furtherance of the Clean Water Project ("CWP"); and

Be It Further Resolved that the purchase price shall be \$425,000, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the authorized expenditure for the acquisition of those properties necessary in connection with the CWP.

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

ADJOURNMENT

The meeting was adjourned at 5:39 PM

ATTEST:


John S. Mirtle
District Clerk

June 1, 2015

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
231 Brainard Road, Hartford
Monday, June 1, 2015**

Present: Commissioners Andrew Adil, Luis Caban, Donald Currey, Allen Hoffman, Joseph Klett, Joseph Kronen, Alphonse Marotta, J. Lawrence Price, Albert F. Reichin, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (13)

Absent: Commissioners Janice Flemming, William Horan, Maureen Magnan, Thea Montanez and District Chairman William A. DiBella (5)

Also

Present: Scott W. 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
John S. Mirtle, District Clerk
Susan Negrelli, Director of Engineering
Gerald J. Lukowski, Director of Operations
Erin Ryan, Director of Human Resources
Kelly Shane, Director of Procurement
Stanley Pokora, Manager of Treasury
Rob Constable, Director of Finance
Frank Dellaripa, Manager of Construction
Michael Curley, Manager of Technical Services
Kerry E. Martin, Assistant to the Chief Executive Officer
Cynthia A. Nadolny, Executive Assistant
Brian McCarthy, CDM Smith

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:41 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

***On motion made by Commissioner Caban and duly seconded,
the meeting minutes of April 13, 2015 were approved.***

Commissioner Reichin abstained.

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

To: Bureau of Public Works for consideration on June 1, 2015

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>
Newington Avenue Reconstruction (New Britain Avenue and Newington Avenue) DVS 0000916	Developer: City of Hartford Contractor: Empire Paving	September 1, 2008
Weston Street/West Service Road (From Weston Street East to Service Road [West Branch])	Developer: City of Hartford DPW Contractor: Dufford Construction	June 11, 2003
Walden Woods (Last Leaf Circle, Rhodora Terrace and Scarlet Lane E/O Walden) DVS 0000885	Developer: CT Windsor Developers LLC Contractor: Herb Holden Trucking Inc	July 29, 2005
Walden Woods North (Marple Faun Lane, Dunbar Drive & Haskins Road South of Walden Meadow Lane) DVS 0000890	Developer: CT Windsor Developers LLC Contractor: Herb Holden Trucking Inc	October 20, 2005
Morningside Harvest Village (Harvest Court off of Deming Street)	Developer: JFC Endeavors	November 9, 2013

DVS NWT 06	Contractor: Carrier Home Builders	
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Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

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

ENCROACHMENT AGREEMENT HARTFORD HOSPITAL CENTER FOR EDUCATION, SIMULATION AND INNOVATION (CESI), HARTFORD – Report 5.

To: Bureau of Public Works for consideration on June 1, 2015

Hartford Hospital (“Owner”), in a letter dated February 16, 2015, from Kevin Markowski, has requested permission from The Metropolitan District (“MDC” or “District”) to permanently encroach upon an existing 20-foot combined sewer easement located across private lands between Jefferson Street and Park Street in Hartford to construct, maintain and repair an overhead building in conjunction with the proposed Hartford Hospital Center for Education, Simulation and Innovation (CESI) Expansion construction project.

The proposed work entails construction of a new building with an overhead component (New Encroachment). The permanent encroachment is part of the building expansion over the existing easement between 22 Jefferson Street and 560 Hudson Street in Hartford. The new building expansion will traverse the easement maintaining a 20’ minimum vertical ground to building clearance, as shown on the accompanying map (the “Overhead Building”).

MDC staff has concluded that the encroachment is minimal and that there will be no detriment to the combined sewer infrastructure as a result.

Owner has agreed to the following conditions in order to satisfy the District’s concerns for protection of the existing 18-inch C905 PVC combined sewer located within the subject parcel and to maintain MDC’s accessibility along the length of MDC’s combined sewer easement:

1. Care must be taken during any construction, maintenance or repair of the Overhead Building not to disturb the existing combined sewer main. All heavy construction equipment must be located outside of the limits of the combined sewer easement. Any earth moving equipment that will be utilized on the site over and adjacent to the combined sewer main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing combined sewer caused by any construction, maintenance or repair of the building expansion over the existing easement shall be the responsibility of Owner.

2. A minimum 20' unobstructed vertical clearance shall be maintained between the ground surface and the underside of the Overhead Building and no permanent structures will be allowed underground within the District's combined sewer easement.
3. The District shall not be held liable for any damage caused to any utility located within or adjacent to the combined sewer easement or other permanent structures immediately overhead or adjacent to the District's combined sewer easement in the event of an emergency sewer repair. The District will make every effort feasible to minimize damage to these utilities and overhead and adjacent permanent structures; however the cost for repairs to such utilities and permanent structures shall be the responsibility of the Owner.
4. The District reserves the right to remove structures found underground or in the minimum 20' unobstructed vertical clearance within the combined sewer easement at any time if so required for maintenance or repair of the combined sewer main. Owner shall bear any maintenance, repair or removal costs necessitated by the presence of such structures.
5. An MDC inspector must be on the job site whenever work is being performed by or on behalf of Owner within the combined sewer easement, at the expense of Owner. Such work shall conform to District standards and 48-hours advance notice must be given to the District prior to commencing any work within the combined sewer easement.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Owner and the 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 Hartford Hospital to encroach upon an existing 20-foot combined sewer easement between Jefferson Street and Park Street in private lands, Hartford, in support of the planned construction of the Hartford Hospital Center for Education, Simulation and Innovation (CESI) Expansion as shown on plans submitted by Close, Jensen & Miller, P. C., dated April 2, 2015 revised to April 24, 2015, provided that the District shall not be held liable for any costs or damages of any kind which may result during the initial construction of the overhead building or in the following years with respect to any subsequent construction, maintenance or repair of such building as a result of such encroachment.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

On motion made by Chairman DiBella and duly seconded, the resolution was amended by unanimous vote of those present.

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

PURCHASE OF REAL PROPERTY AND IMPROVEMENTS AT 800 MAPLE AVENUE IN HARTFORD – Report 6.

EXECUTIVE SESSION

At 4:52 P.M., Chairman Vicino requested an executive session.

On motion made by Commissioner Reichin and duly seconded, the Bureau of Public Works entered into executive session in order to discuss purchase of real property and improvements at 800 Maple Avenue in Hartford.

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Donald Currey, Allen Hoffman, Joseph Klett, Joseph Kronen, Alphonse Marotta, J. Lawrence Price, Albert F. Reichin, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys R. Bartley Halloran and Christopher R. Stone; Scott W. Jellison, John M. Zinzarella and Susan Negrelli

RECONVENE

At 5:18 P.M., Chairman Vicino requested to come out of executive session and on motion made by Commissioner Reichin and duly seconded, the Bureau of Public Works came out of executive session and reconvened. No formal action was taken.

To: Bureau of Public Works for consideration on June 1, 2015

Be It Resolved that the Bureau of Public Works of The Metropolitan District hereby recommends to the Board of Commissioners of The Metropolitan District, through its Chief Executive Officer, or his designee, enter into and complete the purchase and sale agreement with Paul N. Phenix, Jr. for the purchase of property located at 800 Maple Avenue, Hartford, Connecticut ("Property"), in furtherance of the Clean Water Project ("CWP"); and

Be It Further Resolved that the purchase price shall be \$275,000, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the

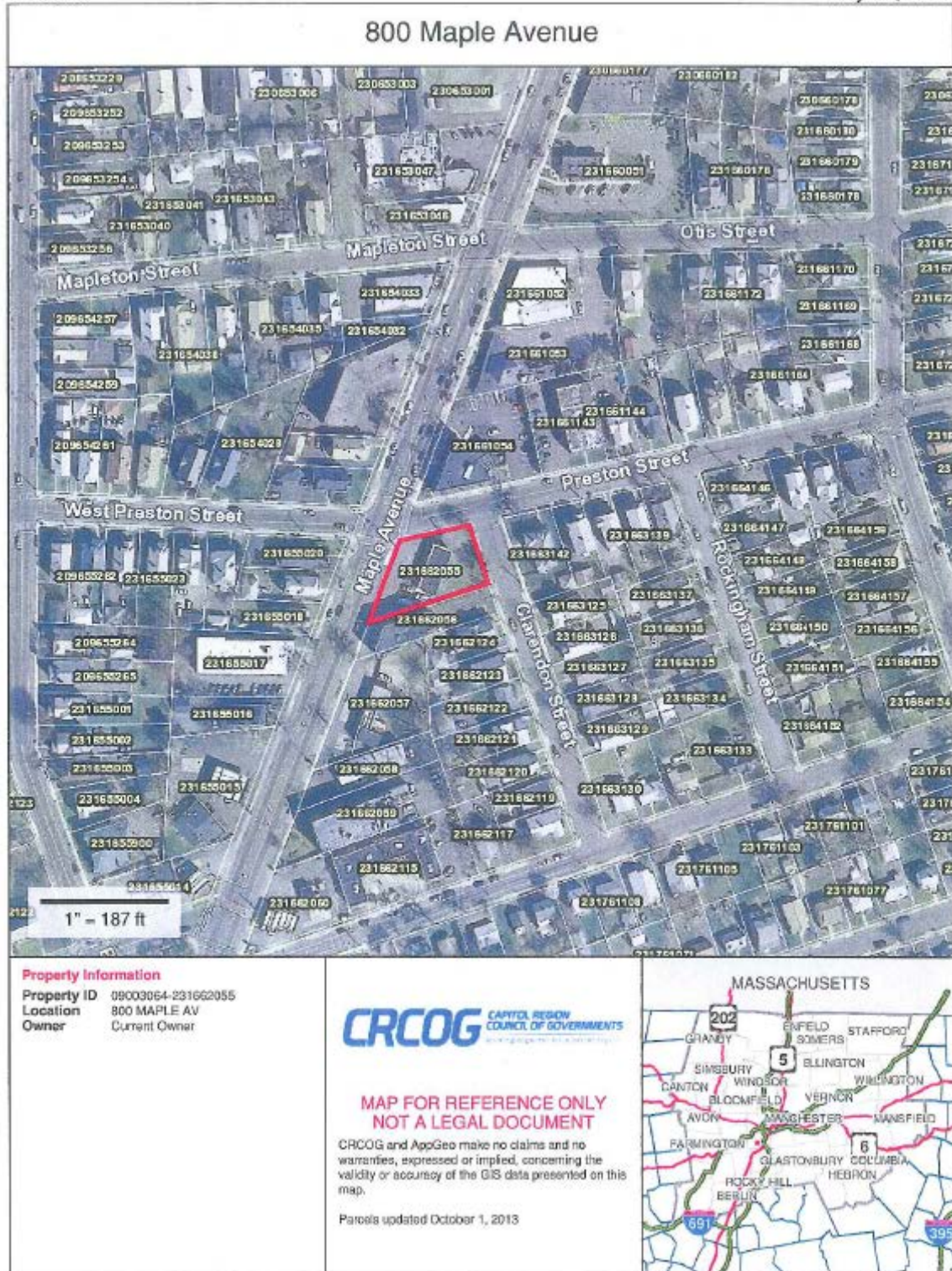
authorized expenditure for the acquisition of those properties necessary in connection with the CWP.

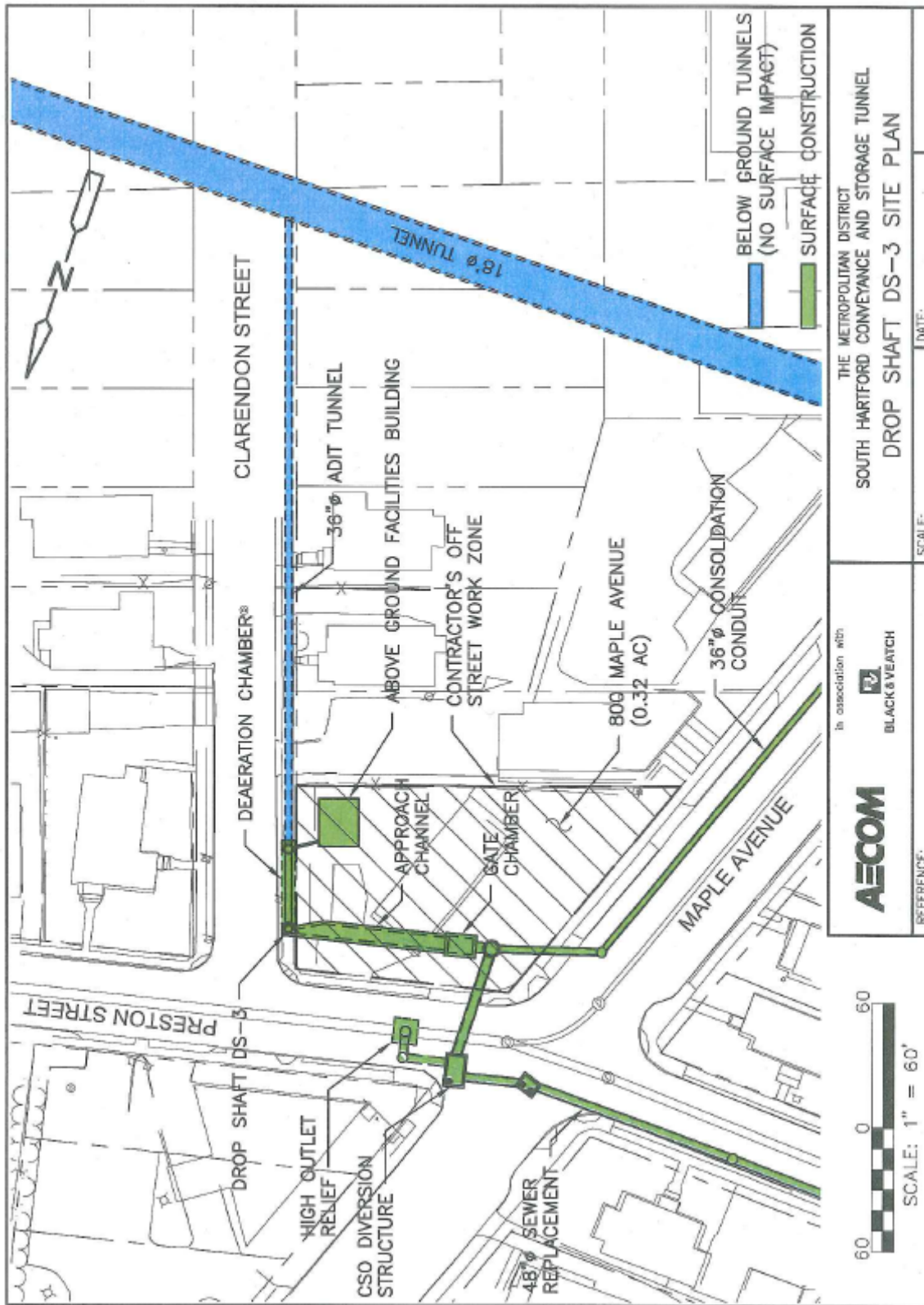
Respectfully submitted,

Scott Jellison
Chief Executive Officer

CRCOG

May 29, 2015







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

ADJOURNMENT

The meeting was adjourned at 5:22 PM

ATTEST:


John S. Mirtle
District Clerk

October 5, 2015

Date of Approval

**PUBLIC HEARING
BUREAU OF PUBLIC WORKS**

555 Main Street
Hartford, Connecticut 06103
Tuesday, August 25, 2015

Present: Commissioner J. Lawrence Price, Commissioner Timothy Curtis, Commissioner Luis Caban, Assistant to the Chief Executive Officer Kerry Martin, Executive Assistant Cindy Nadolny, District Clerk John Mirtle, Director of Engineering Susan Negrelli, Project Manager Jennifer Ottalagana, Real Estate Technician Allen King, Project Manager Frank Cahill, Project Engineer Isabel Doupis and Project Manager Peter Miller

**PUBLIC HEARING ON LAYOUT FOR PROPOSED SANITARY SEWERS
IN PORTIONS OF PIERSON LANE, WINDSOR**

Chairman Price, called the public hearing to order at 4:29 P.M.

Commissioner Price introduced the staff present and read the following statement concerning the public hearing:

“This is a public hearing to consider the proposal to construct a Sanitary Sewer in portions of PIERSON LANE, WINDSOR. This Public Hearing is part of the legal procedure that The Metropolitan District is required to follow regarding the installation of sanitary sewers, as mandated by Special Act 511 of the Connecticut General Assembly of 1929.”

“The plan for this project has been undertaken in response to a petition for sanitary sewers received from one property owner.”

“A final decision on this project has yet to be made. That decision will take into account what is said at this hearing, along with other information, including any information that the Town provides regarding the need for this project from the standpoint of public health.”

At the direction of the Chairman, Mr. Mirtle read the hearing notice published in the Hartford Courant on August 13, 2015 and again on August 21, 2015 and also made available to all Town Clerk’s within The Metropolitan District’s member municipalities:

**NOTICE OF PUBLIC HEARING ON LAYOUT AND ASSESSMENT FOR SANITARY
SEWERS FOR
PIERSON LANE, WINDSOR**

THE METROPOLITAN DISTRICT
555 Main Street, P.O. Box 800
Hartford, Connecticut
August 13, 2015

The Metropolitan District will hold a public hearing in the Board Room, 555 Main Street, Hartford, on Tuesday, August 25, 2015, at 4:00 P.M. for the purpose of notification of the construction of public sanitary sewers in a portion of Pierson Lane, Windsor.

All interested parties, both in favor or against said sewers, may appear to be heard.

John S. Mirtle, Esq.
District Clerk

Project Engineers Isabel Doupis and Peter Miller presented an overview of the proposed project, detailing the following:

JOB CODE: Pierson Lane, Windsor

PROJECT ENGINEER: Isabel Doupis & Peter Miller

LENGTH AND SIZE OF SEWER: 1230 Feet of 8" Sanitary Sewer

PROJECTED TIME SCHEDULE:

START CONSTRUCTION: Fall 2016/Spring 2017

FINISH CONSTRUCTION: Fall 2017

BRIEF HISTORY OF HOW PROJECT STARTED: Project was initiated by receipt of one petition received December 15, 2011 from 109 Pierson Lane.

Commissioner Price opened the hearing to comments and questions from the public:

- Magic Lincer representing 109 Pierson Lane, Windsor spoke in favor of the sanitary sewers.
- John Ellsworth representing 115 Pierson Lane, Windsor mentioned he was initially opposed to the sanitary sewers due to financial hardship as a nonprofit organization, but he understands the community need.
- Rich Regius representing 77 Pierson Lane, Windsor spoke in favor of the sanitary sewers and mentioned the communication has been terrific.
- Chris Kelling representing 115 Pierson Lane, Windsor asked about the construction process.

John Mirtle, District Clerk, read the following letter from Donald S. Trinks for the record:



55 Palisado Ave
Windsor, CT 06095
860-688-9035

To whom it may concern,

I author this letter in support of the Lincer Tennis Academy and their attempt to have sewer pipes extended on Pierson Lane Windsor, to the facility

Since coming to Windsor, the Tennis Academy has been an outstanding corporate partner. Not only in the extensive renovations to the dilapidated building, but also in the customers he brings in which often frequent local restaurants and shops. With the addition of municipal sewer, the Academy can expand their services which will only benefit the town and local businesses

It is my understanding that many of the affected businesses are in support of this as well, realizing the benefit they will derive from this project

Thank you for your consideration and please do not hesitate to contact me if you have any questions

Very truly yours

A handwritten signature in black ink, appearing to read "Donald S Trinks", written in a cursive style.

Donald S Trinks
Owner, Barts Drive In

John Mirtle, District Clerk read the following letter from the Windsor Health Department for the record:



July 3, 2014

Peter Miller, P.E.
Project Manager
The Metropolitan District (MDC)
555 Main St
Hartford, CT 06142-0800

Peter,

After conducting a site investigation at 109 Pierson Lane, Windsor, Connecticut, it has been confirmed that the site does have a failing septic system as well as site limitations regarding repair of the system. Due to the failing system and the site restrictions, it is deemed a public health issue and the Windsor Health Department fully supports the installation of sanitary sewer to this area. It is also our understanding that the adjacent business is also supportive of having sanitary sewers in the areas. If any other information is needed, I can be reached at 860-285-1823.

Michael A. Pepe, PhD, MPH, RS, CHO, DAAS
Director, Windsor Health Department

ADJOURNMENT

The meeting was adjourned at 4:55 PM

ATTEST:

John S. Mirtle
District Clerk

Date of Approval

**PUBLIC HEARING
BUREAU OF PUBLIC WORKS
555 Main Street
Hartford, Connecticut 06103
Wednesday, September 30, 2015**

Present: Commissioner Richard W. Vicino, Assistant to the Chief Executive Officer Kerry Martin, Executive Assistant Cindy Nadolny, District Clerk John Mirtle, Director of Engineering Susan Negrelli, Project Manager Jennifer Ottalagana, Real Estate Technician Allen King, Project Engineer James Eschert

**PUBLIC HEARING ON LAYOUT FOR PROPOSED SANITARY SEWERS
IN PORTIONS OF BROOK STREET, ROCKY HILL**

Chairman Vicino, called the public hearing to order at 4:34 P.M.

Commissioner Vicino introduced the staff present and read the following statement concerning the public hearing:

“This is a public hearing to consider the proposal to construct a Sanitary Sewer in portions of Brook Street, Rocky Hill. This Public Hearing is part of the legal procedure that The Metropolitan District is required to follow regarding the installation of sanitary sewers, as mandated by Special Act 511 of the Connecticut General Assembly of 1929.”

“The plan for this project has been undertaken in response to a Developer’s Permit Agreement.”

“A final decision on this project has yet to be made. That decision will take into account what is said at this hearing, along with other information, including any information that the Town provides regarding the need for this project from the standpoint of public health.”

At the direction of the Chairman, Mr. Mirtle read the hearing notice published in the Hartford Courant on September 18, 2015 and also made available to all Town Clerk’s within The Metropolitan District’s member municipalities:

**NOTICE OF PUBLIC HEARING ON CONSTURCTION OF
PUBLIC SANITARY SEWER IN BROOK STREET, ROCKY HILL**

**THE METROPOLITAN DISTRICT
555 Main Street, P.O. Box 800
Hartford, Connecticut**

The Metropolitan District will hold a public hearing in the Board Room, 555 Main Street, Hartford, on Wednesday, September 30, 2015, at 4:30 P.M. for the purpose of notification of

the construction of a public sanitary sewer by means of a Developer-Permit Agreement in a portion of Brook Street, Rocky Hill.

All interested parties, both in favor or against said water main, may appear to be heard.

John S. Mirtle, Esq.
District Clerk

John Mirtle noted that the notice references a water main, but due to the fact that the title and initial sentence reference a sanitary sewer that it satisfies the necessary public notice requirements.

Reading of the hearing guidelines and general description of the project was waived.

No one from the public appeared to be heard and no submissions were made in writing.

ADJOURNMENT

The meeting was adjourned at 4:40 PM

ATTEST:

John S. Mirtle
District Clerk

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, October 5, 2015**

Present: Commissioners Luis Caban, Donald Currey, Janice Flemming, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (11)

Absent: Commissioners Andrew Adil, William Horan, Joseph Klett, Joseph Kronen, J. Lawrence Price and Albert F. Reichin (6)

Also

Present: Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
R. Bartley Halloran, District Counsel
Christopher R. Stone, Assistant District Counsel
Brendan Fox, Assistant District Counsel
John S. Mirtle, District Clerk
Gerald J. Lukowski, Director of Operations
Sue Negrelli, Director of Engineering
Erin Ryan, Director of Human Resources
Kelly Shane, Director of Procurement
Kerry E. Martin, Assistant to the Chief Executive Officer
Mike Curley, Project Manager
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:17 PM

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 June 1, 2015 were approved.

**THE VILLAGES AT POQUONOCK, WINDSOR
ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on October 5, 2015

Poquonock Commons, LLC, in a letter dated August 17, 2015, from Mark Ferraina, Managing Member, has requested permission from the Metropolitan District to permanently encroach upon an existing 20-foot permanent sanitary sewer easement located across private lands between Stevens Mill Road and Niles Road, parallel to Poquonock Avenue, in Windsor, to construct three storm drainage crossings in conjunction with The Villages at Poquonock proposed development project.

The proposed work entails the construction of storm drainage over the existing 30-inch RCP Rainbow Trunk Sewer #3 at 3 locations, as shown on the accompanying maps as Encroachment Area #1, Encroachment Area #2 and Encroachment Area #3. The proposed storm drainage will be installed above the existing sanitary trunk sewer with sufficient clearance between the pipes. The only crossing that is less than the minimum clearance of 18-inches is Encroachment #1 with a clearance of 11-inches. This has been reviewed and determined will not be an impairment to the existing sanitary sewer. There will be no resulting grade change over the easement. The existing trunk sewer was built in 1985 and upon inspection was found to be in good working order.

MDC staff has concluded that the encroachments are minor and that there will be no detriment to the sanitary trunk sewer infrastructure as a result.

Poquonock Commons, LLC, has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 30-inch RCP sanitary trunk sewer located within the subject parcel and to maintain accessibility along the length of the Metropolitan District's 20-foot permanent easement:

1. Care must be taken during the construction of the storm drain not to disturb the existing sanitary trunk sewer. All heavy construction equipment must be located outside of the limits of the sanitary sewer easement when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the trunk sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing sanitary trunk sewer caused by any construction within the existing right-of-way shall be the responsibility of Poquonock Commons, LLC.
2. No additional permanent structures, other than the proposed storm drain shall be located within the District's sanitary sewer right-of-way.
3. The District reserves the right to remove structures within the sanitary sewer right-of-way at any time if so required for maintenance or repair of the sanitary trunk sewer. Poquonock Commons, LLC shall bear any additional maintenance or repair costs necessitated by the presence of structures within the sanitary sewer right-of-way.

4. An MDC inspector must be on the job site whenever work is being performed within the sanitary sewer right-of-way, at the expense of Poquonock Commons, LLC. The construction shall conform to District standards and 48-hours advance notice must be given to the District prior to any construction within the sanitary sewer right-of-way.
5. Poquonock Commons, LLC shall perform a CCTV inspection, witnessed by an MDC inspector, of the sanitary sewer main in the areas of the construction upon completion of backfilling and restoration of the excavated areas. The videos will be delivered to the District for the purposes of assessing the post activity condition of the sanitary sewer.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Poquonock Commons, LLC 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 Poquonock Commons, LLC to encroach upon an existing 20-foot sanitary sewer right-of Way between Stevens Mill Road and Niles Road in private lands, Windsor, in support of the planned construction of The Villages at Poquonock as shown on plans submitted by Ed Lally and Associates, Inc. dated August 13, 2015, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

On motion made by District Chairman DiBella and duly seconded, the report was received and the resolution adopted by unanimous vote of those present.

AUTHORIZATION TO CONDEMN SUBTERRANEAN EASEMENTS

To: Bureau of Public Works for consideration on October 5, 2015

BE IT RESOLVED THAT:

Pursuant to Conn. Gen. Stat. § 48-12, and Sections 1-1, 1-2f and 1-4 of the Metropolitan District Charter, the Board of the Metropolitan District hereby authorizes District staff to proceed with condemnation proceedings on those properties attached hereto and incorporated herein as "Exhibit A", to acquire such property rights pursuant thereto as are necessary for the installation, use, maintenance and repair of the South Hartford Conveyance and Storage Tunnel and appurtenances thereto within or affecting said properties, and to take such further or related action(s) as may be necessary to effectuate the project.

The amount of compensation to be awarded pursuant to said condemnation proceeding shall be the average value of the property rights acquired, as independently determined by two Connecticut licensed appraisers.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

EXHIBIT A

October 5, 2015

OUTSTANDING EASEMENTS:

<u>Property</u>	<u>Owner</u>
115 Airport Road	CL&P
52 Ansonia Street	D'Angelo
112 Ansonia Street	Rodriguez/Serrano
32 Brixton Street/WH	Lavery
34 Brixton Street/WH	CT Sand and Stone Corp.
2006 Broad Street	Lall
111 Brown Street	Pizzoferrato
130 Brown Street	Elliott
148 Brown Street	JP Morgan
182 Campfield Avenue	Jones
185 Campfield Avenue	Ortiz
186 Chandler Street	Hebert
23 Clarendon Street	Gibson/Crosby
27 Clarendon Street	Mitchell
28-30 Clarendon Street	Budhram
31 Clarendon Street	Guster
101 Clermont Street	CT Office of Policy & Mgmt.

168 Dart Street	Dart Gardens
58 Dexter Street	Bellestas
117 Douglas Street	Jessmar Apartments, LLC
155 Fairfield Avenue	Martins
156 Fairfield Avenue	Henriques
473 Franklin Avenue	Grados
487-489 Franklin Avenue	480 Franklin Ave., LLC
595 Franklin Avenue	Bosnian Center
75 Giddings Street	Citifinancial Servicing, Inc.
21 Gilman Street	John Oliveri
37 Gilman Street	Zocco
63-65 Gilman Street	Muskic
10 Grassmere Avenue/WH	D&L Realty LLC
14 Grassmere Avenue /WH	D&L Realty LLC
18 Grassmere Avenue/WH	D&L Realty LLC
22 Grassmere Avenue/WH	D&L Realty LLC
50 Grassmere Avenue /WH	Conrad Trust
491 Hillside Avenue	Ortiz
808 Maple Avenue	Mochica Apts.
822 Maple Avenue	DRJ Inc.
831 Maple Avenue	Alam
520 New Britain Avenue	SNET
579 New Park Avenue/WH	Pinnacle
85 Sequin Street	Lee
126 Standish Street	Bhola
69 Talcott Road/WH	Audi-CT LLC
389 West Preston Street	Diaz
401 West Preston Street	Susaya
454 West Preston Street	Wells Fargo Bank
990 Wethersfield Avenue	Margaret Properties, LLC
1000 Wethersfield Avenue	Margaret Properties, LLC
1014 Wethersfield Avenue	Newfield Realty
55 Brinley Avenue	Tax Collector/Hartford
80 Clermont Street	Tax Collector/Hartford
91 Clermont Street	Tax Collector/Hartford
680 Franklin Avenue	Public Works/Hartford
694 Franklin Avenue	Park Department/Hartford
830 Maple Avenue	City of Hartford
31 Margarita Drive	Housing Authority/Hartford
391 New Britain Avenue	Park Department/Hartford
60 Newfield Avenue	State of CT/Dept. of Agriculture
774 Oakwood Avenue/WH	State of CT/Flood Control & Water Mgmt.
1020 Wethersfield Avenue	Public Works /Hartford

On motion made by District Chairman DiBella and duly seconded, the report was received and the resolution adopted by unanimous vote of those present.

**PURCHASE OF REAL PROPERTY INTERESTS AT
NEW BRITAIN AVENUE AND HILLCREST AVENUE IN
WEST HARTFORD, CONNECTICUT**

To: Bureau of Public Works for consideration on October 5, 2015:

Be It Resolved that the Bureau of Public Works of The Metropolitan District hereby recommends to the Board of Commissioners of The Metropolitan District, through its Chief Executive Officer, or his designee, the Metropolitan District enter into and complete the purchase and sale agreement with the Town of West Hartford, Connecticut for the acquisition of the following properties (collectively hereafter referred to as "the Parcel"):

1. 957 New Britain Avenue, West Hartford, Connecticut, Assessor's Map H15, Block 3771, Parcel 957 (0.47 acres);
2. 9 Hillcrest Avenue, West Hartford, Connecticut, Assessor's Map H15, Block 2701, Parcel 9) (2.03 acres); and
3. 61 Hillcrest Avenue, West Hartford, Connecticut, Assessor's Map H15, Block 2701, Parcel 61 (0.31 acres),

in furtherance of the Clean Water Project ("CWP"); and

Be It Further Resolved that the purchase price of the Parcel shall be \$150,000.00, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the authorized expenditure for the acquisition of those properties necessary in connection with the CWP.

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

**PURCHASE OF REAL PROPERTY AT
BROOKFIELD STREET IN HARTFORD**

To: Bureau of Public Works for consideration on October 5, 2015:

Be It Resolved that the Bureau of Public Works of The Metropolitan District hereby recommends to the Board of Commissioners of The Metropolitan District, the Metropolitan District, through its Chief Executive Officer or his designee, enter into and complete the purchase and sale agreement with the Housing Authority of the City of Hartford for the purchase of a 1.09 acre parcel located at Brookfield Street, Hartford, Connecticut ("Property"), in furtherance of the Clean Water Project ("CWP"); and

Be It Further Resolved that the purchase price shall be \$105,000, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the authorized expenditure for the acquisition of those properties necessary in connection with the CWP.

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

**PURCHASE OF REAL PROPERTY INTERESTS AT
CHARTER OAK BOULEVARD IN WEST HARTFORD, CONNECTICUT**

To: Bureau of Public Works for consideration on October 5, 2015:

Be It Resolved that the Bureau of Public Works of The Metropolitan District hereby recommends to the Board of Commissioners of The Metropolitan District, the Metropolitan District, through its Chief Executive Officer, or his designee, enter into and complete the purchase and sale agreement with Triumph Engine Control Systems, LLC of West Hartford, Connecticut ("Triumph") for the acquisition of the following property interests:

1. Fee simple interest in 1.56 acres of unimproved property located in the southwest corner of the Triumph Engine Controls site which is rectangular in shape with approximately 303 feet of frontage along Talcott Road and a depth of approximately 200 feet (the "Permanent Parcel");
2. A Permanent Easement covering 15,940 square feet of the Triumph property which is located immediately north of the Permanent Parcel described above; and
3. A Temporary Construction Easement with a term of no less than 5 years, which term shall commence at the time the Metropolitan District provides notice to Triumph of its intent to exercise such rights, and no more than 7 years, covering 10,605 square feet of property which is located immediately east of the Permanent Parcel described in above,

all in furtherance of the Clean Water Project ("CWP"); and

Be It Further Resolved that the purchase price of the respective interests shall be as follows:

1. The purchase price of the Permanent Parcel as described above shall be \$513,333.00, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the authorized expenditure for the acquisition of those properties necessary in connection with the CWP;
2. The purchase price of the permanent easement described above shall be \$91,266.00, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the authorized expenditure for the acquisition of those properties necessary in connection with the CWP;
3. The monetary consideration for the Temporary Construction easement shall be \$37,514.00 for the five-year term and, in the event the term exceeds 5 years, \$625.33 per month thereafter so long as the term does not exceed 7 years, exclusive of costs for surveys, title insurance, and other customary costs of closing, said funds being part of the authorized expenditure for the acquisition of those properties necessary in connection with the CWP; and
4. The consideration paid for the Temporary Construction Easement shall be paid at or around the time the Metropolitan District provides notice to Triumph of its intent to exercise its temporary construction easement rights; and

Be It Further Resolved that the Metropolitan District may credit against the aggregate purchase price of the Permanent Parcel and the Permanent Easement sums owed to the Metropolitan District by Triumph for fees associated with the discharge of groundwater remediation wastewater to the Metropolitan District's sanitary sewer system in the amount of \$416,796.70.

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

**LEASE OF REAL PROPERTY AND IMPROVEMENTS AT
910 NEW BRITAIN AVENUE, HARTFORD, CONNECTICUT**

To: Bureau of Public Works for consideration on October 5, 2015:

Be It Resolved that the Bureau of Public Works of the Metropolitan District hereby recommends to the Board of Commissioners of the Metropolitan District, the Metropolitan District, through its Chief Executive Officer, or his designee, enter into and complete the lease agreement with Premium Auto, LLC ("Premium") for the lease of real property and

improvements located at 910 New Britain Avenue, Hartford, Connecticut ("Property"), in furtherance of the Clean Water Project ("CWP"); and

Be It Further Resolved that the lease amount shall be \$11,000 per month, for a lease term of no more than nine (9) months, such term to commence at some point within the calendar years 2017 to 2020, said funds being part of the authorized expenditure for the acquisition of those properties necessary in connection with the CWP.

Respectfully submitted,

Scott Jellison
Chief Executive Officer

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

ADJOURNMENT

The meeting was adjourned at 5:05 PM

ATTEST:


John S. Mirtle
District Clerk

November 9, 2015

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, November 9, 2015**

Present: Commissioners Luis Caban, Donald Currey, Allen Hoffman, Joseph Klett, Joseph Kronen, Maureen Magnan, J. Lawrence Price, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (11)

Absent: Commissioners Andrew Adil, Janice Flemming, William Horan, Alphonse Marotta and Hector M. Rivera (5)

Also

Present: Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
R. Bartley Halloran, District Counsel
Christopher R. Stone, Assistant District Counsel
Brendan Fox, Assistant District Counsel
Carl Nasto, Assistant District Counsel
John S. Mirtle, District Clerk
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Mike Curley, Project Manager
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Cynthia A. Nadolny, Executive Assistant
James Masse, Network Analyst

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:32 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by District Chairman DiBella and duly seconded, the meeting minutes of October 5, 2015 were approved.

Commissioners Kronen and Price abstained.

**REPORT OF HEARING AND LAYOUT & ASSESSMENT
PIERSON LANE, WINDSOR**

***On motion made by Commissioner Price and duly seconded,
this agenda item was postponed until the next meeting.***

**REQUEST FOR AUTHORIZATION TO REIMBURSE DEVELOPER FOR INCREASE IN
SANITARY SEWER**

To: Bureau of Public Works for consideration November 09, 2015

TCW, LLC and West Street Developers, LLC, (jointly the “Developer”) entered into a multi-Phase Developer’s Permit Agreement with the District on June 11, 2015. The agreement allows for the installation of approximately 2,234 feet of 8-inch diameter and 259 feet of 12-inch diameter sanitary sewer in Cromwell Avenue (CT Route 3) and private lands, Rocky Hill. This installation is required to support the Developer’s planned commercial and residential housing development known as Town Center West, Rocky Hill. Phase 1 contains the sanitary sewer within the limits of Cromwell Avenue and was constructed first to stay ahead of roadway restoration within the State highway. Phase 1 construction was completed in August of this year. Phase 2 contains the remainder of the sanitary sewer within private lands and its installation will be accomplished under a separate Developers’ Permit Agreement.

As part of the agreement, MDC staff requested that the Developer increase the size and length (approximately 330 feet) of proposed sanitary sewer main to route the development’s wastewater flows south to the District’s Rocky Hill Water Pollution Control Facility (RHWPCF) service area (South Route) versus routing the flow north to the Mattabassett District’s treatment plant service area (North Route). The 8-inch diameter sewer pipe in Cromwell Avenue was also requested to be increased to 12-inches in diameter to accommodate future flows from potential service areas located north of the development to the RHWPCF. The North and South Routes were compared from their respective proposed connection points on Cromwell Avenue to a common upstream manhole on private property (Manhole #4).

As noted above the development of the South Route as the preferred alternative was initiated by Staff following a review of the Mattabassett District Sewer Agreement and potential increase in annual sewer costs to the MDC as a result of this project. The projected annual average cost savings to the MDC is approximately \$26,000 per year to transport and treat sanitary flows from this development to the RHWPCF. This savings does not include additional cost avoidance by the District for payments to Mattabassett for increases associated with capital improvements and/or operation and maintenance costs.

It was the understanding that the Developer would undertake installation of the sewer main in accordance with the District’s preferred South Route, and the District would pay the additional costs associated with the increased size and length of the sanitary sewer that constitute betterments to the District’s sanitary sewer collection system. The Developer’s Permit Agreements were written to allow the Developer to seek progress reimbursement

payments for the differences in costs between the North and South Routes for sewer work built in Phase I and for the remainder of the sewer work in Phase 2 to the common Manhole #4.

The first of up to three reimbursement requests is for the sum of \$42,160 in engineering costs and \$490,342 for construction costs associated with Phase 1, totaling \$532,502. Staff has carefully reviewed the Developer's costs for the engineering and construction of the increased sewer length and size. In accordance with Section 8a of the Ordinances of the Metropolitan District related to Sewers, it is the District staff's opinion that the betterments constitute special circumstances and that such reimbursement approval is subject to the approval of the Bureau of Public Works.

This Phase 1 payment of \$532,502 will not represent any increase in CIP appropriation since Staff has already earmarked the funding from previous years authorizations in the Capital Improvement General Purpose Sewer Program for improvements to the District's sanitary sewer system.

It is therefore RECOMMENDED that it be

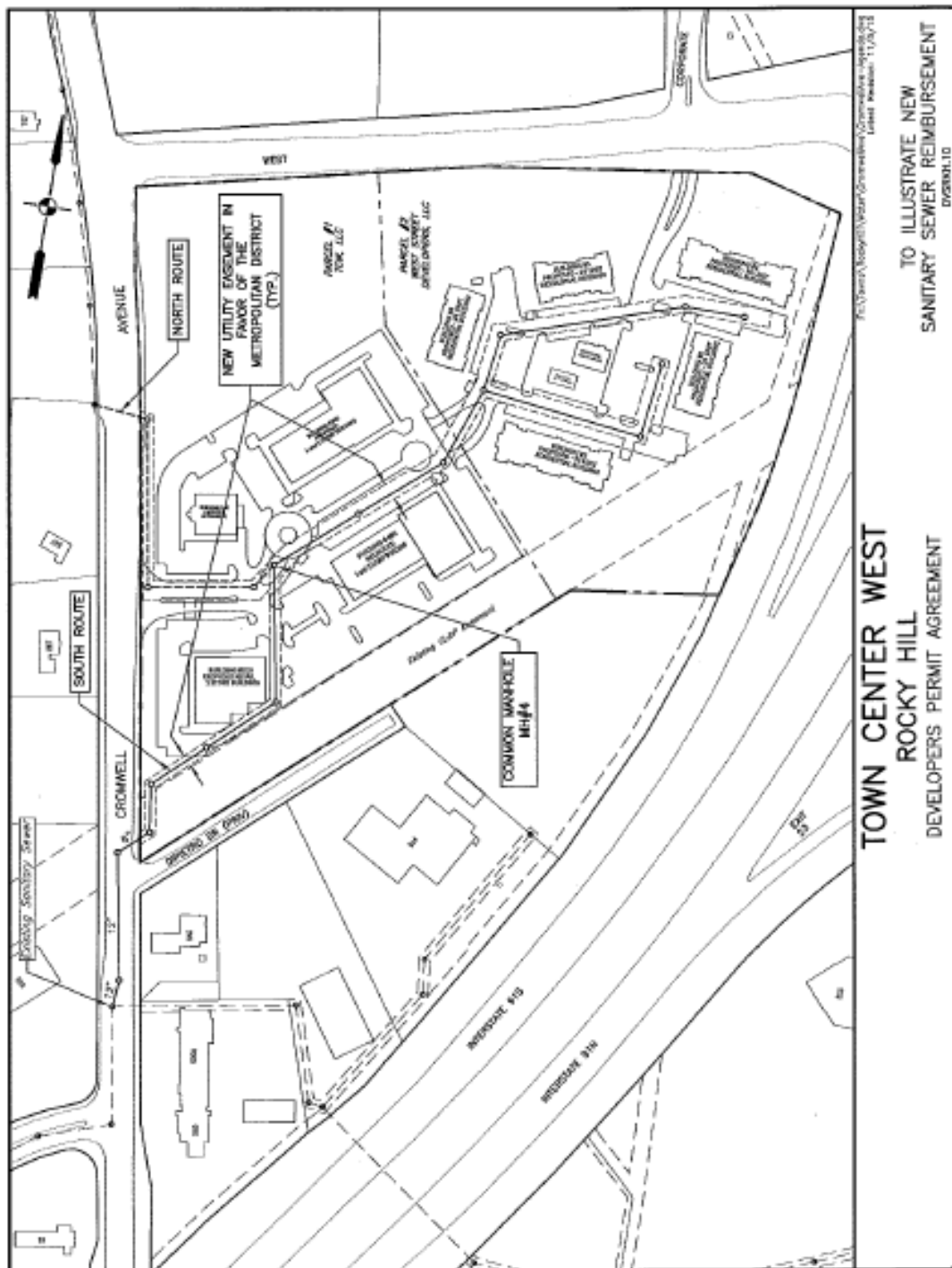
VOTED: That the District reimburse the Developer, TCW, LLC and West Street Developers, LLC, the sum of \$532,502 for Phase 1 improvements to the sewer collection system in Cromwell Avenue, Rocky Hill, subject to Developer and its contractors executing and/or delivering to the District all necessary documents to commence installation of sanitary sewer for Phase 2.

AND

VOTED: To recommend to the District Board, to authorize that the \$532,502 due the Developer, TCW, LLC and West Street Developers, LLC, be paid from the previous years' authorizations in the Capital Improvement General Purpose Sewer Program designated for improvements to the District's sewer system.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer



At 4:57 PM, Commissioner Vicino exited the meeting due to a conflict of interest and Commissioner Price took over as Chairman.

On motion made by District Chairman DiBella and duly seconded, the report was received and the resolution adopted by unanimous vote of those present. Commissioner Vicino abstained from voting.

ENGINEERING AND FEASIBILITY ANALYSIS
FOR PORTIONS OF BLOOMFIELD

This agenda item was passed over until a future meeting.

ADJOURNMENT

The meeting was adjourned at 5:15 PM

ATTEST:


John S. Mirtle
District Clerk

November 18, 2015

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Wednesday, November 18, 2015**

Present: Commissioners Luis Caban, Allen Hoffman, Joseph Klett, Joseph Kronen, Alphonse Marotta, J. Lawrence Price, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (11)

Absent: Commissioners Andrew Adil, Donald Currey, Janice Flemming, William Horan and Maureen Magnan (5)

Also

Present: Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
R. Bartley Halloran, District Counsel
Christopher R. Stone, Assistant District Counsel
Carl Nasto, Assistant District Counsel
John S. Mirtle, District Clerk
Rob Constable, Director of Finance
Sue Negrelli, Director of Engineering
Kelly Shane, Director of Procurement
Mike Curley, Project Manager
Allen King, Real Estate Technician II
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 5:49 PM

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 November 9, 2015 were approved.

**PUBLIC HEARING ON ESTABLISHING AND LEVYING SUPPLEMENTAL
ASSESSMENT AGAINST 777 MAIN STREET IN HARTFORD**

The Bureau of Public Works meeting was recessed to enter the Public Hearing on Establishing and Levying Supplemental Assessment against 777 Main Street, Hartford at 5:50 PM

The Bureau of Public Works meeting reconvened at 6:46 PM

REPORT FROM STAFF: ASSESSABLE SEWER FUND

Sue Negrelli, Director of Engineering, presented a report on the assessable sewer fund.

Commissioner Taylor left the meeting at 6:47 PM

REPORT FROM STAFF: CLEAN WATER PROJECT COST ANALYSIS

Scott W. Jellison, Chief Executive Officer, provided a summary of the Clean Water Project Cost Analysis and materials relating to the Clean Water Project Cost Analysis were distributed to Commissioners. The full presentation was postponed indefinitely.

**REPORT OF HEARING AND LAYOUT & ASSESSMENT
PIERSON LANE, WINDSOR**

To: Bureau of Public Works for consideration on November 18, 2015

The Metropolitan District received a petition from the property owner of 109 Pierson Lane, Windsor, on December 15, 2011, requesting public sanitary sewer service.

On August 12, 2015, a preliminary schedule of assessments for the above captioned project was mailed to all property owners who would be involved in a proposed sewer layout serving a portion of Pierson Lane.

A public hearing was held on Tuesday, August 25, 2015, chaired by Commissioner Price. Of the three property owners who attended the hearing, two spoke in favor, citing the need for sewers to expand an existing business, as well as aging and failing septic systems and not enough property to expand their existing septic systems. The property owner who was opposed to the project stated financial burden.

The current overall opinions regarding the need and desirability of public sanitary sewers, including those received by canvass and at the public hearing, are as follows: two (2) in favor, two (2) opposed, and one (1) did not respond.

Michael Pepe, Director of the Windsor Health Department, in a July 3, 2014 letter stated that the Health Department fully supports the installation of sanitary sewers to this area due to the failing systems and site restrictions, deeming it a public health issue.

District staff and the Commissioner present at the public hearing recommend that this project be approved due to the public health issue in the area.

The estimated cost and benefit summary for this project is as follows:

ESTIMATED CONSTRUCTION COST:

1,090 feet of 8-inch sanitary sewer	\$718,000.00	
Contingencies (10%)	<u>\$ 72,000.00</u>	
Total Estimated Construction Cost	\$790,000.00	\$ 790,000.00

ESTIMATED OTHER COST:

Legal advertising	\$ 1,500.00	
Blueprints, maps, charts	\$ 1,500.00	
Soil borings, investigations, tests	<u>\$ 10,000.00</u>	
Total Estimated Other Costs	\$ 13,000.00	<u>\$ 13,000.00</u>

TOTAL ESTIMATED PROJECT COST: \$803,000.00

The source of funding summary is as follows:

Estimated Direct Assessments to be Accrued to the Assessable Sewer Fund	\$165,018.90
Deficit to be charged to the Assessable Sewer Fund	<u>\$637,981.10</u>

TOTAL ESTIMATED PROJECT COST: \$803,000.00

The deficit on this project is high due to the fact that the majority of the frontage being assessed is on one side of the road only, and the construction costs are high due to a major railroad crossing.

After consideration of the above and any other comments by the Commissioner present at the public hearing, it is RECOMMENDED that it be

VOTED: That a layout and schedule of assessments for construction of sanitary sewers in a portion of Pierson Lane, Windsor, be published using the schedule of flat rates adopted and effective June 21, 1995, at \$53.40 per front foot or adjusted front foot; \$1,275.00 per inlet or lateral; and, in addition, for property used or zoned for single residential dwelling units at \$1,655.00 per dwelling unit allowed by zoning on a buildable lot, with notice to any property owner aggrieved by these

proceedings that he or she may appeal from the actions of the Metropolitan District and its Bureau of Public Works to the Superior Court.

AND

VOTED: That the Controller be requested to make tentative allocations for this project pending passage of the layout by the District Board, and pending determination of actual costs, in accordance with the following schedule, which schedule is based on the Engineer's estimated cost and on the estimated assessment, as follows:

Direct Assessment to be Accrued to	
the Assessable Sewer Fund	\$ 165,018.90

Deficit to be charged to the Assessable	
Sewer Fund	<u>\$ 637,981.10</u>

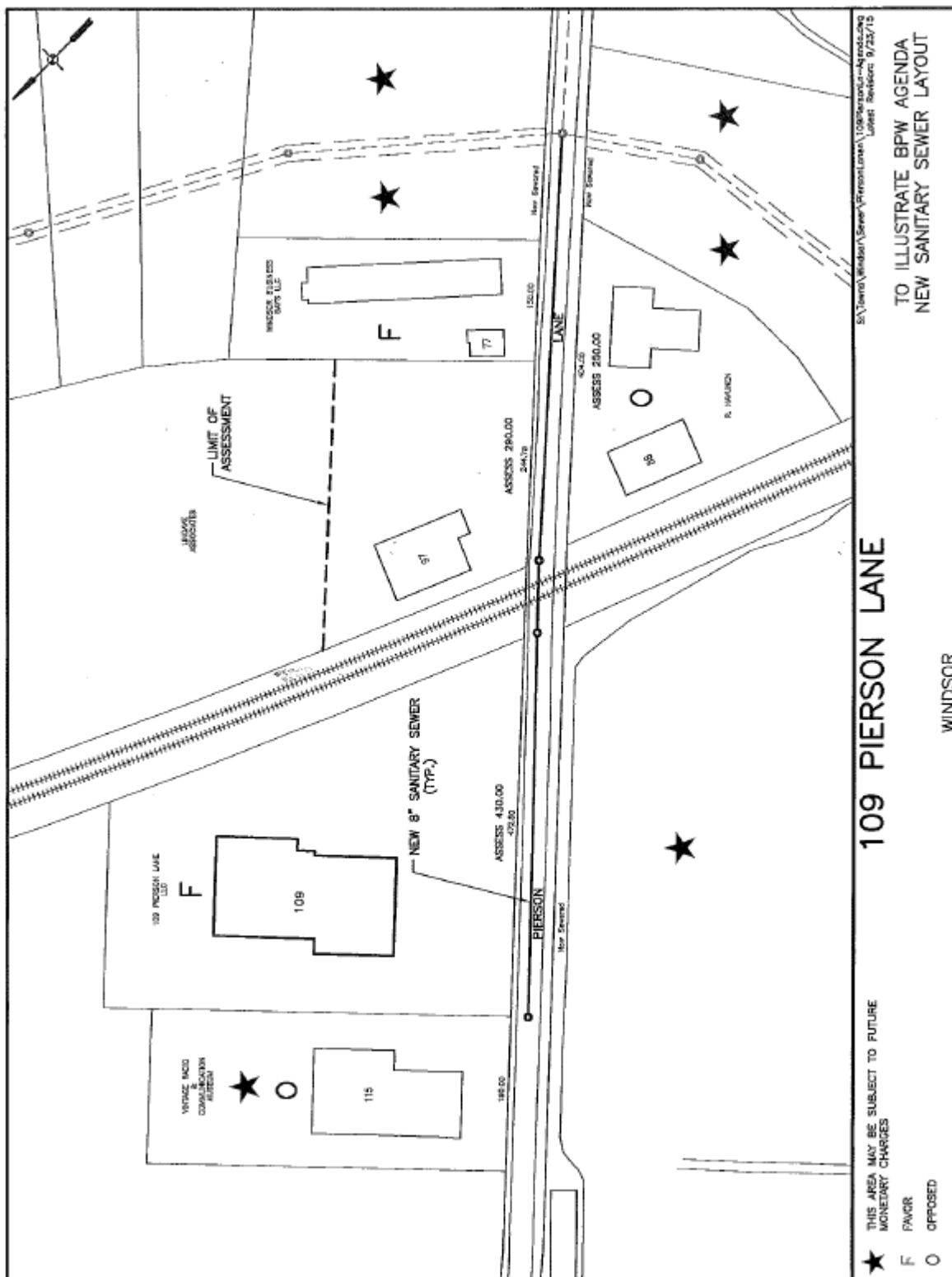
Total Estimated Project Cost:	\$ 803,000.00
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AND

VOTED: To transmit to the District Board a resolution to layout and authorize construction of public sanitary sewers in a portion of Pierson Lane, Windsor, as set forth in the layout and schedule of assessments by the Bureau of Public Works, and payment for the same is authorized from the Assessable Sewer fund.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer



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

REVISIONS TO SEPTAGE REIMBURSEMENT RATE

To: Bureau of Public Works for consideration November 18, 2015

Following the cost trends and in accordance with Section S14d of the District's Ordinances, it is recommended the Septage reimbursements for member town residents be increased from \$180 to \$225.

REIMBURSEMENTS FOR MEMBER TOWNS RESIDENTS

Member town residents who are not provided access to the District's sewer collection system are compensated by the District through a reimbursement program that provides the residents as much as \$225 every three years for documented septage removal costs. A review by staff has also determined that a significant percentage of haulers are not passing the savings in disposal cost on to the residents within our member towns.

Presently, procedures for verifying resident and non-resident wastewater are limited. Though periodic spot checks are made by staff to verify the collection of septage from residential location within the District's member municipalities, in many cases this process is considered to be annoying to residents, time consuming and inconclusive in determining the actual quantities pumped from the member-town residence and the amount actually disposed at no fee by the hauler.

Conclusion

As a result of these findings, staff recommends that the following charges be incorporated in the reimbursement policy. That the reimbursement to qualified member-town residents for septage removal fees be increased from the present \$180 to \$225 to cover the cost for disposal at the Hartford Water Pollution Control Facility.

After reviewing the information contained herein

It is **RECOMMENDED** that it be

Voted: That the Bureau of Public Works, establishes a revised reimbursement rate of \$225 effective on and after January 1, 2016.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

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

ADJOURNMENT

The meeting was adjourned at 7:26 PM

ATTEST:


John S. Mirtle
District Clerk

December 14, 2015

Date of Approval

PUBLIC HEARING
BUREAU OF PUBLIC WORKS
555 Main Street
Hartford, Connecticut 06103
Wednesday, November 18, 2015

Present: Commissioners Luis Caban, Allen Hoffman, Joseph Klett, Joseph Kronen, Alphonse Marotta, J. Lawrence Price, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino; District Chairman William A. DiBella, Chief Executive Officer Scott W. Jellison; Deputy Chief Executive Officer of Business Services John M. Zinzarella; District Counsel R. Bartley Halloran; Assistant District Counsel Carl Nasto, Assistant District Counsel Christopher R. Stone; Assistant to the Chief Executive Officer Kerry Martin, Executive Assistant Cindy Nadolny, District Clerk John Mirtle, Director of Finance Rob Constable, Director of Engineering Susan Negrelli, Director of Procurement Kelly Shane and Real Estate Technician II Allen King.

**PUBLIC HEARING ON ESTABLISHING AND LEVYING SUPPLEMENTAL
ASSESSMENT AGAINST 777 MAIN STREET IN HARTFORD**

Chairman Vicino, called the public hearing to order at 5:51 P.M.

Chairman Vicino introduced the staff present and read the following statement concerning the public hearing:

“This is a public hearing to consider the supplemental sewer assessment for the conversion of 777 MAIN STREET, HARTFORD from office space to residential. This Public Hearing is part of the legal procedure that The Metropolitan District is required to follow regarding the installation of sanitary sewers, as mandated by Special Act 511 of the Connecticut General Assembly of 1929.”

“A final decision on this project has yet to be made. That decision will take into account what is said at this hearing, along with other information, including any information that the Town provides regarding the need for this project from the standpoint of public health.”

At the direction of the Chairman, Mr. Mirtle read the hearing notice published in the Hartford Courant on November 6, 2015 and November 12, 2015 and also made available to all Town Clerk's within The Metropolitan District's member municipalities:

NOTICE OF PUBLIC HEARING ON THE SUPPLEMENTAL SEWER ASSESSMENT FOR
THE CONVERSION FROM OFFICE TO RESIDENTIAL

THE METROPOLITAN DISTRICT
555 Main Street, P.O. Box 800
Hartford, Connecticut

November 3, 2015

The Metropolitan District will hold a public hearing at The Metropolitan District Headquarters located at 555 Main Street, Hartford, on Wednesday, November 18, 2015, at 5:30 P.M. for the purpose of establishing and levying a supplemental sewer assessment against certain real property known as 777 Main Street, Hartford, Connecticut and owned by 777 Residential LLC.

All interested parties, both in favor or against said assessment, may appear to be heard.

John S. Mirtle
District Clerk

Chairman Vicino read the hearing guidelines.

Carl Nasto, Assistant District Counsel, gave a description of the supplemental assessment.

Chairman Vicino opened the hearing up to public comments, questions and opinions.

PUBLIC COMMENTS

Jason Stevenson, representing Becker & Becker opposed the assessment.

Bruce Becker, owner of 777 Main Street, opposed the assessment.

Laura Sklaver of Susman, Duffy and Segaloff, representing the owner, opposed the assessment.

Sarah Bronin, Chairperson of Hartford Planning and Zoning Committee, opposed the assessment.

***The public hearing was recessed until November 25, 2015 at 4:00 PM
to allow for further public comments.***

ADJOURNMENT

The hearing was adjourned at 4:00 PM on November 25, 2015.

ATTEST:


John S. Mirtle
District Clerk

December 14, 2015

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, December 14, 2015**

Present: Commissioners Andrew Adil, Donald Currey, Allen Hoffman, Joseph Kronen, Maureen Magnan, Alphonse Marotta, J. Lawrence Price, Hector M. Rivera, Raymond Sweezy, Alvin E. Taylor, Richard W. Vicino and District Chairman William A. DiBella (12)

Absent: Commissioners Luis Caban, Janice Flemming, William Horan and Joseph Klett (4)

Also

Present: Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
Christopher R. Stone, Assistant District Counsel
Carl Nasto, Assistant District Counsel
John S. Mirtle, District Clerk
Sue Negrelli, Director of Engineering
Kelly Shane, Director of Procurement
Robert Zaik, Manager of Labor Relations
Jennifer Ottalagana, Project Manager
Allen King, Real Estate Technician II
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Cynthia A. Nadolny, Executive Assistant

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:04 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Rivera and duly seconded, the meeting minutes of November 18, 2015 and Public Hearing minutes of November 18, 2015 were approved.

Commissioners Adil and Magnan abstained.

**REPORT OF HEARING AND SUPPLEMENTAL ASSESSMENT
777 MAIN STREET HARTFORD**

To: Bureau of Public Works for consideration on December 14, 2015

On November 5, 2015, a preliminary schedule of assessment for the above supplemental assessment was mailed to the property owner. A public hearing was held on November 18, 2015, chaired by Commissioner Vicino. The property owner attended the hearing and spoke in opposition to the supplemental assessment.

District staff and the Commissioners present at the public hearing recommend levying the supplemental assessment.

After consideration of the above and any other comments by the Commissioners present at the public hearing, it is RECOMMENDED that it be

VOTED: That a schedule of supplemental assessment for 777 Main Street Hartford, be published using the schedule of flat rates adopted and effective June 21, 1995, at \$53.40 per front foot or adjusted front foot; \$1,275.00 per inlet or lateral; and, in addition, for property used or zoned for single residential dwelling units at \$1,655.00 per dwelling unit allowed by zoning on a buildable lot, with notice to any property owner aggrieved by these proceedings that he or she may appeal from the actions of The Metropolitan District and its Bureau of Public Works to the Superior Court.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

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

ADJOURNMENT

The meeting was adjourned at 4:21 PM

ATTEST:


John S. Mirtle
District Clerk

January 11, 2016

Date of Approval

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To

MINUTES OF THE BUREAU OF PUBLIC WORKS

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