

**JOURNAL  
OF  
THE METROPOLITAN DISTRICT  
COMMISSION**

FOR THE YEAR  
2015

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

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

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# METROPOLITAN DISTRICT COMMISSION

(The District Board)

2015

*Term Expires*

<u>Commissioner</u>	<u>Town</u>	<u>Dec. 31 of</u>
ANDREW S. ADIL	WETHERSFIELD GOVERNOR APPOINTMENT	2019 <sup>1</sup>
LUIS CABAN	HARTFORD	2016
DANIEL A. CAMILLIERE	WETHERSFIELD	2020
MARY ANNE CHARRON	WEST HARTFORD GOVERNOR APPOINTMENT	2019 <sup>1</sup>
DONALD M. CURREY	EAST HARTFORD GOVERNOR APPOINTMENT	2019 <sup>1</sup>
TIMOTHY CURTIS	WINDSOR	2016
WILLIAM A. DI BELLA	HARTFORD	2020
JANICE FLEMMING	HARTFORD GOVERNOR APPOINTMENT	2019 <sup>1</sup>
MATTHEW B. GALLIGAN	SOUTH WINSOR NON-MEMBER TOWN APPOINTMENT	2019
ALLEN HOFFMAN	LEGISLATIVE APPOINTMENT	2018
GEORGIANA HOLLOWAY	HARTFORD	2020
WILLIAM P. HORAN	EAST HARTFORD	2016
SANDRA JOHNSON	EAST GRANBY NON-MEMBER TOWN APPOINTMENT	2019
JOSEPH KLETT	NEWINGTON	2016
KATHLEEN J. KOWALYSHYN	HARTFORD GOVERNOR APPOINTMENT	2019 <sup>1</sup>
JOSEPH H. KRONEN	EAST HARTFORD	2019
BYRON LESTER	BLOOMFIELD	2018
MAUREEN MAGNAN	WEST HARTFORD	2014
ALPHONSE MAROTTA	HARTFORD	2016
JAMES S. NEEDHAM	WEST HARTFORD	2017
MARK A. PAPP	SENATE PRO TEMPORE APPOINTMENT	2020
J. LAWRENCE PRICE	WEST HARTFORD	2018
KENNARD RAY	HARTFORD	2014
HECTOR M. RIVERA	HARTFORD	2016
PASQUALE J. SALEMI	EAST HARTFORD	2016
HELENE H. SHAY	WINDSOR GOVERNOR APPOINTMENT	2019 <sup>1</sup>
MICHAEL SOLOMONIDES	FARMINGTON NON-MEMBER TOWN APPOINTMENT	2020
RAYMOND SWEEZY	ROCKY HILL	2018
ALVIN E. TAYLOR	SENATE PRO TEMPORE APPOINTMENT	2015
MICHAEL A. TOPPI	GLASTONBURY NON-MEMBER TOWN APPOINTMENT	2019
RICHARD W. VICINO	LEGISLATIVE APPOINTMENT	2015
MICHAEL CARRIER <sup>2</sup>	NEW BRITAIN	

A

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<sup>1</sup>April 29, 2019

<sup>2</sup> Representative from the City of New Britain on water matters only

**OFFICERS**  
**Of**  
**THE METROPOLITAN DISTRICT COMMISSION**  
**2015**

Chief Executive Officer	SCOTT W. JELLISON
District Counsel	R. BARTLEY HALLORAN
Deputy Chief Executive Officer, Business Services	JOHN M. ZINZARELLA
District Clerk	JOHN S. MIRTLE
Director of Engineering	SUSAN NEGRELLI
Director of Finance	ROBERT CONSTABLE
Director of Human Resources	ERIN M. RYAN
Director of Information Services	ROBERT SCHWARM
Director of Operations	GERALD J. LUKOWSKI
Director of Procurement	KELLY SHANE

**CITIZEN MEMBERS  
Of  
THE METROPOLITAN DISTRICT COMMISSION  
2015**

	<u>Term Expires</u>
RONALD F. ANGELO, I	DECEMBER 31, 2015
WILLIAM CIBES	DECEMBER 31, 2015
MARTIN B. COURNEEN	DECEMBER 31, 2015
JON COLMAN	DECEMBER 31, 2015
LINDA A. KING-CORBIN	DECEMBER 31, 2015
RICHARD T. MULREADY	DECEMBER 31, 2015

*Citizen Members are appointed by the District Board on recommendation of the Committee on Organization and serve for two-year terms.*

*Citizen Members serve on either the Commission on Regional Planning, Board of Finance or Strategic Planning Committee.*

**ORGANIZATION**  
**Of**  
**THE METROPOLITAN DISTRICT COMMISSION**  
**2015**

**WILLIAM A. DIBELLA**      Chairman, District Board  
**MAUREEN MAGNAN**      Vice Chairman, District Board

**BUREAU OF PUBLIC WORKS**

ANDREW S. ADIL  
LUIS CABAN  
DONALD M. CURREY  
JANICE FLEMMING  
ALLEN HOFFMAN  
WILLIAM P. HORAN  
JOSEPH KLETT  
JOSEPH H. KRONEN

MAUREEN MAGNAN  
ALPHONSE MAROTTA  
J. LAWRENCE PRICE  
HECTOR M. RIVERA  
RAYMOND SWEEZY  
ALVIN E. TAYLOR  
RICHARD W. VICINO

**WATER BUREAU**

DANIEL A. CAMILLIERE  
MARY ANNE CHARRON  
TIMOTHY CURTIS  
JOSEPH KLETT  
KATHLEEN J. KOWALYSHYN  
JAMES S. NEEDHAM

MARK A. PAPPA  
PASQUALE J. SALEMI  
HELENE H. SHAY  
RAYMOND SWEEZY  
MICHAEL CARRIER<sup>3</sup>

**D**

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<sup>3</sup> Representative from the city of New Britain on water matters only

### **COMMITTEE ON ORGANIZATION**

LUIS CABAN  
DANIEL A. CAMILLIERE  
DONALD M. CURREY  
WILLIAM P. HORAN

KATHLEEN J. KOWALYSHYN  
HECTOR M. RIVERA  
RAYMOND SWEEZY  
ALVIN E. TAYLOR

### **COMMISSION ON REGIONAL PLANNING**

DANIEL A. CAMILLIERE  
TIMOTHY CURTIS

RAYMOND SWEEZY  
ALPHONSE MAROTTA

### **BOARD OF FINANCE**

LUIS CABAN  
ALLEN HOFFMAN  
WILLIAM P. HORAN  
PASQUALE J. SALEMI  
RONALD F. ANGELO, I\*

WILLIAM CIBES\*  
MARTIN B. COURNEEN\*  
LINDA KING-CORBIN\*  
RICHARD MULREADY \*

\*Citizen Member; two-year term expires December 31, 2015

**PERSONNEL, PENSION AND INSURANCE COMMITTEE**

DANIEL A. CAMILLIERE

DONALD M. CURREY

TIMOTHY CURTIS

JOSEPH KLETT

MAUREEN MAGNAN

J. LAWRENCE PRICE

PASQUALE J. SALEMI

RAYMOND SWEEZY

ALVIN E. TAYLOR

**COMMITTEE ON MDC GOVERNMENT**

ALLEN HOFFMAN

WILLIAM P. HORAN

MAUREEN MAGNAN

ALPHONSE MAROTTA

JAMES S. NEEDHAM

J. LAWRENCE PRICE

HECTOR M. RIVERA

ALVIN E. TAYLOR

**COMMUNITY AFFAIRS COMMITTEE**

MARY ANNE CHARRON

JANICE FLEMMING

GEORGIANA HOLLOWAY

MAUREEN MAGNAN

ALBERT F. REICHIN

HECTOR M. RIVERA

HELENE H. SHAY

RAYMOND SWEEZY



### **AUDIT COMMITTEE**

MARY ANNE CHARRON

DONALD M. CURREY

TIMOTHY CURTIS

ALLEN HOFFMAN

KATHLEEN J. KOWALYSHYN

ALPHONSE MAROTTA

MARK A. PAPPA

J. LAWRENCE PRICE

RAYMOND SWEEZY

ALVIN E. TAYLOR

RICHARD W. VICINO

### **STRATEGIC PLANNING COMMITTEE**

ANDREW S. ADIL

LUIS CABAN

DANIEL CAMILLIERE

MARY ANNE CHARRON

TIMOTHY CURTIS

JANICE FLEMMING

ALPHONSE MAROTTA

MARK A. PAPPA

J. LAWRENCE PRICE

ALVIN E. TAYLOR

RICHARD W. VICINO

JON COLMAN\*

\*Citizen Member; two-year term expires December 31, 2015

### **CRRA STEERING COMMITTEE**

WILLIAM HORAN

MAUREEN MAGNAN

PASQUALE J. SALEMI

ALVIN E. TAYLOR

**GENERAL POLICY AND PLANNING COMMITTEE**

LUIS CABAN

J. LAWRENCE PRICE

TIMOTHY CURTIS

PASQUALE J. SALEMI

JAMES S. NEEDHAM

RAYMOND SWEEZY

MARK A. PAPPA

ALVIN E. TAYLOR

# **MINUTES**

*of*

**MEETINGS OF THE DISTRICT BOARD**

**HELD IN 2015**

**THE METROPOLITAN DISTRICT COMMISSION  
SPECIAL MEETING**

555 Main Street  
Hartford, Connecticut 06103  
Thursday, January 15, 2015

**Present:** Commissioners Andrew Adil, Mary Anne Charron, Timothy Curtis, William A. DiBella, Janice Flemming, Matthew B. Galligan, Gary M. Haynes, Allen Hoffman, Jean Holloway, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, Thea Montanez, Mark A. Pappa, J. Lawrence Price, Albert F. Reichin, Pasquale J. Salemi, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (21)

**Absent:** Commissioners Luis Caban, Daniel Camilliere, Donald M. Currey, Michael W. Gerhart, William P. Horan, Joseph Klett, James S. Needham, Kennard Ray, Hector Rivera, Helene Shay, Michael A. Toppi, and Special Representative Michael Carrier (12)

**Also**

**Present:** Charles P. Sheehan, Chief Executive Officer  
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  
Erin Ryan, Director of Human Resources  
Sue Negrelli, Director of Engineering  
Kelly Shane, Director of Procurement  
John S. Mirtle, District Clerk  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant  
Jim Sandler, Legal Counsel  
Jessica Coelho, President of Local 3713 AFSCME  
Dean Gazzo, President of Local 184 AFSCME

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 6:00 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

***On motion made by Commissioner Reichin and duly seconded, the meeting minutes of December 18, 2014 were approved.***

**DISTRICT CLERK  
SERVICE OF TAX WARRANTS FOR FISCAL YEAR 2015**

To: District Board

From: District Clerk

January 15, 2015

Pursuant to the Charter of the District, Section 3-13, the District Clerk reports that Tax Warrants for Fiscal Year 2015, drawn by the Chairman of The Metropolitan District, in favor of the Treasurer have been served on the following:

Town Clerk, Marguerite Phillips, Bloomfield  
Town Clerk, Robert J. Pasek, East Hartford  
Town and City Clerk John V. Bazzano, Hartford  
Town Clerk Tanya D. Lane, Newington  
Town Clerk C/O Linda A. Giuliano, Rocky Hill  
Town Clerk Essie S. Labrot, West Hartford  
Town Clerk Dolores G. Sassano, Wethersfield  
Town Clerk Anna Posniak, Windsor

Receipts for these tax warrants have been received and are on file in the Office of the District Clerk.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***Without objection, the report was received.***

**BUREAU OF PUBLIC WORKS  
PRATT & WHITNEY WILLGOOS FACILITY, EAST HARTFORD  
ENCROACHMENT AGREEMENT**

To: District Board

From: Bureau of Public Works

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.

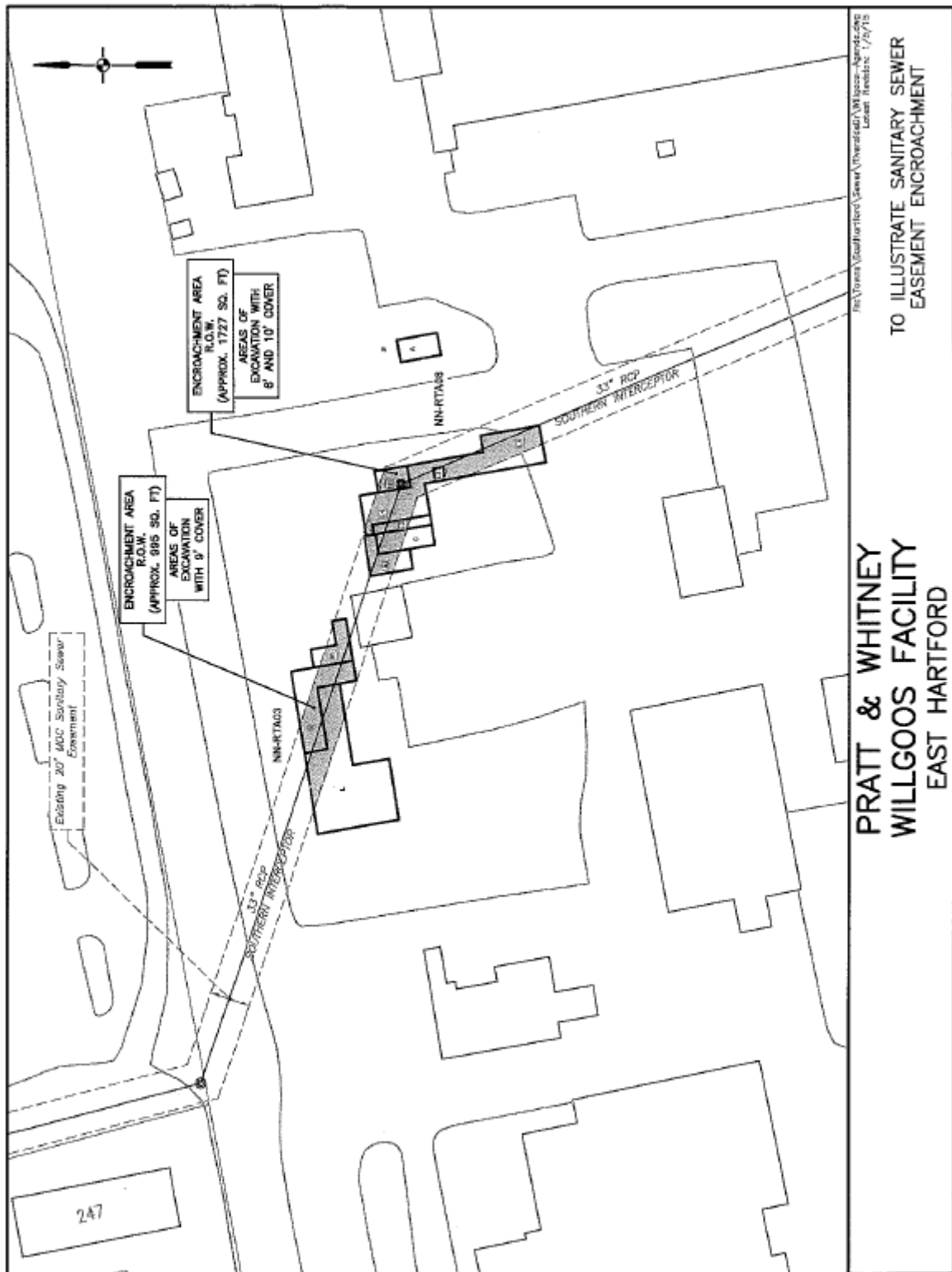
It is RECOMMENDED that it be

VOTED: That the District Board pass 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,

John S. Mirtle, Esq.  
District Clerk



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



***Without objection, Agenda Items 8B “Abandonment of storm sewer and release of easement at Hartford Hospital Bone and Joint Institute” and 8C “Encroachment agreement at Hartford Hospital Bone and Joint Institute in Hartford” were consolidated and considered together.***

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

To: District Board

From: Bureau of Public Works

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.

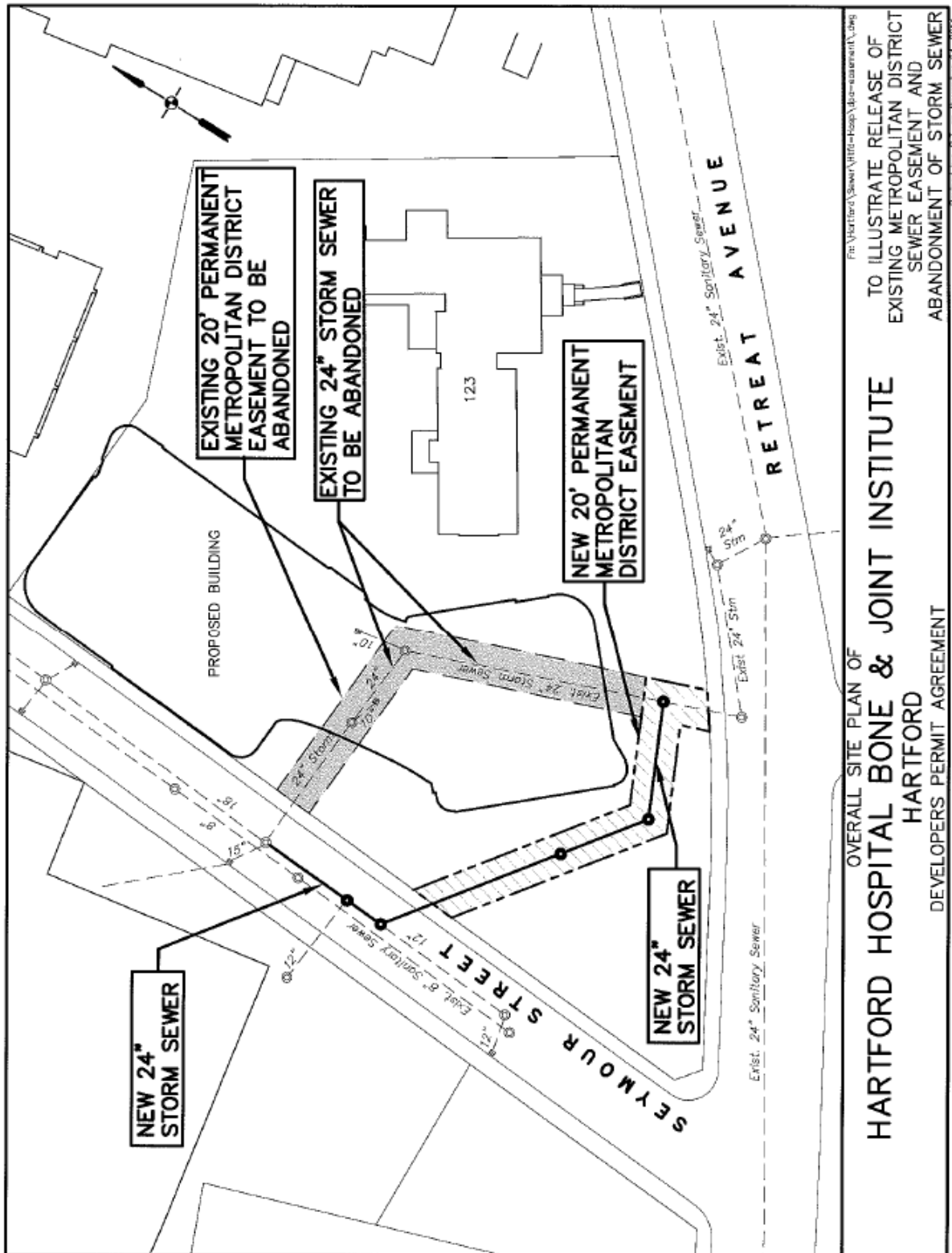
From an engineering standpoint, the abandonment of the existing storm sewer and release of the easement will not have a negative impact on the existing storm sewer system, and no hardship or detriment would be imposed on others. An MDC inspector will be on-site whenever work is being performed on the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

It is RECOMMENDED that it be

**VOTED:** That the District Board pass 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,

John S. Mirtle, Esq.  
District Clerk

**BUREAU OF PUBLIC WORKS  
HARTFORD HOSPITAL BONE & JOINT INSTITUTE, HARTFORD  
ENCROACHMENT AGREEMENT**

To: District Board

From: Bureau of Public Works

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.

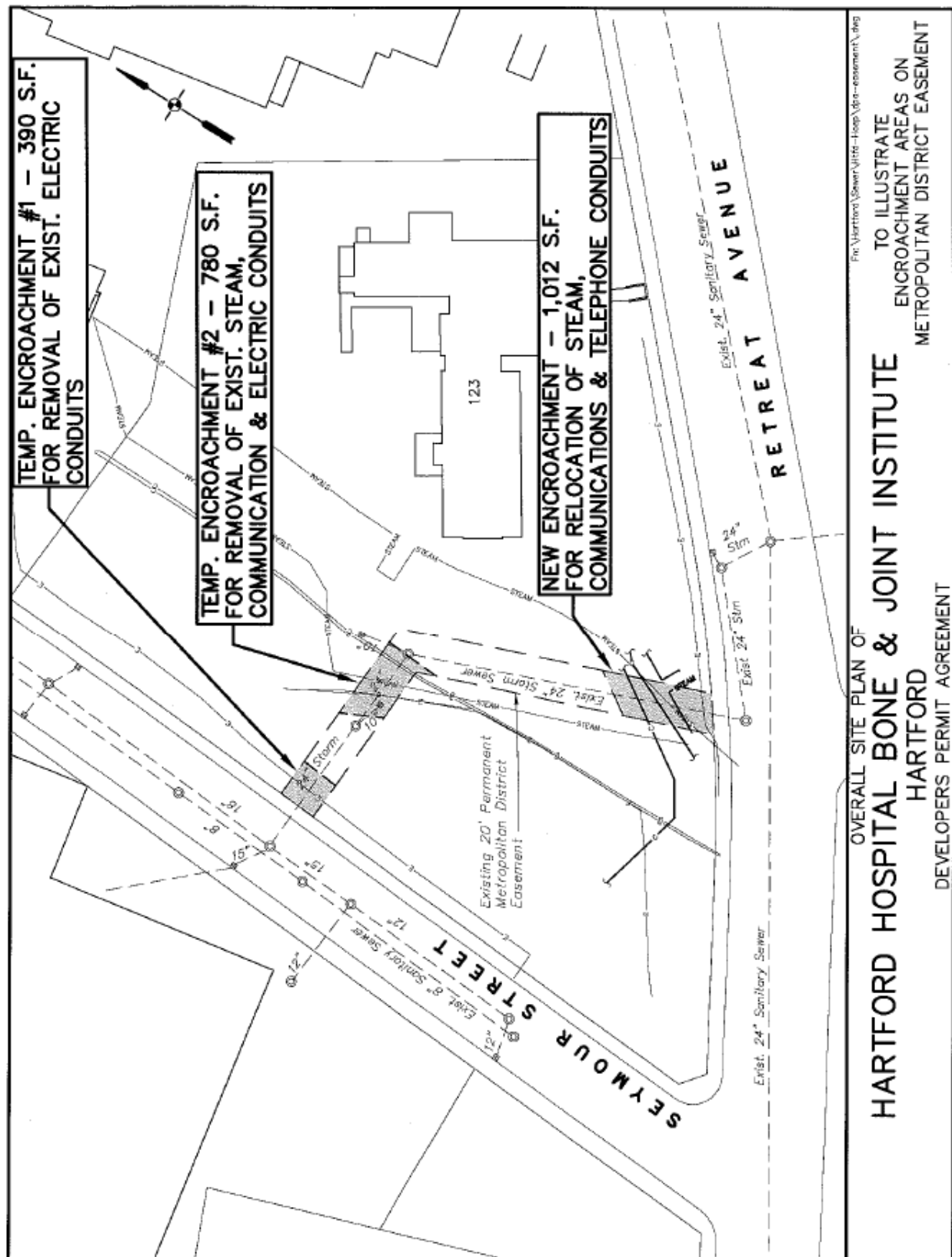
It is RECOMMENDED that it be

VOTED: That the District Board pass 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,

John S. Mirtle, Esq.  
District Clerk



***On motion made by Commissioner Reichin and duly seconded, the reports for resolution 8B “Abandonment of storm sewer and release of easement at Hartford Hospital Bone and Joint Institute” and resolution 8C “Encroachment agreement at Hartford Hospital Bone and Joint Institute in Hartford” were received and the resolutions adopted by unanimous vote of those present.***

***Commissioners Adil and Montanez abstained.***

***Commissioner Galligan entered the meeting at 6:07 PM***

**BUREAU OF PUBLIC WORKS  
LAND PURCHASE IN FURTHERANCE OF THE CLEAN WATER PROJECT**

To: District Board

From: Bureau of Public Works

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.

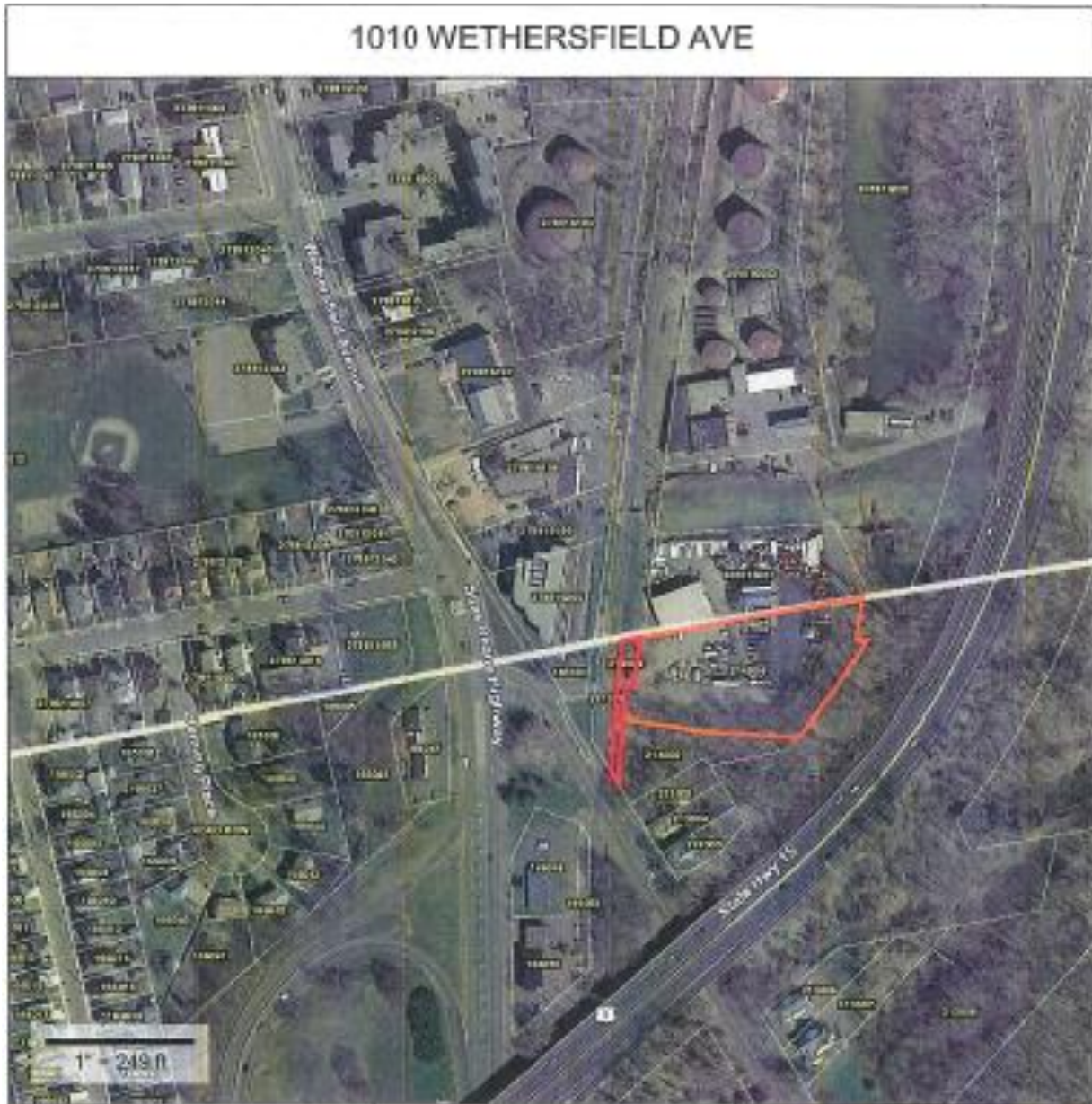
**Be It Further Resolved** that the Chief Executive Officer, or his designee, is authorized to execute any and all documents reasonably and customarily necessary to effect the purchase of the Parcel by the MDC.

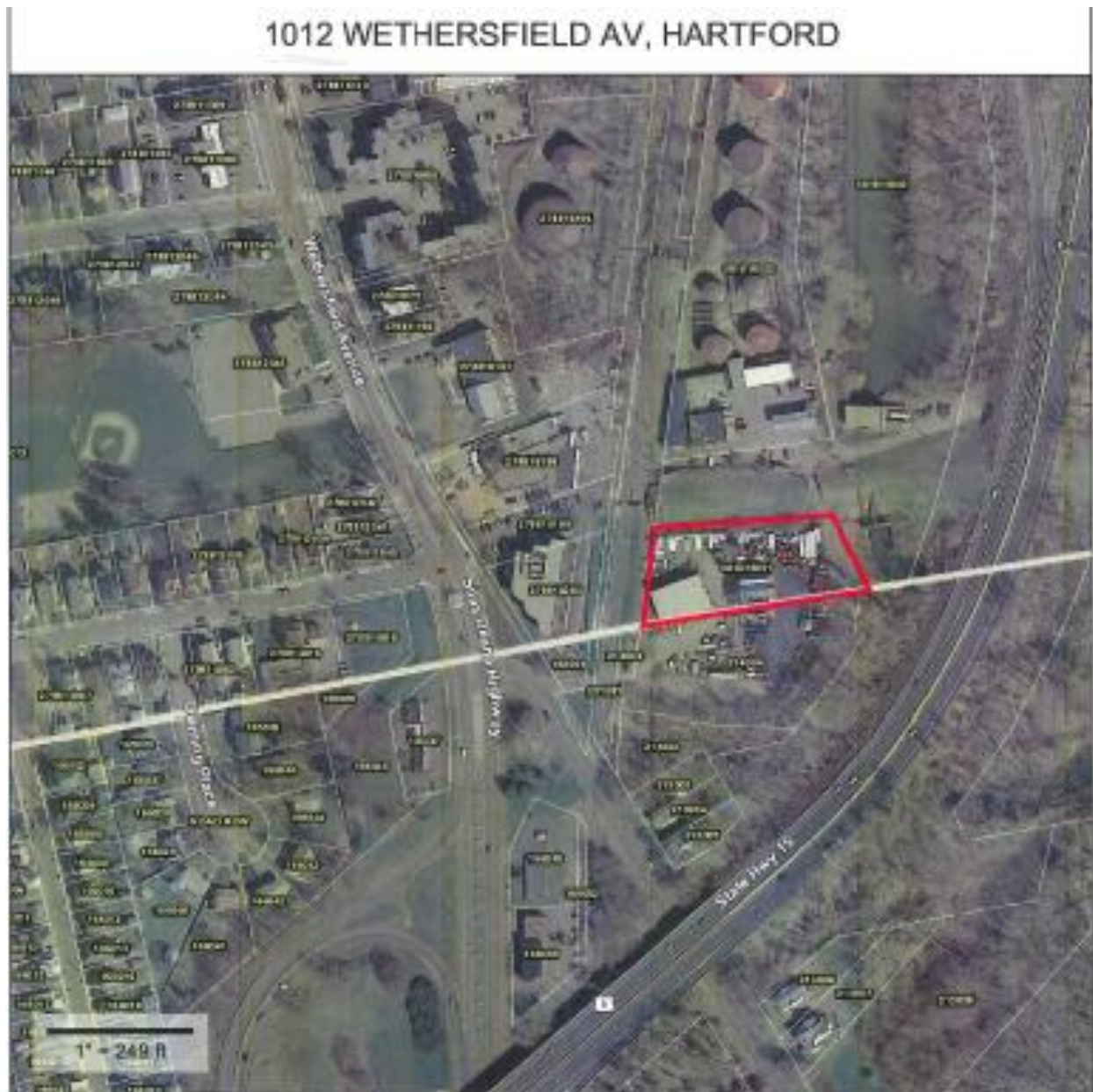
Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

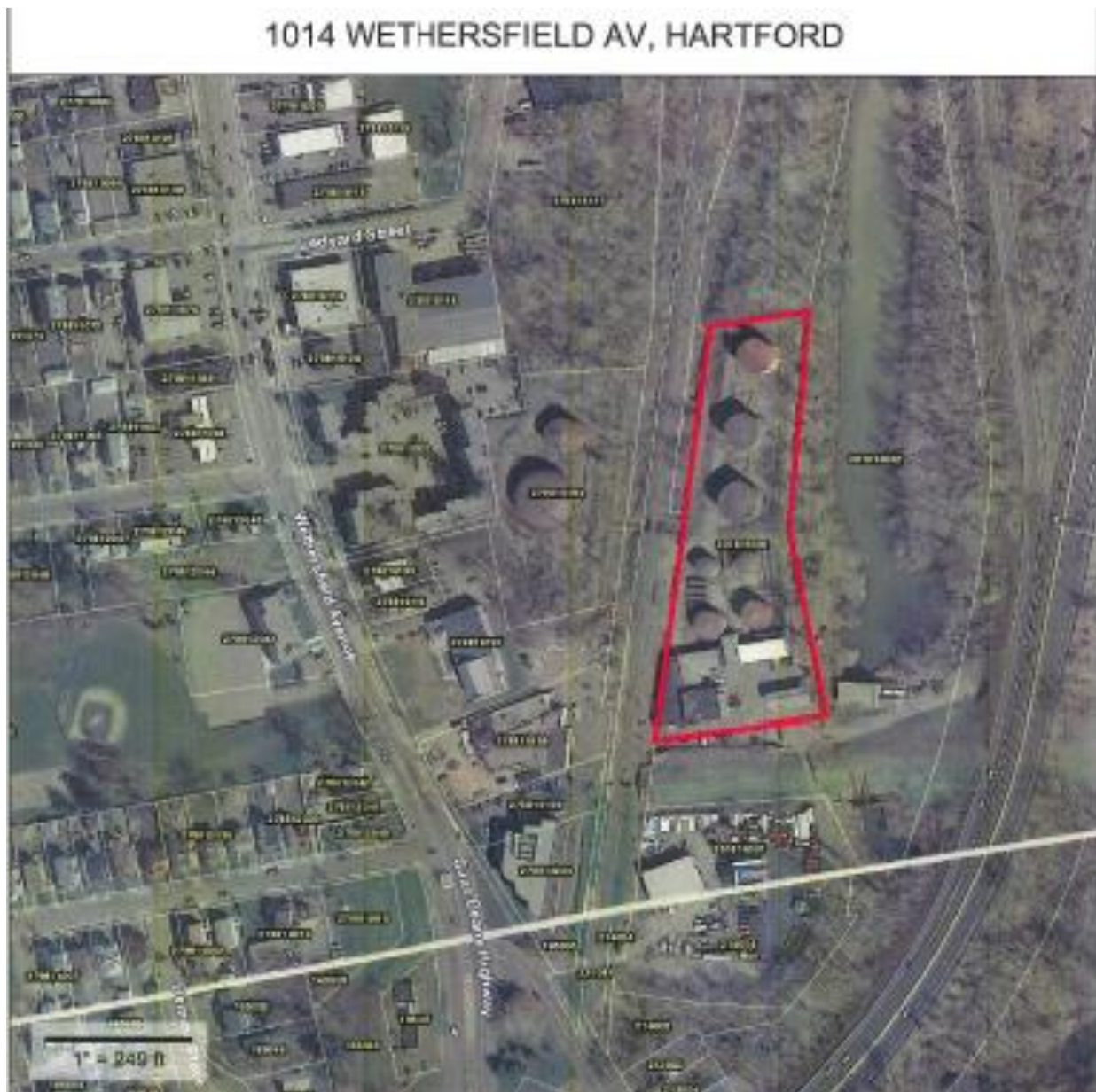












*On motion made by Commissioner Kronen and duly seconded, the report was received and the resolution adopted by unanimous vote of those present.*

**COMMITTEE ON MDC GOVERNMENT  
APPOINTMENT OF LEGISLATIVE CONSULTANTS**

*Agenda Item # 9 "Appointment of Legislative Consultants" was postponed to a later date.*

**COMMISSIONER QUESTIONS AND COMMENTS**

***Chairman DiBella and the Commissioners praised and thanked Charles P. Sheehan for his time and service at the MDC.***

**ADJOURNMENT**

The meeting was adjourned at 6:59

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

February 11, 2015

Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION  
SPECIAL MEETING**

555 Main Street  
Hartford, Connecticut 06103  
Wednesday, February 11, 2015

**Present:** Commissioners Andrew Adil, Luis Caban, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, Joseph Klett, Alphonse Marotta, Thea Montanez, Mark A. Pappa, J. Lawrence Price, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (17)

**Absent:** Commissioners Daniel Camilliere, Mary Anne Charron, Janice Flemming, Matthew B. Galligan, Michael W. Gerhart, Gary M. Haynes, William P. Horan, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, James S. Needham, Kennard Ray, Albert F. Reichin, Hector Rivera, Helene Shay, Michael A. Toppi, and Special Representative Michael Carrier (17)

**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  
Sue Negrelli, Director of Engineering  
Kelly Shane, Director of Procurement  
Rob Constable, Manager of Budgeting and Analysis  
John S. Mirtle, District Clerk  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 6:02 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

*On motion made by Commissioner Price and duly seconded, the meeting minutes of January 15, 2015 were approved.*

*Commissioner Caban abstained.*

*Without objection, Agenda Items 8A "Approval for State of Connecticut Financing – Drinking Water State Revolving Fund 2013-7013", 8B "Approval for State of Connecticut Financing – CWF-652C", 8C "Reallocation of Proceeds of Certain General Obligation Bond Anticipation Notes" and 8F "2014 Operating Budget Transfer" were consolidated and considered together.*

**BOARD OF FINANCE  
APPROVAL FOR STATE OF CONNECTICUT FINANCING  
DWSRF NO. 2013-7013**

To: District Board

From: Board of Finance

February 11, 2015

Staff seeks approval from your Board to execute and deliver to the State of Connecticut the First Amendment to the Project Loan and Subsidy Agreement DWSRF No. 2013-7013 and the Interim Funding Obligations and Project Loan Obligations under such amendment.

This amendment increases the low interest loans and grants which fund the replacement of water mains in portions of Linden Place, Capitol Avenue and Broad Street in Hartford under the Water Main Replacement (Linden, Capitol, Broad) project.

The State of Connecticut, through the Drinking Water State Revolving Fund Program, will provide an increase of \$282,907.50 in state funding, to a total state funding of \$2,929,907.50 with an increase in grants of \$81,464.89, to a total of \$213,664.89 in grants, and an increase of \$201,442.61 in low interest loans, to a total of \$2,713,242.61, at 2.00% to fund the expenses associated with this project.

Bond Counsel prepared the following resolution for your approval.

It is therefore **RECOMMENDED** that it be

VOTED: That the District Board approve the following resolution:

## RESOLVED:

Section 1. The Chairman and the District Treasurer or Deputy Treasurer are authorized to execute and deliver the First Amendment to the Project Loan and Subsidy Agreement DWSRF No. 2013-7013 and any and all Interim Funding Obligations and Project Loan Obligations issued under Project Loan and Subsidy Agreement DWSRF No. 2013-7013 as amended by the First Amendment to the Project Loan and Subsidy Agreement DWSRF No. 2013-7013 in the aggregate amount not to exceed \$2,713,242.61. Such Interim Funding Obligations shall be dated as of their date of issue, shall mature within six months of the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum, shall be payable as to principal and interest as provided in the Project Loan and Subsidy Agreement DWSRF No. 2013-7013 as amended by the First Amendment to the Project Loan and Subsidy Agreement DWSRF No. 2013-7013 to be entered into with the State of Connecticut (as amended, the "Agreement") and, to the extent not paid prior to maturity from The Metropolitan District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in the Agreement. Capitalized terms used herein and not defined shall have the meanings ascribed to them in the Agreement.

Section 2. The Project Loan Obligations shall be dated as of their date of issue, shall mature no later than twenty years from the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum and shall be payable as to principal and interest as provided in the Agreement.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**BOARD OF FINANCE  
REPORT ON CLEAN WATER PROJECT BORROWING CWF 652-C**

To: District Board

From: Board of Finance

February 11, 2015

On December 1, 2014, the Board of Finance and District Board approved a borrowing from the State Clean Water Fund CWF 652-C for the District's Clean Water project, having a loan amount of \$77,808,705.43 and a grant amount of \$39,939,116.17. Previously, borrowings from the Clean Water Fund have been in smaller increments. The Department of Energy and Environmental Protection requested that this borrowing, and future borrowings, be larger to save DEEP the administrative time in having to deal with multiple borrowings. The State Treasurer's Office, however, found that such larger borrowings negatively impact the cash flow of the State Clean Water Fund to a

significant degree, as interest accrues during the construction period and payments of principal and interest do not commence until six months after the scheduled completion date. Therefore, it is requiring that the District execute Project Loan Obligations annually in the amounts drawn down during each calendar year after the execution of the agreement and begin to make payments of principal and interest on such amounts. Staff wanted to bring this to your attention as this is a slight deviation from prior agreements with the State. As with any other debt that commences amortization sooner, this results in some savings in interest costs to the District. The Lamont model already conservatively had assumed that PLOs would be issued annually for the Clean Water Project.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**BOARD OF FINANCE  
2014 OPERATING BUDGET TRANSFER**

To: District Board

From: Board of Finance

February 11, 2015

The 2014 Metropolitan District operating budget is experiencing deficits in the Legal, Employee Benefits and Special Programs budgets. These deficits are the results of higher than expected activities associated with increase legal expenses, increase employee benefits and construction associated with Mattabassett District.

Management recommends that the required additional funding for these cost overruns come from Debt Service.

**CERTIFICATIONS:**

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

	General	Water	Total
<b>Department 701 – Debt Service</b>	<b><u>\$444,600.00</u></b>	<b><u>\$481,700.00</u></b>	<b><u>\$926,300.00</u></b>
<b>Total</b>	<b><u>\$444,600.00</u></b>	<b><u>\$481,700.00</u></b>	<b><u>\$926,300.00</u></b>

---

John M. Zinzarella  
Chief Financial Officer



It is therefore **RECOMMENDED** that it be

**Voted:** That the District Board approve the following resolution:

**Resolved:** That transfers within the 2014 Budget Appropriations be approved as follows:

<b>From:</b>	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department 701 – Debt Service</b>	<b><u>\$444,600.00</u></b>	<b><u>\$481,700.00</u></b>	<b><u>\$926,300.00</u></b>
<b>Total</b>	<b><u>\$444,600.00</u></b>	<b><u>\$481,700.00</u></b>	<b><u>\$926,300.00</u></b>
<b>To:</b>	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department-702 Employee Benefits</b>	<b>\$292,600.00</b>	<b>\$354,200.00</b>	<b>\$646,800.00</b>
<b>Department-741 Special Agreements &amp; Programs</b>	<b>29,500.00</b>	<b>-0-</b>	<b>29,500.00</b>
<b>Department-141 Legal</b>	<b><u>122,500.00</u></b>	<b><u>127,500.00</u></b>	<b><u>250,000.00</u></b>
<b>Total</b>	<b><u>\$444,600.00</u></b>	<b><u>\$481,700.00</u></b>	<b><u>\$926,300.00</u></b>

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

*On motion made by Commissioner Caban and duly seconded, the reports for resolutions 8A “Approval for State of Connecticut Financing – Drinking Water State Revolving Fund 2013-7013”, 8B “Approval for State of Connecticut Financing – CWF-652C”, 8C “Reallocation of Proceeds of Certain General Obligation Bond Anticipation Notes” and 8F “2014 Operating Budget Transfer” were received and the resolutions adopted by unanimous vote of those present.*

**BOARD OF FINANCE  
FOR THE REALLOCATION OF PROCEEDS OF CERTAIN GENERAL OBLIGATION  
BOND ANTICIPATION NOTES**

To: District Board

From: Board of Finance

February 11, 2015

Staff is seeking authority for the District to reallocate proceeds from the District's \$90,459,000 General Obligation Bond Anticipation Notes, Series C dated March 24, 2014 as follows:

- (i) \$10,000 from the 2008 Sewer System Capital Equipment and Staffing to the 2009 Management Operation & Maintenance Compliance project.

Bond counsel prepared the following resolution for consideration by the Board of Finance:

It is therefore **RECOMMENDED** that it be

**Voted:** That the District Board approve the following resolution:

**RESOLUTION AUTHORIZING THE REALLOCATION OF \$10,000 IN GENERAL  
OBLIGATION BOND ANTICIPATION NOTES OF THE METROPOLITAN DISTRICT**

Proceeds from the District's \$90,459,000 General Obligation Bond Anticipation Notes, Series C dated March 24, 2014 (the "2014 Series C Notes") are hereby reallocated as follows:

- (i) \$10,000 from the 2008 Sewer System Capital Equipment and Staffing to the 2009 Management Operation & Maintenance Compliance project.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**BOARD OF FINANCE  
DEBT ISSUANCE RESOLUTION  
FOR BANS  
ISSUANCE OF UP TO \$116,500,000 IN BOND ANTICIPATION NOTES**

To: District Board

From: Board of Finance

February 11, 2015

Staff is seeking authority for the District to issue up to \$116,500,000 in bond anticipation notes that will provide up to \$25,000,000 in new money for CIP projects and \$91,500,000 to renew bond anticipation notes for CIP projects and to renew bond anticipation notes for the Clean Water Project.

Series A bond anticipation notes in the approximate aggregate principal amount of amount of \$81,500,000, for CIP projects and to renew bond anticipation notes previously issued for CIP projects, will be dated on or about March 19, 2015 and will mature on March 18, 2016. Series B bond anticipation notes in the aggregate principal amount of amount of \$35,000,000, to renew bond anticipation notes for the Clean Water Project, will be dated on or about March 19, 2015 and will mature on November 4, 2015.

Bond counsel prepared the following resolution for consideration by the Board of Finance:

It is therefore **RECOMMENDED** that it be

**Voted:** That the District Board approve the following resolution:

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF  
NOT EXCEEDING \$116,500,000 GENERAL OBLIGATION BOND  
ANTICIPATION NOTES OF THE METROPOLITAN DISTRICT**

Not exceeding \$116,500,000 Metropolitan District General Obligation Bond Anticipation Notes (the "Notes") are hereby authorized to be issued in anticipation of the issuance of bonds to fund such portion of the authorized and unissued balances of the capital appropriations contained in certain bond resolutions adopted to finance capital budget items enacted by the District Board in the years and in the amounts set forth on Exhibit A hereto attached and to refund previously issued bond anticipation notes as shown on Exhibit A. Proceeds of the Notes shall be used on a first-spent basis to temporarily finance the expenditures for any of the purposes or projects set forth on Exhibit A and for any supplemental purposes or projects the Board of Finance and the District Board may from the date hereof authorize to be financed by the issuance of bonds. The Series A Notes, for capital improvement projects and to renew bond anticipation notes previously issued for capital improvement projects, shall be dated on or about March 19, 2015, and shall mature on March 18, 2016, bear interest payable at maturity and be issued in fully registered form. The Series B Notes, to renew bond anticipation notes for the Clean Water Project, shall be dated on or about March 19, 2015, and shall mature on November 4, 2015, bear interest payable at maturity and be issued in fully registered form. The Notes shall be payable at and certified by U.S. Bank National Association, which bank shall also serve as registrar and transfer agent for the Notes. The Notes shall be sold by the District Treasurer, or in his absence, the Deputy Treasurer, in a competitive offering and shall be awarded to the bidder or bidders offering to purchase the Notes at the lowest net interest

cost to the District, and in no case for a sum less than par and accrued interest to the date of delivery or shall be sold in a negotiated offering, in the discretion of the Treasurer or, in his absence, the Deputy Treasurer. The District Treasurer, or in his absence the Deputy Treasurer, is hereby delegated the authority to determine the rate or rates of interest on the Notes, and to deliver the Notes to the purchaser or purchasers thereof in accordance with this resolution. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Tax Regulatory Agreement and, in the case of a negotiated sale, a Note Purchase Agreement for the Notes on behalf of the District in such forms as they shall deem necessary and appropriate, and to rebate to the Federal government such amounts as may be required pursuant to the Tax Regulatory Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Continuing Disclosure Agreement and any and all agreements and documents necessary to effect the issuance and sale of the Notes in accordance with the terms of this resolution.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**BOARD OF FINANCE  
DEBT ISSUANCE RESOLUTION  
FOR GENERAL OBLIGATION BONDS  
ISSUANCE OF UP TO \$71,959,000 IN GENERAL OBLIGATION BONDS**

To: District Board

From: Board of Finance

February 11, 2015

Staff is seeking authority for the District to issue up to \$71,959,000 in general obligation bonds that will refund \$71,959,000 in existing bond anticipation notes due on March 25, 2015.

Bond counsel prepared the following resolution for consideration by the Board of Finance:

It is therefore **RECOMMENDED** that it be

**Voted:** That the District Board approve the following resolution:

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF  
NOT EXCEEDING \$71,959,000 IN GENERAL OBLIGATION  
BONDS OF THE METROPOLITAN DISTRICT**

Not exceeding \$71,959,000 Metropolitan District General Obligation Bonds (the "Bonds") are hereby authorized to be issued in for capital improvement projects, to currently refund up to \$71,959,000 Bond Anticipation Notes of the District maturing March 25, 2015 (the "Outstanding Notes") and to fund such portion of the authorized and unissued balances of the capital appropriations contained in certain bond resolutions adopted to finance capital budget items enacted by the District Board in the years and in the amounts set forth on Exhibit A hereto attached. Proceeds of the Bonds not used to refund the Outstanding Notes shall be used on a first-spent basis to temporarily finance the expenditures for any of the purposes or projects set forth on Exhibit A and for any supplemental purposes or projects the Board of Finance and the District Board may from the date hereof authorize to be financed by the issuance of bonds. The Bonds shall be dated the date of their delivery, and shall mature on March 1st in each of the years 2016 through 2035, bearing interest semi-annually each year until maturity (the "Bonds"). The Bonds shall be payable at and certified by U.S. Bank National Association, which bank shall also serve as registrar and transfer agent for the Bonds. The Bonds shall be sold by the District Treasurer, or in his absence, the Deputy Treasurer, in a competitive offering and shall be awarded to the bidder or bidders offering to purchase the Bonds at the lowest true interest cost to the District, and in no case for a sum less than par and accrued interest to the date of delivery. The District Treasurer, or in his absence the Deputy Treasurer, is hereby delegated the authority to determine the principal amount to be issued, the principal amount to mature in each year, optional redemption date(s) and redemption premium(s), if any, the rate or rates of interest on the Bonds, and to deliver the Bonds to the purchaser(s) thereof in accordance with this resolution. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Tax Regulatory Agreement for the Bonds on behalf of the District in such form as they shall deem necessary and appropriate, and to rebate to the Federal government such amounts as may be required pursuant to the Tax Regulatory Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Continuing Disclosure Agreement and any and all agreements and documents necessary to effect the issuance and sale of the Bonds in accordance with the terms of this resolution.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**COMMITTEE ON MDC GOVERNMENT  
APPOINTMENT OF LEGISLATIVE CONSULTANTS**

To: District Board

To: Committee on MDC Government

February 11, 2015

Over the past several years, the firms of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC have provided exemplary service in the area of governmental relations. Based upon their collective past performance, and to maintain a level of continuity within the District's legislative and administrative lobbying activities, District staff recommends the reappointment of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC to represent the District during the 2015 legislative session. The terms of their respective appointments would be from January 1, 2015 through December 31, 2015.

Furthermore, in the event the Committee on MDC Government forwards the appointments to the District Board, District staff recommends that the annual fee for each lobbyist firm remain \$25,000.00, for a total of \$50,000.00. Payments would be prorated over a 12-month period, commencing January 2015.

It is therefore **RECOMMENDED** that it be

**Voted:** That the District Board approve the following resolution:

**Resolved:** That the firms of Doyle, D'Amore & Balducci and Capitol Strategies Group, LLC be retained to perform lobbying services for a period commencing on January 1, 2015 and terminating on December 31, 2015, for a fee of \$25,000.00 each, totaling \$50,000.00, to be prorated over a twelve-month period, subject to the execution of a written agreement prepared and approved by District Counsel as to form and content, reflecting the scope of services, reporting requirements and such other terms and conditions as District Counsel may specify.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

## **PROPOSED SETTLEMENT OF WORKER'S COMPENSATION CLAIM**

### **EXECUTIVE SESSION**

At 6:19 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Sweezy and duly seconded, the District Board entered into executive session in order to discuss the proposed settlement of a Worker's Compensation claim.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, Joseph Klett, Alphonse Marotta, Thea Montanez, Mark A. Pappa, J. Lawrence Price, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys Christopher R. Stone and John Mirtle; Scott Jellison and John Zinzarella.

### **RECONVENE**

At 6:26 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Price and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

To: District Board

February 11, 2015

BE IT HEREBY RESOLVED, that pursuant to Section B2f of the By-Laws of the Metropolitan District, the Board of Commissioners of the Metropolitan District hereby authorizes District Counsel, or his designee, to execute any and all documents reasonably necessary to effect the settlement of any and all claims pertaining to workers' compensation for Jonathon Janeiro in the amount of \$125,000.

Respectfully submitted,

John S. Mirtle  
District Clerk

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

**ADJOURNMENT**

The meeting was adjourned at 6:28 PM

ATTEST:

A handwritten signature in black ink that reads "John Mirtle". The signature is written in a cursive, flowing style.

John S. Mirtle, Esq.  
District Clerk

March 2, 2015  
Date of Approval



**THE METROPOLITAN DISTRICT COMMISSION**

555 Main Street  
Hartford, Connecticut 06103  
Monday, March 2, 2015

**Present:** Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, Sandra Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, James S. Needham, Pasquale J. Salemi, Raymond Sweezy, Alvin E. Taylor and Michael A. Toppi (20)

**Absent:** Commissioners Timothy Curtis, Matthew B. Galligan, Michael W. Gerhart, William P. Horan, Thea Montanez, Mark A. Pappa, J. Lawrence Price, Kennard Ray, Albert F. Reichin, Hector Rivera, Helene Shay, Michael Solomonides, Richard W. Vicino and Special Representative Michael Carrier (14)

**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  
Gerald J. Lukowski, Director of Operations  
Kelly Shane, Director of Procurement  
Erin Ryan, Director of Human Resources  
Mike Curley, Project Manager  
James Masse, Network Analyst  
John S. Mirtle, District Clerk  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant  
Jessica Coelho, President of Local 3713 AFSCME

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:30 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

***On motion made by Commissioner Camilliere and duly seconded, the meeting minutes of February 11, 2015 were approved.***

***Commissioner Kronen abstained.***

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

To: District Board

March 2, 2015

From: Bureau of Public Works

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 District Board approve 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,

John S. Mirtle, Esq.  
District Clerk

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

**BUREAU OF PUBLIC WORKS  
HLA, LLC  
46 FRASER PLACE, HARTFORD  
ENCROACHMENT AGREEMENT**

To: District Board

March 2, 2015

From: Bureau of Public Works

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 detriment 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 District Board approve 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,

John S. Mirtle, Esq.  
District Clerk

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

**BUREAU OF PUBLIC WORKS  
FILLEY PARK, BLOOMFIELD  
ENCROACHMENT AGREEMENT**

To: District Board

March 2, 2015

From: Bureau of Public Works

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 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 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 District Board approve 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,

John S. Mirtle, Esq.  
District Clerk

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

**BUREAU OF PUBLIC WORKS  
ACCEPTANCE OF SEWERS BUILT BY DEVELOPER'S  
PERMIT-AGREEMENT**

To: District Board

March 2, 2015

From: Bureau of Public Works

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 District Board approve 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,

John S. Mirtle, Esq.  
District Clerk

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



***Without objection, Agenda Items 9A “Approval of Department of Transportation License Agreement Griffins Industrial Park in Bloomfield” and 9B “Encroachment Agreement at 88 Talcott Notch Road in Farmington” were consolidated and considered together.***

**WATER BUREAU  
STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION  
LICENSE AGREEMENT RE: GRIFFIN RAIL LINE**

To: District Board

March 2, 2015

From: Water Bureau

It is RECOMMENDED that it be

**VOTED:** That the District Board approve the following resolution:

**RESOLVED:**

That the Water Bureau of The Metropolitan District hereby recommends to the Board of Commissioners of The Metropolitan District the approval of a License Agreement between The Metropolitan District and the State of Connecticut Department of Transportation (“DOT”) pursuant to which the DOT grants to the Metropolitan District the right to use and occupy certain land located in Bloomfield, Connecticut on the Griffin Industrial Railroad Track for the purpose of installation and maintenance of a 12 inch water main, as more particularly set forth in the attachment to this resolution; and

**FURTHER RESOLVED:**

That the Metropolitan District execute and deliver to the DOT the License Agreement in the form attached hereto; and

**FURTHER RESOLVED:**

That Scott Jellison, as Chief Executive Officer of the Metropolitan District, is authorized and directed to execute and deliver the License Agreement on behalf of the Metropolitan District and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of the License Agreement, including, but not limited to, executing and delivering all agreements and documents contemplated by the License Agreement.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**WATER BUREAU  
88 TALCOTT NOTCH ROAD,  
FARMINGTON  
ENCROACHMENT AGREEMENT**

To: District Board

March 2, 2015

From: Water Bureau

In a letter received January 9, 2015, Lata Altman, property owner of 88 Talcott Notch Road, Farmington, has requested permission from the Metropolitan District to temporarily encroach upon an existing 100-foot Metropolitan District right-of-way located north of Talcott Notch Road in Farmington. This encroachment, as shown on the attached map, will allow Ms. Altman to perform work to abandon her existing septic system within the limits of the right-of-way, in conformance with the Connecticut Public Health Code. The work shall consist of the removal of existing sewer pipes from the house to the existing septic tank, pumping out and sand filling of the existing tank, and filling and seeding the area adjacent to the tank to match existing grade. The adjacent leaching field will be abandoned in place. A new septic tank and leaching system will be constructed outside the limits of the right-of-way.

Ms. Altman has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 48-inch Nepaug Conduit located within the subject parcel and accessibility along the length of the Metropolitan District's right-of-way:

1. No vibratory compaction equipment will be used within 25 feet of the District's raw water pipeline.
2. Care must be taken during the abandonment of the septic system not to disturb the existing raw water 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 raw water main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing raw water main caused by the construction within the existing right-of-way shall be the responsibility of the property owner.
3. No permanent structures, including but not limited to building foundations and other utilities, shall be located within the District's right-of-way.
4. An MDC inspector must be on the job site whenever work is being performed within the right-of-way and 48-hours advance notice must be given to the District prior to any construction.

Staff has reviewed this request and considers it feasible.

Upon approval by the Water Bureau and the District Board, a formal encroachment agreement shall be executed between Lata Altman and the Metropolitan District, consistent with current practice involving similar requests.

It is RECOMMENDED that it be

VOTED: That the District Board approve 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 Lata Altman to encroach upon an existing 100-foot Metropolitan District right-of-way, north of Talcott Notch Road, Farmington, to perform work to abandon an existing septic tank within the District's right-of-way as shown on plans submitted by Wolff Engineering, dated 12/15/2014, providing that the District shall not be held liable for any cost of damage of any kind which may result during construction or in the following years as a result of the encroachment.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Sweezy and duly seconded, the reports for resolutions 9A "Approval of Department of Transportation License Agreement Griffins Industrial Park in Bloomfield" and 9B "Encroachment Agreement at 88 Talcott Notch Road in Farmington" were received and the resolutions adopted by unanimous vote of those present.***

***Without objection, Agenda Items 10A "Business Systems and Security Administrator" and 10B "Manager of Information Systems" were consolidated and considered together.***

**JOB CLASSIFICATION REVISION  
BUSINESS SYSTEMS AND SECURITY ADMINISTRATOR**

TO: District Board

March 2, 2015

From: Personnel, Pension and Insurance Committee

Staff is recommending that the Classification Plan be amended to include the new position of *Business Systems and Security Administrator* with a proposed value of EE-14 (annual range \$83,124 to \$108,061). The creation of this position will provide oversight and management of the District's information systems and security protocols which will contribute to ensuring the optimal performance of the District's information technology platform.

A thorough review of this position was conducted prior to advancing this recommendation for action.

Therefore, staff is recommending that the classification system be amended to reflect the modification of the *Business Systems and Security Administrator* position and assign the classification a value of EE-14.

It is therefore **RECOMMENDED** that it be:

**VOTED:** That the District Board approve the following resolution:

**RESOLVED:** That the classification system be amended to reflect the modification of the *Business Systems and Security Administrator* position and assign this classification a value of EE-14.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

## **METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION**

### **CLASSIFICATION TITLE: BUSINESS SYSTEMS AND SECURITY ADMINISTRATOR**

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#### **JOB SUMMARY**

The purpose of this classification is to perform professional administrative work involving the study, analysis and security of administrative systems and business operations for the purpose of managing and overseeing the security of information systems, business solutions, management tools, and policies and procedures to improve efficiency and effectiveness. Duties include analyzing management operations, procedures and production, recommending improvements in problems discovered, and coordinating programs and the implementation of improvements in them; and develops, administers and reports on assigned budgets. Classification typically reports to a Manager.

#### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

- Manages and maintains a security program for all IS systems. Oversees all administrative rights and credentials, organizes and maintains records, provides user and document permissions, and provides user system training.
- Creates workflows for IS projects and provides management information relating to IS capital improvement projects as assigned.
- Compiles information; prepares a variety of records and reports.
- Performs special assignments, as directed; researches management problems or new areas of management involvement; drafts and presents recommendations; and prepares and presents special reports.
- Attends training sessions, seminars, and staff meetings; and provides training to other District staff as assigned.

## **SUPERVISION RECEIVED**

Classification typically reports to the Manager of Information Services

## **MINIMUM QUALIFICATIONS**

Bachelor's degree in information systems , or a related field, supplemented by three (3) years previous experience and/or training involving analysis of business systems and the use of common network, database and/or security management of systems; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

## **SPECIAL REQUIREMENTS**

None.

## **PERFORMANCE APTITUDES (KNOWLEDGE, SKILLS, AND ABILITIES)**

**Data Utilization:** Requires the ability to evaluate, audit, deduce, and/or assess data and/or information using established criteria. Includes exercise of discretion in determining actual or probable consequences, and in referencing such evaluation to identify and select alternatives.

**Human Interaction:** Requires the ability to apply principles of persuasion and/or influence.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, profit and loss, ratio and proportion; and may include ability to calculate surface areas, volumes, weights, and measures.

**Functional Reasoning:** Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership. Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.

**Situational Reasoning:** Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

## ADA COMPLIANCE

**Physical Ability:** Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or work station.

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate visual and/or auditory cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Tasks are regularly performed without exposure to adverse environmental conditions.

*The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer*

## JOB CLASSIFICATION REVISION MANAGER OF INFORMATION SYSTEMS

TO: District Board

March 2, 2015

From: Personnel, Pension and Insurance Committee

Staff is recommending that the Classification Plan be amended to include the new position of *Manager of Information Systems* with a proposed value of EE-19 (annual range \$101,664 to \$142,330). The creation of this position will provide leadership for information system staff and assist in managing resources to ensure optimal performance of the District's information technology platform.

A thorough review of this position was conducted prior to advancing this recommendation for action.

Therefore, staff is recommending that the classification system be amended to reflect the modification of the *Manager of Information Systems* position and assign the classification a value of EE-19.

It is therefore **RECOMMENDED** that it be:

**VOTED:** That the District Board approve the following resolution:

**RESOLVED:** That the classification system be amended to reflect the modification of the *Manager of Information Systems* position and assign this classification a value of EE-19.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

## **METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION**

**CLASSIFICATION TITLE:           MANAGER OF INFORMATION SERVICES**

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### **JOB SUMMARY**

This is a highly responsible managerial level position. The purpose of this classification is to provide technical expertise and direct management of core enterprise Information Systems (IS) and services including business applications, financial data processing, hardware and software services, network applications, communication systems, internet and web site, and management of other administrative areas as may be assigned by executive staff.

### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

- Participates in design and delivery of the operational management processes of the organization as a member of the Business Services management team to foster leadership innovation and prioritization of information system applications.
- Assists in directing the development and application of information technology hardware and software to meet District management, budget, engineering and operational needs.
- Plans, manages and directs the staff, resources and operations of the District's IS departments and functions. Manages the development, implementation and maintenance of all IS and communication systems including telephones, cell phones and PDAs.
- Plans, directs and coordinates the technological development, operation, and maintenance of the District IS, including system analysis, programming, hardware installation and software applications and prepares systems maintenance schedules and oversees its implementation; assures continuous delivery of IS services through monitoring of IS performance; directs the development and execution of a comprehensive disaster recovery and business continuity plan.
- Coordinates approved IS development and upgrade projects; coordinates and facilitates consultation with user departments; collaborates with process owners in defining business and system requirements for new technology implementations; monitors project status and progress; and provides training for users and reports progress.

- Assists in developing department goals and objectives; develops operating procedures; establishes work plans, priorities and assignments; sets department performance goals; monitors operations and department performance; ensures compliance with applicable laws and regulations; evaluates department effectiveness and efficiency; and implements changes to improve performance.
- Manages District IS resources including equipment, develops business case justifications and cost/benefit analyses for IS spending; develops and manages department operating and capital budgets; identifies opportunities for cost-effective investments in IS systems including staffing, sourcing, purchasing and in-house development and maintains appropriate user licenses.
- Supervises IS staff; assigns work; establishes performance expectations; provides training and employee development; provides guidance and advice regarding difficult IS issues; enforces safe work practices; evaluates employee performance; counsel employees; administers union contract language, oral and written warnings and suspensions; and recommends higher level discipline and other personnel actions, such as reclassifications.
- Reviews hardware and software acquisition and maintenance contracts; pursues master agreements to capitalize on economies of scale; and represents the District and its IS issues to vendors and contractors.
- Directs the development of the operating and capital budget and presents budget requests to the Board of Finance. Directs assigned departments expenditures with fund allocations and approves fund transfers for Finance department and Board of Finance consideration.
- Prepares and/or reviews project reports, statistical analyses, project tracking records, correspondence, and other operational and administrative documents.
- Performs special assignments and duties as assigned.

**SUPERVISION RECEIVED**

Works under the general direction of the Director of Information Services.

**MINIMUM QUALIFICATIONS**

Bachelor's degree in management information systems, computer science or a related field; master's degree in related field preferred; supplemented by minimum of five (5) years of progressively responsible IS technical management experience including specific experience in Microsoft Applications and database and network management including three (3) years at the management level; or any equivalent combination of education, training, and experience, substituting on a year-for-year basis, which provides the requisite knowledge, skills, and abilities for this classification.

**SPECIAL REQUIREMENTS**

Must have a valid driver's license.



**PERFORMANCE APTITUDES**

**Data Utilization:** Requires the ability to synthesize, hypothesize, and/or theorize concerning data and/or information involving modification of existing policies, strategies and/or methods to meet unique or unusual conditions. Requires the ability to do so within the context of existing organizational theories and management principles.

**Human Interaction:** Requires the ability to function in a director capacity for a major organizational unit requiring significant internal and external interaction.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude:** Requires the ability to utilize synthesis data and information, as well as reference, descriptive, design, advisory, and consulting data and information as applicable.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; and may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

**Functional Reasoning:** Requires the ability to apply principles of logical or scientific thinking to implement both intellectual and practical relationships. Involves responsibility for consideration and analysis of complex organization problems of major functions.

**Situational Reasoning:** Requires the ability to exercise the judgment, decisiveness and creativity required in critical and/or unexpected situations involving risk to the organization.

**KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge and ability to manage information technology information systems and software including the ability to manage Outlook, Desktop, SAP and Oracle applications.
- Knowledge of business theory, business processes, strategic planning, management, finance and budgeting, and business office operations.
- Knowledge and exposure to data processing, hardware platforms, enterprise software applications and outsources systems.
- Knowledge of and ability to manage information technology integrations in the District.
- Knowledge of contracting, negotiating and change management.
- Ability to communicate orally and in writing and to lead others.
- Ability to develop and administer policies and procedures at the management level.
- Ability to manage the work of IT-related departments through direct reports.
- Extensive skills to build trust and personal accountability, and the ability to establish and maintain effective working relationships with District staff, contractors, consultants and customers. Demonstrated competencies include: technical knowledge and abilities; accountability, team building and staff development; planning and organizational skills, astute judgment and decision-making, integrity, commitment to diversity and the ability to function well in a multicultural environment.

**ADA COMPLIANCE**

**Physical Ability:** Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or work station.

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate visual and/or auditory cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Requires the ability to work under conditions where exposure to environmental factors is not likely to present a risk of injury or illness.

*The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

***On motion made by Commissioner Sweezy and duly seconded, the reports for resolutions 10A “Business Systems and Security Administrator” and 10B “Manager of Information Systems” were received and the resolutions adopted by unanimous vote of those present.***

**DISTRICT CLERK  
Petition for Water Service**

From: District Clerk

To: District Board

March 2, 2015

The following petition was received on February 23, 2015:

Donald B. Reder and residents of Deepwood Lane in West Hartford, requesting water service for properties located on Deepwood Lane in West Hartford.

It is RECOMMENDED that it be

**Voted:** That the foregoing petition be received and referred to the Water Bureau for study and subsequent action.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

## **SETTLEMENT OF PENDING LITIGATION CLAIM**

### **EXECUTIVE SESSION**

At 5:44 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Hoffman and duly seconded, the District Board entered into executive session in order to discuss a pending litigation claim.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, Sandra Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, James S. Needham, Pasquale J. Salemi, Raymond Sweezy, Alvin E. Taylor and Michael A. Toppi; Attorneys Christopher R. Stone and John S. Mirtle; John M. Zinzarella.

### **RECONVENE**

At 5:47 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Camilliere and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

To: District Board

**BE IT HEREBY RESOLVED**, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle the lawsuit captioned *Shaakira James v. Aldo Godenzi, et. al.*, Docket No. HHD-CV13-6042135 ("*Litigation*"), for the total sum of \$58,000.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release containing a confidentiality provision from the plaintiff, and formal withdrawal of said action.

Respectfully submitted,

John S. Mirtle  
District Clerk

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

**ADJOURNMENT**

The meeting was adjourned at 5:48 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

April 13, 2015  
Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION**

555 Main Street  
Hartford, Connecticut 06103  
Monday, April 13, 2015

**Present:** Commissioners Andrew Adil, Luis Caban, Mary Anne Charron, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, Sandra Johnson, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, Thea Montanez, James S. Needham, J. Lawrence Price, Kennard Ray, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (24)

**Absent:** Commissioners Daniel Camilliere, Timothy Curtis, Matthew B. Galligan, Michael W. Gerhart, William P. Horan, Joseph Klett, Mark A. Pappa, Helene Shay, Michael A. Toppi, and Special Representative Michael Carrier (10)

**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  
Gerald J. Lukowski, Director of Operations  
Sue Negrelli, Director of Engineering  
Erin Ryan, Director of Human Resources  
John S. Mirtle, District Clerk  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant  
Dean Gazzo, President of Local 184 AFSCME  
Jessica Coelho, President of Local 3713 AFSCME

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:41 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

***On motion made by Commissioner Kronen and duly seconded, the meeting minutes of March 2, 2015 were approved.***

***Commissioners Price, Ray, Reichin and Vicino abstained.***

**REPORT FROM DISTRICT CHAIRMAN**

Scott Jellison, Chief Executive Officer presented the monthly CEO Report.

***Commissioner Flemming left the meeting at 5:59 PM***

***Commissioner Charron left the meeting at 6:33 PM***

**WATER BUREAU  
RIVERFRONT RECAPTURE INC. AGREEMENT**

To: District Board

April 13, 2015

From: Water Bureau

At a meeting of the Water Bureau on February 25, 2015, the Water Bureau recommended approval of the following resolution:

**BE IT HEREBY RESOLVED** that the Board of Commissioners of The Metropolitan District approve the agreement between The Metropolitan District and Riverfront Recapture, Inc. for services and funding relating to the maintenance and operation of Riverfront Park in Hartford and East Hartford, as more particularly set forth in the attachment to this resolution.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**AGREEMENT**

This Agreement ("Agreement") is entered into between Riverfront Recapture, Inc. ("RRI"), a Connecticut non-profit corporation, and The Metropolitan District ("MDC"), a political subdivision of the State of Connecticut, as of the 1st day of January, 2015.

WHEREAS, since 1998, the MDC has, under agreement with RRI, provided services in regard to the Hartford and East Hartford riverfront park system;

WHEREAS RRI and the MDC wish to continue the assistance MDC has provided RRI in the maintenance, operation and promotional use of Riverfront Park (as hereinafter defined);

WHEREAS the parties hereto desire to provide high quality maintenance services to Riverfront Park under the direction of RRI, as manager, in the areas of Riverfront Park designated on Exhibit A (the "Riverfront Park Areas") in a manner that will support and promote public use and programming of events and activities at Riverfront Park;

WHEREAS RRI has entered, or is about to enter, into management services agreements with the City of Hartford ("City") and the Town of East Hartford ("Town") (each, a "Service Agreement" and collectively, the "Service Agreements") whereby each provides access to RRI, as its agent, and to its contractors and concessionaires, to the land along the banks of the Connecticut River of the City and Town and the water rights of the City and Town attendant thereto which has been designated by the City and Town to be part of the Riverfront Park ("Riverfront Park") and RRI has agreed to perform certain services as described in the Service Agreements ("RRI's Responsibilities"); and

WHEREAS, the Service Agreements contemplate that RRI's obligation to perform RRI's Responsibilities are conditioned upon RRI's ability to obtain funding and to engage one or more service providers to perform RRI's Responsibilities without cost to RRI; and

WHEREAS, the MDC has agreed, for the term set forth in Section 3.1 below, to take responsibility for performing and/or funding certain of RRI's Responsibilities pursuant to, and in accordance with, the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and other good and valuable consideration the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

#### ARTICLE ONE- MDC SERVICES

- 1.1 MDC Services. The MDC shall perform services in the Riverfront Park Areas as described on Exhibit B attached to this Agreement (the "Services"). The Services shall be performed during Regular Working Periods.

MDC may provide the Services directly or by separate contract.

For the purposes of this Agreement the term "Regular Working Periods" shall mean and include the hours of 7:30 a.m. to 4:00 p.m. Monday through Friday exclusive of Holidays. "Holidays" are those days for which MDC employees working on those days receive overtime pay.

## 1.2 Costs of Services and Operating Fund Contribution.

1.2.1 Cost of Services: The Services and the materials and equipment required to perform the Services shall be provided by MDC without any direct cost to RRI. MDC shall determine how it will fund its costs for the Services provided herein. The MDC and RRI hereby agree that the total amount of the obligation of the MDC under Section 1.1 shall not exceed the amount of Seven Hundred Fifty Thousand Dollars (\$750,000) for each calendar year (the "Annual Budget").

1.2.2 To the extent that RRI requires Services outside of the Regular Working Periods, RRI shall be free to contract with third parties to perform such Services under terms and conditions acceptable to RRI, at no cost to the MDC.

1.2.3 Operating Funds Contribution. In addition to the performance of the Services, the MDC shall contribute to RRI the sum of Three Hundred Thousand and 00/100 Dollars (\$300,000.00) to RRI's operating funds for each calendar year (the "Annual Budget"). Such funds shall be used by RRI in connection with the Riverfront Parks as deemed appropriate by RRI in RRI's sole discretion.

## 1.3 Oversight Committee.

- a. MDC and RRI shall create an Oversight Committee consisting of up to two members to be designated by the Chairman of the MDC and up to two members to be designated by RRI ("Oversight Committee"), which Oversight Committee shall be responsible for setting budget priorities, overseeing and coordinating all matters pertaining to the implementation and administration of this Agreement.
- b. The Oversight Committee shall develop a maintenance and operation work plan, and budget for all Services, within the Annual Budget.

## 1.4 Limits on Service. MDC shall not be obligated to provide the Services in the following circumstances:

- a. During such period as an event of force majeure occurs and is continuing, including, without limitation, declared or undeclared war, sabotage, riot or other acts of civil disobedience, acts of government, shortages of fuel, accidents, fire, explosions, extraordinary floods, earthquakes, work force safety concerns, MDC's emergency response to serve its core mission in providing water and sewer service to its customers, or other acts of God,



which substantially prevents the fulfillment of MDC's obligations as provided for herein to any portion of the Riverfront Park, but only to the extent of such portion of the Riverfront Park Areas as may be affected thereby.

- b. Services shall not be required to any portion of the Riverfront Park Areas in a municipality that has terminated its Service Agreement with RRI.
- c. MDC shall not be required to perform any level of service(s) beyond the level of services set forth in this Agreement or any additional services required as the result of any new improvements or modifications to existing improvements by RRI, unless agreed to by MDC in advance and in writing.

#### ARTICLE TWO- INSURANCE/INDEMNIFICATION

2.1 RRI will indemnify and hold harmless the MDC, its officers, agents, servants, commissioners and employees from and against any and all loss, cost, expense, liability, damage for injury, including legal fees and disbursements, that the MDC, its officers, agents, servants, commissioners and employees may directly or indirectly sustain, suffer or incur as a result of any and all damage or injury of any kind or nature (including death resulting therefrom) to all persons, whether employees of RRI or otherwise, and to all property caused by, resulting from, or arising out of RRI's negligence in the performance of its obligations under this Agreement.

The MDC will indemnify and hold harmless RRI and the City/Town. their officers, agents, servants, commissioners and employees from and against any and all loss, cost, expense, liability, damage for injury, including legal fees and disbursements, that RRI and the City/Town, their officers, agents, servants, commissioners and employees may directly or indirectly sustain, suffer or incur as a result of any and all damage or injury of any kind or nature (including death resulting therefrom) to all persons, whether employees of MDC or otherwise, and to all property caused by, resulting from, or arising out of MDC's negligence in the performance of its obligations under this Agreement.

2.2 RRI will include, or cause to be included, in its agreement with the City and the Town a provisions containing the following or similar language:

The **City/Town** will indemnify and hold harmless the MDC, its officers, agents, servants, commissioners and employees from and against any and all loss, cost, expense, liability, damage for injury, including legal fees and disbursements, that the MDC, its officers, agents, servants, commissioners and employees may directly or indirectly sustain, suffer or incur as a result of any and all damage or injury of any kind or nature (including death resulting therefrom) to all persons, whether employees of MDC or otherwise, and to all property caused by, resulting from, or arising out of the **City/Town's** negligence in the performance of its obligations under this Agreement.

2.3 Prior to commencing the Services pursuant to this Agreement and as long as this Agreement is in effect, RRI will secure and pay for insurance and submit for review

evidence thereof to the MDC, in accord form or a form with the same format and including a thirty (30) day notice of cancellation provision, as follows:

- a. Occurrence form Commercial General Liability Insurance (Broad Form) to cover RRI's obligation to indemnify the MDC as set forth in this Agreement, although the existence of insurance shall not be construed as limiting the liability of RRI under this Agreement. Such insurance shall name the MDC as an additional or named insured, as appropriate, with respect to operations performed under or incident to this Agreement, including coverage for contractual liability and products/completed operations coverage issued by an insurance company licensed to conduct business in the State of Connecticut with limits for each occurrence of \$1,000,000 combined single limit for bodily injury and property damage liability. Such commercial general liability insurance must be endorsed as Primary/Non-Contributory as to any insurance maintained by the additional insureds and have a severability of interests clause. The City and Town shall also be named as an additional or named insured, as appropriate. RRI expressly agrees to waive its rights, benefits and entitlements under the "other insurance" clause of its commercial general liability insurance policy with respect to the City, Town and MDC. All deductibles and retentions are the sole responsibility of RRI to pay and/or indemnify the MDC. With respect to such insurance, RRI will be the primary named insured with sole responsibility for fulfillment of the conditions of the policy, including but not limited to reporting of claims.
- b. An Excess Liability Policy providing the same coverage as set forth above in subsection a. with the same additional insureds as the basic policy in the additional amount of \$5,000,000.
- c. Fidelity Bond or Insurance Policy with respect to the handling of MDC funds in the amount of \$5,000 per employee or \$50,000 on a blanket basis.

2.4 RRI and the MDC will continue to provide their own Workers' Compensation coverage at the statutory limit, including Employer's Liability with limits of \$100,000 for each accident, \$100,000 for disease for each employee, and \$500,000 for each disease/policy limit.

2.5 RRI and MDC will continue to provide their own Automobile Liability Insurance coverage.

2.6 All contracts entered into by RRI, the City, the Town or the MDC with a third party subcontractor shall contain the following or similar language:

- a. The Subcontractor will indemnify and hold harmless, RRI, the City of Hartford, Town of East Hartford and the MDC, their officers, agents,

servants, commissioners and employees from and against any and all loss, cost, expense, liability, damage for injury, including legal fees and disbursements, that RRI, the City of Hartford, Town of East Hartford and/or the MDC, their officers, agents, servants, commissioners and employees may directly or indirectly sustain, suffer or incur as a result of any and all damage or injury of any kind or nature (including death resulting therefrom) to all persons, whether employees of Subcontractor or otherwise, and to all property caused by, resulting from, arising out of or occurring in connection with the Subcontractor's work.

- b. A requirement that the Subcontractor secure insurance and submit evidence thereof to the party contracting with the Subcontractor (RRI, the City of Hartford, Town of East Hartford and/or the MDC), in accord form or a form with the same format and including a thirty (30) day notice of cancellation provisions, as follows:

(i) Occurrence form Commercial General Liability Insurance (Broad Form) to cover the Subcontractor's obligation to indemnify RRI, the City of Hartford, Town of East Hartford and the MDC as set forth in this Agreement, although the existence of insurance shall not be construed as limiting the liability of the Subcontractor, which shall name RRI, the City of Hartford, Town of East Hartford and the MDC as an additional insureds with respect to operations performed under or incident to the Subcontractor's work, including coverage for contractual liability and products/completed operations coverage issued by an insurance company licensed to conduct business in the State of Connecticut with limits for each occurrence of \$1,000,000 combined single limit for bodily injury and property damage liability. Such commercial general liability insurance must be endorsed as Primary/Non-Contributory as to any insurance maintained by the additional insureds and have a severability of interests clause. The Subcontractor expressly agrees to waive its rights, benefits and entitlements under the "other insurance" clause of its commercial general liability insurance policy with respect to RRI, the City of Hartford, Town of East Hartford and MDC. All deductibles and retentions are the sole responsibility of the Subcontractor to pay and/or indemnify the RRI, the City of Hartford, Town of East Hartford and MDC.

(ii) Automobile Liability Insurance providing the same coverage with the same additional insureds as set forth in subsection (i).

(iii) Workers' Compensation at the statutory limit, including Employer's Liability with limits of \$100,000 for each accident, \$100,000 for disease for each employee, and \$500,000 for each disease/policy limit.

(iv) An Umbrella Liability Policy providing the same coverage as set forth above in subsections (i), (ii) and (iii) with the same additional insureds as the basic policy in the amount of \$5,000,000.

Provided, the party contracting with the Subcontractor may waive this requirement and/or increase or decrease the amount of excess insurance required by the Subcontractor based upon the nature of the work to be performed by the Subcontractor if the contracting party determines that appropriate coverage exists.

(v) If any Subcontractor handles any RRI and/or City or Town funds, a Fidelity Bond or Insurance Policy with respect to the handling of RRI and/or City or Town funds in the amount of \$5,000 per employee or \$50,000 on a blanket basis.

(vi) Any additional insurance required in order to comply with any law or ordinance governing such subcontract or the work to be performed pursuant thereto.

- c. A requirement that the insurance in the minimum limits set forth in subparagraph “b” above be submitted for review and approval of the party contracting with the Subcontractor (RRI, the City, Town and/or MDC) prior to the commencement of work by the Subcontractor.
- d. A requirement that the insurance in the minimum limits set forth in subparagraph “b” above be maintained and continuing evidence thereof be submitted to the party contracting with the Subcontractor during the full term of the contract with the Subcontractor.

#### ARTICLE THREE- TERM

3.1 Term. The term of this Agreement shall commence on January 1, 2015 and, unless otherwise terminated in accordance with the terms and provisions of this Agreement, shall terminate on midnight December 31, 2018 (the “Term”). The planning phase of the Services set forth in Article One hereof shall commence upon execution of this Agreement.

3.2 Early Termination. Either party hereto shall have a right to terminate this Agreement for gross failure to perform by the other party and without fault of the terminating party, after providing sixty (60) day notice and a right to cure.

#### ARTICLE FOUR- MISCELLANEOUS

4.1 Dispute Resolution. RRI and MDC agree to implement this Agreement in good faith to promote the goals and purposes expressed, and to cooperate with one another to negotiate and resolve any disputes or differences of opinions. Claims, disputes, or other matters in controversy arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution.

- a. The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Commercial Rules in effect on the date of the

Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in Hartford, Connecticut, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

**b.** Any claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Commercial Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all claims then known to that party on which arbitration is permitted to be demanded. A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

4.2 Assignment. Neither party shall have the right to assign this Agreement without the written consent of the other party.

4.3 Notices. All notices and other communications under this Agreement shall be in writing and shall be deemed given when sent by either (a) facsimile transmission using equipment that provides automatic verification of transmission to the receiving party's facsimile equipment or (b) certified or registered mail, postage prepaid, return receipt requested, or delivery to the parties hereto at the following addresses, or at such other addresses as the parties hereto may designate in writing from time to time:

To MDC: 555 Main Street  
PO Box 800  
Hartford, CT 06142  
Attention: Chairman

To RRI: 50 Columbus Blvd  
Hartford, CT 06106  
Attention: President and Chief Executive Officer

4.4 Entire Agreement. This Agreement, together with any attachments, schedules and exhibits attached to this Agreement or incorporated by reference, contains all of the terms and conditions agreed upon by the parties and supersedes all other agreements between the parties related to the subject matter hereof.

4.5 Applicable Law. This Agreement shall be governed by, and construed in accordance with the laws of the State of Connecticut.

4.6 Severability. Any provision of this Agreement which is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof.

4.7 Amendments. This Agreement may be amended by the mutual agreement of the parties hereto by a written instrument signed by the parties hereto.

4.8 Non-Discrimination. RRI and MDC agree to abide by all applicable federal state, and municipal laws, statutes, ordinances, regulations, or rules concerning non-discrimination and will not permit discrimination against any person or group of persons on the grounds of race, color, religion, creed, age, national origin, physical or mental handicap, sexual preference, ancestry or sex.

4.9 Counterparts. This Agreement may be executed in any number of counterparts.

IN WITNESS WHEREOF, RRI and the MDC have caused this Agreement to be executed as of the day first above written.

Riverfront Recapture Inc.

By: \_\_\_\_\_

Name:  
Title:

Approved as to Form and Content

The Metropolitan District

By: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Title:

Name: William DiBella

Title: Chairman

EXHIBIT A  
(Map of Riverfront Park Areas)







**Exhibit B****Services to be performed during Regular Working Periods**

1. grounds maintenance services, to include mowing, pruning (**excluding** pruning or trimming that requires a lifting device, unless an emergency, life safety condition exists, in which case the MDC will perform the corrective work), sweeping, fertilizing, graffiti removal, ice sanding, snow removal from paths and roadways and snow plowing of parking areas (**excluding** excavation, removal and installation of structures, i.e. bollards, sign posts, etc.), and routine maintenance and repair of water distribution systems throughout the Riverfront Park Areas;
2. ordinary minor repairs (**including** among them resetting of pavers dislodged by vehicular traffic or snow removal activities, either directly or through a third party contractor, and regular replacement of lamps and ballasts in fixtures located within the Riverfront Park Areas, but **excluding** any and all capital improvements and major structural repairs to bridges, docks, platforms, decks, amphitheaters, paths, roadways, and other capital facilities, caulking of steps, walls, and terraces, installation of sport fields, removal or replacement of structures or parts thereof, repair and replacement of playground equipment, replacement or installation of light poles, wiring, control circuits and outlets, and replacement and or repairs of above ground sprinkler systems (unless damaged solely by MDC employees in the course of performing the services set forth herein)), and reimbursement for elevator maintenance services in an amount not to exceed \$5,000.00. MDC shall continue to maintain the underground irrigation system including flushing water lines at the end of the season, either directly or through a third party service contract;
3. landscaping, lawn care, mowing in the Riverfront Park Areas including mowing and trimming on both sides of the dike (**excluding** maintenance and weed control on both sides of the dike and structural repair of the dike, and relocation of material from one area of the park to another area of the park or elsewhere except as associated with flood debris clean-up in paragraph 4 below);
4. periodic flood debris clean-up (**including** silt removal, provided RRI secures any and all permits necessary for the removal and disposal of silt, and washed-up flood debris from riverwalks, parking areas, and boat ramps), providing trash collection receptacles, emptying trash collection receptacles, providing and maintaining portable sanitation receptacles;

5. maintenance of dock storage facility and annual installation and removal of docks by way of reimbursement of such costs to RRI (excluding replacement, structural investigation and inspection, and major capital repairs or replacement); and
6. equipment, fuel, materials and tools which, in the discretion of the MDC, are necessary for the MDC to provide the services set forth in subsections 1 through 5 above (excluding any equipment, fuel, materials or tools associated with or in support of the park rangers).

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

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

**EXECUTIVE SESSION**

At 6:39 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Sweezy and duly seconded, the District Board 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, Mary Anne Charron, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, Sandra Johnson, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, Thea Montanez, James S. Needham, J. Lawrence Price, Kennard Ray, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys Christopher R. Stone and R. Bartley Halloran; Scott Jellison; and managers Susan Negrelli.

**RECONVENE**

At 7:10 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Magnan and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

To: District Board

April 13, 2015

From: Bureau of Public Works

At a meeting of the Bureau of Public Works on April 13, 2015, the Bureau of Public Works recommended approval of the following resolution:

**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 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");

**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; and

**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 Property by the MDC.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

***Commissioner Reichin left the meeting at 6:48 PM***

***Commissioner Kronen left the meeting at 6:55 PM***

## **SETTLEMENT OF EVERSOURCE CLAIM**

### **EXECUTIVE SESSION**

At 7:12 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Magnan and duly seconded, the District Board entered into executive session in order to discuss settlement of the Eversource claim.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Mary Anne Charron, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, Sandra Johnson, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, Thea Montanez, James S. Needham, J. Lawrence Price, Kennard Ray, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys Christopher R. Stone and R. Bartley Halloran; and John S. Mirtle; and Scott Jellison.

### **RECONVENE**

At 7:17 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Sweezy and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

To: District Board

April 13, 2015

**BE IT HEREBY RESOLVED**, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle a claim by Eversource Energy related to damaged facilities at Capitol Avenue on or around July 22, 2013, for the total sum of \$52,500.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release of any and all claims.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

### **ADJOURNMENT**

The meeting was adjourned at 7:25 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

May 4, 2015  
Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION**

555 Main Street  
Hartford, Connecticut 06103  
Monday, May 4, 2015

**Present:** Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, William A. DiBella, Allen Hoffman, Jean Holloway, Sandra Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, Albert F. Reichin, Pasquale J. Salemi, Helene Shay, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (23)

**Absent:** Commissioners Timothy Curtis, Janice Flemming, Matthew B. Galligan, Michael W. Gerhart, William P. Horan, Thea Montanez, J. Lawrence Price, Kennard Ray, Hector Rivera, Michael A. Toppi, and Special Representative Michael Carrier (11)

**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  
Gerald J. Lukowski, Director of Operations  
Erin Ryan, Director of Human Resources  
Kelly Shane, Director of Procurement  
Stanley Pokora, Manager of Treasury  
John S. Mirtle, District Clerk  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:49 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

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

***Commissioners Reichin and Pappa abstained.***

**REPORT FROM DISTRICT CHAIRMAN**

Scott Jellison, Chief Executive Officer presented the monthly CEO Report.

**BOARD OF FINANCE  
APPROVAL FOR STATE OF CONNECTICUT FINANCING  
CWF 619-CD1**

To: District Board

May 4, 2015

From: Board of Finance

At a meeting of the Board of Finance on May 4, 2015, the Board of Finance recommended approval of the following resolution:

It is **RECOMMENDED** that it be

**Voted:** That the District Board approve the following resolution:

RESOLUTION WITH RESPECT TO THE ISSUANCE OF INTERIM FUNDING OBLIGATIONS AND PROJECT LOAN OBLIGATIONS PURSUANT TO PROJECT LOAN AND PROJECT GRANT AGREEMENT NO. CWF 619-C BETWEEN THE STATE OF CONNECTICUT AND THE METROPOLITAN DISTRICT AS AMENDED BY FIRST AMENDMENT NO. CWF 619-C1 AND SECOND AMENDMENT NO. CWF 619-CD1 UNDER THE CLEAN WATER FUND PROGRAM

RESOLVED:

Section 1. The Chairman and the District Treasurer or Deputy Treasurer are authorized to execute and deliver the Second Amendment No. CWF 619-CD1 to Project Loan and Grant Agreement CWF 619-C, as amended by the First Amendment to Project Loan and Grant Agreement CWF 619-C, and any and all Interim Funding Obligations and Project Loan Obligations under the Second Amendment No. CWF 619-CD1 in the aggregate amount not to exceed \$20,360,027.72. Such Interim Funding Obligations shall be dated as of their date of issue, shall mature within six months of the Scheduled Completion Date, shall bear interest at the rate of two percent (2%) per annum, shall be payable as to principal and interest as provided in the Project Loan and Project Grant Agreement entered into with the State of Connecticut CWF No. 619-C, as amended by the First Amendment to Project Loan and Grant Agreement CWF 619-C and the Second Amendment CWF No. 619-CD1 (as amended, the "Agreement") and, to the extent not

paid prior to maturity from The Metropolitan District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in the Agreement. Capitalized terms used herein and not defined shall have the meanings ascribed to them in the Agreement.

Section 2. The Project Loan Obligations shall be dated as of their date of issue, shall mature no later than twenty years from the Scheduled Completion Date, shall bear interest at the rate of two percent (2%) per annum and shall be payable as to principal and interest as provided in the Agreement.

Respectfully Submitted,

John S. Mirtle, Esq.  
District Clerk

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

**BOARD OF FINANCE  
AUTHORIZATION FOR TREASURER AND DEPUTY TREASURER  
TO OPEN AND MAINTAIN DEPOSIT ACCOUNT WITH TD BANK**

To: District Board

May 4, 2015

From: Board of Finance

Staff seeks approval from the District Board to authorize the Treasurer and Deputy Treasurer, acting severally, to perform the following operational cash management banking functions for The Metropolitan District:

Open and maintain a deposit account or accounts

Endorse all checks, drafts, notes and other items payable to or owned by The Metropolitan District

Execute special depository agreements or other such agreements for purposes for which funds, checks or items may be deposited, collected or withdrawn

Sign checks or other items to be tendered or drawn against bank account(s) opened.

At a meeting of the Board of Finance on May 4, 2015, the Board of Finance recommended approval of the following resolution:

It is **RECOMMENDED** that it be

**Voted:** That the District Board approved the following resolution:

**Be It Resolved:** that the District Clerk be and is authorized to execute the attached Governmental Entity Certificate of Resolution ("Certificate of Resolution") on behalf of the District, and that the terms and conditions set for in the Certificate of Resolution are incorporated herein and made a part of this resolution which, upon passage, effectively authorizes the District Treasurer and Deputy Treasurer, severally, to act on behalf of the District in the manner consistent with the terms and conditions set forth in said Certificate of Resolution.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

#### **COMMUNITY ASSISTANCE PROGRAM**

***The District Board discussed the Community Assistance Program.***

#### **COMMITTEE ON ORGANIZATION APPOINTMENT OF DIRECTOR OF FINANCE**

To: District Board for consideration on May 4, 2015

Pursuant to Section B3b of the District By-Laws, please consider this communication as my recommendation to the Committee on Organization to conditionally appoint Robert Constable as Director of Finance for the Metropolitan District.

Therefore, it is **RECOMMENDED:**

**Voted:** That the District Board approve passage of the following resolution:

**Resolved:** That the District Board, in accordance with Section B3b of the District By-Laws, hereby conditionally appoints Robert Constable as Director of Finance for the Metropolitan District.

Respectfully submitted,



John S. Mirtle, Esq.

District Clerk

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

## **SETTLEMENT OF PENDING LITIGATION CLAIM**

### **EXECUTIVE SESSION**

At 6:05 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Sweezy and duly seconded, the District Board entered into executive session in order to discuss settlement of the McCann v. MDC claim.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, William A. DiBella, Allen Hoffman, Jean Holloway, Sandra Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, Albert F. Reichin, Pasquale J. Salemi, Helene Shay, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys John S. Mirtle, Christopher R. Stone and R. Bartley Halloran; Scott Jellison and John M. Zinzarella.

### **RECONVENE**

At 6:14 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Reichin and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

To: District Board

**BE IT HEREBY RESOLVED**, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle the lawsuit captioned *Vincent McCann v. Metropolitan District Commission*, Docket No. HHD-CV12-6036210 ("*Litigation*"), for the total sum of \$132,500.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release containing a confidentiality provision from the plaintiff, and formal withdrawal of said action.

Respectfully submitted,

John S. Mirtle, Esq.

District Clerk

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

**SETTLEMENT OF WORKERS' COMPENSATION CLAIM**

*The settlement of workers' compensation claim was not taken up at this meeting.*

**ADJOURNMENT**

The meeting was adjourned at 6:21 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

June 1, 2015  
Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION**

231 Brainard Road  
Hartford, Connecticut 06103  
Monday, June 1, 2015

**Present:** Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Sandra Johnson, Joseph Klett, Joseph H. Kronen, Alphonse Marotta, Mark A. Pappa, J. Lawrence Price, Kennard Ray, Hector Rivera, Pasquale J. Salemi, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (20)

**Absent:** Commissioners Timothy Curtis, Matthew B. Galligan, Michael W. Gerhart, Jean Holloway, William P. Horan, Kathleen J. Kowalyszyn, Maureen Magnan, Thea Montanez, James S. Needham, Albert F. Reichin, Helene Shay, Michael Solomonides, Michael A. Toppi, and Special Representative Michael Carrier (14)

**Also**

**Present:** Scott Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
John S. Mirtle, District Clerk  
Erin Ryan, Director of Human Resources  
Gerald J. Lukowski, Director of Operations  
Kelly Shane, Director of Procurement  
Stanley Pokora, Manager of Treasury  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant  
James Masse, Network Analyst

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:42 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

***Commissioner Adil entered the meeting at 5:43 PM.***

**APPROVAL OF MINUTES**

***On motion made by Commissioner Currey and duly seconded, the meeting minutes of May 4, 2015 were approved.***

***Commissioner Price abstained.***

***Commissioner Ray entered the meeting at 5:48 PM.***

***Without objection, Agenda Items 6 “Report from District Chairman” and 7 “Report from Chief Executive Officer” were postponed until the end of the meeting.***

**HARTFORD DIKE PRESENTATION FROM GEI**

***Fred Johnson and John McGrane from GEI gave a presentation on the Hartford Dikes to The District Board.***

***Commissioner Charron left the meeting at 6:29 PM.***

***Without objection, Agenda Items 9A “2015 Operating Budget Transfer”; 9B “Issuance of \$25,000,000 in General Obligation Bond Anticipation Notes” and 9C “Approval for State of Connecticut Financing – CWF 657-C” were consolidated and considered together.***

**BOARD OF FINANCE  
2015 OPERATING BUDGET TRANSFER**

To: District Board

June 1, 2015

From: Board of Finance

The 2015 Metropolitan District operating budget is experiencing a deficit in the Water Pollution Control and Special Program budgets. The WPC deficit is the result of the use of additional chemicals required for sludge settling activity. The Special Program budget deficit is due to the District's portion of increased construction associated with Mattabassett District.

**CERTIFICATIONS:**

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

	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department 801 – Contingencies</b>	<b><u>\$622,000.00</u></b>	<b><u>\$831,200.00</u></b>	<b><u>\$1,453,200.00</u></b>
<b>Total</b>	<b><u>\$622,000.00</u></b>	<b><u>\$831,200.00</u></b>	<b><u>\$1,453,200.00</u></b>

---

John M. Zinzarella  
Chief Financial Officer

At a meeting of the Board of Finance held on June 1, 2015, it was:

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

**Resolved:** That transfers within the 2015 Budget Appropriations be approved as follows:

<b>From:</b>	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department 801 – Contingencies</b>	<b><u>\$212,500.00</u></b>	<b><u>\$-0-</u></b>	<b><u>\$212,500.00</u></b>
<b>Total</b>	<b><u>\$212,500.00</u></b>	<b><u>\$-0-</u></b>	<b><u>\$212,500.00</u></b>

<b>To:</b>	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department-402 Water Pollution Control</b>	<b><u>\$60,000.00</u></b>	<b><u>\$-0-</u></b>	<b><u>\$60,000.00</u></b>
<b>Department-741 Special Agreements &amp; Programs</b>	<b><u>152,500.00</u></b>	<b><u>-0-</u></b>	<b><u>152,500.00</u></b>
<b>Total</b>	<b><u>\$212,500.00</u></b>	<b><u>\$-0-</u></b>	<b><u>\$212,500.00</u></b>

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**BOARD OF FINANCE  
DEBT ISSUANCE RESOLUTION FOR BANS**

From: Board of Finance

To: District Board

June 1, 2015

Staff is seeking authority for the District to issue up to \$25,000,000 in bond anticipation notes that will provide new money for CIP projects. Series C bond anticipation notes will be dated on or about July 28, 2015 and will mature on March 18, 2016. All of the bond anticipation notes bear interest payable at maturity and will be issued in fully registered form.

Bond counsel prepared the following resolution for consideration by the Board of Finance:

At a meeting of the Board of Finance held on June 1, 2015, it was:

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

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF NOT  
EXCEEDING \$25,000,000 GENERAL OBLIGATION BOND  
ANTICIPATION NOTES OF THE METROPOLITAN DISTRICT**

Not exceeding \$25,000,000 Metropolitan District General Obligation Bond Anticipation Notes, Series C (the "Notes") are hereby authorized to be issued in anticipation of the issuance of bonds to fund such portion of the authorized and unissued balances of the capital appropriations contained in certain bond resolutions adopted to finance capital budget items enacted by the District Board in the years and in the amounts set forth on Exhibit A hereto attached. Proceeds of the Notes shall be used on a first-spent basis to temporarily finance the expenditures for any of the purposes or projects set forth on Exhibit A and for any supplemental purposes or projects the Board of Finance and the District Board may from the date hereof authorize to be financed by the issuance of bonds. The Notes shall be dated on or about July 28, 2015, and shall mature on March 18, 2016, bear interest payable at maturity and be issued in fully registered form. The Notes shall be payable at and certified by U.S. Bank National Association, which bank shall also serve as registrar and transfer agent for the Notes. The Notes shall be sold by the District Treasurer, or in his absence, the Deputy Treasurer, in a competitive offering and shall be awarded to the bidder or bidders offering to purchase the Notes at the lowest net interest cost to the District, and in no case for a sum less than par and accrued interest to the date of delivery or shall be sold in a negotiated offering, in the discretion of the Treasurer or, in his absence, the Deputy Treasurer. The District Treasurer, or in his absence the Deputy

Treasurer, is hereby delegated the authority to determine the rate or rates of interest on the Notes, and to deliver the Notes to the purchaser or purchasers thereof in accordance with this resolution. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Tax Regulatory Agreement and, in the case of a negotiated sale, a Note Purchase Agreement for the Notes on behalf of the District in such forms as they shall deem necessary and appropriate, and to rebate to the Federal government such amounts as may be required pursuant to the Tax Regulatory Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Continuing Disclosure Agreement and any and all agreements and documents necessary to effect the issuance and sale of the Notes in accordance with the terms of this resolution.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**July 2015 Notes Series C Exhibit A****July 2015 Series A Notes****CIP Appropriation****Issue Amount**

2006 CSO Abatement Program	35,000
2006 Sanitary Sewer Overflow - Engineering Design/Study	117,000
2006 Sanitary Sewer Overflow (SSO) - Rocky Hill	30,000
2006 Sanitary Sewer Overflow (SSO) - West Hartford	4,000
2006 Sanitary Sewer Overflow (SSO) - Wethersfield	6,000
2007 Wastewater Treatment Facility Improvements	56,000
2007 Wastewater Treatment Facility Security and Communication Improvements	4,000
2008 Capacity Management Operation & Maintenance Compliance	8,000
2008 Capacity Management Operation & Maintenance Compliance	50,000
2008 Facility and Building Improvements	7,000
2008 General Purpose Sewer	6,000
2008 General Purpose Sewer	14,000
2008 Improvements to SCADA	321,000
2008 Water Supply Facility Improvements	12,000
2008 WPC Infrastructure Replacements and Improvements	33,000
2009 Capacity Management Operation & Maintenance Compliance Capital Equipment and Staffing	32,000
2009 Farmington Water Main Installation, West Hartford	14,000
2009 General Purpose Sewer	3,000
2009 Hartford Odor Control Construction	21,000
2009 Water Main - Farmington Avenue, Hartford	13,000
2009 Water Pollution Control Infrastructure Replacements and Improvements	55,000
2010 CMMS-Phase II	46,000
2010 CWP Water Main Replacement - Wethersfield Ave # 3	4,000
2010 Dam Safety Improvements - Res #2	4,000
2010 Dam Safety Improvements - Res #3	42,000
2010 Facility & Equipment Improvements Program	144,000
2010 General Purpose Sewer	52,000
2010 Hydraulic Computer Modeling	178,000
2010 Information Systems Improvements #1	14,000
2010 Sewer Study - Dividend Brook, Rocky Hill	52,000
2010 Vehicle and Equipment Replacement Program	406,000
2010 Water Facilities Security & Improvement Program	58,000
2010 Water Main Replacement - Bloomfield	10,000
2010 Water Main Replacement - Hartford	83,000
2010 Water Main Replacement - Wethersfield	60,000
2010 WPC EHWPCF Screen & Grit Replacement Program	533,000
2010 WPC Electrical Systems Modernization Program	86,000
2010 WPC Renewal & Replacements Program	193,000
2011 Capacity Management Operation & Maintenance (CMOM) - Compliance	404,000
2011 CWP - Water Main Replacements	127,000
2011 Design of Water Main Replacements	25,000
2011 Facility & Equipment Improvements	14,000
2011 General Purpose Sewer	80,000
2011 General Purpose Sewer	50,000
2011 Sewer Pump Station Improvement Program Ph. II	44,000
2011 Sewer Pump Station Rehabilitation	62,000
2011 Water Main Replacement - Hamilton Street and Park Terrace, Hartford, Phase II	11,000
2011 Water Main Replacement - Hartford	22,000
2011 Water Main Replacement - Longview Drive, Talcottview and Pheasant Lane, Bloomfield	7,000
2011 Water Main Replacement - Simmons Road, East Hartford	22,000
2011 Water Pump Station Improvements	79,000



2011 WPC Electronic Development	247,000
2011 WPC Equipment & Facility Refurbishment	48,000
2011 WPC Renewal & Replacements	125,000
2012 Asset Management Construction Administration	11,000
2012 Backwater Valve Program	41,000
2012 CWP Water Main Replacement-South Maple Ave Area West, Hartford	551,000
2012 Facility Improvement Program	42,000
2012 Fleet Replacement	278,000
2012 General Purpose Sewer	247,000
2012 Headquarters Parking Garage Renovations	147,000
2012 Information Technology Security Improvements	148,000
2012 Paving Program	63,000
2012 Pump Station Upgrades - Fishfry Street, Hartford	42,000
2012 Sanitary Sewer Replacements District-Wide	152,000
2012 Sewer Gate Replacement Program District-wide	5,000
2012 Sewer Pump Station Upgrades - Mohawk Drive East Hartford	107,000
2012 Sewer Pump Station Upgrades - Ridge Street, Windsor	44,000
2012 Sewer Replacement - Woodland Avenue and Peters Road, Bloomfield	6,000
2012 Water Main Replacement - Retreat Avenue, Hartford	445,000
2012 Water Main Replacement-Farmington Avenue, Hartford	88,000
2012 Water Storage Basin Upgrades	16,000
2012 WPC Equipment & Facilities Refurbishment	93,000
2012 WPC Renewal and Replacements	639,000
2013 Asset Management Water Main Replacement	223,000
2013 Bloomfield Water Treatment Facility Filtered Water Basin Improvements	538,000
2013 Buckingham Water Pump Station, Glastonbury	119,000
2013 Communications Systems Upgrades	6,000
2013 CWP-Water Main Replacement Church Street, Hartford	31,000
2013 CWP-Water Main Replacement Portions of Church Street, Hartford	6,000
2013 Facilities Improvement Program	212,000
2013 Fleet Replacement	251,000
2013 General Purpose Sewer	31,000
2013 General Purpose Water	136,000
2013 HWPCF Cake Storage & Gravity Thickener System	24,000
2013 Information Technology - Applications	202,000
2013 Information Technology- Hardware	1,072,000
2013 Information Technology-SAP/Oracle	755,000
2013 Land Improvements	94,000
2013 Newington PRV Service Area Upgrades	18,000
2013 Paving Program	10,000
2013 Pump Station Upgrades – Brookside Street, Newington	3,000
2013 Pump Station Upgrades – Chateau Woods/High Path Road, Windsor	18,000
2013 Pump Station Upgrades – Harvest Lane, Windsor	18,000
2013 Pump Station Upgrades – Meadow Street, Newington	22,000
2013 Pump Station Upgrades – Mohawk Drive, East Hartford	25,000
2013 Pump Station Upgrades – Motts - Wethersfield	19,000
2013 Radio Frequency Automated Meter Reading	470,000
2013 Rocky Hill Interceptor – Relief Sewer/Capacity Improvements	130,000
2013 Sewer Pump Station Upgrades – Ridge Street, Windsor	27,000
2013 Sewer Replacement – Oakwood Ave, West Hartford	35,000
2013 Sewer Replacement – Pheasant Lane, Bloomfield	20,000
2013 Sewer Replacement/Repairs – 388-390 Farmington Ave. Hartford	26,000
2013 Water Main Replacement Center Street, Hartford	42,000
2013 Water Main Replacement Franklin 13	283,000
2013 Water Main Replacement Jerome Avenue, Bloomfield	324,000

2013 Water Main Replacement Oakwood Avenue, West Hartford	16,000
2013 Water Main Replacement Pitkin Street, East Hartford	14,000
2013 Water Supply Generators	30,000
2013 Wickham Hill Basins, East Hartford	85,000
2013 WPC Equipment & Facilities Refurbishment	18,000
2014 Collinsville WTP Emergency Generator Replacement (BREAKOUT)	4,000
2014 Facilities Improvement Program	69,000
2014 General Purpose Sewer	42,000
2014 General Purpose Water Program	65,000
2014 Hartford WPCF Sludge Mixing Tank, Sludge Screening, GT & RSRF Upgrades	19,000
2014 Hartford WPCF West Primary Settling Tanks	1,051,000
2014 Information Technology	593,000
2014 Kilkenny Water	366,000
2014 Land Improvements	152,000
2014 Levee Protection System Improvements, East Hartford and Hartford	4,000
2014 Paving Program	1,218,000
2014 Phelps Brook Dam and East Dike Rehabilitation Project	19,000
2014 Radio Frequency Automated Meter Reading	150,000
2014 Renewable Energy Projects – Sewer Facilities (BREAKOUT)	14,000
2014 Renewable Energy Projects – Water Facilities	52,000
2014 Sewer Extension – Marsh Street, Wethersfield (BREAKOUT)	14,000
2014 Sewer Rehabilitation Program	11,000
2014 Sewer Replacement - Madison Avenue, Hartford	62,000
2014 Various Sewer Pipe Replacement/Rehab – District Wide	187,000
2014 Various Transmission Main Design & Construction	17,000
2014 Wastewater Pump Station Improvements	6,000
2014 Water Main Replacements – West Hartford	4,000
2014 Water Treatment Facilities Upgrades	97,000
2014 WPC Equipment & Facilities Refurbishment	27,000
2014 WPC Renewal and Replacements	830,000
2015 Administrative Facilities Improvement Program	23,000
2015 Construction Services	1,270,000
2015 East Hartford WPCF Compressor, DO Control & SCADA Upgrades	40,000
2015 Engineering Services	878,000
2015 General Purpose Sewer	2,000
2015 General Purpose Water Program	23,000
2015 Hydrant Replacement Program	103,000
2015 Information Systems - Business Transformation SAP Upgrade	75,000
2015 Paving Program	20,000
2015 Sanitary Sewer Easements Acquisitions & Improvements	338,000
2015 Sewer Rehabilitation Program	777,000
2015 Survey & Construction	1,996,000
2015 Technical Services	1,508,000
2015 WPC Equipment & Facilities Improvements	183,000
<b>July 2015 Series C Notes Total</b>	<b>25,000,000</b>

### APPROVAL FOR STATE OF CONNECTICUT FINANCING CWF NO. 657-C

To: Board of Finance for consideration on June 1, 2015

Staff seeks approval from your Board to execute and deliver the Interim Funding Obligation and/or Project Loan Obligation to the State of Connecticut for CWF No. 657-C having a principal amount of \$147,992,729.44 and having an interest rate of 2.00%.

The low interest loan and grant will fund the construction of new headworks, dual use primary clarifiers, wet weather treatment disinfectant and odor control at the

Hartford wastewater treatment plant and the construction of modifications and upgrades to the Rocky Hill wastewater treatment plant, including modifications to the biological nutrient removal system for effluent nitrogen reduction, modifications to various parts of the plant for increased hydraulic capacity and upgrades to various parts of the plant which are nearing the end of their respective useful lives.

The State of Connecticut, through the Clean Water Fund Program, will provide \$219,408,066.60 in state funding with approximately \$71,415,337.16 in grants and \$147,992,729.44 in low interest loans at 2.00% to fund the expenses associated with this agreement.

Bond Counsel prepared the following resolution for your approval.

At a meeting of the Board of Finance held on June 1, 2015, it was:

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

RESOLVED:

Section 1. The Chairman and the District Treasurer or Deputy Treasurer are authorized to execute and deliver the Project Loan and Project Grant Agreement CWF No. 652-C to be entered into with the State of Connecticut (the "Agreement") and any and all Interim Funding Obligations and Project Loan Obligations for CWF No. 657-C in the aggregate amount not to exceed \$147,992,729.44. Such Interim Funding Obligations shall be dated as of their date of issue, shall mature within six months of the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum, shall be payable as to principal and interest as provided in the Agreement and, to the extent not paid prior to maturity from The Metropolitan District funds, may be renewed by the issuance of Interim Funding Obligations or Project Loan Obligations, all as provided in the Agreement. Capitalized terms used herein and not defined shall have the meanings ascribed to them in the Agreement.

Section 2. The Project Loan Obligations shall be dated as of their date of issue, shall mature no later than twenty years from the Scheduled Completion Date, shall bear interest at the rate of two percent (2.00%) per annum and shall be payable as to principal and interest as provided in the Agreement.

Respectfully Submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Sweezy and duly seconded, the reports for resolutions 9A "2015 Operating Budget Transfer"; 9B "Issuance of \$25,000,000 in General Obligation Bond Anticipation***

***Notes” and 9C “Approval for State of Connecticut Financing – CWF 657-C” were received and the resolutions adopted by unanimous vote of those present.***

**BUREAU OF PUBLIC WORKS  
PURCHASE OF REAL PROPERTY AND IMPROVEMENTS AT  
800 MAPLE AVENUE IN HARTFORD**

To: District Board

June 1, 2015

From: Bureau of Public Works

At a meeting of the Bureau of Public Works on June 1, 2015, the Bureau of Public Works recommended approval of the following resolution:

**Be It Resolved** that the Board of Commissioners of the Metropolitan District hereby authorizes 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”);

**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; and

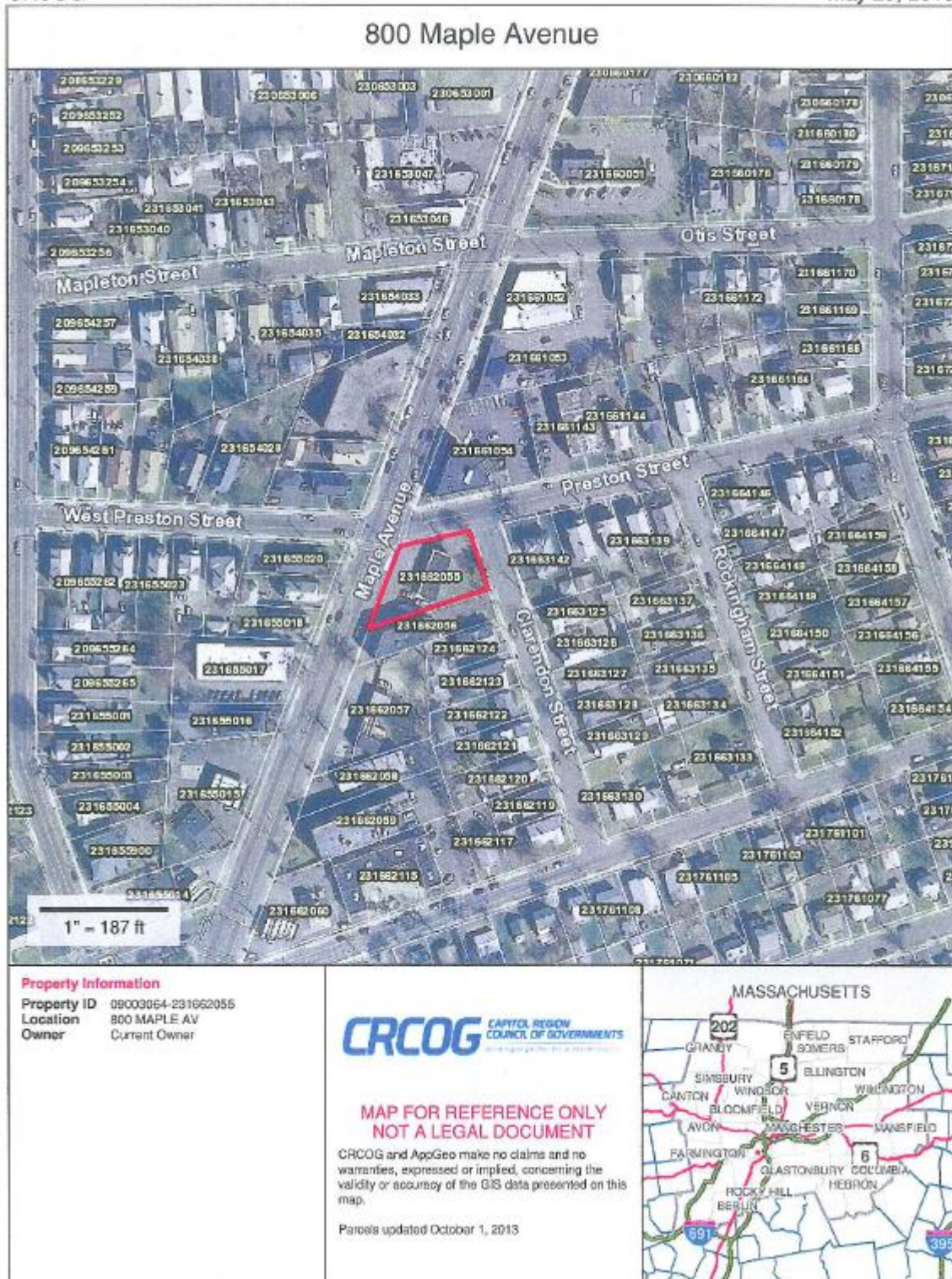
**Be It Further Resolved** that the Chief Executive Officer, or his designee, is authorized to execute any and all documents reasonably and customarily necessary to effect the purchase of the Property by the MDC.

Respectfully submitted,

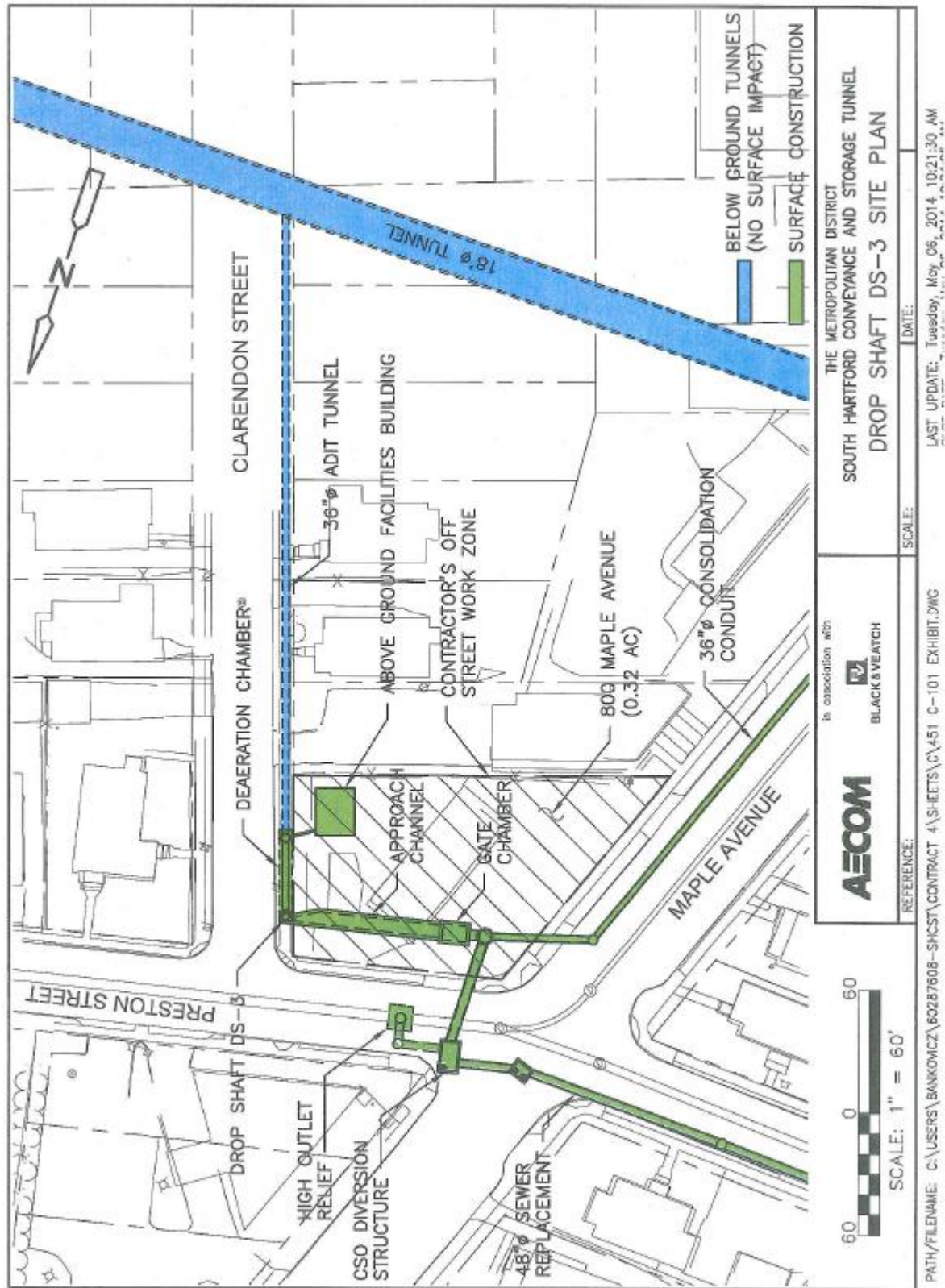
John S. Mirtle, Esq.  
District Clerk

CRCOG

May 29, 2015









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

**BUREAU OF PUBLIC WORKS  
ENCROACHMENT AGREEMENT  
HARTFORD HOSPITAL CENTER FOR EDUCATION,  
SIMULATION AND INNOVATION (CESI), HARTFORD**

To: District Board

June 1, 2015

From: Bureau of Public Works

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.

At a meeting of the Bureau of Public Works held on June 1, 2015, it was:

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,  
John S. Mirtle, Esq.  
District Clerk

***Commissioner Adil identified a conflict of interest on this agenda item and exited the meeting during discussion and abstained from voting.***

***On motion made by Commissioner Sweezy and duly seconded, the report, as amended by The Bureau of Public Works, was received and the resolution adopted by unanimous vote of those present.***

**BUREAU OF PUBLIC WORKS  
ACCEPTANCE OF SEWERS BUILT BY DEVELOPER'S  
PERMIT-AGREEMENT**

To: District Board

June 1, 2015

From: Bureau of Public Works

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.

At a meeting of the Bureau of Public Works held on June 1, 2015, it was:

**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:

<b><u>Sewers In</u></b>	<b><u>Built By</u></b>	<b><u>Completion Date</u></b>
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)  DVS NWT 06	Developer: JFC Endeavors  Contractor: Carrier Home Builders	November 9, 2013
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Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**TRANSFER OF 348 TOLLAND STREET, EAST HARTFORD CONNECTICUT**

No formal action was taken.

**REPORT FROM DISTRICT CHAIRMAN**

William DiBella, District Chairman presented a report to the District Board.

**REPORT FROM CEO**

Scott Jellison, Chief Executive Officer presented the monthly CEO Report.

**ADJOURNMENT**

The meeting was adjourned at 7:05 PM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

July 13, 2015  
Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION**

231 Brainard Road  
Hartford, Connecticut 06103  
Monday, July 13, 2015

**Present:** Commissioners Andrew Adil, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Joseph Klett, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (19)

**Absent:** Commissioners Luis Caban, Daniel Camilliere, Janice Flemming, Matthew B. Galligan, Michael W. Gerhart, Jean Holloway, William P. Horan, Sandra Johnson, Kathleen J. Kowalyshyn, Joseph H. Kronen, Kennard Ray, Helene Shay, Michael A. Toppi, and Special Representative Michael Carrier (14)

**Also**

**Present:** Scott Jellison, Chief Executive Officer  
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  
Erin Ryan, Director of Human Resources  
Gerald J. Lukowski, Director of Operations  
Sue Negrelli, Director of Engineering  
Kelly Shane, Director of Procurement  
Robert Schwarm, Director of Information Technology  
Rob Constable, Director of Finance  
Stanley Pokora, Manager of Treasury  
Robert Zaik, Manager of Labor Relations  
Carol Youell, Natural Resources Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant  
James Masse, Network Analyst

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:37 PM

### **ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

### **PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

***Commissioner Reichin moved to amend the meeting minutes of June 1, 2015 to remove his name from the attendance.***

***On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of June 1, 2015 were approved as amended.***

***Commissioners Curtis, Magnan and Reichin abstained.***

### **REPORT FROM DISTRICT CHAIRMAN**

#### **EXECUTIVE SESSION**

At 5:44 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Price and duly seconded, the District Board entered into executive session in order to discuss the acquisition of real and personal property in Portland, CT.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Joseph Klett, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys Christopher R. Stone and R. Bartley Halloran; Scott Jellison; John M. Zinzarella; Gerald J. Lukowski and Sue Negrelli.

**RECONVENE**

At 6:09 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Magnan and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

**EXECUTIVE SESSION**

At 6:10 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Price and duly seconded, the District Board entered into executive session in order to discuss the acquisition of real and personal property in Glastonbury, CT.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Joseph Klett, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys Christopher R. Stone and R. Bartley Halloran; Scott Jellison; John M. Zinzarella; Gerald J. Lukowski and Sue Negrelli.

**RECONVENE**

At 6:27 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Adil and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

**EXECUTIVE SESSION**

At 6:27 P.M., Chairman DiBella requested an executive session.

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

Those in attendance during the executive session:

Commissioners Andrew Adil, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Joseph Klett, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino;

Attorneys Christopher R. Stone and R. Bartley Halloran; Scott Jellison and John M. Zinzarella.

### **RECONVENE**

At 6:49 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Magnan and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

***Commissioner Reichin left the meeting at 6:49 P.M.***

### **REPORT FROM CEO**

Scott Jellison, Chief Executive Officer presented the monthly CEO Report.

***Without objection, Agenda Items 8A “Wildlife Management; 8B “Horseback Riding on Reservoir Property” and 8C “Encroachment at Lot 6A Lakeview Avenue in Rocky Hill” were consolidated and considered together.***

### **WATER BUREAU PROPOSED EXPANSION OF CT DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION (DEEP) WILDLIFE MANAGEMENT PROGRAM ON DISTRICT WATERSHED LANDS**

To: District Board

July 13, 2015

From: Water Bureau

The health and sustainability of the District’s watershed lands continue to be affected by high populations of resident white-tailed deer. Heavy deer browsing is reducing, and in some cases eliminating, the forest’s understory vegetation. Native shrubs and tree seedling are being eaten back before having a chance to grow, which impedes our ability to regenerate the forests for the future. Heavy browsing, along with a reduction in forest stocking, increases the potential for soil erosion, runoff, nutrient leaching and an overall decline in drinking water quality. It is essential that the deer populations be managed in order to safeguard the District’s water supplies for the future.

District staff has been working along with CT DEEP wildlife biologists on this critical issue and beginning in 2009 the DEEP was authorized to implement and administer a wildlife management program on District property at the Nepaug Reservoir in cooperation with the District, following the State’s rules and regulations for hunting in Connecticut. This initial program, which focused on a portion of District owned lands in the Nepaug watershed, has been successfully implemented for 6 years and is resulting in a reduction in deer browse pressure and an increase in

forest regeneration. However, there is a need to expand the program to other District watershed lands where impacts from high deer populations are evident.

Following a detailed briefing by the staff to the Water Bureau regarding the need to expand the CT DEEP's wildlife management program on District lands;

At a meeting of the Water Bureau held on May 13, 2015, it was:

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

**Resolved:** That the State of CT Department of Energy & Environmental Protection (DEEP) be authorized to administer a wildlife management program in cooperation with District staff and in concurrence with all State and MDC rules and regulations, and evaluated on an annual basis, on the District's watershed forest lands where District staff has identified a need to reduce deer populations, as part the District's ongoing watershed forest management program to protect water quality.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**WATER BUREAU  
RESOLUTION ALLOWING HORSEBACK RIDING OR  
WALKING WITHIN CERTAIN OF THE MDC PROPERTIES**

To: District Board July 13, 2015

From: Water Bureau

As the steward of thousands of acres of watershed property, the District recognizes that the health and sustainability of the District's watershed lands is of paramount importance to the District and the people it serves. These properties are wonderful natural resources and access to these watershed properties has been allowed for recreational purposes so that this land may be enjoyed by District residents and by others. It is important to establish a balance between the need to protect these watershed properties and the benefits of allowing recreational use.

Following a detailed briefing by the staff to the Water Bureau regarding the issue of horseback riding on District reservoir properties;

At a meeting of the Water Bureau held on May 13, 2015, it was:



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

**Resolved:** That District staff shall apply to the State of Connecticut Department of Public Health to amend existing recreational activity permits to allow for horseback riding or horse walking under limited conditions as described below:

- 1) District staff shall develop a procedure and mechanism for the issuance of non-transferable permits to individuals pursuant to which that individual will be allowed to ride or walk their horses;
- 2) The District shall issue no more than four (4) permits to individuals to allow for horseback riding or walking within designated areas of District watershed property, such area to be limited to that which is detailed on Exhibit A attached hereto. Notwithstanding anything to the contrary contained herein, the District shall issue no more than ten (10) permits in total.
- 3) Such permits shall be issued only to those owners of horses who presently own real property which is contiguous to existing District reservoir property;
- 4) Permits shall be issued only to those riders who have evidenced that their respective experience level is at the intermediate level or above;
- 5) Horseback riders under the age of sixteen (16) shall possess a permit and shall be accompanied by an adult when riding on District property;
- 6) No trailering of horses into the District properties shall be allowed;
- 7) Permittees shall remove from the District property all horse droppings on the day of use;
- 8) Permittees shall not operate a commercial horse operation on property contiguous to the District properties and be allowed to utilize the District property for horseback riding;
- 9) Failure to strictly adhere to these conditions, as well as others conditions that may be imposed by District staff, may result in the immediate forfeiture of any permit granted by the District.
- 10) Prior to the District issuing any permit, the Permittee must execute a waiver of liability and an indemnification and hold harmless agreement drafted by District Counsel or his designee.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**WATER BUREAU  
LOT 6A LAKEVIEW AVENUE / HIDDEN VALLEY DRIVE, ROCKY HILL  
ENCROACHMENT AGREEMENT**

TO: District Board

July 13, 2015

From: Water Bureau

On September 4, 2014, the Metropolitan District initially received a letter from Guy Rocamora, property owner of Lot #6A Lakeview Avenue/Hidden Valley Drive, Rocky Hill (the "Owner"), requesting permission to permanently encroach upon the 20-foot portion of the District's 30-foot right-of-way, containing an existing 8-inch water main, located across private lands south of Hidden Valley Drive in Rocky Hill (the "Right of Way") for the purpose of installing electric, telephone and cable lines and a new paved driveway to serve a proposed house on the lot.

Both the Water Bureau and the Board of Commissioners approved this request for an encroachment on September 8, 2014. Subsequently, while in the process of executing the agreement, the Owner requested permission to also place the gas service for the property within the District's Right-of-Way.

The purpose of this added encroachment is to allow the gas service to cross the existing Right-of-Way, along with the previously approved electric, telephone and cable lines and a new paved driveway (such gas service, lines and driveway hereinafter collectively referred to as the "Improvements"), to serve the proposed house. As can be seen on the attached sketch, the only possibility the Owner has to develop this property is to cross the MDC Right-of-Way with utilities and a driveway.

The Owner has agreed to the following conditions, which are the same as the previously approved conditions, in order to satisfy the District's concerns for protection of the existing 8-inch water main located within the subject Right-of-Way and the District's accessibility along the length of the Right-of-Way:

1. Any foundations associated with the construction of the proposed house must be located outside of the limits of the existing Right-of-Way. No additional permanent structures, other than the proposed Improvements shall be located within the District's Right-of-Way.
2. Pipes crossing over or under the District's pipelines shall maintain an eighteen (18") inch vertical clearance. Any new pipes located on the parcel shall also maintain a minimum ten (10) foot horizontal clearance.
3. The Metropolitan District shall not be held liable for any damage caused to any utility listed above located within or adjacent to the Right-of-Way in the event of an emergency water main repair. The Metropolitan District will make every effort feasible to minimize damage to these utilities; however the cost for repairs to such utilities shall be the responsibility of the Owner.

4. The District reserves the right to remove pavement or structures within the Right-of-Way at any time if so required for maintenance or repair of the water main. The Owner shall bear any additional maintenance or repair costs necessitated by the presence of pavement and/or structures upon the Right-of-Way.
5. Care must be taken during construction not to disturb the existing water main. All heavy construction equipment must be located outside the limits of the Right-of-Way. Any earth moving equipment that will be utilized on the site over and adjacent to the water main shall be reviewed and approved by District staff prior to mobilization to the site.
6. An MDC inspector must be on the job site whenever work is being performed by or on behalf of Owner to construct, maintain or repair any Improvements within the Right-of-Way, at the expense of the Owner. Any construction, maintenance or repair of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District prior to any such construction, maintenance or repair within the Right-of-Way.

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

At a meeting of the Water Bureau held on May 13, 2015, it was:

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

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval as to form and content by District Counsel, granting permission to Guy Rocamora to encroach upon the 20-foot portion of the District's existing 30-foot water right-of-way south of Hidden Valley Drive, Rocky Hill, with gas service, and the previously approved electrical, telephone and cable lines and a paved driveway, as shown on the plan submitted by Hallisey, Pearson & Cassidy, Civil Engineers and Land Surveyors, dated June, 2014, provided that the District shall not be held liable for any costs or damages of any kind which may result during initial construction or in the following years with respect to any subsequent construction, maintenance or repair as a result of such encroachment.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Sweezy and duly seconded, the reports for resolutions 8A "Wildlife Management; 8B "Horseback Riding on Reservoir Property" and 8C "Encroachment at Lot 6A Lakeview Avenue in Rocky Hill" were received and the resolutions adopted by unanimous vote of those present.***

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
PENSION CONSULTANT SELECTION**

To: District Board

From: Personnel, Pension and Insurance Committee July 13, 2015

The Chairman of the Personnel, Pension and Insurance Committee, appointed a subcommittee which was charged to interview three finalists who responded to the District's Request for Proposal 2015R-10 Pension Investment Consulting Services. As a result of conducting interviews on June 12, 2015 with the three finalists and scoring each firm based upon their presentations and proposals, it is the recommendation of the sub-committee that Dahab Associates, Inc. be awarded the contract to represent the District as Pension Investment Consultant.

At a meeting of the Personnel, Pension and Insurance Committee held on June 29, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**Resolved:** That the Chief Executive Office of the Metropolitan District be authorized to enter into an agreement with the firm of Dahab Associates, based upon the approved fee schedule for a period of three (3) years with an option to extend for two (2) additional one (1) year periods and

**Further**

**Resolved:** That DAHAB Associates be authorized, with oversight by staff, to issue a Request for Qualifications/Proposals (RFQP) for a Pension Custodial Trustee for the MDC Pension Plan Investments. Upon review of the responses, a list of qualified candidates will be presented to the Personnel, Pension & Insurance Committee for final selection of the Pension Custodial Trustee.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
RATIFICATION OF COLLECTIVE LOCAL 184 BARGAINING AGREEMENTS**

TO: District Board

July 13, 2015

From: Personnel, Pension and Insurance Committee

The management negotiation team started contract negotiations with all three of the affiliated units of COUNCIL 4, AFSCME, in Fall of 2014. Attached is the tentative agreement reached with Local 184. Local 184, as the largest bargaining unit, represents the operational and maintenance employees.

The key elements of this tentative agreement with Local 184 include:

- Medical Premium Share increases to 15% of Cost for existing employees with a proviso for new employees contributing three per cent higher than existing employees;
- Elimination and combination of key job titles to facilitate a more generic approach – the action will provide ease in assignments while saving overtime monies;
- Four year term (January 1, 2015, through December 31, 2018);
- Greater OPEB contributions for new employees, increasing from 0.5% to 1.0%;
- Greater pension contributions for new employees, increasing from 5% to 7%;
- New employees must attain 10 years of service in order to be eligible for retiree medical;
- Prospect of contract re-opener (benefits and wages) to address Excise Tax (affordable Health Care Act) in 2017;
- Pension moratorium until December 31, 2020;
- All pending grievances and prohibitive practice complaints shall be withdrawn with prejudice;
- Moratorium on reclassification requests through term of contract;
- General wage increase of 2.5% for each of the four contract years, retroactive to January 1, 2015; and
- Unilateral right to contract grass cutting in parks and at pump stations;

The bargaining unit has already voted to accept the tentative contract settlement agreement.

Staff and the negotiating committee is recommending that the contract settlement agreement be approved.

At a meeting of the Personnel, Pension and Insurance Committee held on July 13, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the Chief Executive Officer be authorized to execute a Collective Bargaining Agreement with Local 184, AFSCME, and specifically to apply the terms of the contract settlement agreement reached on May 19, 2015.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
RATIFICATION OF LOCAL 1026 COLLECTIVE BARGAINING AGREEMENTS**

TO: District Board July 13, 2015

From: Personnel, Pension and Insurance Committee

The management negotiation team started contract negotiations with all three of the affiliated units of COUNCIL 4, AFSCME, in Fall of 2014. Attached is the tentative agreement reached with Local 1026. Local 184, as the largest bargaining unit, represents the operational and maintenance employees.

The key elements of this tentative agreement with Local 184 include:

- Medical Premium Share increases to 15% of Cost for existing employees with a proviso for new employees contributing three per cent higher than existing employees;
- Elimination and combination of various job titles;
- Four year term (January 1, 2015, through December 31, 2018);
- Greater OPEB contributions for new employees, increasing from 0.5% to 1.0%;

- Greater pension contributions for new employees, increasing from 5% to 7%;
- New employees must attain 10 years of service in order to be eligible for retiree medical;
- Prospect of contract re-opener (benefits and wages) to address Excise Tax (affordable Health Care Act) in 2017;
- Pension moratorium until December 31, 2020;
- All pending grievances and prohibitive practice complaints shall be withdrawn with prejudice;
- Moratorium on reclassification requests through term of contract; and
- General wage increase of 2.5% for each of the four contract years, retroactive to January 1, 2015.

The bargaining unit has already voted to accept the tentative contract settlement agreement.

Staff and the negotiating committee is recommending that the contract settlement agreement be approved.

At a meeting of the Personnel, Pension and Insurance Committee held on July 13, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the Chief Executive Officer be authorized to execute a Collective Bargaining Agreement with Local 184, AFSCME, and specifically to apply the terms of the contract settlement agreement reached on May 19, 2015.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
STAFF UPDATE ON NEGOTIATIONS WITH LOCAL 3713  
RE: SUCCESSOR COLLECTIVE BARGAINING AGREEMENT**

**EXECUTIVE SESSION**

At 7:06 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Taylor and duly seconded, the District Board entered into executive session in order to discuss collective bargaining negotiations with Local 3713.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Joseph Klett, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys Christopher R. Stone and R. Bartley Halloran; Scott Jellison; John M. Zinzarella; Erin Ryan and Robert Zaik.

**RECONVENE**

At 7:20 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Currey and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
CHANGES TO EXEMPT & EXCLUDED EMPLOYEES' WAGES AND BENEFITS**

TO: District Board July 13, 2015

From: Personnel, Pension and Insurance Committee

The management negotiation team has entered into tentative agreements with two of the MDC's three collective bargaining units – Local 184 and Local 1026 of AFSCME Council 4. Those agreements, previously approved by the members of these collective bargaining units, have been or will be presented to the Board for consideration, approval or rejection. Consistent with longstanding practice, the financial terms of collective bargaining agreements are customarily and similarly provided to exempt and excluded employees (to include unclassified employees). Provided the MDC Board of Commissioners approves the tentative agreements with Locals 184 and 1026, and specifically reserving the right to make further changes in the terms and conditions of employment of exempt and excluded employees, staff recommends adoption of the following resolution relating to the wages and benefits of exempt and excluded employees:

At a meeting of the Personnel, Pension and Insurance Committee held on July 13, 2015, it was:



**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the wages and benefits for exempt and excluded employees be modified as follows:

1. Subject to future changes in medical benefits or costs with the MDC's collective bargaining units, the medical benefits for all E&E employees shall remain intact with no changes save for the Premium Share Adjustments detailed below:

<u>Existing E&amp;E Employees:</u>	<u>Premium Share Participation:</u>
January 1, 2015 through October 3, 2015	12% of Cost;
October 4, 2015 through December 31, 2016	14% of Cost; and
January 1, 2017 through December 31, 2018	15% of Cost;
 <u>New E&amp;E Employees Hired after Oct 4, 2015</u>	 <u>Premium Share Participation:</u>
October 4, 2015 through December 31, 2016	17% of Cost; and
January 1, 2017, through December 31, 2018	18% of Cost

For those E&E employees who smoke the Premium Share Participation shall be 3% higher than that specified above for the applicable timeframes.

2. New E&E employees hired after October 4, 2015 shall contribute 7% of regular earnings for Pension benefits. Existing E&E employees shall continue to contribute 5% of regular earnings for Pension benefits.
3. Existing E&E employee shall continue to contribute .5% (one half per cent) of regular earnings into an OPEB (Other Post-Employment Benefits) fund.
4. General Wage Adjustments shall be applied as follows:

December 28, 2014 2.5% Schedule Adjustment;  
(Retroactive for all E&E employees on the active payroll as of the date of passage of this resolution and provided the MDC Board of Commissioners approves the tentative agreements with Locals 184 and 1026)

December 27, 2015 2.5% Schedule Adjustment;  
January 1, 2017 2.5% Schedule Adjustment; and  
December 31, 2017 2.5% Schedule Adjustment.

5. New E&E employees hired after October 4, 2015 shall contribute 1.0% (one per cent) of regular earnings into an OPEB (Other Post-Employment Benefits) fund.

6. New E&E employees hired after October 4, 2015 must attain 10 years of service in order to be eligible for retiree medical.
7. Moratorium on reclassification requests through January 1, 2019.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
CHANGES TO EXEMPT & EXCLUDED EMPLOYEES' PAID TIME OFF BENEFITS**

TO: District Board July 13, 2015

From: Personnel, Pension and Insurance Committee

In order to create a contemporary benefits package necessary to attract, recruit, and retain professional employees in Exempt and Excluded and unclassified positions, the management team is recommending the following changes to the paid time off and benefits package offered to Exempt and Excluded and unclassified employees:

At a meeting of the Personnel, Pension and Insurance Committee held on July 13, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the paid time off and benefits package for Exempt and Excluded and unclassified employees be modified as follows:

1. Sick Time
  - a. Effective July 30, 2015, all existing E&E sick time bank balances will be frozen; employees will be able to access this time only for the 25% payout upon retirement or leaving the District after ten (10) years of service.
  - b. Effective August 1, 2015, E&E and unclassified employees will no longer accrue one and one quarter (1.25) sick days per month.

- c. E&E and unclassified employees will be loaded eight (8) sick days on January 1 of each year. These days can be rolled from year to year, to a maximum of forty (40) accrued days. These days are not eligible for payout upon retirement or leaving the District.
  - d. Because the policy is taking effect mid-year, all E&E and unclassified employees' time banks will be loaded with five (5) sick days on August 1, 2015.
  - e. New employees who start after January 1 will be loaded four (4) hours of sick time for each full month they will work in that calendar year.
  - f. Upon exhaustion of his/her sick time, an employee, with proper medical validation, may petition Human Resources, with an appeal to Legal, for an additional five (5) days of sick time in a calendar year.
2. Short-term and Long-term Disability Insurance
- a. The District will provide E&E and unclassified employees with employer-paid short-term disability insurance.
    - i. This benefit provides an employee with sixty percent (60%) of his or her salary, to a maximum of three thousand dollars (\$3,000) per week, for the duration of the disabling injury or illness, to a maximum of twelve (12) weeks.
    - ii. This benefit becomes effective on the eighth (8<sup>th</sup>) calendar day after the onset of the injury or illness.
  - b. The District will provide E&E and unclassified employees with employer-paid long-term disability insurance.
    - i. This benefit provides an employee with fifty percent (50%) of his or her salary, to a maximum of thirteen thousand dollars (\$13,000) per month.
    - ii. This benefit commences on the ninetieth (90<sup>th</sup>) day after the onset of the injury or illness.
    - iii. This duration of the benefit is contingent upon the age of the employee, the type of illness or injury (with limitations for disability due to substance abuse) and the potential for future employment opportunities.
3. Vacation Time
- a. New E&E and unclassified employees hired after January 1 will receive six (6) hours of vacation time for each full month they will work in that calendar year.
  - b. The new hire will be eligible for ten (10) vacation days to be loaded into his or her time bank balance on January 1 of the next year.
4. Inclement Weather Days
- a. E&E and unclassified employees will be loaded three (3) days on January 1 to be used for inclement weather.

- b. Because the policy is taking effect mid-year, E&E and unclassified employees will receive one (1) inclement weather day on August 1, 2015.
  - c. These days cannot be rolled from year to year and are not eligible for payout upon leaving the District.
- 5. Parental Leave
  - a. Maternity Leave
    - i. In order to provide a paid maternity leave, the District will pay the birth mother employee 100% of her salary for the remaining balance of the twelve (12) week Family Medical Leave after she exhausts her short-term disability insurance.
    - ii. After exhausting the twelve (12) week Family Medical Leave, the birth mother employee will have the option of taking up to an additional twelve (12) weeks of unpaid time to stay at home to care for the child.
  - b. Parental Leave
    - i. Upon the birth of a child, the placement of a foster child, or adoption, the non-birth parent employee will be eligible for ten (10) days of paid parental leave.
- 6. Spousal Buyout for Health Insurance
  - a. If an employee is covering his/her spouse with District health insurance, but the spouse is eligible for insurance through his/her own employer, the District will pay the employee one thousand dollars (\$1,000) in four (4) quarterly installments of two hundred and fifty dollars (\$250), if the spouse elects to take his/her own employer's health insurance.
  - b. This plan will take effect January 1, 2016, and the employee must drop his/her eligible dependent spouse during open enrollment to participate.
- 7. Work from Home Policy
  - a. E&E and unclassified employees may, ~~at the sole discretion of their supervisors~~ **subject to approval by the Director of Human Resources**, request to work from home under specific circumstances, such as inclement weather or family illness.
  - b. Requests must be pre-approved and employee must sign the work from home policy to participate in the program.
  - c. The program may be terminated at any time, at the sole discretion of the District management team.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Adil and duly seconded, the report was received and the resolution adopted, as amended by the Personnel, Pension & Insurance Committee, by unanimous vote of those present.***

**BOARD OF FINANCE  
CAPITAL IMPROVEMENT PROJECT**

To: District Board

July 13, 2015

From: Board of Finance

**Description**

The project will include but not be limited to the upgrade and/or replacement of computer security software and hardware and any other security enhancements necessary to protect the District from unauthorized access. To build infrastructure to maintain business continuity of data, hardware and software critical for the business in the event of a natural or human-caused disaster. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Purpose**

To ensure the continued efficient and effective operation of the District's business applications and enhance the benefits of the system.

Program - Information Technology Security Improvements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	COM.CFP171.01	5677

Bond counsel prepared the following resolution for consideration by the Board of Finance:

At a meeting of the Board of Finance held on July 13, 2015, it was:

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

RESOLUTION AMENDING AND RESTATING A RESOLUTION  
APPROVED AT A MEETING OF THE DISTRICT BOARD HELD ON  
DECEMBER 12, 2011 ENTITLED:

RESOLUTION APPROPRIATING \$5,000,000 FOR INFORMATION TECHNOLOGY SECURITY IMPROVEMENTS AND AUTHORIZING THE ISSUANCE OF \$5,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

**Section 1.** The sum of \$5,000,000 is hereby appropriated for the upgrade and/or replacement of computer security software and hardware and other security enhancements necessary to protect the District's computer systems from unauthorized access, including the building of infrastructure to maintain business continuity of data, hardware and software critical for the business in the event of a natural or human-caused disaster, and for legal, administrative and other financing costs related thereto.

**Section 2.** To meet said appropriation \$5,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. Said bonds shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or the Vice-Chairman, and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The bonds may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with and that such bond is within every debt and other limit prescribed by law. The aggregate principal amount of the bonds to be issued, the form of issuance as serial, term or discount bonds, the dated date, final maturity, annual installments of principal, whether interest on the bonds will be fixed or variable, the rate or rates of interest, or method of determining interest rates thereon, whether such interest shall be excluded or included in gross income for federal income tax purposes, denominations, terms of redemption, if any, the date, time of issue and sale and all other terms, details and particulars of such bonds shall be determined by the District Board, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. It is hereby found and determined that the issuance of any such bonds the interest on which is included in gross income for federal income tax purposes is in the public interest. The bonds may be sold by competitive bid or negotiated sale, as determined by the District Board. If sold by competitive bid, a notice of sale, or summary thereof, shall be published at least five (5) days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If

sold by negotiated sale, the form and details of the bond purchase agreement for the sale of the bonds shall be determined by the District Board.

**Section 3.** The Treasurer and the Deputy Treasurer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes or certificates of indebtedness evidencing such borrowings may be sold by competitive bid or negotiated sale, as determined by the Treasurer or Deputy Treasurer, in such manner as shall be determined by said Officers. Said notes or certificates of indebtedness shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer, and bear the District seal or a facsimile thereof. The notes or certificates of indebtedness may be secured by the full faith and credit of the District and/ or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the notes shall recite that every requirement of law relating to its issue has been duly complied with and that such note is within every debt and other limit prescribed by law. The net interest cost on such notes or certificates of indebtedness, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on such notes or certificates of indebtedness then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

**Section 4.** In connection with the issuance of the bonds, notes or certificates of indebtedness authorized hereunder ("Authorized Obligations"), the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain, standby bond purchase agreements, letters of credit, lines of credit, financial guaranty insurance policies, guarantees of the District or third parties, surety agreements, or any similar agreements ("Credit Facilities") with one or more financial institutions providing Credit Facilities ("Credit Facility Providers") to provide for additional security for and the purchase upon tender of the Authorized Obligations, if any, under circumstances set forth in the Indentures (defined herein). Credit Facilities shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer.

**Section 5.** In connection with the issuance of Authorized Obligations, the District Board is hereby authorized to approve the terms and conditions of indentures of trust or other instruments of trust ("Indentures") with commercial banks or national banking associations with trust powers or trust companies to be appointed by the Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer ("Trustees"), which provide for, among other things, the rate of rates of interest, or method of determining interest rates thereon, procedures for conducting auctions in an auction rate mode, the denominations, the tender rights of holders, if any, the rights of redemption and redemption prices, the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District necessary to issue the variable rate

bonds, and the execution of various other instruments. Indentures shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer.

**Section 6.** In connection with the issuance of Authorized Obligations bearing interest at variable interest rates, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to enter into, remarketing agreements, broker-dealer agreements, auction agency agreements and other agreements (the “Reoffering Agreements”) with remarketing agents, investment banking firms or other financial institutions to be appointed by the Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer (“Reoffering Agents”), which provide for, among other things, the terms and conditions for reoffering Authorized Obligations bearing interest at variable interest rates, the Reoffering Agents’ compensation and the disclosure of the District’s financial condition. Reoffering Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer.

**Section 7.** In connection with the issuance of Authorized Obligations, if permitted by Connecticut laws and the District’s Charter, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain, an interest rate swap agreement in the form of the International Swaps and Derivatives Association, Inc. (ISDA) Master Agreement, together with applicable annexes, schedules and confirmations thereto, contracts to manage interest rate risk, including interest rate caps, options, puts, call or similar arrangements, or such other agreements permitted by Connecticut laws and the District’s Charter (“Swap Agreements”), with one or more counterparties to be selected by the Chairman, or the Vice-Chairman, and Treasurer or Deputy Treasurer, as Swap Provider (the “Swap Providers”), which provides for, among other things, the effective date or dates of the Swap Agreements, the rate of interest to be paid by the District to the Swap Providers on the principal amount of the bonds (which may be a fixed rate or a variable rate based on an index determined by the Chairman, or the Vice-Chairman, and Treasurer or Deputy Treasurer), the rate of interest to be received by the District from the Swap Providers (which may be a fixed rate or a variable rate based on an index determined by the Chairman, or the Vice-Chairman, and Treasurer or Deputy Treasurer), the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District and the execution of various other instruments. Swap Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer. To the extent provided by Connecticut laws, the full faith and credit of the District may be pledged to any and all payments to be made by the District with respect to the Swap Agreements, including, any termination or netting payments to be made by the District.

**Section 8.** The Chairman, or the Vice-Chairman, and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the “MSRB”) and



to provide notices to the MSRB of material events as enumerated in the Securities and Exchange Commission Securities Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds, notes and certificates of indebtedness authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

**Section 9.** The District hereby expresses its official intent pursuant to Treasury Regulations Section 1.150-2 to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this Resolution in connection with the project with the proceeds of Authorized Obligations. Said obligations shall be issued to reimburse such expenditures not later than 18 months after the date of the expenditure or such later date the Regulations may authorize. The District hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Chairman, or the Vice-Chairman, and the Treasurer or Deputy Treasurer are each individually authorized to pay project expenses in accordance herewith pending the issuance of the Authorized Obligations. This Section is included herein solely for purposes of compliance with Treasury Regulations Section 1.150-2 and may not be used or relied on for any other purpose.

**Section 10.** In connection with the issuance of Authorized Obligations, the District Board is hereby authorized to, and if any such action shall heretofore have been taken, such action is hereby ratified and confirmed, (a) publish such notices, hold such hearings, make such representations and agreements, and take such other actions as shall be necessary to enable bond counsel to render its opinions as to the validity of the said obligations and the exclusion of the interest thereon, if applicable, from gross income for federal income tax purposes, (b) make, execute and deliver all such additional and supplemental documents, including, but not limited to any tax compliance agreements, tax certificates, tax forms, investment agreements or assignments, and (c) do and perform such acts and take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

***Without objection, Agenda Item 11 "Appointment of Director of Information Services" was postponed.***

**AUTHORIZE EXPENDITURES TO IMPROVE DATA DISASTER RECOVERY**

To: District Board

July 13, 2015

The District recently hired Robert Schwarm to serve as the Interim Director of Information Services. Upon review of the District's IT capabilities and vulnerabilities, the Interim Director of Information Services advised the Chief Executive Officer that there exists an immediate and exigent need to improve the District's data disaster recovery and business continuity capabilities. To achieve that end, the District requires an off-site data center, including the necessary hardware and equipment to provide a matching system compatible with the District's primary data center. In a Memorandum dated July 13, 2015, the Chief Executive Officer declared to the District Board that an emergency exists as contemplated by General Ordinance G8d and that the circumstances warranted immediate action be taken outside the ordinary procurement processes of the District.

Section G8d of the General Ordinances authorizes the District to spend up to \$1 million in its efforts to respond to the emergency situation. It is estimated that the cost of this initiative will be approximately \$2,200,000. Since it is anticipated that the aggregate cost of responding to this situation in a permanent manner is expected to exceed \$1 million, District staff requests the adoption of the following resolution formally declaring the emergency, and pursuant thereto, authorization to expend certain sums in response, as provided by Section 2-16 of the District Charter as amended by Public Act 08 – 09.

**Resolved** That, pursuant to Section 2-16 the Metropolitan District Charter, the Board of Commissioners of the Metropolitan District hereby declares that an emergency exists related to the District's data disaster recovery and business continuity capabilities;

**Be it Further Resolved** That upon declaration of said emergency, and pursuant to Section 2-16 of the MDC Charter, District staff is hereby authorized to expend those funds necessary for the purchase of goods and services without competitive bidding in order to take immediate actions necessary to respond to and resolve the current data disaster recovery and business continuity vulnerabilities;

**Be it Further Resolved** That the Director of Procurement is hereby authorized on behalf of the District to participate in and utilize contracts established by public agencies and/or cooperative purchasing organizations through a procurement process consistent with the District's, and to enter into and execute any and all documents, including but not limited to agreements, contracts and participating addenda, necessary to effect and consummate such purchase of goods or services.

**Be it** Notwithstanding anything to the contrary contained herein, District staff

**Further Resolved** shall request offers from as many potential sources as is practicable.

**Be it Further Resolved** That District staff shall report to the District Board as necessary at subsequent meetings as to the status of the project.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**CONSIDERATION & POTENTIAL ACTION AUTHORIZING THE  
COMMENCEMENT OF CONDEMNATION PROCEEDINGS TO SECURE FEE  
SIMPLE INTEREST IN PROPERTY LOCATED AT 484 FRANKLIN AVENUE,  
HARTFORD, CONNECTICUT IN FURTHERANCE OF THE CLEAN WATER  
PROJECT**

To: District Board

July 13, 2015

As part for the Clean Water Project (CWP), and specifically the South Hartford Conveyance Tunnel (SHCT), the MDC must secure certain rights to real properties along the tunnel route. The real property located at 484 Franklin Avenue, Hartford, Connecticut has been identified as a location for a drop shaft and odor control facility.

MDC staff has been negotiating with the property owner directly for several months, and most recently with her counsel, in an attempt to reach an agreed upon purchase price. The average fair market value as determined by the two independent appraisers commissioned by the MDC is \$127,000.00. The owner of the property, Silvia Miceli, has secured an appraisal indicating a fair market value of \$233,000.00. There does not appear to be any reasonable prospect of a voluntary transfer of title, and a condemnation is the only alternative. MDC engineers and consultants have determined that this property is an essential acquisition for the CWP.

The subject parcel and owner information is as follows:

Silvia Miceli  
484 Franklin Avenue  
Hartford, Connecticut

The compensation of \$127,000.00 to be paid to the affected property owner represents the average appraised value as independently determined by two Connecticut licensed appraisers.

As provided by the MDC Charter Section 1-4, in order to proceed with the condemnation proceedings, a resolution of the District Board is required.

**THEREFORE, 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 the condemnation proceeding on the aforementioned private-owned property, to acquire a fee simple interest in such property in furtherance of the Clean Water 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,

John S. Mirtle, Esq.  
District Clerk

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

**EMERGENCY REPAIR OF WATER MAIN IN WEST HARTFORD, CONNECTICUT**

**EXECUTIVE SESSION**

At 7:36 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Magnan and duly seconded, the District Board entered into executive session due to security concerns related to the District's infrastructure and distribution system in order to discuss the emergency repair of a water main in West Hartford, CT.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Joseph Klett, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence

Price, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys Christopher R. Stone and R. Bartley Halloran; Scott Jellison; John M. Zinzarella; Gerald J. Lukowski and Sue Negrelli.

### **RECONVENE**

At 7:38 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Magnan and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

### **SETTLEMENT OF PENDING LITIGATION CLAIM**

#### **EXECUTIVE SESSION**

At 7:38 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Adil and duly seconded, the District Board entered into executive session in order to discuss pending litigation.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Mary Anne Charron, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Joseph Klett, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Albert F. Reichin, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys John S. Mirtle, Christopher R. Stone and R. Bartley Halloran; Scott Jellison and John M. Zinzarella.

### **RECONVENE**

At 7:43 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Adil and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

To: District Board

**BE IT HEREBY RESOLVED**, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle the lawsuit captioned *Lorenza Dunlap v. Metropolitan District Commission*, Docket No. HHD-CV13-6046059 ("*Litigation*"), for the total sum of \$60,000.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not

limited to a general release containing a confidentiality provision from the plaintiff, and formal withdrawal of said action.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**ADJOURNMENT**

The meeting was adjourned at 7:46 P.M.

ATTEST:

A handwritten signature in black ink that reads "John Mirtle". The signature is written in a cursive, flowing style.

John S. Mirtle, Esq.  
District Clerk

September 1, 2015

Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION**

231 Brainard Road  
Hartford, Connecticut 06103  
Tuesday, September 1, 2015

**Present:** Commissioners Andrew Adil, Daniel Camilliere, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, Sandra Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, Mark A. Pappa, Albert F. Reichin, Pasquale J. Salemi, Helene Shay, Raymond Sweezy, Alvin E. Taylor and Michael A. Toppi (20)

**Absent:** Commissioners Luis Caban, Mary Anne Charron, Janice Flemming, Matthew B. Galligan, William P. Horan, James S. Needham, J. Lawrence Price, Kennard Ray, Hector Rivera, Michael Solomonides, Richard W. Vicino and Special Representative Michael Carrier (12)

**Also**

**Present:** Citizen Member Ronald F. Angelo, I  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy CEO, 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  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Carol Youell, Natural Resources Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant  
James P. Sandler, Legal Counsel

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:32 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

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

*Commissioners Camilliere, Kowalyshyn, Kronen and Reichin abstained.*

*Commissioner Reichin spoke on point of personal privilege, thanking the District Staff and Commissioners for their help during his term as a Commissioner for the past 25 years. He submitted his resignation to the District Clerk and the Town of Bloomfield.*

*Commissioners Salemi, Pappa, Taylor, Sweezy and Camilliere, Chief Executive Officer Scott Jellison and District Chairman DiBella spoke to thank Commissioner Reichin.*

**REPORT FROM CHIEF EXECUTIVE OFFICER**

*Scott W. Jellison, Chief Executive Officer presented the monthly CEO report.*

*Commissioner Reichin left the meeting at 6:07 PM*

**REPORT FROM DISTRICT COUNSEL****EXECUTIVE SESSION**

At 6:21 P.M., Chairman DiBella requested an executive session.

*On motion made by Commissioner Salemi and duly seconded, the District Board entered into executive session in order to discuss pending litigation.*

Those in attendance during the executive session:

Commissioners; Andrew Adil, Daniel Camilliere, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, Sandra



Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, Albert F. Reichin, Pasquale J. Salemi, Helene Shay, Raymond Sweezy, Alvin E. Taylor and Michael A. Toppi Attorneys R. Bartley Halloran, Christopher R. Stone, James P. Sandler and John S. Mirtle; Scott Jellison and John M. Zinzarella.

### **RECONVENE**

At 6:52 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Camilliere and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

### **DISCUSSION RE: ECONOMIC IMPACT OF CLEAN WATER PROJECT IN HARTFORD**

***R. Bartley Halloran, District Counsel, briefed the District Board on the economic impact of the Clean Water Project in Hartford***

***Commissioner Kowalyshyn left the meeting at 7:02 PM***

### **PETITION FOR APPROVAL FOR CHIEF EXECUTIVE OFFICER TO EXECUTE COLLECTIVE BARGAINING AGREEMENT**

TO: District Board September 1, 2015

From: Personnel, Pension and Insurance Committee

The management negotiation team started contract negotiations with all three of the affiliated units of COUNCIL 4, AFSCME, in Fall of 2014. Attached is the tentative agreement reached with Local 3713. Local 3713, AFSCME, represents the engineering, technical and clerical employees.

The key elements of this tentative agreement with Local 184 include:

- Medical Premium Share increases to 15% of Cost for existing employees with a proviso for new employees contributing three per cent higher than existing employees;
- Four year term (January 1, 2015, through December 31, 2018);
- Greater OPEB contributions for new employees, increasing from 0.5% to 1.0%;
- Greater pension contributions for new employees, increasing from 5% to 7%;
- New employees must attain 10 years of service in order to be eligible for retiree medical;

- Prospect of contract re-opener (benefits and wages) to address Excise Tax (affordable Health Care Act) in 2017;
- Pension moratorium until December 31, 2020;
- Moratorium on reclassification requests through term of contract; and
- General wage increase of 2.5% for each of the four contract years, retroactive to January 1, 2015.

The bargaining unit voted to accept the tentative contract settlement agreement on Wednesday, August 12, 2015.

Staff and the negotiating committee is recommending that the contract settlement agreement be approved.

At a meeting of the Personnel, Pension and Insurance Committee held on September 1, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the Chief Executive Officer be authorized to execute a Collective Bargaining Agreement with Local 3713, AFSCME, and specifically to apply the terms of the contract settlement agreement reached on May 19, 2015.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

Settlement Agreement  
(Successor Agreement –Contract Negotiation)

The Metropolitan District Commission, hereinafter, "the District," together with Local 3713, COUNCIL 4, AFSCME, hereinafter, "the Union," in mutual consideration of the promises made herein, including execution of this Tentative Agreement, subject to the ratification of the Agreement, have agreed to the following:

1. The term of the successor Collective Bargaining Agreement shall be January 1, 2015 through and including December 31, 2018, subject to the specific re-opener identified below.
2. The Wage and Classification Study started through Segal shall be closed for this bargaining unit except that the Job Specifications revision process shall be completed. All Grievances, Internal Job Classification Review Requests and Prohibited Practice Complaints filed in connection with this study shall be withdrawn by the Union. The withdrawals shall be with prejudice. The parties shall identify the specific claims to be withdrawn by side agreement.
3. The medical benefits for existing and new employees (hired after October 4, 2015) employees shall remain intact with no changes save for the Premium Share Adjustments detailed below:

Existing Employees:

January 1, 2015 through October 3, 2015  
October 4, 2015 through December 31, 2016  
January 1, 2017 through December 31, 2018

Premium Share Participation:

12% of Cost;  
14% of Cost;  
15% of Cost;

New Employees (Hired after Oct 4, 2015):

October 4, 2015 through December 31, 2016  
January 1, 2017, through December 31, 2018

17% of Cost;  
18% of Cost

For those employees who smoke the Premium Share Participation shall be 3% higher than that specified above for the applicable timeframes.

4. New employees hired after October 4, 2015 shall contribute 7% of regular earnings for Pension benefits.
5. Existing employee shall continue to contribute .5% (one half per cent) of regular earnings into an OPEB (Other Post-Employment Benefits) fund.
6. New employees (hired after October 4, 2015) shall contribute 1.0% (one per cent) of regular earnings into an OPEB (Other Post-Employment Benefits) fund.
7. The moratorium on pension negotiation, save for the changes detailed above, shall be continued to December 31, 2020.

8. General Wage Adjustments shall be applied as follows:

December 28, 2014 2.5% Schedule Adjustment;

(Retroactive for all bargaining unit employees on the active payroll as of the date of full ratification of this Agreement)

December 27, 2015 2.5% Schedule Adjustment;

January 1, 2017 2.5% Schedule Adjustment; and

December 31, 2017 2.5% Schedule Adjustment.

9. Effective April 1, 2017, and provided that the District notifies the Union, in writing of its decision to reopen the Contract by April 30, 2017, there shall be a re-opener on Benefits and Wages due to the implications of the Federal Affordable Care Act ("Obama Care") and more specifically Excise Tax or so-called "Cadillac Tax" to be applied to benefit-lucrative plans. Absent an agreement between the District and the Union relating to the Excise Tax on or before July 31, 2017, the parties shall commence Arbitration proceedings immediately thereafter. Any changes to the Benefits and Wages, by agreement, arbitration or otherwise, shall be effective January 1, 2018, regardless of whether an agreement is reached or final arbitration decision rendered prior to that date.
10. The Job Posting Procedure shall be amended (see Attachment A).
11. The District shall have the right to deny Sick Leave Accrual (see Attachment B).
12. There shall be a moratorium on classification review requests for the term of the Collective Bargaining Agreement.
13. The Personal Time for employees assigned to PT17 positions shall be eliminated (see Attachment C).
14. For all future retirements for new employees hired after the date of full ratification, the employee must have at least ten (10) years of continuous service to be eligible for retiree medical benefits.
15. Grievances and Prohibited Practice Complaints filed before the date of full ratification shall be withdrawn in accordance with the terms of the supplemental agreements.
16. All other contract proposals submitted by each side are withdrawn without prejudice.
17. The Negotiation Ground Rules are modified to facilitate the making and endorsement of this Agreement.
18. This Agreement shall be subject to the ratification process of the parties. The Union shall conduct their ratification and then notify the District of the results of the ratification. If the Union ratifies the Agreement, the District shall promptly refer this Agreement to its governing bodies for consideration. The respective negotiating participants shall recommend approval of this Tentative Contract Agreement to its governing bodies.

19. Bargaining unit employees shall have the ability to purchase vacation time (procedure and protocol to be distributed to Union).

All terms and conditions above, tentatively agreed this 31 day of July.

This Agreement is SUBJECT to the Ratification Process of each Party.

For Local 3713, AFCSME:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
Jim B. Maise.  
\_\_\_\_\_  
  
\_\_\_\_\_

For the Metropolitan District:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

ATTACHMENT A

ELIMINATE Sections 4.1 through Section 4.13 to replace with the following:

- 4.1 When the District determines that a vacancy is to be filled by posting, the following procedures shall be used:
- a. Notice of Vacancies, which may include applicants from the Department or Activity, shall be posted District-wide and may include outside applicants, as determined by the District, will be posted on the appropriate bulletin boards for at least ten (10) days.
  - b. The Human Resources Department will review the applications to determine if any applicants meet the qualifications and the District reserves the right to reject unqualified applicants.
  - c. The Human Resources Department will screen the applicants to determine, in its discretion, eligibility for appointment. Examinations may be conducted and include any one or any combination or all of the following:
    1. Written test.
    2. Oral examination by a panel of employees or panel recruited from outside the District.
    3. Practical or demonstrative tests.
    4. Physical examination.
    5. Evaluation of the employees' performance, education, experience and attendance.
  - d. The District may establish eligibility lists for positions where a vacancy has occurred or is anticipated or employee turnover indicates the need. Eligibility lists will remain in effect for one year from the date the list was established. The District and the Union may mutually agree to a one-year extension of the list.
  - e. The appointing authority (Department Head) will be given a listing of the top five (5) applicants, if available, (listing shall be by alphabetical order of last name) if a single position is being considered and an additional applicant for each additional position being considered. The appointing authority, or his designated representative, will interview the applicants.
  - f. The appointing authority will make the appointment from the eligibility list, subject to the approval or rejection by the Chief Executive Officer. The

date of transfer will be specified in the notice of award and will be scheduled for within twenty (20) days of the date of award.

- g. All new employees shall have completed their probationary period and have been employed for at least six (6) months, in order to be eligible to apply for a notice of vacancy.
  - h. Employees awarded a position shall serve a probationary period of ninety (90) days.
  - i. Should the appointing authority determine, in its discretion, that an employee is unable or unwilling to perform the duties of the position during the probationary period, the employee shall be reassigned to the position that he held prior to the promotion.
- 4.2 The Union President will be notified of all employees who applied and placed on the eligibility list and will be notified of who was appointed.
- 4.3 An employee may grieve only if he established that a mistake in the test administration or scoring adversely affected his final rating. Said grievance will commence with the second step of the grievance procedure.
- 4.4 In those instances in which the District determines that the position should be advertised as an Internal-Only Posting, seniority shall be added as a selection criteria and applied as follows:

Seniority shall be considered in the total points with the most senior qualifying applicant receiving 25% of the total available points. Less senior employees will receive a proportionate number of points prorated on the years of service of the senior employee.

ATTACHMENT B

## MODIFY:

10.1 All employees within the bargaining unit shall accumulate sick leave as follows:

- a. Newly hired employees one (1) day per month during the first year of employment, with accrual commencing the first day of the month following his/her date of hire.
- b. Employees who have completed one (1) year of service or more, one and one-fourth (1-1/4) days per month.
- c. No sick leave will be credited for any calendar month during which an employee is absent in excess of six (6) working days without pay. Non-paid absences in excess of six (6) working days due to a workers compensation injury will not be held against the employee in the application of the foregoing sentence.
- d. As part of progressive disciplinary measures, sick leave accrual may be denied by the Director of Human Resources upon recommendation of the Department Head. Such denial of sick leave will be based on habitual abuse by the employee. No employee will lose sick leave accrual without prior warning that such an action is contemplated.

ATTACHMENT C

## Current Language:

12.12 Employees in Classification PT-17 will be credited with five (5) Earned Days at the beginning of each year, and no carry-over of time will be allowed. This time is to be used when a full day, or a substantial part of one is to be taken off. Periods of less than a half (1/2) day will be recorded as personal time and not deducted from Earned Time.

## Proposed:

12.12 Employees in Classification PT-17 will be credited with five (5) Earned Days at the beginning of each year, and no carry-over of time will be allowed.



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

**PERSONNEL, PENSION & INSURANCE COMMITTEE  
APPROVAL OF AMENDMENT TO SECTION 125 PLAN**

To: District Board

September 1, 2015

From: Personnel, Pension and Insurance Committee

WHEREAS, The Metropolitan District (the "Employer") maintains The Metropolitan District Section 125 Plan (the "125 Plan") in order to permit its employees to elect to pay their share of the cost of coverage under certain welfare benefit plans on a pre-tax basis rather than on an after-tax basis; and

WHEREAS, the District Board of the Employer has the authority to adopt amendments pertaining to the 125 Plan at any time and from time to time; and

WHEREAS, the Personnel, Pension and Insurance Committee (the "PPI Committee") has recommended to the District Board that it adopt an amendment to the 125 Plan in order to permit short term disability benefits and long term disability benefits to be offered under the 125 Plan to the eligible employees of the Employer on either a pre-tax basis or an after-tax basis; and

WHEREAS, it is desirable that the District Board of the Employer adopt such an amendment to the 125 Plan.

NOW, THEREFORE, BE IT

RESOLVED: That Amendment No. 2 to the 125 Plan, in substantially the form presented to this meeting, be and hereby is approved and adopted, together with any modifications that are determined by counsel for the Employer to be necessary or desirable to effectuate the intention thereof and to comply with the requirements of the Internal Revenue Code of 1986, as amended; and further

RESOLVED: That the chief executive officer of the Employer or any other officer designated by him be, and each of them hereby is, authorized and empowered, for and on behalf of the Employer, to execute Amendment No. 2 to the 125 Plan, and to take any and all other actions which may be necessary or desirable to effectuate the intention of the foregoing resolution.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**AMENDMENT NO. 2 TO  
THE METROPOLITAN DISTRICT  
SECTION 125 PLAN**

The Metropolitan District, a governmental entity organized under the laws of the State of Connecticut, has adopted this Amendment No. 2 to The Metropolitan District Section 125 Plan (the "Plan"), effective as of the date set forth herein.

(1) Effective as of the date of adoption of this Amendment No. 2, Article IV of the Plan is amended by deleting Section 4.1 and substituting the following in lieu thereof:

Section 4.1 *Contribution elections.* A Participant may elect under this Plan either: (a) to receive the entire amount of his or her Compensation from the Employer in cash or other permitted taxable benefits; or (b) to have a portion of the Compensation payable by the Employer for a Plan Year applied by the Employer on a pre-tax basis to pay all or a portion of his or her share of the cost of coverage available during the Plan Year under the terms of the Section 125 Benefit Programs. If a Participant elects to have a portion of his or her Compensation from the Employer applied on a pre-tax basis to pay all or a portion of his or her share of the cost of coverage under the Section 125 Benefit Programs, his or her Compensation from the Employer shall be reduced in accordance with his or her election.

Notwithstanding the provisions of Section 4.2 or Section 4.3, within thirty-one (31) days of a Participant becoming eligible for short term disability coverage and long term disability coverage, the Participant must make a contribution election to have his or her share of the cost of such coverage paid on either an after-tax basis or a pre-tax basis. Any such contribution election will be irrevocable, and cannot be changed due a change in status pursuant to Section 4.4(a) or due to changes in cost or coverage pursuant to Section 4.8 (other than an automatic change due to an increase or decrease in the cost of such disability coverage pursuant to Section 4.8(a)(i)). When an individual first becomes a Participant or is reinstated as a Participant, such contribution election will be made at the same time as the individual's initial election concerning the other Section 125 Benefit Programs offered under the Plan. If a Participant fails to make such a contribution election, the Participant will be deemed to have elected to have his or her share of the cost of such disability coverage paid on a pre-tax basis.

(2) Effective as of the date of adoption of this Amendment No. 2, Schedule A of the Plan is amended by substituting the following in lieu thereof:

**SCHEDULE A****Section 125 Benefit Programs***Health Plan:*

Coverage Period: January 1 – December 31

*Dental Plan:*

Coverage Period: January 1 – December 31

*Group Term Life Insurance up to \$50,000:*

Coverage Period: January 1 – December 31

*Short Term Disability:*

Coverage Period: January 1 – December 31

*Long Term Disability:*

Coverage Period: January 1 – December 31

(3) All section numbers and cross references thereto are appropriately amended to effectuate the intention of the foregoing amendments.

Witness:

THE METROPOLITAN DISTRICT

\_\_\_\_\_

By \_\_\_\_\_

Title:

Date:

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

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
JOB CLASSIFICATION REVISION  
MANAGER OF TREASURY**

TO: District Board

September 1, 2015

From: Personnel, Pension and Insurance Committee

Staff is recommending that the Classification Plan be amended to include the revised position of *Manager of Treasury*. This position currently exists within the District's job classification structure, but with the title of *Deputy Treasurer*. The responsibilities of and designation for "deputy treasurer" are assigned to the *Director of Finance* position, and to ensure signatory authority resides with only one position, this designation should be removed from the *Manager of Treasury* job classification. This classification will retain the value of EE-18 (\$103,451 - \$134,486).

A thorough review of this position was conducted prior to advancing this recommendation for action.

Therefore, staff is recommending that the classification system be amended to reflect the *Manager of Treasury* position, assigned a value of EE-18.

At a meeting of the Personnel, Pension and Insurance Committee held on September 1, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the classification system be amended to reflect the *Manager of Treasury* position and assign this classification a value of EE-18.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

Code: 12475  
Employee Group: E&E  
FLSA Exempt: Exempt

## METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION

**CLASSIFICATION TITLE:           MANAGER OF TREASURY**

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### JOB SUMMARY

The purpose of this classification is to manage revenue, bonding and all cash of the District, perform professional tasks at the managerial level to oversee the daily activities of the Treasury Department, including cash and liquidity management and financial risk management. This position performs professional work in managing direct cash

investments, bonding, accounts receivable, claims, insurance risk, 457b plan and pension asset allocations, OPEB investment management, daily cash flow, employee benefit accounting, and financial planning for Clean Water Projects.

## ESSENTIAL FUNCTIONS

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

- Plans and directs the Treasury division objectives and operations. Oversees and supervises cash and liquidity management. Oversees the management of the District's Accounts Receivable collection effort.
- Directs and manages the debt management function for the District, including identifying appropriate level of debt to fund projects, overseeing cash flow forecasting, identifying and structuring debt arrangements, and overseeing proper debt accounting.
- Assists in controlling risk management activities including monitoring insurance coverage and managing insurance claims.
- Oversees the accounting of employee benefits information; oversees pension calculations and program administration.
- Analyzes information on activity effectiveness and efficiency, determines operating policies and approves operating procedures. Prepares or approves reports.
- Develops, coordinates and reviews the Treasury division budget.
- Creates comprehensive investor relations strategies and presentations.
- Supervises, directs, and evaluates assigned staff of the Treasury Department, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.
- May perform other duties as assigned.

## SUPERVISION RECEIVED

Classification ~~typically reports to~~ works under general direction of the Director of Finance.

## MINIMUM QUALIFICATIONS

Bachelor's degree in accounting, finance or business administration with a minimum of ten (10) years of experience in accounting, financial management, or related area including three (3) years of supervisory and/or managerial experience; practical experience is not an acceptable substitute for degree requirement.

Master's Degree in Business Administration, CPA, CMA or CFA preferred.

## SPECIAL REQUIREMENTS

Must be a Certified Finance Professional.

## PERFORMANCE APTITUDES

**Data Utilization:** Requires the ability to coordinate, manage, strategize, and/or correlate data and/or information. Includes exercise of judgment in determining time, place and/or sequence of operations. Includes referencing data analyses to determine necessity for revision of organizational components.

**Human Interaction:** Requires the ability to function in a supervisory/managerial capacity for a group of workers. Includes the ability to make decisions on procedural and technical levels.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; and may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

**Functional Reasoning:** Requires the ability to apply principles of logical or synthesis functions. Ability to deal with several concrete and abstract variables, and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

**Situational Reasoning:** Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the direction, control and planning of an entire program or set of programs.

## ADA COMPLIANCE

**Physical Ability:** Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or work station.

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate visual and/or auditory cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Essential functions are regularly performed without exposure to adverse environmental conditions.

*The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

***Commissioner Currey moved to amend the classification description for the Manager of Treasury. Additions are underlined and bolded, deletions are struck through.***

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

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
JOB CLASSIFICATION ADDITION  
MANAGER OF THE COMMAND CENTER**

TO: District Board

September 1, 2015

From: Personnel, Pension and Insurance Committee

Staff is recommending that the Classification Plan be amended to include the new position of *Manager of the Command Center*. This position was previously merged with the *Manager of Customer Service* classification and all responsibilities for the two distinct departments were contained within one job classification. Based on work volume and responsibilities assigned to the position, staff is recommending that the positions be separated, and the *Manager of the Command Center* be assigned a value of EE-18 (\$103,451 - \$134,486).

A thorough review of this position was conducted prior to advancing this recommendation for action.

Therefore, staff is recommending that the classification system be amended to reflect the *Manager of the Command Center* position, assigned a value of EE-18.

At a meeting of the Personnel, Pension and Insurance Committee held on September 1, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the classification system be amended to reflect the *Manager of the Command Center* position and assign this classification a value of EE-18.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

Code:  
Employee Group: E&E  
FLSA Status: Exempt

## **METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION**

**CLASSIFICATION TITLE: MANAGER OF THE COMMAND CENTER**

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## **JOB SUMMARY**

This position is responsible for managing the District's command center and utility services functions.

Primary responsibilities include management of all command center and utility services activities, including emergency water and sewer operations, service and trouble call response, Coordinates response of MDC crews and resources, cross connection/backflow inspections and programs, water and sewer inspections and inquiries, construction plan review and permitting, Call Before You Dig responses, insurance claims response and resolution. This work requires the employee have knowledge, skill and ability in utility pipeline maintenance supervision and in meter and systems maintenance administration.

## **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

- Manages command center operations, including staffing, alarm responses and emergency and non-emergency water and sewer operations.
- Manages the overall activities of the Command Center function by providing direction to supervisors, responding to after-hour emergencies, and alarm system management.
- Manages cross-connection and backwater valve program inspections and compliance.
- Coordinates division operations with other District functions and government agencies. Coordinates unit operations and the personnel, materials and equipment necessary for projects and objectives.
- Manages and develops division budgets and reviews unit budgets. Approves unit expenditures within fund allocations.
- Ensures that federal, state, local and District regulations, guidelines, policies and procedures are properly followed and executed.
- Administers the District's Call Before You Dig Program.
- Coordinates work crews and resources for emergency and non-emergency calls.
- Responds to emergencies at any time of the day or night, as necessary. Serves on-call for emergencies, as assigned.
- Keeps abreast of industry developments and trends in effective and efficient service delivery. Works to continuously improve the District's service delivery performance.
- Counsels employees. Administers union contract language and discipline. Appoints job candidates from approved eligibility lists. Approves employee performance evaluations and recommends reclassifications. Assures safe work practices.
- Performs special assignments, as assigned.
- Performs related work as required.

## **SUPERVISION RECEIVED**



Works under the general direction of the Director of Operations.

## MINIMUM QUALIFICATIONS

A bachelor's degree from an accredited college or university in, business, public administration or a related field; supplemented by seven (7) years of experience in utility customer service or related activity, including three (3) years in a supervisory capacity or a combination of education, training and experience that provides the requisite knowledge, skills and abilities for this job. Experience in the water, wastewater and/or storm water industries is preferable.

## SPECIAL REQUIREMENTS

Must have a CT Class III Operator Water Distribution System Certificate.

Must have a valid driver's license.

## KNOWLEDGE, SKILLS, AND ABILITIES

- A working knowledge of general utility customer service policies, processes and practices and laws and regulations.
- A working knowledge of public administration principles and practices as applied to the District.
- The ability to communicate effectively both orally and in writing, including in public meeting formats, hearings and/or District Board of Commissioners meeting settings.
- The ability to develop, implement and administer policies and procedures including goals, objectives, financial planning, decision-making, and report development and writing.
- The ability to effectively manage customer service functions through subordinate supervisors.
- The ability to establish and maintain effective working relationships with all classes of customers, senior management, coworkers, vendors, contractors, consultants and other governmental agencies.

## PERFORMANCE APTITUDES

**Data Utilization:** Requires the ability to coordinate, manage, strategize, and/or correlate data and/or information. Includes exercise of judgment in determining time, place and/or sequence of operations. Includes referencing data analyses to determine necessity for revision of organizational components.

**Human Interaction:** Requires the ability to function in a supervisory/managerial capacity for a group of workers. Includes the ability to make decisions on procedural and technical levels.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; and may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

**Functional Reasoning:** Requires the ability to apply principles of logical or synthesis functions. Ability to deal with several concrete and abstract variables, and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

**Situational Reasoning:** Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the direction, control and planning of an entire program or set of programs.

## ADA COMPLIANCE

**Physical Ability:** Tasks require the ability to exert light physical effort in a sedentary to light work environment, which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (under 25 pounds).

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate visual and/or auditory cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Essential functions are regularly performed without exposure to adverse environmental conditions.

*The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

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

### PERSONNEL, PENSION AND INSURANCE COMMITTEE JOB CLASSIFICATION ADDITION MANAGER OF CUSTOMER SERVICE

TO: District Board

September 1, 2015

From: Personnel, Pension and Insurance Committee

Staff is recommending that the Classification Plan be amended to include the new position of *Manager of Customer Service*. This position was previously merged with the *Manager of the Command Center* classification and all responsibilities for the two distinct departments were contained within one job classification. Based on work volume and responsibilities assigned to the position, staff is recommending that the positions be separated, and the *Manager of Customer Service* be assigned a value of EE-18 (\$103,451 - \$134,486).

A thorough review of this position was conducted prior to advancing this recommendation for action.

Therefore, staff is recommending that the classification system be amended to reflect the *Manager of Customer Service* position, assigned a value of EE-18.

At a meeting of the Personnel, Pension and Insurance Committee held on September 1, 2015, it was:

**Voted:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the classification system be amended to reflect the *Manager of Customer Service* position and assign this classification a value of EE-18.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

Code:  
Employee Group: E&E  
FLSA Status: Exempt

## **METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION**

**CLASSIFICATION TITLE:           MANAGER OF CUSTOMER SERVICE**

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### **JOB SUMMARY**

This position is responsible for managing the District's customer service function, including all retail and wholesale customer interfaces, policies and processes.

Primary responsibilities consist of management of all customer services activities, including call center, billing, metering, meter reading, and customer credit, including best practices of financial accounting principles. Duties include developing, implementing, directing and monitoring the District's customer service policies and programs, developing metrics and monitoring customer calling to assure the highest level of customer satisfaction is achieved for retail and wholesale water and sewer customers.

### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

- Manages the overall activities of the customer service function by providing direction to reporting administrators and/or supervisors in call center operation, billing, metering, meter reading, and credit activities. Coordinates external billing payments. Establishes a strong customer service culture among all customer service staff.
- Develops and proposes for senior management review consistent policies for service delivery, billing, and service terminations, in accordance with applicable state statutes and regulations. Implements approved policies with effective customer service processes and practices.

- Establishes customer service performance measures and regularly reviews and reports customer service performance to senior management. Coordinates with other departments as necessary to optimize customer satisfaction and service delivery.
- Selects, develops, manages and trains customer service personnel, consistent with the industry standard and District's plans and policies to ensure that the highest level of customer satisfaction is achieved.
- Develops, implements, and monitors efficient and effective manual and automated systems and controls in all customer service processes and activities. Develops and utilizes existing automated systems to the maximum extent of their capabilities.
- Oversees the development and management of multiple budgets.
- Manages the resolution of customer complaints and inquiries. Advises senior management regarding high-interest customer complaints and situations, and develops new protocols to resolve and address immediately.
- Ensures the accuracy and timeliness of meter reading. Continually monitors delinquent and uncollectible accounts, estimated billings and other situations that adversely affect the District's receivables, in coordination with the Treasury Department. Actively manages delinquent and uncollected accounts to minimize their impact.
- Keeps abreast of industry developments and trends in effective and efficient service delivery. Works to continuously improve the District's service delivery performance.
- Counsels employees. Administers union contract language and discipline. Appoints job candidates from approved eligibility lists. Approves employee performance evaluations and recommends reclassifications. Assures safe work practices.
- Performs special assignments, as assigned.
- Performs related work as required.

## **SUPERVISION RECEIVED**

Works under the general direction of the Director of Finance

## **MINIMUM QUALIFICATIONS**

A bachelor's degree from an accredited college or university in, business, public administration, communications or a related field; supplemented by seven (7) years of experience in utility customer service or related activity, including three (3) years in a supervisory capacity within a customer service call center/credit collecting that provides the requisite knowledge, skills and abilities for this job. Experience in the water, wastewater and/or storm water industries is preferable.

## **SPECIAL REQUIREMENTS**

None

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- A working knowledge of SAP or similar ERP system, general utility customer service policies, processes and practices and laws and regulations.
- A working knowledge of public administration principles and practices as applied to the District.

- The ability to communicate effectively both orally and in writing, including in public meeting formats, hearings and/or District Board of Commissioners meeting settings.
- The ability to develop, implement and administer policies and procedures including goals, objectives, financial planning, decision-making, and report development and writing.
- The ability to effectively manage customer service functions through subordinate supervisors.
- The ability to establish and maintain effective working relationships with all classes of customers, senior management, coworkers, vendors, contractors, consultants and other governmental agencies.

## PERFORMANCE APTITUDES

**Data Utilization:** Requires the ability to coordinate, manage, strategize, and/or correlate data and/or information. Includes exercise of judgment in determining time, place and/or sequence of operations. Includes referencing data analyses to determine necessity for revision of organizational components.

**Human Interaction:** Requires the ability to function in a supervisory/managerial capacity for a group of workers. Includes the ability to make decisions on procedural and technical levels.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; and may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

**Functional Reasoning:** Requires the ability to apply principles of logical or synthesis functions. Ability to deal with several concrete and abstract variables, and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

**Situational Reasoning:** Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the direction, control and planning of an entire program or set of programs.

## ADA COMPLIANCE

**Physical Ability:** Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or work station.

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate visual and/or auditory cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Essential functions are regularly performed without exposure to adverse environmental conditions.

*The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

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

***The District Board, without objection, considered Agenda Items #11A "Revision of General Ordinances § G1i" and #11B "Revision to General Ordinances §§ G6E, G6F, G6H, G8A, G8F" without action from the Committee on MDC Government.***

**COMMITTEE ON MDC GOVERNMENT  
REVISION OF GENERAL ORDINANCE § G1I**

To: District Board

September 1, 2015

From: Committee on MDC Government

District staff, through the Office of District Counsel, submits the revisions of Section G1i, "CONTRIBUTION BY EMPLOYEES", to The Metropolitan District General Ordinances for consideration by the Committee on MDC Government. Pursuant to the authority set forth in Section 1(g) of Special Act 08-9 (Regular Session 2008).

The proposed revisions are underlined.

**SEC. G1i CONTRIBUTION BY EMPLOYEES**

Each District employee hired prior to October 4, 2015 shall contribute five percent (5%) of his or her earnings, exclusive of any amounts attributable to overtime, toward the cost of the benefits provided hereunder and the remainder of said cost shall be paid by the District. Each District employee hired or rehired on or after October 4, 2015 shall contribute seven percent (7%) of his or her earnings, exclusive of any amounts attributable to overtime, toward the cost of the benefits provided hereunder and the remainder of said cost shall be paid by the District. All employee contributions shall be nondiscretionary and shall be deducted from each payroll. Such contributions shall be applied toward the cost of the retirement allowances provided for by the terms of this ordinance in compliance with Section 414(h)(2) of the Internal Revenue code.

(Adopted April 3, 1989)

(Effective April 13, 1989)

At a meeting of the Committee on MDC Government held on September 1, 2015, it was:

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

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

**SEC. G1i CONTRIBUTION BY EMPLOYEES**

Each District employee hired prior to October 4, 2015 shall contribute five percent (5%) of his or her earnings, exclusive of any amounts attributable to overtime, toward the cost of the benefits provided hereunder and the remainder of said cost shall be paid by the District. Each District employee hired or rehired on or after October 4, 2015 shall contribute seven percent (7%) of his or her earnings, exclusive of any amounts attributable to overtime, toward the cost of the benefits provided hereunder and the remainder of said cost shall be paid by the District. All employee contributions shall be nondiscretionary and shall be deducted from each payroll. Such contributions shall be applied toward the cost of the retirement allowances provided for by the terms of this ordinance in compliance with Section 414(h)(2) of the Internal Revenue code.

(Adopted April 3, 1989)

(Effective April 13, 1989)

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**COMMITTEE ON MDC GOVERNMENT  
REVISION OF GENERAL ORDINANCES §§ G6E, G6F, G6H, G8A, G8F**

To: District Board

September 1, 2015

From: Committee on MDC Government

District staff, through the Office of District Counsel, submits the revisions of Section G6e "REVIEW OF PROPOSALS", Section G6f "FINAL SELECTION", Section G6h "INDEFINITE-DELIVERY/INDEFINITE-QUANTITY SELECTION", Section G8a "SUPPLIES AND SERVICES", and Section G8f "STREAMLINED SOLICITATION FOR COMMERCIAL ITEMS", to The Metropolitan District General Ordinances for consideration by the Committee on MDC Government. Pursuant to the authority set forth in Section 1(g) of Special Act 08-9 (Regular Session 2008).

Deletions are struck through, additions are underlined.

**SEC. G6e REVIEW OF PROPOSALS**

Proposal envelopes shall be retained by the District Clerk until such time as the submission deadline has passed~~opened at a common date and time.~~ Proposal

envelopes and fee envelopes shall be kept unopened by the District Clerk until those of the respondents who are on the list of finalists are opened pursuant to SEC. G6f. will then be provided to and retained by Procurement staff for management of the proposal evaluation process including making an initial determination of whether such responses have met the basic submission requirements of the RFP.

All responses to the RFP which meet the submission requirements of such RFP shall be reviewed by the selection panel. The selection panel shall, at this stage, review and evaluate proposals on the following bases:

- a. responsiveness of proposal to requirements of the RFP;
- b. quality of the technical approach proposed;
- c. level of effort offered as indicated by professional time committed;
- d. such other criteria as the District Manager deems are relevant to the specific project to be undertaken.

Such review may consist of, but shall not be limited to, interviews with the principals and staff of the submitting entities, review of technical information, requests for additional information, and confirmation of other material provided in the proposal. After conducting the review of proposals, the selection panel shall prepare a list of the finalists, consisting of a predetermined number, containing those respondents to the RFP whose proposals best meet the District's expectations with respect to the foregoing criteria, which list may or may not contain all of those listed on the short list.

(Adopted March 2, 1992)

(Effective March 12, 1992)

## **SEC. G6f FINAL SELECTION**

Upon selection of the finalists, the fee envelopes submitted by the finalists shall be opened by the District Clerk or designed by District staff and the contract shall be awarded to the finalist having the lowest fee proposal; provided, however, that if the District Manager determines that the proposal of a finalist not having the lowest fee proposal offers a specific benefit to the District, such as decreasing construction and/or operating costs, increasing capacity and/or productivity, accessing state-of-the-art and exclusive technology or other similar benefit, the contract may be awarded to such finalist notwithstanding the fact that its fee proposal is not lowest. The fee envelopes of entities that were not included on the list of finalists shall be returned unopened.

(Adopted March 2, 1992)

(Effective March 12, 1992)

## **SEC. G6h INDEFINITE-DELIVERY/INDEFINITE-QUANTITY SELECTION**



Pursuant to the authority granted to the District under Section 1(g) of Special Act 08-9 (Regular Session 2008), and upon a determination by the Chief Executive Officer ("CEO") that the interests of the District would be best served by the procurement of engineering or other construction related services through an indefinite-quantity contract as set forth in the Federal Acquisition Regulations ("the FAR"), as codified in the FAR Subparts 16.504 and 16.505, the District may solicit and award such engineering-services when the District cannot predetermine, above a specified minimum, the precise quantities of engineering-services it requires during a specific contract period, and it is inadvisable for the District to enter into a contract for more than the minimum quantity, and a recurring need for such services, from whatever source, is anticipated. The procedure for an award of an indefinite-quantity contract shall include: 1) a stated minimum value and quantity of services; 2) a request for qualifications procedure to establish a list of qualified engineers-firms eligible to participate in the selection process, to include qualification and selection criteria; 3) a procedure to amend or supplement the list of qualified engineers-firms on an ongoing basis through the request for qualification process; 4) standards and parameters for negotiations between the District and the engineer-firm selected from the list of qualified engineers-firms for a particular indefinite- quantity task, all of the foregoing being consistent with the FAR; and 5) standard contractual provisions.

(June 13, 2012)

(Effective June 23, 2012)

## **SEC. G8a SUPPLIES AND SERVICES**

With the exception of the procurement of supplies and services pursuant to Sections G8d, ~~and~~ G8e, and G8g below when either an emergency exists or the Chief Executive Officer determines that the interests of the District would be best served by the procurement of such supplies and services through best value based selection or on a single or sole source basis, supplies and services which must be purchased following public bids, pursuant to Section 2-16 of the Charter of The Metropolitan District, if the expenditure for such supplies and services exceeds twenty-five thousand dollars, shall be the same types of supplies and services which must be purchased following competitive bids by the State of Connecticut pursuant to Section 4a-57(a) of the Connecticut General Statutes.

(Adopted June 13, 2012)

(Effective June 23, 2012)

## **SEC. G8f STREAMLINED SOLICITATION FOR COMMERCIAL ITEMS**

Pursuant to the authority granted to the District under Section 1(g) of Special Act 08-9 (Regular Session 2008), upon a determination that the interests of the District would be best served by the procurement of "Commercial items," as well as "Commercially available off-the-shelf (COTS) items" as defined in FAR Part 2.101, through Streamlined Solicitation for Commercial Items as set forth in the Federal Acquisition Regulations ("the FAR"), as codified in FAR Subpart 12.603, as may be amended

from time to time, and as modified and adopted by District as provided for herein, the District may solicit and award any commercial good, material, service or supply using such methods as the FAR permits for a reasonable price as determined by a competitive process.

The procedure for solicitation and award through streamlined procedures shall include:

- 1) A written solicitation consistent with the format as described under FAR Subpart 12.603;
- 2) Dissemination of the solicitation in accordance with FAR Subpart 5.101;
- 3) Establishment of a solicitation response time that will afford potential offerors a reasonable opportunity to respond to each proposed contract action; and
- 4) Publicizing amendments to solicitations in the same manner as the initial solicitation.

In the event that a State agency, Federal agency, cooperative purchasing organization or any other public agency or organization comprised of public bodies has engaged in a process that is consistent with the procedures provided herein, which procedure has resulted in a contract, multiple-award or otherwise, the District shall be allowed to participate in and utilize such contract for the purchase of goods and/or services in accordance with the contract's terms and conditions, provided that: (i) the specific contract, consortium purchasing program or public agency allows such participation; and (ii) the cost savings achieved are greater than the administrative costs associated with the District conducting its own procurement process.

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

(Adopted May 6, 2013)

(Effective May 16, 2013)

At a meeting of the Committee on MDC Government held on  
September 1, 2015, it was:

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

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

## **SEC. G6e REVIEW OF PROPOSALS**

Proposal envelopes shall be retained by the District Clerk until such time as the submission deadline has passed. Proposal envelopes and fee envelopes will then be provided to and retained by Procurement staff for management of the proposal evaluation process including making an initial determination of whether such responses have met the basic submission requirements of the RFP.

All responses to the RFP which meet the submission requirements of such RFP shall be reviewed by the selection panel. The selection panel shall, at this stage, review and evaluate proposals on the following bases:

- a. responsiveness of proposal to requirements of the RFP;
- b. quality of the technical approach proposed;
- c. level of effort offered as indicated by professional time committed;
- d. such other criteria as the District Manager deems are relevant to the specific project to be undertaken.

Such review may consist of, but shall not be limited to, interviews with the principals and staff of the submitting entities, review of technical information, requests for additional information, and confirmation of other material provided in the proposal. After conducting the review of proposals, the selection panel shall prepare a list of the finalists, consisting of a predetermined number, containing those respondents to the RFP whose proposals best meet the District's expectations with respect to the foregoing criteria, which list may or may not contain all of those listed on the short list.

(Adopted March 2, 1992)

(Effective March 12, 1992)

#### **SEC. G6f FINAL SELECTION**

Upon selection of the finalists, the fee envelopes submitted by the finalists shall be disclosed by District staff and the contract shall be awarded to the finalist having the lowest fee proposal; provided, however, that if the District Manager determines that the proposal of a finalist not having the lowest fee proposal offers a specific benefit to the District, such as decreasing construction and/or operating costs, increasing capacity and/or productivity, accessing state-of-the-art and exclusive technology or other similar benefit, the contract may be awarded to such finalist notwithstanding the fact that its fee proposal is not lowest. The fee envelopes of entities that were not included on the list of finalists shall be returned unopened.

(Adopted March 2, 1992)

(Effective March 12, 1992)

#### **SEC. G6h INDEFINITE-DELIVERY/INDEFINITE-QUANTITY SELECTION**

Pursuant to the authority granted to the District under Section 1(g) of Special Act 08-9 (Regular Session 2008), and upon a determination by the Chief Executive Officer ("CEO") that the interests of the District would be best served by the procurement of engineering or other construction related services through an indefinite-quantity contract as set forth in the Federal Acquisition Regulations ("the FAR"), as codified in the FAR Subparts 16.504 and 16.505, the District may solicit and award such services when the District cannot predetermine, above a specified minimum, the precise quantities of services it requires during a specific contract period, and it is inadvisable for the District to enter into a contract for more than the minimum quantity, and a recurring need for such services, from whatever source, is anticipated. The procedure for an award of an indefinite-quantity contract shall include: 1) a stated minimum value and quantity of services; 2) a request for qualifications procedure to establish a list of qualified firms eligible to participate in the selection process, to include qualification and selection criteria; 3) a procedure to amend or supplement the list of qualified firms on an ongoing basis through the request for qualification process; 4) standards and parameters for negotiations between the District and the firm selected from the list of qualified firms for a particular indefinite- quantity task, all of the foregoing being consistent with the FAR; and 5) standard contractual provisions.

(June 13, 2012)

(Effective June 23, 2012)

## **SEC. G8a     SUPPLIES AND SERVICES**

With the exception of the procurement of supplies and services pursuant to Sections G8d, G8e, and G8g below when either an emergency exists or the Chief Executive Officer determines that the interests of the District would be best served by the procurement of such supplies and services through best value based selection or on a single or sole source basis, supplies and services which must be purchased following public bids, pursuant to Section 2-16 of the Charter of The Metropolitan District, if the expenditure for such supplies and services exceeds twenty-five thousand dollars, shall be the same types of supplies and services which must be purchased following competitive bids by the State of Connecticut pursuant to Section 4a-57(a) of the Connecticut General Statutes.

(Adopted June 13, 2012)

(Effective June 23, 2012)

## **SEC. G8f     STREAMLINED SOLICITATION FOR COMMERCIAL ITEMS**

Pursuant to the authority granted to the District under Section 1(g) of Special Act 08-9 (Regular Session 2008), upon a determination that the interests of the District would be best served by the procurement of "Commercial items," as well as "Commercially available off-the-shelf (COTS) items" as defined in FAR Part 2.101, through Streamlined Solicitation for Commercial Items as set forth in the Federal Acquisition Regulations ("the FAR"), as codified in FAR Subpart 12.603, as may be amended

from time to time, and as modified and adopted by District as provided for herein, the District may solicit and award any commercial good, material, service or supply using such methods as the FAR permits for a reasonable price as determined by a competitive process.

The procedure for solicitation and award through streamlined procedures shall include:

- 1) A written solicitation consistent with the format as described under FAR Subpart 12.603;
- 2) Dissemination of the solicitation in accordance with FAR Subpart 5.101;
- 3) Establishment of a solicitation response time that will afford potential offerors a reasonable opportunity to respond to each proposed contract action; and
- 4) Publicizing amendments to solicitations in the same manner as the initial solicitation.

In the event that a State agency, Federal agency, cooperative purchasing organization or any other public agency or organization comprised of public bodies has engaged in a process that is consistent with the procedures provided herein, which procedure has resulted in a contract, multiple-award or otherwise, the District shall be allowed to participate in and utilize such contract for the purchase of goods and/or services in accordance with the contract's terms and conditions, provided that: (i) the specific contract, consortium purchasing program or public agency allows such participation; and (ii) the cost savings achieved are greater than the administrative costs associated with the District conducting its own procurement process.

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

(Adopted May 6, 2013)

(Effective May 16, 2013)

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**COMMITTEE ON ORGANIZATION  
APPOINTMENT OF DIRECTOR OF INFORMATION SERVICES**

To: District Board September 1, 2015

From: Committee on Organization

Pursuant to Section B3b of the District By-Laws, please consider this communication as my recommendation to the Committee on Organization to conditionally appoint Robert Schwarm as Director of Information Services for the Metropolitan District.

At a meeting of the Committee on Organization held on September 1, 2015, it was:

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

**Resolved:** That the District Board, in accordance with Section B3b of the District By-Laws, hereby conditionally appoints Robert Schwarm as Director of Information Services for the Metropolitan District.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**CONSIDERATION & POTENTIAL ACTION AUTHORIZING THE PURCHASE OF  
PROPERTY LOCATED AT 484 FRANKLIN AVENUE, HARTFORD,  
CONNECTICUT IN FURTHERANCE OF THE CLEAN WATER PROJECT**

**EXECUTIVE SESSION**

At 7:27 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Camilliere and duly seconded, the District Board entered into executive session***

***in order to discuss purchase of property located at 484  
Franklin Avenue, Hartford.***

Those in attendance during the executive session:

Commissioners; Andrew Adil, Daniel Camilliere, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, Sandra Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Joseph H. Kronen, Maureen Magnan, Alphonse Marotta, Albert F. Reichin, Pasquale J. Salemi, Helene Shay, Raymond Sweezy, Alvin E. Taylor and Michael A. Toppi Attorneys R. Bartley Halloran, Christopher R. Stone and Brendan Fox; Scott Jellison and John M. Zinzarella.

**RECONVENE**

At 7:34 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Adil and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

**CONSIDERATION & POTENTIAL ACTION AUTHORIZING THE PURCHASE OF  
PROPERTY LOCATED AT 484 FRANKLIN AVENUE, HARTFORD,  
CONNECTICUT IN FURTHERANCE OF THE CLEAN WATER PROJECT**

To: District Board

September 1, 2015

**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 Silvia Miceli for the purchase of property located at 484 Franklin Avenue, Hartford, Connecticut ("Property"), in furtherance of the Clean Water Project ("CWP");

**Be It Further Resolved** that the purchase price shall be \$210,000.00, 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; and

**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 Property by the MDC.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**ADJOURNMENT**

The meeting was adjourned at 7:46 P.M.

ATTEST:

A handwritten signature in black ink, reading "John Mirtle".

John S. Mirtle, Esq.  
District Clerk

October 5, 2015

Date of Approval



**THE METROPOLITAN DISTRICT COMMISSION**

555 Main Street  
Hartford, Connecticut 06103  
Monday, October 5, 2015

**Present:** Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, William P. Horan, Joseph Klett, Kathleen J. Kowalyszyn, Maureen Magnan, Alphonse Marotta, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor, Michael A. Toppi and Special Representative Michael Carrier (20)

**Absent:** Commissioners Mary Anne Charron, Timothy Curtis, Matthew B. Galligan, Sandra Johnson, Joseph H. Kronen, James S. Needham, Mark A. Pappa, J. Lawrence Price, Kennard Ray, Albert F. Reichin, Helene Shay, Richard W. Vicino and Special Representative Michael Carrier (13)

**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  
John S. Mirtle, District Clerk  
Gerald J. Lukowski, Director of Operations  
Sue Negrelli, Director of Engineering  
Erin Ryan, Director of Human Resources  
Robert Schwarm, Director of Information Technology  
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**

The meeting was called to order by Chairman DiBella at 6:06 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES**

***On motion made by Commissioner Camilliere and duly seconded, the meeting minutes of September 1, 2015 were approved.***

***Commissioners Caban and Vicino abstained.***

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
EMPLOYEE HEALTH INSURANCE BUYOUT**

To: District Board October 5, 2015

From: Personnel, Pension and Insurance Committee

In order to create a contemporary benefits package necessary to attract, recruit, and retain professional employees in Exempt and Excluded and unclassified positions, the management team recommended and the Personnel, Pension and Insurance Committee approved at its July 13, 2015 meeting a spousal health insurance buyout benefit. Management is recommending expanding the health insurance buyout option to allow the District employee to withdraw from District health insurance coverage and receive the benefit. Management recommends the following changes to the employee health insurance buyout option offered to Exempt and Excluded and unclassified employees.

It is therefore **RECOMMENDED** that it be:

**VOTED:** That the Personnel Pension and Insurance Committee recommend to the District Board passage of the following resolution:

**RESOLVED:** That the employee health insurance buyout package for Exempt and Excluded and unclassified employees be modified as follows:

1. Buyout for Health Insurance

- a. If an employee is covering his/her spouse with District health insurance, but the spouse is eligible for insurance through his/her own employer, the District will pay the employee one thousand dollars (\$1,000) in four (4) quarterly installments of two hundred and fifty dollars (\$250), if the spouse elects to take his/her own employer's health insurance.
- b. If an employee is eligible for insurance through his/her spouse's employer, the District will pay the employee an additional one thousand dollars (\$1,000) in four (4) quarterly installments of two hundred and fifty dollars (\$250), if the employee elects to take his/her spouses employer's health insurance. The employee is eligible for the \$1,000 payment for each year s/he elects not to participate in the District health insurance.

- c. This plan will take effect January 1, 2016. The employee must withdraw from District health insurance and/or drop his/her eligible dependent spouse during open enrollment to participate.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
EXEMPT & EXCLUDED LIFE INSURANCE OPTIONS**

To: District Board

October 5, 2015

From: Personnel, Pension

In order to create a contemporary benefits package necessary to attract, recruit, and retain professional employees in Exempt and Excluded and unclassified positions, the management team recommended and the Personnel, Pension and Insurance Committee approved at its July 13, 2015 meeting, various changes to the employee benefits package. Management is recommending adding additional life insurance options for Exempt and Excluded and unclassified employees. The District currently offers \$10,000 in life insurance benefits to employees, and allows employees the option to buy an additional \$40,000 in coverage. The Management team recommendation, based on industry best practice and advice of the employee benefits consultant, is to provide Exempt and Excluded and unclassified employees with life insurance that equals one-time an employee's base salary, and to allow the employee to purchase, at his or her own expense, up to an additional year of salary in coverage.

It is therefore **RECOMMENDED** that it be:

**VOTED:** That the Personnel Pension and Insurance Committee recommend to the District Board passage of the following resolution:

**RESOLVED:** That the employee benefit package for Exempt and Excluded and unclassified employees be modified as follows:

**Employee Life Insurance**

The District will provide each Exempt and Excluded and unclassified employee with life insurance equaling one year of base salary. The

employee will have the option to purchase, at his or her own expense, additional coverage, up to a maximum of his or her base salary.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**BOARD OF FINANCE  
AUTHORIZATION OF SIGNATURE AUTHORITY OF THE VICE  
CHAIRMAN AND DEPUTY TREASURER**

TO: District Board

October 5, 2015

From: Board of Finance

WHEREAS, the District Board has previously resolved on numerous occasions to permit bonds, notes, agreements, applications for loans and/or grants, documents and instruments to be executed and delivered by the Chairman and/or the Treasurer on behalf of the District; and

WHEREAS, the District Board wishes to provide for the ability of the Vice Chairman to execute and deliver bonds, notes, agreements, applications for loans and/or grants, documents and instruments on behalf of the District in the absence or unavailability of the Chairman and to provide for the ability of the Deputy Treasurer to execute and deliver bonds, notes, agreements, applications for loans and/or grants, documents and instruments on behalf of the District in the absence or unavailability of the Treasurer;

At a meeting of the Board of Finance held on October 5, 2015, it was:

RESOLVED:

Section 1. Whenever the District Board has by resolution authorized an action to be taken by the Chairman, in the absence or unavailability of the Chairman, the Vice Chairman is hereby authorized to take such action, including acting to execute and deliver any bonds, notes, agreements, applications for loans and/or grants, documents and instruments on behalf of the District to the same extent and with the same effect as they may be executed and delivered by the Chairman. Any such action by the Vice Chairman shall be conclusive evidence of the absence or unavailability of the Chairman.

Section 2. Whenever the District Board has by resolution authorized an action to be taken by the District Treasurer, in the absence or unavailability of the District Treasurer, the Deputy Treasurer is hereby authorized to take such action, including acting to execute and deliver any bonds, notes, agreements, applications for loans and/or grants, documents and instruments on behalf of the District to the same extent and with the same effect as they may be executed and delivered by the District Treasurer. Any such action by the Deputy Treasurer shall be conclusive evidence of the absence or unavailability of the District Treasurer.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**BOARD OF FINANCE  
REALLOCATION OF GENERAL OBLIGATION BONDS**

To: District Board

October 5, 2015

From: Board of Finance

Staff is seeking authority for the District to reallocate proceeds from the District's \$35,000,000 General Obligation Bond Anticipation Notes, Series B dated March 19, 2015 from the Clean Water Project to those capital improvement projects set forth on **Exhibit A** attached.

At a meeting of the Board of Finance held on October 5, 2015 it was:

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

**RESOLUTION AUTHORIZING THE REALLOCATION OF \$38,000,000 IN  
GENERAL OBLIGATION BOND ANTICIPATION NOTES OF THE  
METROPOLITAN DISTRICT**

Proceeds from the District's \$35,000,000 General Obligation Bond Anticipation Notes, Series B dated March 19, 2015 are hereby reallocated, \$30,000,000 from the 2006 Clean Water Project appropriation and bond authorization, and \$5,000,000 from the 2012 Clean Water Project appropriation and bond authorization, to those capital improvement projects set forth on **Exhibit A** attached.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

## EXHIBIT A- BAN Reallocation

CIP Appropriation		Appropriation	Reallocation Amount
2005 Water Distribution System Improvements	Water	3,000,000	6,000
2008 Water Supply Facility Improvements	Water	2,200,000	6,000
2008 West Hartford Access and Security Improvements	Water	2,500,000	62,000
2009 Transmission Valve Replacements	Water	3,500,000	13,000
2009 Water Main - Farmington Avenue, Hartford	Water	2,070,000	339,000
2010 CWP Water Main Replacement - Farmington Ave, Hartford	Water	2,330,000	61,000
2010 Dam Safety Improvements - Res #2	Water	1,315,000	2,000
2010 Dam Safety Improvements - Res #3	Water	1,315,000	178,000
2010 Hydraulic Computer Modeling	Water	2,350,000	19,000
2010 Water Facilities Security & Improvement Program	Water	4,492,000	159,000
2010 Water Main Replacement - Bloomfield	Water	400,000	4,000
2010 Water Main Replacement - Hartford	Water	1,000,000	17,000
2010 Water Main Replacement - Wethersfield	Water	600,000	32,000
2011 Design of Water Main Replacements	Water	1,000,000	58,000
2011 Water Main Replacement - Cottage Grove Road, Bloomfield	Water	1,450,000	10,000
2011 Water Main Replacement - Hamilton Street and Park Terrace, Hartford, Phase II	Water	3,250,000	20,000
2011 Water Main Replacement - Hartford	Water	3,600,000	271,000
2011 Water Main Replacement - Longview Drive, Talcottview and Pheasant Lane, Bloc	Water	1,700,000	22,000
2011 Water Main Replacement - Simmons Road, East Hartford	Water	450,000	82,000
2011 West Hartford Water Treatment Facility North Storage Tank Installation	Water	4,800,000	7,000
2012 CWP Water Main Replacement-South Maple Ave Area West, Hartford	Water	4,000,000	305,000
2012 Dam Safety Improvements-Goodwin and Saville	Water	2,040,000	27,000
2012 Farmington Avenue Water Main Installation Trout Brook to Whiting Lane, West H	Water	1,888,000	1,000
2012 General Purpose Water	Water	4,000,000	184,000
2012 Paving Program	Water	5,000,000	18,000
2012 Radio Frequency Automated Meter Reading	Water	5,000,000	225,000
2012 Standpipe & Above Grade Storage Tank Projects	Water	4,224,000	53,000
2012 Water Main Replacement - Retreat Avenue, Hartford	Water	4,094,000	10,000
2012 Water Main Replacement-Farmington Avenue, Hartford	Water	3,500,000	15,000
2012 Water Storage Tank Safety Upgrade	Water	839,000	5,000
2012 Water Treatment Facilities Upgrades	Water	2,500,000	55,000
2013 Asset Management Water Main Replacement	Water	4,480,000	138,000
2013 Bloomfield Water Treatment Facility Filtered Water Basin Improvements	Water	3,050,000	13,000
2013 Buckingham Water Pump Station, Glastonbury	Water	1,740,000	96,000
2013 CWP-Water Main Replacement Church Street, Hartford	Water	370,000	24,000
2013 CWP-Water Main Replacement Portions of Church Street, Hartford	Water	4,570,000	3,000
2013 General Purpose Water	Water	3,860,000	3,000
2013 Newington PRV Service Area Upgrades	Water	2,330,000	19,000
2013 Paving Program	Water	4,200,000	137,000
2013 Water Main Replacement Center Street, Hartford	Water	330,000	116,000
2013 Water Main Replacement Franklin 13	Water	2,100,000	502,000
2013 Water Main Replacement Jerome Avenue, Bloomfield	Water	1,400,000	33,000
2013 Water Main Replacement Oakwood Avenue, West Hartford	Water	300,000	173,000
2013 Water Supply Generators	Water	350,000	109,000
2013 Wickham Hill Basins, East Hartford	Water	4,980,000	211,000
2014 Collinsville WTP Emergency Generator Replacement	Water	500,000	465,000
2014 General Purpose Water Program	Water	3,500,000	2,115,000
2014 Kilkenny Water	Water	5,000,000	2,538,000
2014 Orchard Street Water Pump Station, Glastonbury	Water	3,000,000	2,000,000
2014 Paving Program	Water	3,000,000	148,000
2014 Phelps Brook Dam and East Dike Rehabilitation Project	Water	3,000,000	-
2014 Renewable Energy Projects - Water Facilities	Water	300,000	138,000
2014 Transmission Main Extension - Newington	Water	3,500,000	-
2014 Various Transmission Main Design & Construction	Water	2,100,000	490,000
2014 Water Main Replacement - Wethersfield	Water	3,000,000	5,000
2014 Water Main Replacement Oakwood Avenue, West Hartford	Water	1,550,000	830,000
2014 Water Main Replacements - West Hartford	Water	1,500,000	4,000
2014 Water Supply Generators	Water	2,800,000	2,800,000
2014 Water Treatment Facilities Upgrades	Water	2,300,000	167,000

CIP Appropriation		Appropriation	Reallocation Amount
2014 Wethersfield Water Pump Station, Wethersfield	Water	2,900,000	150,000
2015 Collinsville WTP Emergency Generator Replacement	Water	200,000	35,000
2015 General Purpose Water Program	Water	4,000,000	2,010,000
2015 Hydrant Replacement Program	Water	1,600,000	737,000
2015 Paving Program	Water	2,500,000	2,267,000
2015 Puddletown Booster Water Pump Station, New Hartford	Water	3,300,000	600,000
2015 Radio Frequency Automated Meter Reading Program	Water	3,000,000	304,000
2015 Renewable Energy Projects – Water Facilities	Water	250,000	56,000
2015 Water Rehabilitation Program	Water	1,000,000	555,000
2015 Water Supply Generators	Water	1,100,000	102,000
2015 Water Treatment Facilities Upgrades	Water	1,000,000	5,000
2015 WHWTF Water Storage Improvements	Water	2,900,000	1,316,000
2015 WMR Buckingham Street Area, Hartford	Water	600,000	406,000
2008 Facility and Building Improvements	Combined	1,500,000	18,000
2010 Facility & Equipment Improvements Program	Combined	444,000	7,000
2010 Information Systems Improvements #1	Combined	3,600,000	17,000
2011 Headquarter Renovations	Combined	1,500,000	16,000
2011 Information System Improvements	Combined	700,000	24,000
2011 Security and Supervisory Control and Data Acquisition (SCADA) Communications	Combined	1,000,000	15,000
2012 Facility Improvement Program	Combined	2,500,000	14,000
2012 Headquarters Parking Garage Renovations	Combined	3,095,000	1,160,000
2012 Information Technology	Combined	3,000,000	5,000
2012 Information Technology Security Improvements	Combined	5,000,000	2,005,000
2013 Facilities Improvement Program	Combined	2,000,000	157,000
2013 Fleet Replacement	Combined	1,100,000	14,000
2013 Information Technology - Applications	Combined	5,000,000	23,000
2013 Information Technology- Hardware	Combined	5,000,000	38,000
2013 Information Technology-SAP/Oracle	Combined	5,000,000	548,000
2013 Land Improvements	Combined	1,000,000	81,000
2014 Facilities Improvement Program	Combined	3,000,000	918,000
2014 Land Improvements	Combined	1,000,000	182,000
2015 Administrative Facilities Improvement Program	Combined	1,000,000	10,000
2015 Construction Services	Combined	3,500,000	1,163,000
2015 Engineering Services	Combined	2,500,000	844,000
2015 Information Systems - Business Transformation SAP Upgrade	Combined	5,000,000	235,000
2015 Survey & Construction	Combined	5,000,000	1,982,000
2015 Technical Services	Combined	4,000,000	1,440,000
<b>Total Reallocation</b>			<b>35,000,000</b>

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

**BOARD OF FINANCE  
DEBT ISSUANCE RESOLUTION FOR GENERAL OBLIGATION BONDS  
ISSUANCE OF UP TO 38,000,000 IN GENERAL OBLIGATION BONDS**

To: District Board

October 5, 2015

From: Board of Finance

Staff is seeking authority for the District to issue up to \$38,000,000 in general obligation bonds that will refund \$35,000,000 in existing bond anticipation notes due on November 4, 2015 the proceeds of which have been reallocated to CIP projects, and to provide \$3,000,000 in new money for CIP projects.

At a meeting of the Board of Finance held on October 5, 2015, it was:

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

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF NOT  
EXCEEDING \$38,000,000 IN GENERAL OBLIGATION BONDS OF THE  
METROPOLITAN DISTRICT**

Not exceeding \$38,000,000 Metropolitan District General Obligation Bonds (the "Bonds") are hereby authorized to be issued in for capital improvement projects, to currently refund up to \$35,000,000 Bond Anticipation Notes of the District maturing November 4, 2015 (the "Outstanding Notes") and to fund such portion of the authorized and unissued balances of the capital appropriations contained in certain bond resolutions adopted to finance capital budget items enacted by the District Board in the years and in the amounts set forth on Exhibit A hereto attached. Proceeds of the Bonds not used to refund the Outstanding Notes shall be used on a first-spent basis to temporarily finance the expenditures for any of the purposes or projects set forth on Exhibit A and for any supplemental purposes or projects the Board of Finance and the District Board may from the date hereof authorize to be financed by the issuance of bonds. The Bonds shall be dated the date of their delivery, and shall mature on November 1 in each of the years 2016 through 2035, bearing interest semi-annually each year until maturity (the "Bonds"). The Bonds shall be payable at and certified by U.S. Bank National Association, which bank shall also serve as registrar and transfer agent for the Bonds. The Bonds shall be sold by the District Treasurer, or in his absence, the Deputy Treasurer, in a competitive offering and shall be awarded to the bidder or bidders offering to purchase the Bonds at the lowest true interest cost to the District, and in no case for a sum less than par and accrued interest to the date of delivery. The District Treasurer, or in his absence the Deputy Treasurer, is hereby delegated the authority to determine the principal amount to be issued, the principal amount to mature in each year, optional redemption date(s) and redemption premium(s), if any, the rate or rates of interest on the Bonds, and to deliver the Bonds to the purchaser(s) thereof in accordance with this resolution. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Tax Regulatory Agreement for the Bonds on behalf of the District in such form as they shall deem necessary and appropriate, and to rebate to the Federal government such amounts as may be required pursuant to the Tax Regulatory Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended. The Chairman, or in his absence, the Vice Chairman, and the District Treasurer, or in his absence, the Deputy Treasurer, are authorized to execute and deliver a Continuing Disclosure Agreement and any and all agreements and documents necessary to effect the issuance and sale of the Bonds in accordance with the terms of this resolution.



Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

## EXHIBIT A - \$38MM GO Bond

CIP Appropriation		Appropriation	Reallocation Amount	New Money	Total Bond Issuance
2005 Water Distribution System Improvements	Water	3,000,000	6,000	-	6,000
2008 Water Supply Facility Improvements	Water	2,200,000	6,000	-	6,000
2008 West Hartford Access and Security Improvements	Water	2,500,000	62,000	-	62,000
2009 Transmission Valve Replacements	Water	3,500,000	13,000	-	13,000
2009 Water Main - Farmington Avenue, Hartford	Water	2,070,000	339,000	-	339,000
2010 CWP Water Main Replacement - Farmington Ave, Hartford	Water	2,330,000	61,000	-	61,000
2010 Dam Safety Improvements - Res #2	Water	1,315,000	2,000	-	2,000
2010 Dam Safety Improvements - Res #3	Water	1,315,000	178,000	-	178,000
2010 Hydraulic Computer Modeling	Water	2,350,000	19,000	-	19,000
2010 Water Facilities Security & Improvement Program	Water	4,492,000	159,000	-	159,000
2010 Water Main Replacement - Bloomfield	Water	400,000	4,000	-	4,000
2010 Water Main Replacement - Hartford	Water	1,000,000	17,000	-	17,000
2010 Water Main Replacement - Wethersfield	Water	600,000	32,000	-	32,000
2011 Design of Water Main Replacements	Water	1,000,000	58,000	-	58,000
2011 Water Main Replacement - Cottage Grove Road, Bloomfield	Water	1,450,000	10,000	-	10,000
2011 Water Main Replacement - Hamilton Street and Park Terrace, Hartford, Phase II	Water	3,250,000	20,000	-	20,000
2011 Water Main Replacement - Hartford	Water	3,600,000	271,000	-	271,000
2011 Water Main Replacement - Longview Drive, Talcottview and Pheasant Lane, Bloo	Water	1,700,000	22,000	-	22,000
2011 Water Main Replacement - Simmons Road, East Hartford	Water	450,000	82,000	-	82,000
2011 West Hartford Water Treatment Facility North Storage Tank Installation	Water	4,800,000	7,000	-	7,000
2012 CWP Water Main Replacement-South Maple Ave Area West, Hartford	Water	4,000,000	305,000	-	305,000
2012 Dam Safety Improvements-Goodwin and Saville	Water	2,040,000	27,000	-	27,000
2012 Farmington Avenue Water Main Installation Trout Brook to Whiting Lane, West H	Water	1,868,000	1,000	-	1,000
2012 General Purpose Water	Water	4,000,000	184,000	-	184,000
2012 Paving Program	Water	5,000,000	18,000	-	18,000
2012 Radio Frequency Automated Meter Reading	Water	5,000,000	225,000	-	225,000
2012 Standpipe & Above Grade Storage Tank Projects	Water	4,224,000	53,000	-	53,000
2012 Water Main Replacement - Retreat Avenue, Hartford	Water	4,094,000	10,000	-	10,000
2012 Water Main Replacement-Farmington Avenue, Hartford	Water	3,500,000	15,000	-	15,000
2012 Water Storage Tank Safety Upgrade	Water	839,000	5,000	-	5,000
2012 Water Treatment Facilities Upgrades	Water	2,500,000	55,000	-	55,000
2013 Asset Management Water Main Replacement	Water	4,460,000	138,000	-	138,000
2013 Bloomfield Water Treatment Facility Filtered Water Basin Improvements	Water	3,050,000	13,000	-	13,000
2013 Buckingham Water Pump Station, Glastonbury	Water	1,740,000	96,000	-	96,000
2013 CWP-Water Main Replacement Church Street, Hartford	Water	370,000	24,000	-	24,000
2013 CWP-Water Main Replacement Portions of Church Street, Hartford	Water	4,570,000	3,000	-	3,000
2013 General Purpose Water	Water	3,860,000	3,000	-	3,000
2013 Newington PRV Service Area Upgrades	Water	2,330,000	19,000	-	19,000
2013 Paving Program	Water	4,200,000	137,000	-	137,000
2013 Water Main Replacement Center Street, Hartford	Water	330,000	116,000	-	116,000
2013 Water Main Replacement Franklin 13	Water	2,100,000	502,000	-	502,000
2013 Water Main Replacement Jerome Avenue, Bloomfield	Water	1,400,000	33,000	-	33,000
2013 Water Main Replacement Oakwood Avenue, West Hartford	Water	300,000	173,000	-	173,000
2013 Water Supply Generators	Water	350,000	109,000	-	109,000
2013 Wickham Hill Basins, East Hartford	Water	4,980,000	211,000	-	211,000
2014 Collinsville WTP Emergency Generator Replacement	Water	500,000	465,000	-	465,000
2014 General Purpose Water Program	Water	3,500,000	2,115,000	-	2,115,000
2014 Kilkenny Water	Water	5,000,000	2,536,000	-	2,536,000
2014 Orchard Street Water Pump Station, Glastonbury	Water	3,000,000	2,000,000	-	2,000,000
2014 Paving Program	Water	3,000,000	148,000	-	148,000
2014 Phelps Brook Dam and East Dike Rehabilitation Project	Water	3,000,000	-	1,500,000	1,500,000
2014 Renewable Energy Projects - Water Facilities	Water	300,000	138,000	-	138,000
2014 Transmission Main Extension - Newington	Water	3,500,000	-	1,500,000	1,500,000
2014 Various Transmission Main Design & Construction	Water	2,100,000	490,000	-	490,000
2014 Water Main Replacement - Wethersfield	Water	3,000,000	5,000	-	5,000
2014 Water Main Replacement Oakwood Avenue, West Hartford	Water	1,550,000	830,000	-	830,000
2014 Water Main Replacements - West Hartford	Water	1,500,000	4,000	-	4,000
2014 Water Supply Generators	Water	2,800,000	2,800,000	-	2,800,000
2014 Water Treatment Facilities Upgrades	Water	2,300,000	167,000	-	167,000
2014 Wethersfield Water Pump Station, Wethersfield	Water	2,900,000	150,000	-	150,000
2015 Collinsville WTP Emergency Generator Replacement	Water	200,000	35,000	-	35,000
2015 General Purpose Water Program	Water	4,000,000	2,010,000	-	2,010,000
2015 Hydrant Replacement Program	Water	1,600,000	737,000	-	737,000
2015 Paving Program	Water	2,500,000	2,267,000	-	2,267,000
2015 Puddletown Booster Water Pump Station, New Hartford	Water	3,300,000	600,000	-	600,000
2015 Radio Frequency Automated Meter Reading Program	Water	3,000,000	304,000	-	304,000
2015 Renewable Energy Projects - Water Facilities	Water	250,000	56,000	-	56,000
2015 Water Rehabilitation Program	Water	1,000,000	555,000	-	555,000
2015 Water Supply Generators	Water	1,100,000	102,000	-	102,000
2015 Water Treatment Facilities Upgrades	Water	1,000,000	5,000	-	5,000

CIP Appropriation		Appropriation	Reallocation Amount	New Money	Total Bond Issuance
2015 WHWTF Water Storage Improvements	Water	2,900,000	1,316,000	-	1,316,000
2015 WMR Buckingham Street Area, Hartford	Water	600,000	406,000	-	406,000
2008 Facility and Building Improvements	Combined	1,500,000	18,000	-	18,000
2010 Facility & Equipment Improvements Program	Combined	444,000	7,000	-	7,000
2010 Information Systems Improvements #1	Combined	3,600,000	17,000	-	17,000
2011 Headquarter Renovations	Combined	1,500,000	16,000	-	16,000
2011 Information System Improvements	Combined	700,000	24,000	-	24,000
2011 Security and Supervisory Control and Data Acquisition (SCADA) Communications	Combined	1,000,000	15,000	-	15,000
2012 Facility Improvement Program	Combined	2,500,000	14,000	-	14,000
2012 Headquarters Parking Garage Renovations	Combined	3,095,000	1,160,000	-	1,160,000
2012 Information Technology	Combined	3,000,000	5,000	-	5,000
2012 Information Technology Security Improvements	Combined	5,000,000	2,005,000	-	2,005,000
2013 Facilities Improvement Program	Combined	2,000,000	157,000	-	157,000
2013 Fleet Replacement	Combined	1,100,000	14,000	-	14,000
2013 Information Technology - Applications	Combined	5,000,000	23,000	-	23,000
2013 Information Technology- Hardware	Combined	5,000,000	38,000	-	38,000
2013 Information Technology-SAP/Oracle	Combined	5,000,000	548,000	-	548,000
2013 Land Improvements	Combined	1,000,000	81,000	-	81,000
2014 Facilities Improvement Program	Combined	3,000,000	918,000	-	918,000
2014 Land Improvements	Combined	1,000,000	182,000	-	182,000
2015 Administrative Facilities Improvement Program	Combined	1,000,000	10,000	-	10,000
2015 Construction Services	Combined	3,500,000	1,163,000	-	1,163,000
2015 Engineering Services	Combined	2,500,000	844,000	-	844,000
2015 Information Systems - Business Transformation SAP Upgrade	Combined	5,000,000	235,000	-	235,000
2015 Survey & Construction	Combined	5,000,000	1,982,000	-	1,982,000
2015 Technical Services	Combined	4,000,000	1,440,000	-	1,440,000
<b>Total Reallocation</b>			<b>35,000,000</b>	<b>3,000,000</b>	<b>38,000,000</b>

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

## **BUSINESS TRANSFORMATION DISCUSSION**

### **EXECUTIVE SESSION**

At 6:20 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Camilliere and duly seconded, the District Board entered into executive session in order to discuss cybersecurity.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, William P. Horan, Joseph Klett, Kathleen J. Kowalyszyn, Maureen Magnan, Alphonse Marotta, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor, Michael A. Toppi and Special Representative Michael Carrier; Attorneys R. Bartley Halloran, Christopher R. Stone; Scott Jellison, John M. Zinzarella and Robert Schwarm.

### **RECONVENE**

At 6:52 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner

Magnan and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

***Without objection, agenda items #10A “Abandonment of Water Main in a Portion of Windsor Street in Hartford” and #10B “Encroachment Agreement – 24 Farmington Turnpike, New Hartford” were passed over to a later date.***

**BUREAU OF PUBLIC WORKS  
THE VILLAGES AT POQUONOCK, WINDSOR  
ENCROACHMENT AGREEMENT**

To: District Board

October 5, 2015

From: Bureau of Public Works

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.

At a meeting of the Bureau of Public Works held on October 5, 2015, it was:

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,

John S. Mirtle, Esq.  
District Clerk

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

**BUREAU OF PUBLIC WORKS  
AUTHORIZATION TO CONDEMN SUBTERRANEAN EASEMENTS**

To: District Board October 5, 2015

From: Bureau of Public Works

**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,

John S. Mirtle, Esq.  
District Clerk

**EXHIBIT A**  
October 5, 2015

**OUTSTANDING EASEMENTS:**

**Property**

**Owner**

115 Airport Road  
52 Ansonia Street  
112 Ansonia Street

CL&P  
D'Angelo  
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 Mgmt.	State of CT/Flood Control & Water
1020 Wethersfield Avenue	Public Works /Hartford

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

***Without objection, Agenda Items 11C “Acquisition of Real Estate in Furtherance of the Clean Water Project: (a) 957 New Britain Avenue, 9 Hillcrest Avenue, 61 Hillcrest Avenue in West Hartford, (b) Parcel on West Side of Brookfield Street in Hartford, (c) Parcel on Talcott Avenue in West Hartford, and (d) Lease of 910 New Britain Avenue in Hartford” were consolidated and considered together.***

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

To: District Board

October 5, 2015

From: Bureau of Public Works

**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,

John S. Mirtle, Esq.  
District Clerk

**BUREAU OF PUBLIC WORKS  
PURCHASE OF REAL PROPERTY AT  
BROOKFIELD STREET IN HARTFORD**

To: District Board

October 5, 2015

From: Bureau of Public Works

**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,

John S. Mirtle, Esq.  
District Clerk



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

To: District Board

October 5, 2015

From: Bureau of Public Works

**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,

John S. Mirtle, Esq.  
District Clerk

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

To: District Board

October 5, 2015

From: Bureau of Public Works

**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,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Caban and duly seconded, the reports for Agenda Items 11C “Acquisition of Real Estate in Furtherance of the Clean Water Project: (a) 957 New Britain Avenue, 9 Hillcrest Avenue, 61 Hillcrest Avenue in West Hartford, (b) Parcel on West Side of Brookfield Street in Hartford, (c) Parcel on Talcott Avenue in West Hartford, and (d) Lease of 910 New Britain Avenue in Hartford” were received and the resolutions adopted by unanimous vote of those present.***

**SETTLEMENT OF PENDING LITIGATION, ALVAREZ V. MDC**

At 7:11 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Adil and duly seconded, the District Board entered into executive session in order to discuss the settlement of pending litigation: Alvarez v. MDC.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Donald M. Currey, William A. DiBella, Janice Flemming, Allen Hoffman, Jean Holloway, William P. Horan, Joseph Klett, Kathleen J. Kowalyshyn, Maureen Magnan, Alphonse Marotta, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor, Michael A. Toppi and Special Representative Michael Carrier; Attorneys R. Bartley Halloran, Christopher R. Stone and John S. Mirtle; Scott Jellison and John M. Zinzarella.

**RECONVENE**

At 7:15 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Flemming and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

**SETTLEMENT OF PENDING LITIGATION CLAIM**

To: District Board

**BE IT HEREBY RESOLVED**, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle the lawsuit captioned *Abraham Alvarez v. City of Hartford, et al.*, Docket No. HHD-CV13-6045574 ("*Litigation*"), for the total sum of \$8,750.00, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release containing a confidentiality provision from the plaintiff, and formal withdrawal of said action.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**ADJOURNMENT**

The meeting was adjourned at 7:16 P.M.

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

November 9, 2015  
Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION**

555 Main Street  
Hartford, Connecticut 06103  
Monday, November 9, 2015

**Present:** Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, William A. DiBella, Allen Hoffman, Jean Holloway, Joseph H. Kronen, Byron Lester, Maureen Magnan, James S. Needham, J. Lawrence Price, Hector Rivera, Helene Shay, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (18)

**Absent:** Commissioners Timothy Curtis, Janice Flemming, Matthew B. Galligan, William P. Horan, Sandra Johnson, Joseph Klett, Kathleen J. Kowalyshyn, Alphonse Marotta, Mark A. Pappa, Kennard Ray, Pasquale J. Salemi, Michael Solomonides, Michael A. Toppi and Special Representative Michael Carrier (14)

**Also**

**Present:** Citizen Member Ronald F. Angelo, I  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Brendan Fox, Assistant District Counsel  
Carl Nasto, Assistant District Counsel  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Rob Constable, Director of Finance  
Sue Negrelli, Director of Engineering  
Erin Ryan, Director of Human Resources  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Mike Curley, Manager of Technical Services  
Cynthia A. Nadolny, Executive Assistant  
James Masse, Network Analyst

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:38 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**COMMISSIONER SWEARING IN**

*The District Clerk swore in Commissioner Byron Lester of Bloomfield.*

**APPROVAL OF MINUTES**

*On motion made by Commissioner Currey and duly seconded, the meeting minutes of October 5, 2015 were approved.*

*Commissioners Kronen, Lester, Needham and Price abstained.*

*Commissioner Camilliere left the meeting at 5:49 PM*

**REPORT FROM CHIEF EXECUTIVE OFFICER**

Scott Jellison, Chief Executive Officer presented the monthly CEO Report

*Commissioner Pappa arrived to the meeting at 6:01 PM*

**2015 BUDGET ESTIMATES  
REFERRAL TO BOARD OF FINANCE**

*On motion made by Commissioner Magnan and duly seconded, the budget estimates for Fiscal Year 2015 were received and referred to the Board of Finance in accordance with Section 3-2 of the District Charter.*

*On motion made by District Chairman DiBella and duly seconded, agenda items #10A "2015 Operating Budget Transfer" and #10B "Capital Project Closeouts" were consolidated to be voted on together.*

**BOARD OF FINANCE  
2015 OPERATING BUDGET TRANSFER**

To: District Board

November 9, 2015

From: Board of Finance

The 2015 Metropolitan District operating budget is experiencing a deficit in the Legal and Employee Benefits budgets. The Legal deficit is the result of the increased legal services during the year. The Employee Benefits budget deficit is due increased medical claims in 2015.

### **CERTIFICATIONS:**

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

	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department 801 – Contingencies</b>	<b><u>\$409,500.00</u></b>	<b><u>\$831,200.00</u></b>	<b><u>\$1,240,700.00</u></b>
<b>Total</b>	<b><u>\$409,500.00</u></b>	<b><u>\$831,200.00</u></b>	<b><u>\$1,240,700.00</u></b>

---

John M. Zinzarella  
Chief Financial Officer

It is therefore RECOMMENDED that it be:

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

**Resolved:** That transfers within the 2015 Budget Appropriations be approved as follows:

<b>From:</b>	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department 801 – Contingencies</b>	<b><u>\$318,080.00</u></b>	<b><u>\$745,920.00</u></b>	<b><u>\$1,064,000.00</u></b>
<b>Total</b>	<b><u>\$318,080.00</u></b>	<b><u>\$745,920.00</u></b>	<b><u>\$1,064,400.00</u></b>

<b>To:</b>	<b>General</b>	<b>Water</b>	<b>Total</b>
<b>Department-141 Legal</b>	<b>\$68,600.00</b>	<b>\$71,400.00</b>	<b>\$140,000.00</b>
<b>Department-701 Employee Benefits</b>	<b><u>249,480.00</u></b>	<b><u>674,520.00</u></b>	<b><u>924,000.00</u></b>
<b>Total</b>	<b><u>\$318,080.00</u></b>	<b><u>\$745,920.00</u></b>	<b><u>\$1,064,000.00</u></b>

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**BOARD OF FINANCE  
CLOSEOUT OF WATER, SEWER AND COMBINED PROGRAMS**

**WATER CAPITAL PROJECT PROGRAMS**

To: District Board

November 9, 2015

From: Board of Finance

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.



Project Number	Project Name	Year	BA	Town	Budget	Expended Amount	Remaining Balance
CWN0001187	2007 General Purpose Water Program	2007	2207	Various	\$ 1,258,700.00	\$ 1,141,967.21	\$ 116,732.79
	<b>Subtotal BA 2207</b>				<b>\$ 1,258,700.00</b>	<b>\$ 1,141,967.21</b>	<b>\$ 116,732.79</b>
WAT.CW1233.20	2008 GPW WMR REPL. VARIOUS WSFLD	2008	2208	Wethersfield	\$ 210,000.00	\$ -	\$ 210,000.00
WAT.CW1236.01	Canal Road Storage Tank #2 Improve - OLD	2008	2208	West Hartford	\$ 1,600,000.00	\$ 1,117,734.02	\$ 482,265.98
WAT.CW1236.02	Canal Road Storage Tank #2 Improve - NEW	2008	2208	West Hartford	\$ 482,265.98	\$ 158,660.52	\$ 323,605.46
WAT.CW1239.01	2008 Land Acquisition	2008	2208	Various	\$ 550,000.00	\$ 525,785.71	\$ 24,214.29
	<b>Subtotal BA 2208</b>				<b>\$ 2,842,265.98</b>	<b>\$ 1,802,180.25</b>	<b>\$ 1,040,085.73</b>
CWN0001152	Bloomfield Water Treatment Improvements	2005	2311	Bloomfield	\$ 3,600,000.00	\$ 1,978,451.33	\$ 1,621,548.67
	<b>Subtotal BA 2311</b>				<b>\$ 3,600,000.00</b>	<b>\$ 1,978,451.33</b>	<b>\$ 1,621,548.67</b>
CWN0001153	Water Distribution System Improvement	2005	2312	Various	\$ 3,000,000.00	\$ 2,091,771.24	\$ 908,228.76
	<b>Subtotal BA 2312</b>				<b>\$ 3,000,000.00</b>	<b>\$ 2,091,771.24</b>	<b>\$ 908,228.76</b>
WAT.CW1201.01	2008 Radio Frequency Automated Meter Rea	2008	2318	Various	\$ 5,000,000.00	\$ 4,997,726.65	\$ 2,273.35
	<b>Subtotal BA 2318</b>				<b>\$ 5,000,000.00</b>	<b>\$ 4,997,726.65</b>	<b>\$ 2,273.35</b>
CWN0001169	2006 - Water Pump Station Improvement	2006	2319	Various	\$ 1,500,000.00	\$ 1,194,683.35	\$ 305,316.65
	<b>Subtotal BA 2319</b>				<b>\$ 1,500,000.00</b>	<b>\$ 1,194,683.35</b>	<b>\$ 305,316.65</b>
CWN0001194	2006 Water Distribution Imps Oak St. II	2006	2320	West Hartford	\$ 3,800,000.00	\$ 1,986,728.73	\$ 1,813,271.27
	<b>Subtotal BA 2320</b>				<b>\$ 3,800,000.00</b>	<b>\$ 1,986,728.73</b>	<b>\$ 1,813,271.27</b>
CWN0001171	2006- 36" Water Main Replacement	2006	2321	Hartford	\$ 4,700,000.00	\$ 2,964,766.42	\$ 1,735,233.58
	<b>Subtotal BA 2321</b>				<b>\$ 4,700,000.00</b>	<b>\$ 2,964,766.42</b>	<b>\$ 1,735,233.58</b>
CWN0001185	2007 Water Supply Facility Improvements	2007	2324	Barkhamsted	\$ 1,450,000.00	\$ 1,449,894.96	\$ 105.04
	<b>Subtotal BA 2324</b>				<b>\$ 1,450,000.00</b>	<b>\$ 1,449,894.96</b>	<b>\$ 105.04</b>
CWN0001176	2007 Treatment Faciltiy Upgrades	2007	2325	Various	\$ 1,100,000.00	\$ 1,100,000.00	\$ -
	<b>Subtotal BA 2325</b>				<b>\$ 1,100,000.00</b>	<b>\$ 1,100,000.00</b>	<b>\$ -</b>
CWN0001186	2007 Bloomfield Treatment Facility Imps	2007	2327	Bloomfield	\$ 5,000,000.00	\$ 4,776,715.21	\$ 223,284.79
	<b>Subtotal BA 2327</b>				<b>\$ 5,000,000.00</b>	<b>\$ 4,776,715.21</b>	<b>\$ 223,284.79</b>
WAT.CW1229.01	Planning & Testing	2008	2329	Various	\$ 600,000.00	\$ 184,011.80	\$ 415,988.20
	<b>Subtotal BA 2329</b>				<b>\$ 600,000.00</b>	<b>\$ 184,011.80</b>	<b>\$ 415,988.20</b>
WAT.CW1230.01	CSO- Related Assets	2008	2330	Various	\$ 1,540,000.00	\$ 541,506.49	\$ 998,493.51
WAT.CW1234.01	CSO - Related Assets	2008	2330	Various	\$ 188,605.00	\$ 142,321.97	\$ 46,283.03
WAT.CW1287.01	2008 CSO Assets Burton St. WMR	2008	2330	Various	\$ 3,264,326.25	\$ 2,497,156.09	\$ 767,170.16
	<b>Subtotal BA 2330</b>				<b>\$ 4,992,931.25</b>	<b>\$ 3,180,984.55</b>	<b>\$ 1,811,946.70</b>
CWN0001182	2007 A M Non-CSO Buckingham St Htfd	2007	2331	Hartford	\$ 1,030,000.00	\$ 52,637.37	\$ 977,362.63
CWN0001183	2007 A M Non-CSO Church St Htfd	2007	2331	Hartford	\$ 403,000.00	\$ 246,704.22	\$ 156,295.78
WAT.CW1212.01	2008 A M Non-CSO Tunxis Avenue, Bloom	2008	2331	Bloomfield	\$ 1,749,000.00	\$ 1,460,317.31	\$ 288,682.69
WAT.CW1237.01	Cold Spring Drive, Bloomfield	2008	2331	Bloomfield	\$ 1,500,000.00	\$ 522,894.18	\$ 977,105.82
	<b>Subtotal BA 2331</b>				<b>\$ 4,682,000.00</b>	<b>\$ 2,282,553.08</b>	<b>\$ 2,399,446.92</b>
WAT.CW1210.01	2008 East Farmington Water Main Install	2008	2335	Farmington	\$ 3,500,000.00	\$ 1,191,745.13	\$ 2,308,254.87
	<b>Subtotal BA 2335</b>				<b>\$ 3,500,000.00</b>	<b>\$ 1,191,745.13</b>	<b>\$ 2,308,254.87</b>
WAT.CW1196.01	2008 Filtered Water Basin Interconnectio	2008	2336	West Hartford	\$ 2,000,000.00	\$ 1,497,200.82	\$ 502,799.18
	<b>Subtotal BA 2336</b>				<b>\$ 2,000,000.00</b>	<b>\$ 1,497,200.82</b>	<b>\$ 502,799.18</b>
	<b>Total Water Program</b>				<b>\$ 49,025,897.23</b>	<b>\$ 33,821,380.73</b>	<b>\$ 15,204,516.50</b>

After reviewing the information contained herein

It is **RECOMMENDED** that it be

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

### SEWER CAPITAL PROJECT PROGRAMS

To: Board of Finance for consideration on November 9, 2015

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Project Number	Project Name	Year	BA	Town	Budget	Expended Amount	Remaining Balance
CSN0001058	Clisd2003 SEWER REHABILITATION PROJECTS	2003	5103	Various	\$ 260,000.00	\$ 161,156.55	\$ 98,843.45
CSN0001112	Clisd 2003 SRP LaSalle Road West Hartford	2003	5103	West Hartford	\$ 80,000.00	\$ 3,113.73	\$ 76,886.27
	<b>Subtotal BA 5103</b>				<b>\$ 340,000.00</b>	<b>\$ 164,270.28</b>	<b>\$ 175,729.72</b>
CSN0001101	2006 -GPS Reserve	2006	5106	Various	\$ 300,000.00	\$ 195,373.83	\$ 104,626.17
CSN0001107	2006-GPS West Normandy Drive, WH	2006	5106	West Hartford	\$ 215,000.00	\$ 107,122.11	\$ 107,877.89
CSN0001111	2006-GPSP Huyshoppe St. Area Rehab	2006	5106	Hartford	\$ 2,825.00	\$ 2,825.00	\$ -
CSN0001113	Clisd2006 GPS-Backwater Valve Replacement	2006	5106	Various	\$ 300,000.00	\$ 290,500.09	\$ 9,499.91
WWA.CS1189.01	2006 GPS University of Htd PS	2006	5106	Hartford	\$ 347,175.00	\$ 166,224.05	\$ 180,950.95
	<b>Subtotal BA 5106</b>				<b>\$ 1,165,000.00</b>	<b>\$ 762,045.08</b>	<b>\$ 402,954.92</b>
WWA.CS1136.20	2008 GPS Fishfry Pump Station	2008	5108	Hartford	\$ 267,189.00	\$ 189,947.45	\$ 77,241.55
WWA.CS1142.01	2008 Curcombe Street WWPS - Hartford	2008	5108	Hartford	\$ 800,000.00	\$ 12,897.24	\$ 787,102.76
WWA.CS1147.01	Backwater Valve Program	2008	5108	Various	\$ 350,000.00	\$ 238,310.00	\$ 111,690.00
	<b>Subtotal BA 5108</b>				<b>\$ 1,417,189.00</b>	<b>\$ 441,154.69</b>	<b>\$ 976,034.31</b>
LTC0000002	CSO ABATEMENT-(82-2)	2006	5200	Wethersfield	\$ 5,000,000.00	\$ 4,805,057.64	\$ 194,942.36
LTC0000003	Wethersfield Cove	2006	5200	Wethersfield	\$ 5,000,000.00	\$ 4,573,586.47	\$ 426,413.53
	<b>Subtotal BA 5200</b>				<b>\$ 10,000,000.00</b>	<b>\$ 9,378,644.11</b>	<b>\$ 621,355.89</b>
CSA0000406	MOUNTAIN FARMS,WH	1999	5630	West Hartford	\$ 2,257,930.00	\$ 116,749.98	\$ 2,141,180.02
CSA0000417	CLSD 2002 ASSESSABLE SEWER PROGRAM	2002	5630	Various	\$ 87,000.00	\$ 50,869.40	\$ 36,130.60
CSA0000421	2003 TUNXIS ROAD, WEST HARTFORD	2003	5630	West Hartford	\$ 800,000.00	\$ 166,572.39	\$ 633,427.61
CSA0000423	Clisd2004 Assessable Sewer Program	2004	5630	Various	\$ 81,000.00	\$ 9,956.00	\$ 71,044.00
CSA0000430	2000 ASP-RESERVOIR #6-OUTLET SEWER	2000	5630	Bloomfield	\$ 1,165,500.00	\$ 937,387.74	\$ 228,112.26
WWA.CSA440.01	Clisd2008 Assessable Sewer Program Admin.	2008	5630	Various	\$ 300,000.00	\$ 149,916.35	\$ 150,083.65
WWA.CSA441.01	Assessable Sewer Projects	2008	5630	Various	\$ 2,600,000.00	\$ 1,837,665.13	\$ 762,334.87
	<b>Subtotal BA 5630</b>				<b>\$ 7,291,430.00</b>	<b>\$ 3,269,116.99</b>	<b>\$ 4,022,313.01</b>
CSN0001048	SILAS DEANE HIGHWAY WWPS (Executive)	2002	5708	Wethersfield	\$ 2,000,000.00	\$ 580.00	\$ 1,999,420.00
	<b>Subtotal BA 5708</b>				<b>\$ 2,000,000.00</b>	<b>\$ 580.00</b>	<b>\$ 1,999,420.00</b>
CSN0001049	2002 UPPER ALBANY AREA CSO-PHASE I CONST	2002	5709	Hartford	\$ 4,360,000.00	\$ 4,213,417.39	\$ 146,582.61
	<b>Subtotal BA 5709</b>				<b>\$ 4,360,000.00</b>	<b>\$ 4,213,417.39</b>	<b>\$ 146,582.61</b>
CSN0001092	Inflow & Infiltration Master Plan	2005	5720	Various	\$ 5,000,000.00	\$ 4,271,536.92	\$ 728,463.08
	<b>Subtotal BA 5720</b>				<b>\$ 5,000,000.00</b>	<b>\$ 4,271,536.92</b>	<b>\$ 728,463.08</b>
CSN0001104	2006-Airport Rd. Pump Station Imp.	2006	5726	Hartford	\$ 1,000,000.00	\$ 882,500.81	\$ 117,499.19
	<b>Subtotal BA 5726</b>				<b>\$ 1,000,000.00</b>	<b>\$ 882,500.81</b>	<b>\$ 117,499.19</b>
	<b>Total Sewer Program</b>				<b>\$ 32,573,619.00</b>	<b>\$ 23,383,266.27</b>	<b>\$ 9,190,352.73</b>

After reviewing the information contained herein

It is **RECOMMENDED** that it be

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

### COMBINED CAPITAL PROJECT PROGRAMS

To: Board of Finance for consideration on November 9, 2015

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Project Number	Project Name	Year	BA	Town	Budget	Expended Amount	Remaining Balance
COM.CFP136.01	2008 Board Room Communication Improvemen	2008	5650	Hartford	\$ 300,000.00	\$ 4,279.00	\$ 295,721.00
	<b>Subtotal BA 5650</b>				<b>\$ 300,000.00</b>	<b>\$ 4,279.00</b>	<b>\$ 295,721.00</b>
COM.CFP133.01	2008 District Facility Improvements	2008	5651	Various	\$ 600,000.00	\$ 590,551.30	\$ 9,448.70
COM.CFP147.01	Upgrade Motor Oil Dispensing System	2008	5651	Various	\$ 400,000.00	\$ 272,054.00	\$ 127,946.00
	<b>Subtotal BA 5651</b>				<b>\$ 1,000,000.00</b>	<b>\$ 862,605.30</b>	<b>\$ 137,394.70</b>
	<b>Total Combined Program</b>				<b>\$ 1,300,000.00</b>	<b>\$ 866,884.30</b>	<b>\$ 433,115.70</b>

After reviewing the information contained herein

It is **RECOMMENDED** that it be

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Sweezy and duly seconded, agenda items #10A “2015 Operating Budget Transfer” and #10B “Capital Project Closeouts” were received and the resolutions adopted by majority vote of those present.***

***Commissioner Adil opposed.***

**BUREAU OF PUBLIC WORKS  
REQUEST FOR AUTHORIZATION TO REIMBURSE DEVELOPER  
FOR INCREASE IN SANITARY SEWER**

To: District Board

November 9, 2015

From: Bureau of Public Works

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.

At a meeting of the Bureau of Public Works held on November 9, 2015,  
it was:

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,

John S. Mirtle, Esq.  
District Clerk



***Commissioner Vicino exited the meeting at 6:42PM prior to any discussion due to a conflict of interest and abstained from voting.***

**BUREAU OF PUBLIC WORKS  
ENGINEERING AND FEASIBILITY ANALYSIS FOR PORTIONS OF BLOOMFIELD**

**EXECUTIVE SESSION**

At 6:44 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Shay and duly seconded, the District Board entered into executive session in order to discuss the engineering and feasibility analysis for portions of Bloomfield.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Luis Caban, Daniel Camilliere, Mary Anne Charron, Donald M. Currey, William A. DiBella, Allen Hoffman, Jean Holloway, Joseph H. Kronen, Byron Lester, Maureen Magnan, James S. Needham, J. Lawrence Price, Hector Rivera, Helene Shay, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys John S. Mirtle, Christopher R. Stone and R. Bartley Halloran; Scott Jellison, John M. Zinzarella, Sue Negrelli and Mike Curley.

**RECONVENE**

At 7:05 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Shay and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
E&E JOB SPECIFICATIONS AND DESIGNATED SALARIES**

To: District Board

November 9, 2015

From: Personnel, Pension and Insurance Committee

Staff is recommending that the Personnel Pension and Insurance Committee approve the job specifications and designated salaries for Exempt and Excluded and unclassified employees. The job specifications were originally presented to, and approved by, PPI on February 10, 2014 and the District Board on March 3, 2014. The job specifications presented in 2014 did not include corresponding salaries.

At a meeting of the Personnel, Pension and Insurance Committee held on November 9, 2015, it was:

**VOTED:** That the Personnel, Pension and Insurance Committee recommends to the District Board passage of the following resolution:

**RESOLVED:** That the job specifications and designated salaries for Exempt and Excluded and unclassified employees be adopted.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Sweezy and duly seconded, the report was received, as amended by the Personnel, Pension and Insurance Committee, and the resolution adopted by unanimous vote of those present.***

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
AMENDMENT TO PENSION PLAN**

To: District Board November 9, 2015

From: Personnel, Pension and Insurance Committee

WHEREAS, The Metropolitan District (the "MDC") is the sponsor of the Retirement Plan for Employees of The Metropolitan District (the "Retirement Plan"); and

WHEREAS, the District Board of the MDC has the authority to adopt amendments to the Retirement Plan upon the recommendation of the Personnel, Pension and Insurance Committee of the MDC (the "PPI Committee"); and

WHEREAS, the PPI Committee has recommended to the District Board of the MDC: (a) that the Retirement Plan be amended and restated in order to reflect the requirements of the Pension Protection Act of 2006 ("PPA"), the Heroes Earnings Assistance and Relief Tax Act of 2008 (the "HEART Act"), the Worker, Retiree, and Employer Recovery Act of 2008 ("WRERA"), and subsequently-enacted legislation and regulations; and (b) that the Retirement Plan be submitted to the Internal Revenue Service during the Cycle E remedial amendment period for the issuance of a favorable determination letter; and

WHEREAS, it is desirable that the District Board of the MDC adopt the amendment and restatement of the Retirement Plan and authorize the submission of the Retirement Plan to the Internal Revenue Service during the Cycle E remedial



amendment period for the issuance of a favorable determination letter, as recommended by the PPI Committee.

NOW, THEREFORE, BE IT

RESOLVED: That the amendment and restatement of the Retirement Plan, in the form recommended by the PPI Committee and presented to this meeting, be and hereby is approved and adopted, together with any modifications that are determined by counsel for the MDC to be necessary or desirable to effectuate the intention thereof and to comply with the requirements of the Internal Revenue Code of 1986, as amended; and further

RESOLVED: That the chief executive officer of the MDC or any other officer designated by the chief executive officer be, and each of them hereby is, authorized and empowered, for and on behalf of the MDC, to take any and all actions which may be necessary or desirable in order to permit the MDC to submit an application to the Internal Revenue Service requesting a favorable determination regarding the continued qualification of the Retirement Plan; and further

RESOLVED: That the chief executive officer of the MDC in consultation with the Chairman of the Personnel, Pension and Insurance Committee and District Chairman be, and each of them hereby is, authorized and empowered, for and on behalf of the MDC, to execute the amendment and restatement of the Retirement Plan, to execute such other documents, and to take any and all other actions which may be necessary or desirable to effectuate the intention of the foregoing resolutions.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Kronen and duly seconded, the report was received, as amended by the Personnel, Pension and Insurance Committee, and the resolution adopted by unanimous vote of those present.***

### **ADJOURNMENT**

The meeting was adjourned at 7:08 P.M.

ATTEST:



John S. Mirtle, Esq.  
District Clerk

December 14, 2015

Date of Approval

**THE METROPOLITAN DISTRICT COMMISSION**

555 Main Street  
Hartford, Connecticut 06103  
Monday, December 14, 2015

**Present:** Commissioners Andrew Adil, Daniel Camilliere, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, William P. Horan, Sandra Johnson, Joseph H. Kronen, Byron Lester, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Kennard Ray, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino (23)

**Absent:** Commissioners Luis Caban, Mary Anne Charron, Janice Flemming, Matthew B. Galligan, Joseph Klett, Kathleen J. Kowalyszyn, Helene Shay, Michael A. Toppi and Special Representative Michael Carrier (9)

**Also**

**Present:** Citizen Member Ronald F. Angelo, I  
Citizen Member Martin B. Courneen  
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  
John S. Mirtle, District Clerk  
Rob Constable, Director of Finance  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Robert Zaik, Manager of Labor Relations  
Jennifer Ottalagana, Project Manager  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

The meeting was called to order by Chairman DiBella at 5:30 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman DiBella that a quorum of the Commission was present, and the meeting was declared a legal meeting of the District Board of The Metropolitan District of Hartford County, Connecticut.

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

Paul Montinieri, Wethersfield Mayor and Jeff Bridges, Wethersfield Town Manager spoke on agenda item #10, the MDC 2016 Budget and urged the MDC to limit budget expenses as much as possible.

***Commissioner Ray entered the meeting at 5:34 PM***

**APPROVAL OF MINUTES**

***On motion made by Commissioner Camilliere and duly seconded, the meeting minutes of November 9, 2015 were approved.***

***Commissioner Curtis abstained.***

**REPORT FROM CHIEF EXECUTIVE OFFICER**

Scott Jellison, Chief Executive Officer presented the monthly CEO Report

**STATEWIDE WATER SUPPLY PLAN**

***Without objection, this agenda item was moved to the end of the meeting.***

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
PETITION FOR APPROVAL  
REVISED JOB SPECIFICATIONS FOR LOCAL 1026 CLASSIFICATIONS**

To: District Board

December 14, 2015

From: Personnel, Pension and Insurance Committee

As part of the contract negotiation process with Local 1026 (supervisory unit), the District and the Union agreed to make revisions to the job specifications. The revisions reflect wording that incorporates contemporary process and procedures. Attached are the job specifications approved by the Union.

There were three classification valuation changes agreed to through contract negotiations for existing classifications, including: Sewer Maintenance Supervisor (SS-05 to SS06; Senior Command Center Supervisor (SS06 to SS07); and, Meter

Supervisor, SS04 to SS05). These valuation changes recognized the additional responsibilities and accountabilities related to reorganization and function realignment.

Staff recommends that the designated job specification and specified valuation changes be incorporated and approved as part of the District's Classification System.

At a meeting of the Personnel, Pension and Insurance Committee held on December 14, 2015, it was:

**VOTED:** That the Personnel Pension and Insurance Committee recommend to the District Board passage of the following resolution:

**RESOLVED:** That the attached job specifications changes to the positions represented by Local 1026 be approved and incorporated with the three specified valuation changes as part of the District's Classification System.

Respectfully Submitted,

John Mirtle  
District Clerk

***Commissioner Sweezy moved to amend the Job Description  
for the Accounts Payable Supervisor, as shown below:***

Code: 12235  
Employee Group: Local 1026  
FLSA Status: Non-Exempt

## **METROPOLITAN DISTRICT COMMISSION CLASSIFICATION DESCRIPTION**

**CLASSIFICATION TITLE: ACCOUNTS PAYABLE SUPERVISOR**

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### **JOB SUMMARY**

This is very responsible financial supervisory work involving unit supervision of accounts payable work.

Work involves responsibility for overseeing accurate and timely processing of invoices and establishing effective vendor relations. Duties include insuring timely payment of vendor invoices through subordinate accounting staff, monitoring quarterly GR-IR reconciliation for all business areas, voiding and reissuing checks, refund check processing, escheated check processing, and providing administrative support. This position also has the responsibility for making difficult accounts payable technical and operational decisions within established procedures. This work requires that the employee have knowledge, skill and ability in accounts payable.

### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

- Schedules, assigns, supervises and evaluates a small work group in processing invoices for payment, maintenance of vendor records, statement/invoice reconciliation, and related activities.
- Responds to vendor and District staff requests for information pertaining to accounts payable and related purchasing information. Maintains retainage accounts for contractors and RFPs.
- Establishes, monitors and maintains effective customer relations with vendors and suppliers.
- Analyzes moderately complex accounts payable problems and procedures and prepares recommendations for improvements and financial reports. Monitors current trends in accounts payable and advises management.
- Develops accounts payable metrics and process changes as needed.
- Compiles information on completed work assignments and employee effort. Assists in analyzing information on work group efficiency and effectiveness.
- Drafts unit budget and controls expenditures within fund allocations.
- Trains and counsels employees. Administers union contract language, and recommends oral warnings and higher level discipline. Assists in employee selection. Assures safe work practices.
- Coordinates activities on a short and long term basis to assure personnel, materials and equipment necessary for projects and objectives.

## **SUPERVISION RECEIVED**

Works under the general direction of the Payroll/Accounts Payable Administrator or other accounting management employee.

## **MINIMUM QUALIFICATIONS**

A bachelor's degree from a recognized college in accounting or a related field plus six (6) years of progressively responsible experience in accounts payable or related experience; and experience in a lead or supervisory capacity, or an equivalent combination of educating and qualifying experience substituting on a year-for-year basis.

## **SPECIAL REQUIREMENTS**

CPA license preferred.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of accounts payable principles and practices.
- Knowledge of personal computers and software capabilities within a network environment.
- Knowledge of public administration practices as applied to work unit reporting and routine administrative procedures.

- Knowledge of MDC policies and procedures.
- Ability to communicate orally and in writing.
- Ability to administer policies and procedures including scheduling, day-to-day problem solving, and report writing.
- Ability to supervise others in a work unit.
- Ability to establish and maintain effective working relationships with coworkers, vendors, contractors, consultants and the general public.

## **ADA COMPLIANCE**

**Physical Ability:** Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (under 25 pounds).

**Sensory Requirements:** Some tasks require the ability to communicate orally and in writing.

**Environmental Factors:** Essential functions are performed primarily indoors with minimal exposure to outdoor environmental factors.

*The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

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

## **BOARD OF FINANCE FISCAL YEAR 2016 - CAPITAL IMPROVEMENT BUDGET**

To: District Board

December 14, 2015

From: Board of Finance

At its November 16, 2015 meeting, the Board of Finance voted to recommend the following resolutions be forwarded to the District Board for approval:

**Voted:** That the Board of Finance accepts and approves a Capital Improvement Budget for 2016 in the total amount of \$63,750,000 in appropriations to be funded from bonds, note proceeds or other sources as follows:

### **APPROPRIATIONS**

**Wastewater**

Assessable Sewer Program	\$ 300,000
General Purpose Sewer	500,000
Hartford WPCF - Air Permit Compliance Upgrades	4,500,000
Paving Program	1,400,000
Private Property Inflow Disconnect Program	50,000
Sewer Rehabilitation Program	3,600,000
Various Sewer Pipe Replacement/Rehab – District Wide	1,000,000
WPC Electrical Systems Upgrades	3,300,000
WPC Equipment & Facilities Improvements	2,100,000
WPC Plant Infrastructure Renewal and Replacements	3,200,000

**Total Wastewater** **\$ 19,950,000**

**Water**

General Purpose Water Program	\$ 3,000,000
Bloomfield Transmission Main Extension	8,000,000
WMR Simmons Road Area, East Hartford	3,800,000
Paving Program	3,000,000
Radio Frequency Automated Meter Reading Program	1,500,000
WMR Garden Street Area, Wethersfield	1,000,000
Land Acquisition for Water Facilities, Supply and Treatment	500,000
Water Supply Improvements - Raw Water Transmission Mains	500,000

**Total Water** **\$21,300,000**

**Combined**

Construction Services	\$ 3,500,000
Engineering Services	2,500,000
Fleet Replacement	1,300,000
Administrative Facilities Improvement Program	1,000,000
Technical Services	3,400,000
Information Systems I/T Upgrades	5,000,000
Underground Storage Tanks - Removal & Replacement	800,000
Survey & Construction	5,000,000

**Total Combined** **\$ 22,500,000**

**Wastewater, Water, Combined Total** **\$ 63,750,000**

**Further Voted:** That the Board of Finance recommends to the District Board passage of the following resolutions:

AUTHORIZATION TO ISSUE GENERAL OBLIGATION BONDS NOT  
TO EXCEED \$63,750,000

WHEREAS, the District Board has resolved today to appropriate and issue Bonds for those capital improvements projects numbered 1- 26, inclusive; and

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

Now THEREFORE BE IT RESOLVED:

**Section 1.** To meet the appropriations for the projects set forth in the 2016 CIP Resolutions Nos. 1- 26 inclusive (the "Resolutions"), bonds of the District are authorized in the respective amounts set forth in such Resolutions to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. Said bonds shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The bonds may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with and that such bond is within every debt and other limit prescribed by law. The aggregate principal amount of the bonds to be issued, the form of issuance as serial, term or discount bonds, the dated date, final maturity, annual installments of principal, whether interest on the bonds will be fixed or variable, the rate or rates of interest, or method of determining interest rates thereon, whether such interest shall be excluded or included in gross income for federal income tax purposes, denominations, terms of redemption, if any, the date, time of issue and sale and all other terms, details and particulars of such bonds shall be determined by the District Board, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. It is hereby found and determined that the issuance of any such bonds the interest on which is included in gross income for federal income tax purposes is in the public interest. The bonds may be sold by competitive bid or negotiated sale, as determined by the District Board. If sold by competitive bid, a notice of sale, or summary thereof, shall be published at least five (5) days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If sold by negotiated sale, the form and details



of the bond purchase agreement for the sale of the bonds shall be determined by the District Board.

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

**Section 3.** In connection with the issuance of the bonds, notes or certificates of indebtedness authorized hereunder and under the Resolutions ("Authorized Obligations"), the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain, standby bond purchase agreements, letters of credit, lines of credit, financial guaranty insurance policies, guarantees of the District or third parties, surety agreements, or any similar agreements ("Credit Facilities") with one or more financial institutions providing Credit Facilities ("Credit Facility Providers") to provide for additional security for and the purchase upon tender of the Authorized Obligations, if any, under circumstances set forth in the Indentures (defined herein). Credit Facilities shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

**Section 4.** In connection with the issuance of Authorized Obligations and interim funding obligations in anticipation of project loan obligations and project loan obligations under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called "Drinking Water Program" ("Drinking

Water Obligations”) or under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called “Clean Water Fund Program” (“Clean Water Fund Obligations”), the District Board is hereby authorized to approve the terms and conditions of indentures of trust or other instruments of trust (“Indentures”) with commercial banks or national banking associations with trust powers or trust companies to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer (“Trustees”), which provide for, among other things, the rate of rates of interest, or method of determining interest rates thereon, procedures for conducting auctions in an auction rate mode, the denominations, the tender rights of holders, if any, the rights of redemption and redemption prices, the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District necessary to issue the variable rate bonds, and the execution of various other instruments. Indentures shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

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

**Section 6.** In connection with the issuance of Authorized Obligations, if permitted by Connecticut laws and the District’s Charter, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain, an interest rate swap agreement in the form of the International Swaps and Derivatives Association, Inc. (ISDA) Master Agreement, together with applicable annexes, schedules and confirmations thereto, contracts to manage interest rate risk, including interest rate caps, options, puts, call or similar arrangements, or such other agreements permitted by Connecticut laws and the District’s Charter (“Swap Agreements”), with one or more counterparties to be selected by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer, as Swap Provider (the “Swap Providers”), which provides for, among other things, the effective date or dates of the Swap Agreements, the rate of interest to

be paid by the District to the Swap Providers on the principal amount of the bonds (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the rate of interest to be received by the District from the Swap Providers (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District and the execution of various other instruments. Swap Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. To the extent provided by Connecticut laws, the full faith and credit of the District may be pledged to any and all payments to be made by the District with respect to the Swap Agreements, including, any termination or netting payments to be made by the District.

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

**Section 8.** The District hereby expresses its official intent pursuant to Treasury Regulations Section 1.150-2 to reimburse expenditures paid sixty days prior to and any time after the date of passage of this Resolution in connection with the Resolutions with the proceeds of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations. Said obligations shall be issued to reimburse such expenditures not later than 18 months after the date of the expenditure or such later date the Regulations may authorize. The District hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer is each individually authorized to pay project expenses in accordance herewith pending the issuance of the Authorized Obligations. This Section is included herein solely for purposes of compliance with Treasury Regulations Section 1.150-2 and may not be used or relied on for any other purpose.

**Section 9.** In connection with the issuance of Authorized Obligations and Drinking Water Obligations or Clean Water Fund Obligations, the District Board is hereby authorized to, and if any such action shall heretofore have been taken, such

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

#### 2016 CIP PROJECT RESOLUTION NO. 1

RESOLUTION APPROPRIATING AN ADDITIONAL \$300,000 FOR THE ASSESSABLE SEWER PROGRAM AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$300,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$800,000

#### RESOLVED:

**Section 1.** An additional sum of \$300,000 is hereby appropriated for the extension of existing sanitary sewers resulting from property owner petitions for public sewer service within the District's sewer service area, including design, construction, project administration, legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2014 Assessable Sewer Program appropriation and bond authorization for \$500,000 (SCS.SR0014.01). The total appropriation for this project will now be \$800,000.

**Section 2.** To meet said appropriation an additional \$300,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project

determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 2

RESOLUTION APPROPRIATING AN ADDITIONAL \$500,000 FOR THE GENERAL PURPOSE SEWER PROGRAM AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$3,000,000

#### RESOLVED:

**Section 1.** An additional sum of \$500,000 is hereby appropriated for the General Purpose Sewer Program including planning, design and construction of the replacement and/or rehabilitation of existing sewer mains, pump stations, and any related collection system appurtenances at various locations District wide as a result of infrastructure exceeding its useful life, and for legal, administrative and other financing costs related thereto. Such Projects may also include electrical, mechanical, or renewable energy upgrades at District facilities. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 General Purpose Sewer Program appropriation and bond authorization for \$2,500,000 (SCS.SR0015.04). The total appropriation for this project will now be \$3,000,000.

**Section 2.** To meet said appropriation an additional \$500,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 3

RESOLUTION APPROPRIATING \$4,500,000 FOR THE HARTFORD  
WPCF AIR PERMIT COMPLIANCE AND AUTHORIZING THE  
ISSUANCE OF \$4,500,000 BONDS OF THE DISTRICT TO MEET SAID  
APPROPRIATION

## RESOLVED:

**Section 1.** The sum of \$4,500,000 is hereby appropriated for the design and construction of facilities to allow the Hartford Water Pollution Control Facility to comply with new Environmental Protection Agency and Connecticut Department of Energy and Environmental Protection air quality regulations, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$4,500,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been

duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 4

RESOLUTION APPROPRIATING AN ADDITIONAL \$1,400,000 FOR THE PAVING PROGRAM AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$1,400,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$3,900,000

#### RESOLVED:

**Section 1.** An additional sum of \$1,400,000 is hereby appropriated for pavement restoration of paved and unpaved areas including sidewalks, spoil material disposal and materials from stock, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Paving Program appropriation and bond authorization for \$2,500,000 (SCS.SR0015.08). The total appropriation for this project will now be \$3,900,000.

**Section 2.** To meet said appropriation an additional \$1,400,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in



the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 5

RESOLUTION APPROPRIATING AN ADDITIONAL \$50,000 FOR THE PRIVATE PROPERTY INFLOW DISCONNECT PROGRAM AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$50,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$150,000

#### RESOLVED:

**Section 1.** An additional sum of \$50,000 is hereby appropriated for the installation of sump pumps to allow for the discharge of water to the outside lawn area and to disconnect footing drains, floor drains and roof leader drains from the sanitary system and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2014 Private Property Inflow Disconnect Program appropriation and bond authorization for \$100,000 (SCS.EQ0014.02). The total appropriation for this project will now be \$150,000.

**Section 2.** To meet said appropriation an additional \$50,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and

on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 6

#### RESOLUTION APPROPRIATING \$3,600,000 FOR THE SEWER REHABILITATION PROGRAM AND AUTHORIZING THE ISSUANCE OF \$3,600,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

#### RESOLVED:

**Section 1.** The sum of \$3,600,000 is hereby appropriated for the conduct of sewer system investigations to support the design and construction of rehabilitation and replacement of deteriorating segments of the District's sewer infrastructure, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$3,600,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from

time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 7

RESOLUTION APPROPRIATING \$1,000,000 FOR VARIOUS SEWER PIPE REPLACEMENT/REHAB – DISTRICT WIDE AND AUTHORIZING THE ISSUANCE OF \$1,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

**Section 1.** The sum of \$1,000,000 is hereby appropriated for the design and construction of sewer system upgrades, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure located District-wide including survey, sewer easement clearing, closed caption TV inspection, the replacement, rehabilitation and or upgrade of District infrastructure, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$1,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been

duly complied with and that such obligation is within every debt and other limit prescribed by law.

2016 CIP PROJECT RESOLUTION NO. 8

RESOLUTION APPROPRIATING \$3,300,000 FOR WPCF ELECTRICAL  
UPGRADES AND AUTHORIZING THE ISSUANCE OF \$3,300,000  
BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

**Section 1.** The sum of \$3,300,000 is hereby appropriated for the design and construction of a variety of renewals and replacements the four water pollution control facilities to modernize existing systems and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$3,300,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the

dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 9

RESOLUTION APPROPRIATING AN ADDITIONAL \$2,100,000 FOR WPC EQUIPMENT & FACILITIES IMPROVEMENTS AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$2,100,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$4,700,000

#### RESOLVED:

**Section 1.** An additional sum of \$2,100,000 is hereby appropriated for the rehabilitation of multiple water pollution control assets to improve operational readiness/reliability, safety posture, increase wastewater processing capabilities and add asset life, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 WPC Equipment & Facilities Improvements appropriation and bond authorization for \$2,600,000 (WPC.FA0015.01). The total appropriation for this project will now be \$4,700,000.

**Section 2.** To meet said appropriation \$2,100,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project

determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 10

RESOLUTION APPROPRIATING AN ADDITIONAL \$3,200,000 FOR WPC PLANT INFRASTRUCTURE RENEWAL AND REPLACEMENT AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$3,200,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$4,500,000

#### RESOLVED:

**Section 1.** An additional sum of \$3,200,000 is hereby appropriated for the design and construction of a variety of renewal and replacements at the four water pollution control facilities to modernize existing systems, including design improvements for the Hartford WPCF BNR III, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 WPC Plant Infrastructure Renewal and Replacements appropriation and bond authorization for \$1,300,000 (WPC.FA0015.02). The total appropriation for this project will now be \$4,500,000.

**Section 2.** To meet said appropriation an additional \$3,200,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-478 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, Project Loan and Grant Agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 11

RESOLUTION APPROPRIATING \$3,000,000 FOR THE GENERAL  
PURPOSE WATER PROGRAM AND AUTHORIZING THE ISSUANCE  
OF \$3,000,000 BONDS OF THE DISTRICT TO MEET SAID  
APPROPRIATION



## RESOLVED:

**Section 1.** The sum of \$3,000,000 is hereby appropriated for the design and construction of replacement of existing water mains, system-wide equipment/infrastructure improvements (excluding vehicles), electrical, mechanical and renewable energy upgrades at District facilities, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$3,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the

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

2016 CIP PROJECT RESOLUTION NO. 12

RESOLUTION APPROPRIATING \$8,000,000 FOR THE BLOOMFIELD TRANSMISSION MAIN EXTENSION AND AUTHORIZING THE ISSUANCE OF \$8,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

**Section 1.** The sum of \$8,000,000 is hereby appropriated for the design, construction, inspection and associated work to extend a transmission main from Burr Road to Woodland Avenue in Bloomfield, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$8,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman,

and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

### 2016 CIP PROJECT RESOLUTION NO. 13

#### RESOLUTION APPROPRIATING \$3,800,000 FOR THE WATER MAIN REPLACEMENT – SIMMONS ROAD AREA, EAST HARTFORD AND AUTHORIZING THE ISSUANCE OF \$3,800,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

#### RESOLVED:

**Section 1.** The sum of \$3,800,000 is hereby appropriated for the design, construction, inspection and associated work to replace water mains in the Simmons Road area of East Hartford, including those in Gold Street, Clement Road, Simmons Road, Cumberland Drive, Gould Drive and Gould Circle, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$3,800,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for

funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 14

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

#### RESOLVED:

**Section 1.** The sum of \$3,000,000 is hereby appropriated for pavement restoration of paved and unpaved areas including sidewalks, spoil material disposal and materials from stock, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$3,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 15

RESOLUTION APPROPRIATING AN ADDITIONAL \$1,500,000 FOR THE RADIO FREQUENCY AUTOMATED METER READING PROGRAM AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$1,500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$4,500,000

#### RESOLVED:

**Section 1.** An additional sum of \$1,500,000 is hereby appropriated for the radio frequency meter program, standardizing and replacing radio frequency meters and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Radio Frequency Automated

Meter Reading Program appropriation and bond authorization for \$3,000,000 (WDS.MT0015.01). The total appropriation for this project will now be \$4,500,000.

**Section 2.** To meet said appropriation an additional \$1,500,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

RESOLUTION APPROPRIATING AN ADDITIONAL \$1,000,000 FOR WATER MAIN REPLACEMENT – GARDEN STREET AREA, WETHERSFIELD AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$1,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$3,000,000

RESOLVED:

**Section 1.** An additional sum of \$1,000,000 is hereby appropriated for the design and construction of water main replacements in the Garden Street area in Wethersfield, including, but are not limited to water main replacements in Garden Street, Lincoln Road, Garden Court, Dorchester Road, and Deerfield Road and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Water Main Replacement – Garden (WDS.TM0215.01). The total appropriation for this project will now be \$3,000,000.

**Section 2.** To meet said appropriation an additional \$1,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, “Connecticut laws”), and the District’s Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District’s Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the “Drinking Water Program”), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations (“Drinking Water Obligations”) as the District Board shall determine, in accordance with Connecticut laws and the District’s Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the

manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 17

RESOLUTION APPROPRIATING AN ADDITIONAL \$500,000 FOR LAND ACQUISITION FOR WATER FACILITIES, SUPPLY AND TREATMENT AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$1,500,000

#### RESOLVED:

**Section 1.** An additional sum of \$500,000 is hereby appropriated for identification, negotiation and acquisition of land and/or easements to preserve watershed lands or for water treatment, transmission and distribution facilities including but not limited to treatment plants, pump stations, storage tanks, specialty valves and piping within the District's water service area, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Land Acquisition for Water Facilities, Supply & Treatment appropriation and bond authorization for \$1,000,000 (WDS.LA0015.01). The total appropriation for this project will now be \$1,500,000.

**Section 2.** To meet said appropriation an additional \$500,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.



**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 18

#### RESOLUTION APPROPRIATING \$500,000 FOR WATER SUPPLY IMPROVEMENTS - RAW WATER TRANSMISSION MAINS AND AUTHORIZING THE ISSUANCE OF \$500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

#### RESOLVED:

**Section 1.** The sum of \$500,000 is hereby appropriated for improvements and upgrades to raw and filter water pipeline and transmission main infrastructure, including improvements to manholes, pipes, valves, gates and supporting structures, the installation of conduits and/or duct bank for controls, various instrumentation and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$500,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection and the State of Connecticut Department of Public Health to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Drinking Water Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations and project loan obligations ("Drinking Water Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Drinking Water Obligations, Project Loan Agreements and any other instruments, agreements or certificates under the Drinking Water Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman, or in his absence the Vice-Chairman, and the Treasurer, or in his absence the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Drinking Water Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Drinking Water Obligations, subject to the provisions of the Drinking Water Program, shall be determined by the District Board, following recommendation of the Board of Finance. Drinking Water Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged therefore by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Drinking Water Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

#### 2016 CIP PROJECT RESOLUTION NO. 19

#### RESOLUTION APPROPRIATING \$3,500,000 FOR CONSTRUCTION SERVICES AND AUTHORIZING THE ISSUANCE OF \$3,500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

**Section 1.** The sum of \$3,500,000 is hereby appropriated for the costs of the management of District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$3,500,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

#### 2016 CIP PROJECT RESOLUTION NO. 20

#### RESOLUTION APPROPRIATING \$2,500,000 FOR ENGINEERING SERVICES AND AUTHORIZING THE ISSUANCE OF \$2,500,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

#### RESOLVED:

**Section 1.** The sum of \$2,500,000 is hereby appropriated for developing and designing the District's capital improvement projects, including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$2,500,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

#### 2016 CIP PROJECT RESOLUTION NO. 21

RESOLUTION APPROPRIATING AN ADDITIONAL \$1,300,000 FOR FLEET REPLACEMENT AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$1,300,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$2,100,000

RESOLVED:

**Section 1.** An additional sum of \$1,300,000 is hereby appropriated for the replacement of transportation and power operated equipment, the purchase of stationary generators, engines and emergency response equipment, and the installation of global positioning systems and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Fleet Replacement appropriation and bond authorization for \$800,000 (COM.VE0015.01). The total appropriation for this project will now be \$2,100,000.

**Section 2.** To meet said appropriation an additional \$1,300,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

#### 2016 CIP PROJECT RESOLUTION NO. 22

RESOLUTION APPROPRIATING AN ADDITIONAL \$1,000,000 FOR THE ADMINISTRATION FACILITIES IMPROVEMENT PROGRAM AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$1,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION FOR A TOTAL APPROPRIATION AND BOND AUTHORIZATION OF \$2,000,000

RESOLVED:

**Section 1.** An additional sum of \$1,000,000 is hereby appropriated for the replacement and/or upgrade to the District's deteriorating Administration facilities which include building improvements, site improvements, equipment improvements and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Administration Facilities

Improvement Program appropriation and bond authorization for \$1,000,000 (COM.BL0015.01). The total appropriation for this project will now be \$2,000,000.

**Section 2.** To meet said appropriation an additional \$1,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

#### 2016 CIP PROJECT RESOLUTION NO. 23

##### RESOLUTION APPROPRIATING \$5,000,000 FOR INFORMATION TECHNOLOGY AND AUTHORIZING THE ISSUANCE OF \$5,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

**Section 1.** The sum of \$5,000,000 is hereby appropriated for the purchase, upgrade and/or replacement of computer related infrastructure and/or software and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$5,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

#### 2016 CIP PROJECT RESOLUTION NO. 24

##### RESOLUTION APPROPRIATING \$800,000 FOR UNDERGROUND STORAGE TANKS AND AUTHORIZING THE ISSUANCE OF \$800,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

**Section 1.** The sum of \$800,000 is hereby appropriated for the design, installation, construction and remediation for the removal of two existing 10,000 gallon underground storage bulk fuel tanks and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$800,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

#### 2016 CIP PROJECT RESOLUTION NO. 25

#### RESOLUTION APPROPRIATING \$5,000,000 FOR SURVEY & CONSTRUCTION AND AUTHORIZING THE ISSUANCE OF \$5,000,000 BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

#### RESOLVED:

**Section 1.** The sum of \$5,000,000 is hereby appropriated for the survey and construction inspection of all water and sewer projects within the District's service area, including projects installed under District contract and developer permit agreements and legal, administrative other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$5,000,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

#### 2016 CIP PROJECT RESOLUTION NO. 26

RESOLUTION APPROPRIATING \$3,400,000 FOR TECHNICAL  
SERVICES AND AUTHORIZING THE ISSUANCE OF \$3,400,000  
BONDS OF THE DISTRICT TO MEET SAID APPROPRIATION

RESOLVED:

**Section 1.** The sum of \$3,400,000 is hereby appropriated for technical support to all of the District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

**Section 2.** To meet said appropriation \$3,400,000 bonds of the District are authorized to be issued in one or more series in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

***Commissioners Adil and Camilliere opposed.***

**BOARD OF FINANCE  
FISCAL YEAR 2016 - BUDGET EXPENDITURES**

To: District Board

December 14, 2015

From: Board of Finance

It is **RECOMMENDED** that it be:

**Voted:** That the estimated 2016 budget expenditures in the total amount of

\$149,287,400 accepted and approved as follows:

Budget Appropriations	Water	Sewer	Total
District Board	122,700	117,800	240,500
Executive Office	340,100	326,800	666,900
Administrative Services	110,700	106,300	217,000
Legal	1,000,000	960,700	1,960,700
Human Resources	758,000	728,300	1,486,300
Information Technology	4,743,600	2,336,300	7,079,900
Finance	2,854,400	2,742,400	5,596,800
Environment, Health and Safety	463,700	445,500	909,200
Engineering and Planning	509,800	489,800	999,600
Customer Service	2,531,600	1,304,100	3,835,700
Operating Office	400,400	384,800	785,200
Operations	8,154,600	2,718,200	10,872,800
Laboratory Services	933,100	861,400	1,794,500
Water Pollution Control	-	17,435,400	17,435,400
Maintenance	5,903,300	5,672,000	11,575,300
Water Treatment & Supply	8,724,400	-	8,724,400
Patrol	1,653,100	-	1,653,100
Debt Service	22,708,200	20,865,100	43,573,300
Employee Benefits	13,473,600	4,985,900	18,459,500
General Insurance	2,893,600	1,240,200	4,133,800
Taxes and Fees	3,010,000	-	3,010,000
Special Agreements and Programs	1,954,300	1,272,300	3,226,600
Riverfront Park Systems	1,050,900	-	1,050,900
<b>Total Water and Sewer Budget</b>	<b>84,294,100</b>	<b>64,993,300</b>	<b>149,287,400</b>

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**BOARD OF FINANCE  
FISCAL YEAR 2016 - BUDGET REVENUES**

To: District Board

December 14, 2015

From: Board of Finance

It is **RECOMMENDED** that it be

**Voted:** That the 2016 Budget Revenues in the total amount of \$149,287,400 be



accepted and approval as follows:

<b>Water Revenues</b>	
<b>Operating Revenues</b>	
Sale of Water	\$74,015,300
Other Operating Revenues	3,663,700
Subtotal Operating Revenues	<u>77,679,000</u>
 Non-Operating Revenues	 5,581,600
 <b>Other Financing Sources</b>	
Contributions from (to Other Funds)	<u>1,033,500</u>
<b>Total Source of Revenues and Other Financing Sources – Water Operations</b>	<b><u><u>\$84,294,100</u></u></b>
 <b>Sewer Revenues</b>	
<b>Operating Revenues</b>	
Tax on Member Municipalities	\$38,944,300
Revenue from Other Government Agencies	3,963,400
Other Sewer Revenues	11,854,700
Sewer User Charge Revenues	6,348,800
Subtotal Operating Revenues	<u>61,111,200</u>
 Other Financing Sources	 
Contributions/Transfers from Other Funds	<u>3,882,100</u>
Subtotal Other Financing Sources	<u>3,882,100</u>
 <b>Total Source of Revenues and Other Financing Sources – Sewer Operations</b>	 <b><u><u>\$64,993,300</u></u></b>
 <b>Total Source of Revenues and Other Financing Sources – Water and Sewer Operations</b>	 <b>\$149,287,400</b>

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**BOARD OF FINANCE  
FISCAL YEAR 2016 - HYDROELECTRIC EXPENDITURES AND REVENUES**

To: District Board

December 14, 2015

From: Board of Finance

At its November 16, 2015 meeting, the Board of Finance voted to recommend the following resolutions be forwarded to the District Board for approval.

**Resolved:** That the District Board accepts and approves an appropriation of \$1,143,700 for the operation of the Hydroelectric Program.

**Further**

**Resolved:** That the District Board accepts and approves estimated Hydroelectric revenues of \$1,143,700 in support of operations as follows:

Power Sales	\$ 1,139,700
Interest Income	4,000
Designated from Surplus	<u>0</u>
Total Hydroelectric	<u>\$ 1,143,700</u>

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

**BOARD OF FINANCE  
FISCAL YEAR 2016 - TAX ON MEMBER MUNICIPALITIES**

To: District Board

December 14, 2015

From: Board of Finance

A Fiscal Year 2016 Tax Levy on The Metropolitan District's member municipalities in the amount of \$38,944,300 is recommended in support of the proposed 2016 budget. In accordance with the District Board's policy, taxes may be paid in quarterly installments. To coincide with the fiscal year cycle (July 1 – June 30) adhered to by the member municipalities, the quarterly tax payments are

unbalanced. The amount of the tax due in the first half of 2016 will be equivalent to 50% of the total 2015 tax levy. This amount (when paid) will be subtracted from the total 2016 tax levy: the balance is the amount due in the second half of the year.

Apportionment of the Fiscal Year 2016 tax among the member municipalities and the amount due on each installment will be as follows:

<b>Tax History by Town</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Hartford	\$9,472,000	\$9,955,500	\$10,374,400	\$10,298,600	\$10,174,900
East Hartford	\$3,856,000	\$3,964,500	\$4,213,200	\$4,490,100	\$4,762,000
Newington	\$2,888,200	\$3,014,900	\$3,132,300	\$3,287,300	\$3,508,400
Wethersfield	\$2,682,500	\$2,756,900	\$2,824,400	\$3,022,000	\$3,207,700
Windsor	\$2,956,200	\$3,026,500	\$3,111,900	\$3,222,600	\$3,404,700
Bloomfield	\$2,488,900	\$2,584,900	\$2,612,500	\$2,752,400	\$2,936,000
Rocky Hill	\$1,941,700	\$2,011,100	\$2,089,100	\$2,153,700	\$2,239,700
West Hartford	\$7,207,700	\$7,485,100	\$7,798,800	\$8,219,700	\$8,710,900
<b>Total</b>	<b>\$33,493,200</b>	<b>\$34,799,400</b>	<b>\$36,156,600</b>	<b>\$37,446,400</b>	<b>\$38,944,300</b>

At a meeting of the Board of Finance held on November 16, 2015, it was:

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

**Resolved:** That, in accordance with Section 3-12 and 3-13 of the District Charter, a tax on the member municipalities comprising The Metropolitan District, in the sum of \$38,944,300, shall be due and payable in favor of The Metropolitan District in four installments on the following due dates: the first installment, totaling \$9,361,600, shall be due and payable on January 20, 2016; the second installment, totaling \$9,361,600, shall be due and payable on April 20, 2016; the third installment, totaling \$10,110,550, shall be due and payable on July 20, 2016; and the fourth installment, totaling \$10,110,550, shall be due and payable October 19, 2016. Apportionment of the Fiscal Year 2016 tax among the member municipalities and the amount due on each installment shall be as follows:

Installment Date	1/20/2016	4/20/2016	7/20/2016	10/19/2016	Total
Hartford	\$2,574,650	\$2,574,650	\$2,512,800	\$2,512,800	\$10,174,900
East Hartford	1,122,525	1,122,525	1,258,475	1,258,475	4,762,000
Newington	821,825	821,825	932,375	932,375	3,508,400
Wethersfield	755,500	755,500	848,350	848,350	3,207,700
Windsor	805,650	805,650	896,700	896,700	3,404,700
Bloomfield	688,100	688,100	779,900	779,900	2,936,000
Rocky Hill	538,425	538,425	581,425	581,425	2,239,700
West Hartford	2,054,925	2,054,925	2,300,525	2,300,525	8,710,900
<b>Total</b>	<b>\$9,361,600</b>	<b>\$9,361,600</b>	<b>\$10,110,550</b>	<b>\$10,110,550</b>	<b>\$38,944,300</b>

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

***Commissioners Adil and Camilliere opposed.***

**BOARD OF FINANCE  
FISCAL YEAR 2016 - REVISIONS TO DISTRICT SEWER USER CHARGE RATES  
AND OTHER RELATED CHARGES**

To: District Board

December 14, 2015

From: Board of Finance

In accordance with Section S12j of the District's Ordinances, sewer use unit charge rates shall be determined annually in conjunction with adoption of the District Budget. The 2016 budget in support of sewer operations calls for a sewer user charge rate of \$2.86, which is 4.0% higher than the prior year.

Following the cost trends for the sewer user charge rate, it is recommended the BOD and COD rate be increased to \$0.34 per pound respectively. In addition, the suspended solids strength charge will increase to \$0.28 per pound. These unit charges, which apply to high flow users, low flow/high strength users and non-municipal tax-exempt users, are for the following:

1. Liquid flow charge rate based on sewer flow in hundreds of cubic feet (CCF).
2. a. BOD (biochemical oxygen demand) strength charge rate based on pounds of BOD for the concentration of BOD exceeding 300 milligrams per liter (mg/l).

- b. COD (chemical oxygen demand) strength charge rate based on pounds of COD for that concentration of COD exceeding 700 mg/l.
3. Suspended solids strength charge rate based on pounds of suspended solids for that concentration exceeding 300 mg/l.

In accordance with Section S12p of the District's Ordinances, sewer user charge Late Filing/Sewage Evaluation Fees shall be determined in conjunction with adoption of the District Budget. The 2016 budget in support of sewer operations calls for determining the late filing/sewage evaluation fees as follows:

Certification Statement  
Late Filing Fee

\$250.00

Sewage Evaluation

Fee for each sewer discharge point the  
District samples and performs laboratory  
analyses on the effluents obtained therefrom  
due to such default by a user

Actual cost  
+ overhead

Additionally, in accordance with Section S12x of the District's Ordinances, the special sewer service charge primarily for payment of principal and interest on certain bonds and loans which proceeds are used to finance the costs associated with the Clean Water Project. The special sewer service charge is set annually in conjunction with adoption of the District Budget. Effective January 1, 2015, said charge shall be \$3.25 per hundred cubic feet (ccf) to be uniformly applied and to be proportional to the quantity of water used by District customers who utilize the District sewer system and are furnished water directly by the Metropolitan District. The special sewer service charge shall appear separately on the water bills of the District.

**Remediated Groundwater Charges:** A maintenance fee is required as part of the approval from MDC for acceptance of the discharge of remediated groundwater to the sanitary sewer. This fee is associated with the review and analysis of the permit application, location of the discharge and operational requirements to manage the groundwater at the wastewater treatment facility.

**FOG Charges:** Fees are charged to Class III and IV food service establishments to offset the costs of managing the Fats, Oils and Grease (FOG) program. This program is required by the CT Department of Energy and Environmental Protection General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments.

Remediated Groundwater

\$0.10/gal

FOG Fees

Initial Registration Application	\$80.00
Initial Variance Application	\$80.00
Annual FOG Fee	\$80.00
Failure to submit Registration or Variance Applications	\$100.00
Disallow Inspection	\$100.00
Failure to maintain records in proper order	\$100.00
Failure to maintain outdoor or indoor grease removal devices in properly working order	\$200.00
Failure to clean outdoor or indoor grease removal devices quarterly or when 25% of the depth of the trap is filled with food solids and FOG, whichever comes first.	\$200.00
Failure to properly dispose of brown and/or yellow grease	\$200.00
Source of sanitary sewer overflow (minimum) - Actual costs will be billed to the facility for time and materials related to the overflow	\$1,000.00

At a meeting of the Board of Finance held on November 16, 2015, it was:

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

**Resolved:** That, in accordance with Section S12j of the District Ordinances, Unit Charges For Computing The Sewer User Charge, a sewer user charge rate of two dollars and eighty six cents (\$2.86) per hundred cubic feet of sewer flow be effective for meter readings on and after January 1, 2016 and that, effective January 1, 2016, a BOD strength charge of thirty-four cents (\$0.34) per pound be billed on sewer flow for that concentration of BOD exceeding 300 milligrams per liter; a COD strength charge of twenty-eight cents (\$0.28) per pound be billed on sewer flow for that concentration of COD exceeding 700 milligrams per liter; and a suspended solids strength charge of twenty-eight (\$0.28) per pound be billed on sewer flow for that concentration of suspended solids exceeding 300 milligrams per liter.

Also, in accordance with Section S12p of the District Ordinances, the Late Filing Fee for Certification Statements shall be two hundred and fifty dollars (\$250.00) and the Sewage Evaluation Fee for each sewer discharge point the District samples and performs laboratory analyses on the effluents obtained therefrom due to such default by a user shall be the actual cost to the District plus overhead.

**Further**

**Resolved:** In accordance with Section S12x of the District's Ordinances, the rate for the special sewer service charge shall be \$3.25 per ccf commencing January 1, 2016.

**Also Voted:** That the District Board approve the following schedule of fees effective January 1, 2016.

Remediated Groundwater	\$0.10/gal
<u>FOG Fees</u>	
Initial Registration Application	\$80.00
Initial Variance Application	\$80.00
Annual FOG Fee	\$80.00
Failure to submit Registration or Variance Applications	\$100.00
Disallow Inspection	\$100.00
Failure to maintain records in proper order	\$100.00
Failure to maintain outdoor or indoor grease removal devices in properly working order	\$200.00
Failure to clean outdoor or indoor grease removal devices quarterly or when 25% of the depth of the trap is filled with food solids and FOG, whichever comes first.	\$200.00
Failure to properly dispose of brown and/or yellow grease	\$200.00
Source of sanitary sewer overflow (minimum) - Actual costs will be billed to the facility for time and materials related to the overflow	\$1,000.00

Respectfully Submitted,

John Mirtle  
District Clerk

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

***Commissioners Adil and Camilliere opposed.***

***On motion made by District Chairman DiBella and duly seconded, agenda items #11A "REVISION TO DISTRICT WATER ORDINANCES § W1A" and #11B "REVISION TO DISTRICT SEWER ORDINANCES § S12X" were consolidated to be voted on together.***

**COMMITTEE ON MDC GOVERNMENT  
PROPOSED REVISIONS TO THE WATER ORDINANCES § W1a  
OF THE METROPOLITAN DISTRICT**

To: District Board

December 14, 2015

From: Committee on MDC Government

District staff, through the Office of District Counsel, submits the revisions of Section W1a, "WATER USED CHARGE (TREATED WATER)", to The Metropolitan District Water Ordinances for consideration by the Committee on MDC Government. Pursuant to the authority set forth in Section 1(g) of Special Act 08-9 (Regular Session 2008).

**SEC. W1a WATER USED CHARGE (TREATED WATER)**

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

<b>BILLS RENDERED</b>	<b><i>RATE</i></b>
<del>MONTHLY AND QUARTERLY</del>	<del>\$2.53 per 100 Cubic Feet</del>
<u>BILLS RENDERED</u>	
<u>MONTHLY AND QUARTERLY</u>	<u>RATE</u>
	<u>\$2.66 per 100 Cubic Feet</u>

The WATER USED CHARGE for customers subject to § S12x of The Metropolitan District Sewer Ordinances who purchase more than 668 ccf of water per day, as averaged over a monthly billing period, as follows:

For each of the first 668ccf of water used per day:

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY</u>	<u>\$2.66 per 100 Cubic Feet</u>

For each ccf of water used per day in excess of 668ccf:

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY</u>	<u>\$2.16 per 100 Cubic Feet</u>

At a meeting of the Committee on MDC Government held on December 14, 2015, it was:



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

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

**SEC. W1a WATER USED CHARGE (TREATED WATER)**

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

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY AND QUARTERLY</u>	<u>\$2.66 per 100 Cubic Feet</u>

The WATER USED CHARGE for customers subject to § S12x of The Metropolitan District Sewer Ordinances who purchase more than 668 ccf of water per day, as averaged over a monthly billing period, as follows:

For each of the first 668ccf of water used per day:

BILLS RENDERED	RATE
MONTHLY	\$2.66 per 100 Cubic Feet

For each ccf of water used per day in excess of 668ccf:

BILLS RENDERED	RATE
MONTHLY	\$2.16 per 100 Cubic Feet

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

**COMMITTEE ON MDC GOVERNMENT  
PROPOSED REVISIONS TO THE SEWER ORDINANCES § S12X  
OF THE METROPOLITAN DISTRICT**

To: District Board

December 14, 2015

From: Committee on MDC Government

District staff, through the Office of District Counsel, submits the revisions of Section S12x, "SPECIAL SEWER SERVICE CHARGE FOR CAPITAL IMPROVEMENTS TO THE SEWERAGE SYSTEM", to The Metropolitan District General Ordinances for consideration by the Committee on MDC Government. Pursuant to the authority set forth in Section 1(g) of Special Act 08-9 (Regular Session 2008).

The proposed revisions are underlined.

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

a.) For customers of The Metropolitan District who utilize the District sewer system and are furnished water directly by The Metropolitan District there shall be a special sewer service charge at rates established annually through the budget approval process as set forth in Chapter 3 of the Charter of The Metropolitan District. Except as provided in subsection S12x(b) and S12x(c), said charge ~~rates~~ shall be uniformly applied to, and be proportional to the quantity of water used by, the affected customers.

b.) Notwithstanding the foregoing, The Metropolitan District may, through its annual budget, allow for a reduction in the special sewer service charge otherwise payable by owners of commercial or industrial properties in the event said properties, and the commercial or industrial operations located thereon, are serviced, in whole or in part, by an on-site wastewater collection, treatment, and disposal system that does not discharge into the sanitary sewage system of The Metropolitan District. The amount of said reduction shall be based upon the sewer usage metered and reported pursuant to Section S12e and determined by the Board of Commissioners of The Metropolitan District during its annual budget approval process for any ensuing year.

c.) Customers subject to the provisions of this Section12x, other than customers subject to Subsection S12x(b) above, shall be subject to the special sewer service charge as follows: 1) for the first 20,000 hundred cubic feet of water consumed from a single water meter per month, the special sewer service charge shall be assessed at the rate established by The Metropolitan District against each one hundred cubic feet of water consumed; and 2) for all water consumed in excess of 20,000 hundred cubic feet per month from a single

water meter, the special sewer service charge shall be assessed at such rate against each one hundred cubic feet of sewer flow generated by the water used in excess of 20,000 hundred cubic feet per month metered at a location approved by the Metropolitan District. This excess sewer flow shall be calculated via the proportion of sewage discharged to water consumed for the month, with this proportion applied to the volume of water consumed in excess of 20,000 hundred cubic feet per month and billed pursuant to Section S12f. The special sewer service charge assessed pursuant to this subsection shall be billed monthly.

- d.) The proceeds from the special sewer service charge, as aforesaid, shall be used exclusively for capital costs associated with any and all measures necessary to comply with a certain consent decree executed by and between The Metropolitan District and the United States Environmental Protection Agency in a case filed on August 15, 2006 in the United States District court for the District of Connecticut captioned United States of America and State of Connecticut vs. The Metropolitan District of Hartford, Connecticut and a certain consent order executed by and between The Metropolitan District and the State of Connecticut relating to the reduction of nitrogen discharged from District Wastewater Treatment Facilities as required by State of Connecticut Department of Environmental Protection Nitrogen General Permit issued December 21, 2005, as such decree and order may be amended from time to time, and specifically for payment of capital expenditures in connection with compliance with the decree or order, or payment of debt service on indebtedness of The District incurred for purposes of funding expenditures in connection with compliance with such decree and order. For this purpose "indebtedness" shall mean bonds, notes and other loans and obligations, including, without limitation, State of Connecticut Clean Water Fund loans and "Debt service" shall mean any obligation that would constitute "debt service" if incurred with respect to bonds issued under the special obligation indenture of trust, dated June 1, 2013, between The District and U.S. Bank National Association, as trustee, as amended and supplemented from time to time, as the term "debt service" is used in such indenture, whether or not such obligation is incurred with respect to indebtedness under such indenture.
- e.) The special sewer service charge shall appear separately on the water bills of the District and shall be due and payable at the same time as the water bills are due and payable. Collection and payment of such charge shall be subject to and in accordance with sections S12m, S12n, and S12o of this part.

At a meeting of the Committee on MDC Government held on December 14, 2015, it was:

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

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

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

- a.) For customers of The Metropolitan District who utilize the District sewer system and are furnished water directly by The Metropolitan District there shall be a special sewer service charge at rates established annually through the budget approval process as set forth in Chapter 3 of the Charter of The Metropolitan District. Except as provided in subsection S12x(b) and S12x(c), said rates shall be uniformly applied to, and be proportional to the quantity of water used by, the affected customers.
- b.) Notwithstanding the foregoing, The Metropolitan District may, through its annual budget, allow for a reduction in the special sewer service charge otherwise payable by owners of commercial or industrial properties in the event said properties, and the commercial or industrial operations located thereon, are serviced, in whole or in part, by an on-site wastewater collection, treatment, and disposal system that does not discharge into the sanitary sewage system of The Metropolitan District. The amount of said reduction shall be based upon the sewer usage metered and reported pursuant to Section S12e and determined by the Board of Commissioners of The Metropolitan District during its annual budget approval process for any ensuing year.
- c.) Customers subject to the provisions of this Section12x, other than customers subject to Subsection S12x(b) above, shall be subject to the special sewer service charge as follows: 1) for the first 20,000 hundred cubic feet of water consumed from a single water meter per month, the special sewer service charge shall be assessed at the rate established by The Metropolitan District against each one hundred cubic feet of water consumed; and 2) for all water consumed in excess of 20,000 hundred cubic feet per month from a single water meter, the special sewer service charge shall be assessed at such rate against each one hundred cubic feet of sewer flow generated by the water used in excess of 20,000 hundred cubic feet per month metered at a location approved by the Metropolitan District. This excess sewer flow shall be calculated via the proportion of sewage discharged to water consumed for the month, with this proportion applied to the volume of water consumed in excess of 20,000 hundred cubic feet per month and billed pursuant to Section S12f. The special sewer service charge assessed pursuant to this subsection shall be billed monthly.
- d.) The proceeds from the special sewer service charge, as aforesaid, shall be used exclusively for capital costs associated with any and all measures necessary to comply with a certain consent decree executed by and between The Metropolitan District and the United States Environmental Protection

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

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

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

***On motion made by Commissioner Magnan and duly seconded, the reports for #11A "REVISION TO DISTRICT WATER ORDINANCES § W1A" and #11B "REVISION TO DISTRICT SEWER ORDINANCES § S12X" were received and the resolutions adopted by unanimous vote of those present.***

**WATER BUREAU  
REVISIONS TO WATER ASSESSMENT RATES AND OTHER RELATED  
CHARGES AND SPECIAL WATER RATES AND CHARGES**

To: District Board

December 14, 2015

From: Water Bureau

In support of the annual water operating budget, staff is submitting these rates in conjunction with the revisions to the proposed Fiscal Year 2016 water rates and other peripheral charges associated with the delivery and sale of water as part of the annual budget adoption process.

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

Water Assessment Rates and Other Related Charges:

	<u>Current</u>	<u>Proposed</u>
Main Pipe Assessment	\$41.00/ft	\$41.00/ft
Service Pipe Taps		
Domestic (includes spacer and meter costs):		
1" Service Tap with 5/8" Meter	\$550.00	\$550.00
1" Service Tap with 3/4" Meter	\$575.00	\$575.00
1-1/2" Service Tap with 1" Meter	\$695.00	\$695.00
2" Service Tap with 1-1/2" Meter	\$940.00	\$1,400.00
4" Service Tap with 2" Meter	\$990.00	\$1,450.00
4" Service Tap with 3" Meter	\$1,120.00	\$1,580.00
6" Service Tap with 4" Meter	\$1,320.00	\$1,780.00
8" Service Tap with 6" Meter	\$1,945.00	\$2,400.00
10" Service Tap with 8" Meter	\$2,910.00	\$3,370.00
Fire Service		
2" Fire Service Tap	\$565.00	\$565.00
4", 6", 8" Fire Service Tap	\$460.00	\$460.00
Hydrants		
Installed after the main	\$9,800.00	\$9,800.00
Hydrant Maintenance	\$100.00	\$100.00
Hydrant Relocation	\$15,000.00	\$15,000.00
	deposit +/- actual	deposit +/- actual
	cost + overhead	cost + overhead
Fire Flow Testing	\$340.00	\$340.00

Special Meter Charges and Deposits:

	<u>Current</u>	<u>Proposed</u>
Hydrant Meters		
Administrative and meter reading fee, including connection and inspection fees	\$1,000.00	\$1,000.00

+ actual water use to be billed		
Hydrant Meter Deposit	\$1,500.00	\$1,500.00
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00	\$50.00
Frozen, Lost or Damaged Meters		
5/8" meter	\$200.00	\$200.00
3/4" meter	\$240.00	\$240.00
1" meter	\$275.00	\$275.00
1-1/2" meter	\$920.00	\$920.00
2" meter	\$1,155.00	\$1,155.00
3" meter	\$1,355.00	\$1,355.00
4" meter	\$1,615.00	\$1,615.00
6" meter	\$2,560.00	\$2,560.00
8" meter	\$4,000.00	\$4,000.00
Radio transmitter unit	\$155.00	\$155.00
Spacer Charges		
5/8", 3/4"	\$145.00	\$145.00
1"	\$150.00	\$150.00
1-1/2"	\$200.00	\$200.00
2" & larger	\$220.00	\$220.00
	<u>Current</u>	<u>Proposed</u>
3 <sup>rd</sup> Party Damaged Hydrant Charge		
Repair or Replacement	actual cost + overhead	actual cost + overhead
Delinquent Account Review and Lien Fees	\$85.00	\$85.00
Delinquent Account Review and Lien Fees – Condo Assoc.	\$26.00	\$26.00
Checks Returned for Insufficient Funds	\$50.00	\$50.00
Shut-Off for Non-Payment	\$100.00	\$100.00
Scheduled Overtime/Emergency Inspections	\$325.00	\$325.00
Off and On Within 12 Months	\$95.00	\$95.00

Install Permanent Meter (No Service Tap)		
5/8" – 1" Meter	\$95.00	\$95.00
2" Meter & larger	\$240.00	\$240.00
Backflow Prevention Device Testing	\$90.00	\$90.00
<del>Service Call 1<sup>st</sup> visit free</del>		
<del>Service Call – Subsequent visits</del>	<del>N/A/N/A</del>	<del>\$90.00</del>
<del>Closing Meter Reading</del>		
Service Calls (check reading & leaks, closing meter reads etc.)		
First Visit	N/A	No Charge
Subsequent Visits	N/A	\$90.00
	\$1,030.00	\$1,030.00
Water Wagon - Non-Sunday		
Water Wagon – Sunday	\$1,350.00	\$1,350.00
Water Tanker – Administrative Fee		
+ actual water use to be billed	\$75.00	\$75.00
Administrative Review for Water and/or Sewer Services	\$465.00	\$465.00
Tampering of Hydrant or Water Supply	N/A	\$500.00
First offense	N/A	\$1,000.00
Subsequent offense		

At a meeting of the Water Bureau held on November 18, 2015, it was:

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

Water Assessment Rates and Other Related Charges:

Main Pipe Assessment	\$41.00/ft
Service Pipe Taps Domestic (includes spacer and meter costs):	
1" Service Tap with 5/8" Meter	\$550.00
1" Service Tap with 3/4" Meter	\$575.00
1-1/2" Service Tap with 1" Meter	\$695.00
2" Service Tap with 1-1/2" Meter	\$1,400.00
4" Service Tap with 2" Meter	\$1,450.00
4" Service Tap with 3" Meter	\$1,580.00



6" Service Tap with 4" Meter	\$1,780.00
8" Service Tap with 6" Meter	\$2,400.00
10" Service Tap with 8" Meter	\$3,370.00
Fire Service	
2" Fire Service Tap	\$565.00
4", 6", 8 " Fire Service Tap	\$460.00
Hydrants	
Installed after the main	\$9,800.00
Hydrant Maintenance	\$100.00
Hydrant Relocation	\$15,000.00
	deposit +/- actual
	cost + overhead
Fire Flow Testing	\$340.00

Special Meter Charges and Deposits:

Hydrant Meters	
Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	\$1,000.00
Hydrant Meter Deposit	\$1,500.00
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00
Frozen, Lost or Damaged Meters	
5/8" meter	\$200.00
3/4" meter	\$240.00
1" meter	\$275.00
1-1/2" meter	\$920.00
2" meter	\$1,155.00
3" meter	\$1,355.00
4" meter	\$1,615.00
6" meter	\$2,560.00
8" meter	\$4,000.00
Radio transmitter unit	\$155.00
Spacer Charges	
5/8", 3/4"	\$145.00
1"	\$150.00
1-1/2"	\$200.00
2" & larger	\$220.00
3 <sup>rd</sup> Party Damaged Hydrant Charge	

Repair or Replacement		actual cost + overhead
Delinquent Account Review and Lien Fees		\$85.00
Delinquent Account Review and Lien Fees – Condo Assoc.		\$26.00
Checks Returned for Insufficient Funds		\$50.00
Shut-Off for Non-Payment		\$100.00
Scheduled Overtime/Emergency Inspections		\$325.00
Off and On Within 12 Months		\$95.00
Install Permanent Meter (No Service Tap)		
5/8" – 1" Meter		\$95.00
2" Meter & larger		\$240.00
Backflow Prevention Device Testing		\$90.00
<del>Service Call 1<sup>st</sup> visit free</del>		
<del>Service Call – Subsequent visits</del>	N/A/N/A	<del>\$90.00</del>
<del>Closing Meter Reading</del>		
Service Calls (check reading & leaks, closing meter reads etc.		
First Visit	N/A	No Charge
Subsequent Visits	N/A	\$90.00
Water Wagon - Non-Sunday		\$1,030.00
Water Wagon – Sunday		\$1,350.00
Water Tanker – Administrative Fee		
+ actual water use to be billed		\$75.00
Administrative Review for Water and/or Sewer Services		\$465.00
Tampering of Hydrant or Water Supply		
First offense		\$500.00
Subsequent offense		\$1,000.00

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

***On motion made by District Chairman DiBella and duly seconded, agenda items #12B "ABANDONMENT OF WATER MAIN IN A PORTION OF WINDSOR STREET, HARTFORD" and #12C "ENCROACHMENT AGREEMENT FOR 24 FARMINGTON TURNPIKE, NEW HARTFORD" were consolidated to be voted on together.***

**WATER BUREAU  
WINDSOR STREET, HARTFORD  
ABANDONMENT OF WATER MAIN**

To: District Board

December 14, 2015

From: Water Bureau

On September 26, 2014, the District received a Developer's Permit-Agreement application from The City of Hartford, along with accompanying design drawings requesting that The Metropolitan District abandon the existing water main within Windsor Street, as shown on the accompanying map. The City is proposing to abandon Windsor Street as part of the proposed Hartford Baseball Stadium project. The purpose of this request is to allow construction of new buildings and walkways within the property of the former Windsor Street.

The proposal submitted includes the abandonment of approximately 360 feet of 8-inch water main (built in 1964), as shown on the aforementioned map. The existing water main was originally constructed in a public roadway; therefore no easement exists.

From an engineering standpoint, the abandonment of the existing water main will not have a negative impact on the water distribution system, and no hardship or detriment would be imposed on others. All new connections and services to the buildings constructed as part of this project will utilize the existing utilities in Pleasant Street and Trumbull Street.

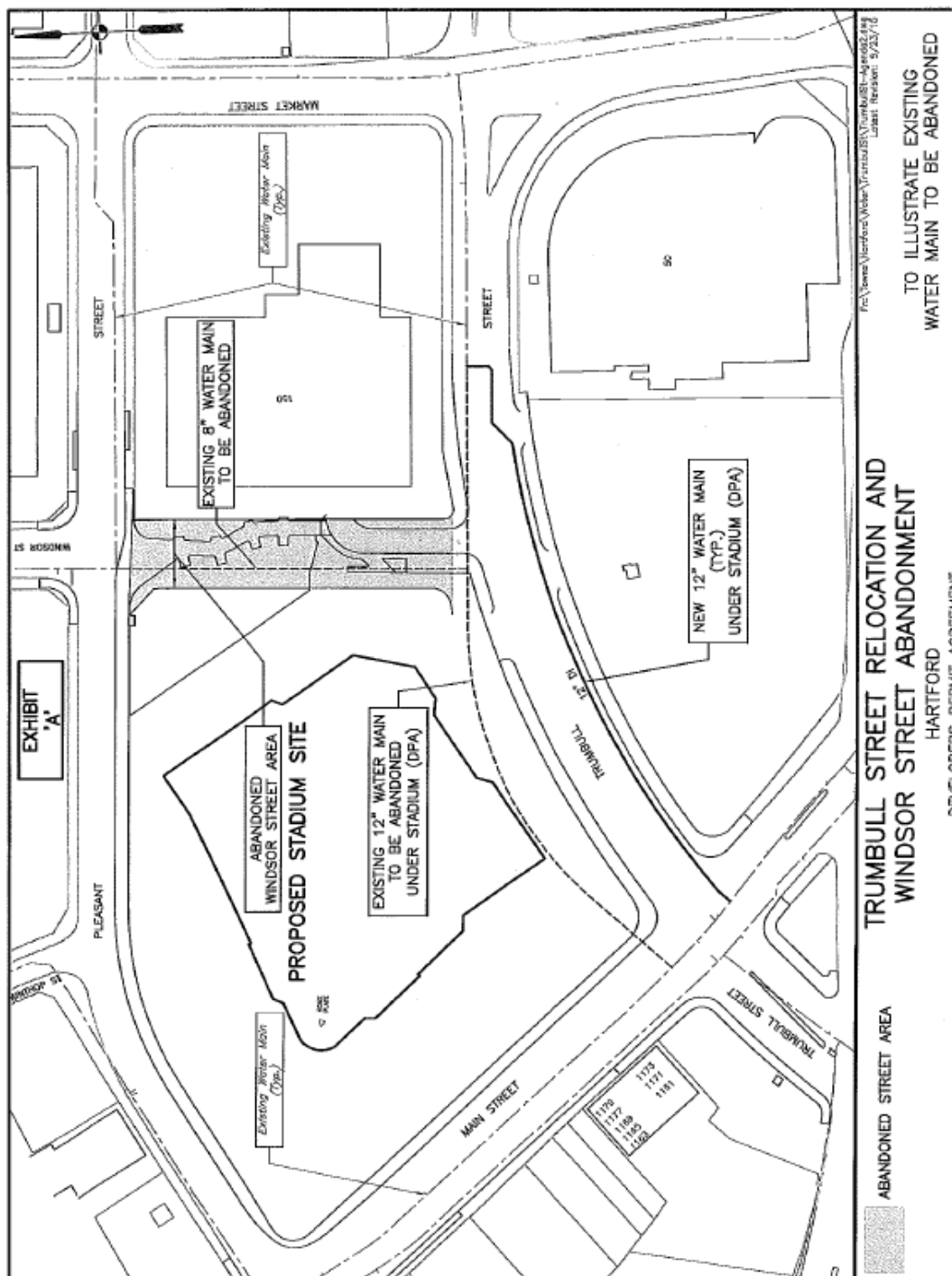
At a meeting of the Water Bureau held on November 18, 2015, it was:

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

**Resolved:** That the Chairman or Vice Chairman of the District Board be authorized to execute the abandonment of the existing water main on property of the City of Hartford, formerly Windsor Street, Hartford, as shown on the accompanying map.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk



**WATER BUREAU  
BARKHAMSTED-NEPAUG PIPELINE RIGHT-OF-WAY  
24 FARMINGTON RIVER TURNPIKE, NEW HARTFORD  
ENCROACHMENT AGREEMENT**

To: District Board

December 14, 2015

From: Water Bureau

On September 22, 2015, The Metropolitan District received a letter from Bert Brander, property owner of 24 Farmington River Turnpike, New Hartford, Connecticut (the "Owner"), seeking permission to permanently encroach upon the Barkhamsted-Nepaug Pipeline 75-foot right-of-way, containing an existing 48-inch RCP raw water transmission main, located across private lands west of Farmington River Turnpike in New Hartford (the "Right-of-Way"). This encroachment will provide access for the replacement of an existing 18-inch corrugated metal pipe with a new 18-inch HDPE pipe, as shown on the accompanying map.

The raw water pipeline right-of-way across the parcel was conveyed to The Metropolitan District by Bessie C. Ryan in January 1939 in conjunction with the construction of the Barkhamsted-Nepaug Pipe line, and is recorded in the Town of New Hartford land records: Volume 46 Page 8.

As stated previously, the purpose of this encroachment is to allow for the replacement of an existing 18-inch CMP culvert within the right-of-way with a new 18-inch HDPE culvert and rip rap therefor (hereinafter collectively referred to as the "Improvements"); and to permit Owner to install, maintain, repair and replace the Improvements (the "Authorized Work"). The pipe will be located over the existing raw water pipeline in the same location as the current culvert. The existing CMP culvert has deteriorated to the point that it is causing soil erosion on the Owner's property and within the District's Right-of-Way.

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

1. Owner shall not, within the limits of the District's Right-of-Way, construct or cause to be constructed any buildings, structures or other improvements, or conduct any activities, other than the Improvements and the Authorized Work. This prohibition shall not preclude Owner from requesting another encroachment from the MDC for another proposed improvement or activity within the District Right-of-Way. Pipes crossing over or under the District's pipelines shall maintain a minimum eighteen (18") inch vertical clearance.

2. The Metropolitan District shall not be held liable for any damage caused to any structure listed above located within or adjacent to the Right-of-Way in the event of an emergency raw water transmission main repair. The Metropolitan District will make every effort feasible to minimize damage to these structures; however, the cost for repairs to such structures shall be the responsibility of the Owner.
3. The District reserves the right to remove any improvements within the Right-of-Way at any time if so required for maintenance or repair of the raw water transmission main. The Owner shall bear any additional maintenance or repair costs necessitated by the presence of any improvements upon the Right-of-Way.
4. Care must be taken during construction not to disturb the existing raw water transmission main. All heavy construction equipment must be located outside the limits of the Right-of-Way when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the water main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing raw water transmission main caused by any construction within or adjacent to the Right-of-Way shall be the responsibility of the Owner.
5. An MDC inspector must be on the job site whenever work is being performed by or on behalf of Owner to construct, maintain, repair or replace any Improvements within the Right-of-Way. Any construction, maintenance or repair of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District prior to any such construction, maintenance or repair within the Right-of-Way.

Staff has reviewed the proposed construction plans and determined that there will be no negative impact on District property or infrastructure, and approving this proposed encroachment is in the District's best interest to avoid any future exposure of existing infrastructure due to soil erosion.

At a meeting of the Water Bureau held on November 18, 2015, it was:

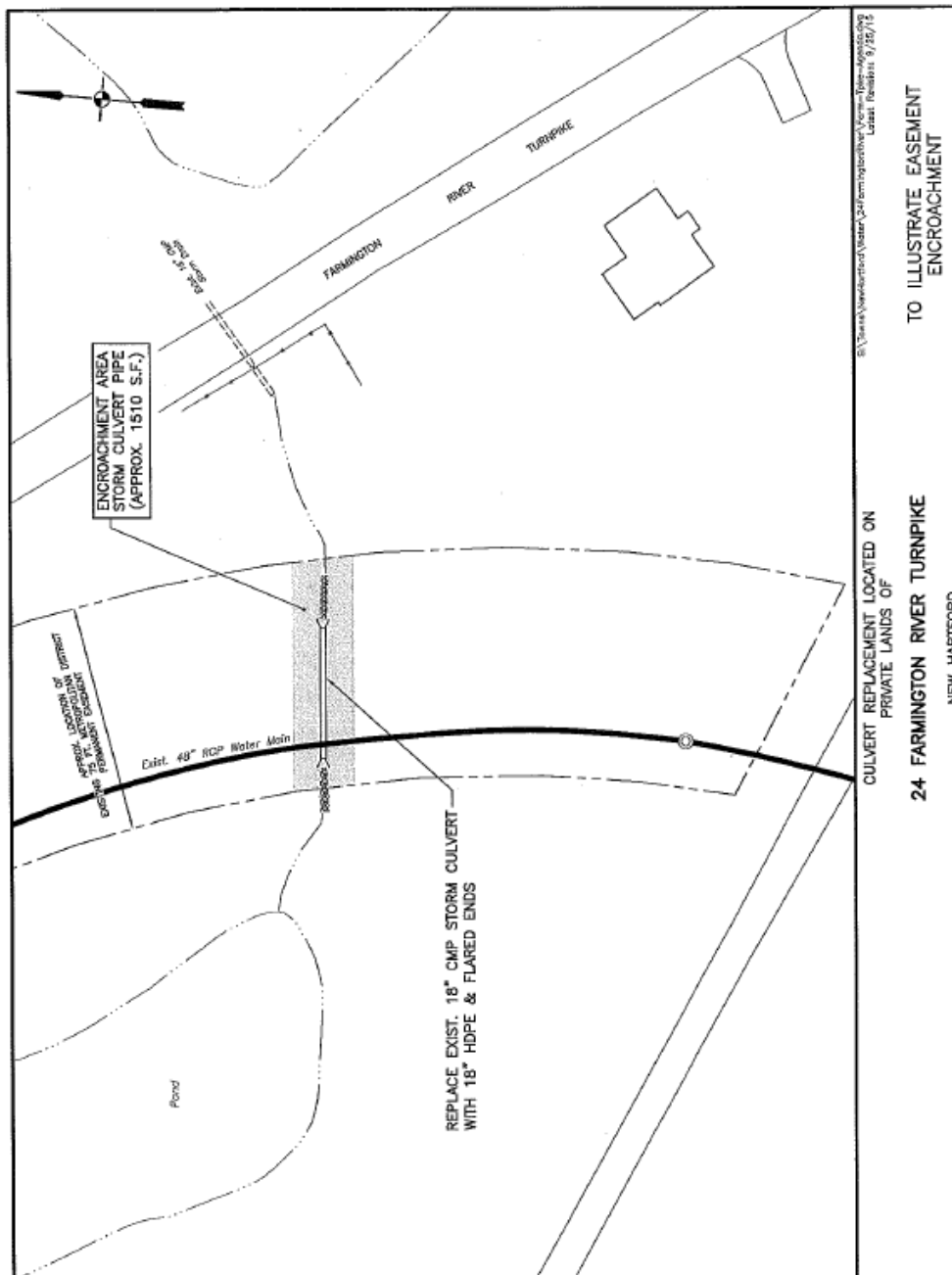
**Voted:** That the Water Bureau recommends to the District Board passage of the following resolution:

**Resolved:** That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval as to form and content by District Counsel, granting permission to Bert Brander to encroach upon the Barkhamsted-Nepaug Pipe Line 75-foot water right-of-way west of Farmington River Turnpike, New Hartford, for the purpose of replacing an existing 18-inch CMP culvert with a new 18-inch HDPE culvert and rip rap therefor, and to permit Mr. Brander to install, maintain, repair and

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

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk



***On motion made by Commissioner Magnan and duly seconded, the reports for #12B “ABANDONMENT OF WATER MAIN IN A PORTION OF WINDSOR STREET, HARTFORD” and #12C “ENCROACHMENT AGREEMENT FOR 24 FARMINGTON TURNPIKE, NEW HARTFORD” were received and the resolutions adopted by unanimous vote of those present.***

**BUREAU OF PUBLIC WORKS  
REVISIONS TO SEPTAGE REIMBURSEMENT RATE**

To: District Board

December 14, 2015

From: Bureau of Public Works

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.

At a meeting of the Bureau of Public Works held on November 18, 2015, it was:



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

Be it therefore:

**Resolved:** That the District Board establishes a revised reimbursement rate of \$225 effective on and after January 1, 2016.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

***Commissioner Camilliere left the meeting at 6:30 PM***

**SETTLEMENT OF PENDING LITIGATION  
HATHOR DELL V. MDC**

**EXECUTIVE SESSION**

At 6:31 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Adil and duly seconded, the District Board entered into executive session in order to discuss the pending litigation of Hathor Dell v. MDC.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Daniel Camilliere, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, William P. Horan, Sandra Johnson, Joseph H. Kronen, Byron Lester, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Kennard Ray, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys John S. Mirtle and Christopher R. Stone; John M. Zinzarella.

**RECONVENE**

At 6:37 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Sweezy and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

To: District Board

**BE IT HEREBY RESOLVED**, that pursuant to Section B2f of the By-Laws of The Metropolitan District, the Board of Commissioners of The Metropolitan District hereby authorizes District Counsel, or his designee, to settle the lawsuit captioned *Hathor Dell v. Metropolitan District Commission.*, Docket No. HHD-CV13-6039913 ("*Litigation*"), for the total sum of \$12,500, subject to the proper execution of any and all documents reasonably necessary to effect said settlement, including but not limited to a general release containing a confidentiality provision from the plaintiff, and formal withdrawal of said action.

Respectfully submitted,

John S. Mirtle, Esq.  
District Clerk

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

## **WATER SUPPLY PLAN**

### **EXECUTIVE SESSION**

At 6:38 P.M., Chairman DiBella requested an executive session.

***On motion made by Commissioner Vicino and duly seconded, the District Board entered into executive session in order to discuss portions of the MDC's Water Supply Plan in accordance with Conn. Gen. Stat. § 1-210(b)(19)(ix).***

Those in attendance during the executive session:

Commissioners Andrew Adil, Daniel Camilliere, Donald M. Currey, Timothy Curtis, William A. DiBella, Allen Hoffman, Jean Holloway, William P. Horan, Sandra Johnson, Joseph H. Kronen, Byron Lester, Maureen Magnan, Alphonse Marotta, James S. Needham, Mark A. Pappa, J. Lawrence Price, Kennard Ray, Hector Rivera, Pasquale J. Salemi, Michael Solomonides, Raymond Sweezy, Alvin E. Taylor and Richard W. Vicino; Attorneys John S. Mirtle and Christopher R. Stone; John M. Zinzarella.

### **RECONVENE**

At 7:26 P.M., Chairman DiBella requested to come out of executive session and on motion made by Commissioner Taylor and duly seconded, the District Board came out of executive session and reconvened. No formal action was taken.

***Attorney R. Bartley Halloran and Chief Executive Officer Scott W. Jellison left the meeting at 7:23***

**ADJOURNMENT**

The meeting was adjourned at 7:27 P.M.

ATTEST:

A handwritten signature in black ink, appearing to read "John Mirtle", is written over the printed name and title.

John S. Mirtle, Esq.  
District Clerk

January 11, 2016

Date of Approval

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**To**

**MINUTES OF THE DISTRICT BOARD**

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