

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

FOR THE YEAR  
2016

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

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

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**MEMBERSHIP**  
**OF**  
**THE BUREAU OF PUBLIC WORKS**  
**2016**

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

ANDREW ADIL

BYRON LESTER

LUIS CABAN

MAUREEN MAGNAN

DONALD CURREY

ALPHONSE MAROTTA

JANICE FLEMMING

J. LAWRENCE PRICE

ALLEN HOFFMAN

KENNARD RAY

WILLIAM HORAN

HECTOR M. RIVERA

JOSEPH KLETT

RAYMOND SWEEZY

JOSEPH H. KRONEN

RICHARD W. VICINO

**MINUTES**  
**OF**  
**MEETINGS OF THE BUREAU OF PUBLIC WORKS**  
**HELD IN 2016**

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, January 11, 2016**

**Present:** Commissioners Andrew Adil, Luis Caban, Donald Currey, Allen Hoffman, Joseph Kronen, Maureen Magnan, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy, Richard W. Vicino and District Chairman William A. DiBella (11)

**Absent:** Commissioners Janice Flemming, William Horan, Joseph Klett and J. Lawrence Price (4)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Kelly Shane, Director of Procurement  
Robert Schwarm, Director of Information Technology  
Robert Zaik, Manager of Labor Relations  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Carrie Blardo, Assistant to the Chief Operating Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Assistant District Counsel Christopher R. Stone called the meeting to order at 4:30 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**ELECTION OF CHAIRMAN**

Attorney Stone called for nominations for Chairman.

Commissioner Magnan nominated Commissioner Richard Vicino for Chairman of the Bureau of Public Works. There were no other nominations.

***On motion made by Commissioner Magnan and duly seconded,  
Commissioner Vicino was elected Chairman of the Bureau of Public  
Works by unanimous vote of those present.***

**ELECTION OF VICE CHAIRMAN**

Commissioner Sweezy nominated Commissioner J. Lawrence Price for Vice Chairman of the Bureau of Public Works. There were no other nominations.

***On motion made by Commissioner Sweezy and duly seconded, Commissioner Price was elected Vice Chairman of the Bureau of Public Works by unanimous vote of those present.***

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Hoffman and duly seconded, the meeting minutes of December 14, 2015 and revised minutes of November 18, 2015 were approved.***

***Commissioner Magnan abstained.***

***Commissioner Adil entered the meeting at 4:36 P.M.***

**CONDEMNATION PROCEEDINGS AGAINST 365 MAPLE STREET, WETHERSFIELD CT  
IN FURTHERANCE WITH THE CLEAN WATER PROJECT**

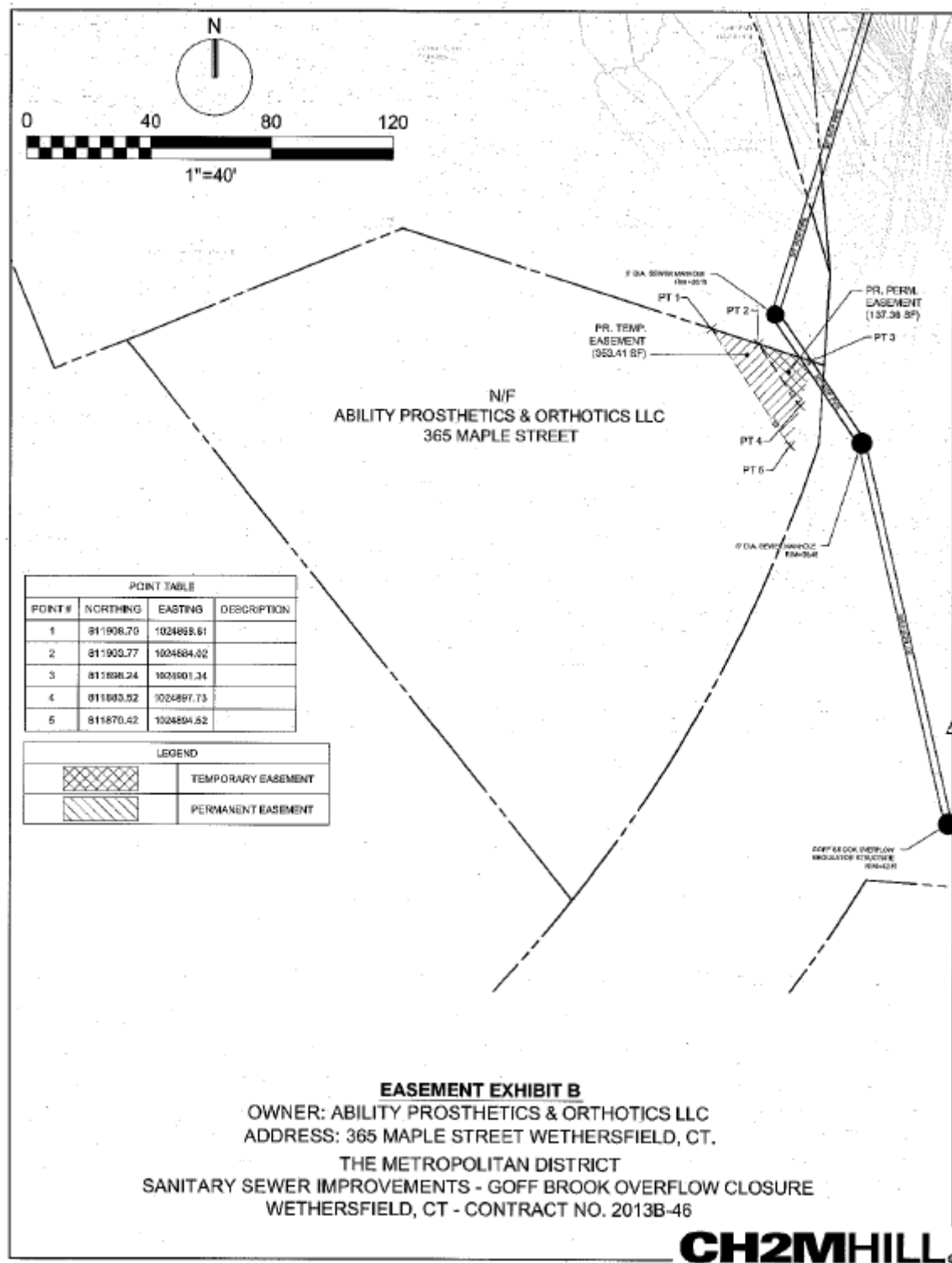
To: Bureau of Public Works for consideration on January 11, 2016

**Be It Hereby 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 Commissioners of the Metropolitan District hereby authorizes District staff to proceed with the condemnation proceeding to obtain an approximately 353 square foot temporary easement and approximately 137 square foot permanent easement on a portion of the property owned by Maher Kasabji and Zorica Englehardt located at 365 Maple Street, Wethersfield, Connecticut, as more particularly set forth in the attached map. Said easements are necessary for the installation, use, maintenance and repair of a sanitary sewer within Maple Street, Wethersfield, Connecticut in furtherance of the Clean Water Project and particularly the Goff Brook Overflow Closure Project.

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

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer



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

**CONDEMNATION PROCEEDINGS AGAINST 311-353 MAPLE STREET, WETHERSFIELD  
CT IN FURTHERANCE WITH THE CLEAN WATER PROJECT**

To: Bureau of Public Works for consideration on January 11, 2016

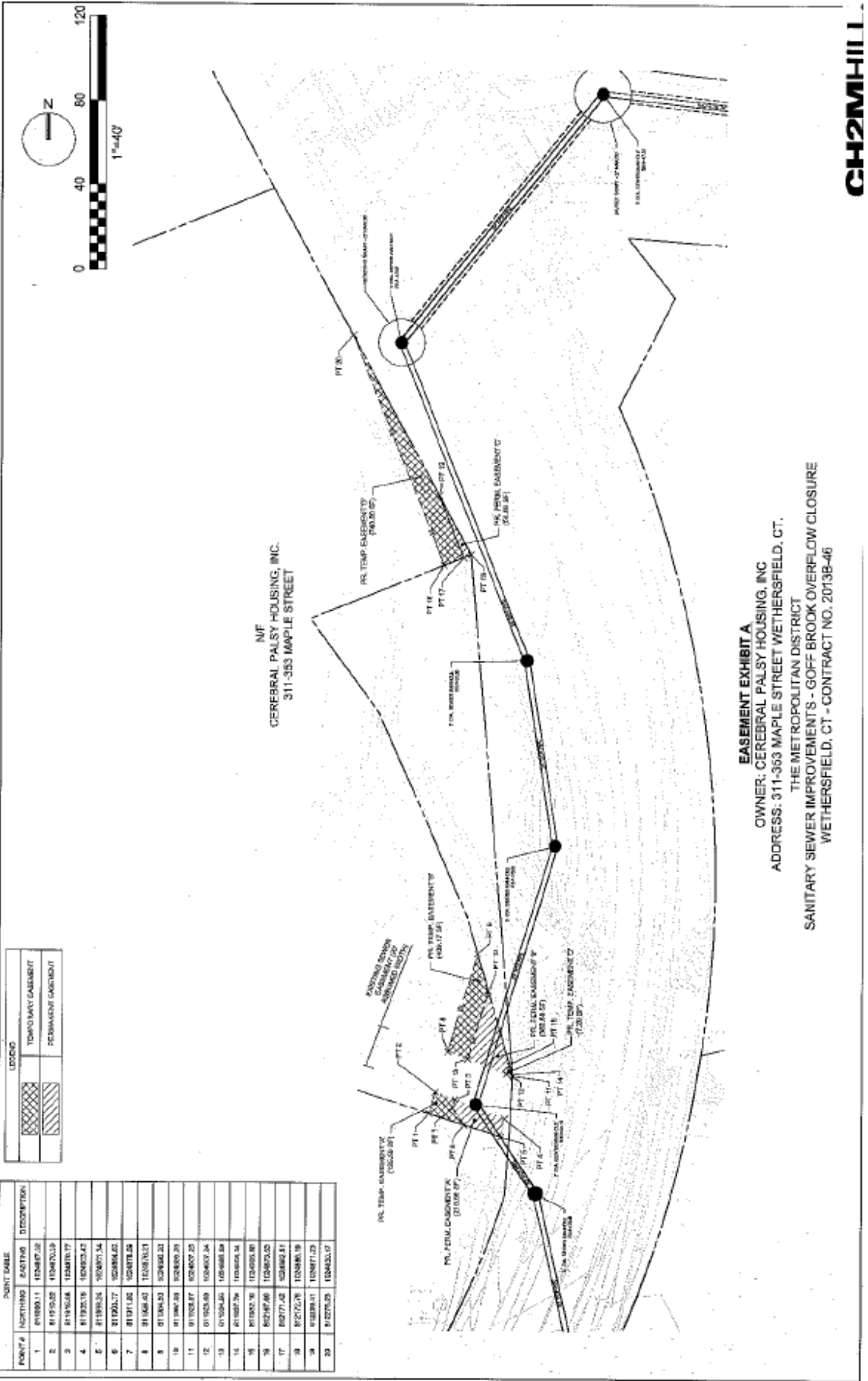
**Be It Hereby Resolved** that, pursuant to Conn. Gen. Stat. § 48-12, and Sections 1-1, 1-2f and 1-4 of the Metropolitan District Charter, the Board of Commissioners of the Metropolitan District hereby authorizes District staff to proceed with the condemnation proceeding to obtain approximately 1,283 square feet of temporary easements and approximately 656 square feet of permanent easements on a portion of property owned by Cerebral Palsy Housing, Inc. and located at 311-353 Maple Street, Wethersfield, Connecticut, as more particularly set forth in the attached map. Said easements are necessary for the installation, use, maintenance and repair of a sanitary sewer within Maple Street, Wethersfield, Connecticut in furtherance of the Clean Water Project and particularly the Goff Brook Overflow Closure Project.

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

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer





CH2MHILL

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

**ADJOURNMENT**

The meeting was adjourned at 4:41 PM

ATTEST:

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

John S. Mirtle  
District Clerk

February 17, 2016

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

**JOINT MEETING OF THE  
AUDIT COMMITTEE, BOARD OF FINANCE  
AND BUREAU OF PUBLIC WORKS  
SPECIAL MEETING**

**The Metropolitan District**  
555 Main Street, Hartford  
Wednesday, February 3, 2016

**PRESENT:** Audit Committee:  
Commissioners Mary Anne Charron, Donald Currey, Allen Hoffman,  
Kathleen J. Kowalyshyn, Alphonse Marotta, Mark A. Pappa, Raymond  
Sweezy, Richard W. Vicino and District Chairman William A. DiBella (9)

Board of Finance:  
Commissioners Luis Caban, Allen Hoffman, William P. Horan; Citizen  
Members Ron Angelo and Linda King-Corbin and District Chairman  
William A. DiBella (6)

Bureau of Public Works:  
Andrew Adil, Luis Caban, Donald M. Currey, Janice Flemming, Allen  
Hoffman, William P. Horan, Joseph Klett, Joseph H. Kronen, Alphonse  
Marotta, Hector Rivera, Raymond Sweezy and Richard W. Vicino (12)

**ABSENT:** Commissioner Timothy Curtis, Maureen Magnan, J. Lawrence Price,  
Pasquale J. Salemi; Citizen Members Martin B. Courneen and Richard  
Mulready (6)

**ALSO**

**PRESENT:** Scott W. Jellison, Chief Executive Officer  
John Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Kerry Martin, Assistant to the CEO  
Cynthia A. Nadolny, Executive Assistant  
Brian J. McCarthy, Associate  
Joseph Laliberte, Associate  
Ernie M. Lormier, Bond Counsel  
Joe A. Vitale, Bond Counsel

**CALL TO ORDER**

Commissioner Vicino, Chairperson of the Bureau of Public Works  
called the meeting to order at 4:05 P.M.

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

***Commissioner Adil entered the meeting at 4:22 P.M.***

**REPORT FROM STAFF RE: CLEAN WATER PROJECT UPDATE**

***Joe Laliberte, CDM Smith, presented the Clean Water Project.***

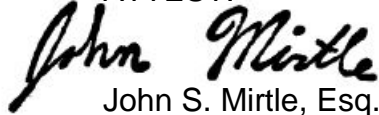
**REPORT FROM BOND COUNSEL RE: CLEAN WATER FUND LEGISLATION**

***Ernie M. Lormier, Bond Counsel gave a presentation on Clean Water Fund legislation.***

**ADJOURNMENT**

The meeting was adjourned at 5:39 P.M.

ATTEST:



John S. Mirtle, Esq.  
District Clerk

February 17, 2016

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

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Wednesday, February 17, 2016**

**Present:** Commissioners Andrew Adil, Donald Currey, Allen Hoffman, Joseph Klett, Joseph Kronen, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy, Richard W. Vicino and District Chairman William A. DiBella (10)

**Absent:** Commissioners Luis Caban, Janice Flemming, William Horan, Byron Lester, Maureen Magnan, J. Lawrence Price and Kennard Ray (7)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Kelly Shane, Director of Procurement  
Robert Schwarm, Director of Information Technology  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Carrie Blardo, Assistant to the Chief Operating Officer  
Cynthia A. Nadolny, Executive Assistant  
Brian J. McCarthy, Associate

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 4:46 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

*On motion made by Commissioner Currey and duly seconded,  
the meeting minutes of January 11, 2016 and Joint Meeting  
Minutes of February 3, 2016 were approved.*

**CONSIDERATION & POTENTIAL ACTION ON AUTHORIZATION TO INITIATE  
CONDEMNATION PROCEEDING TO SECURE PERMANENT AND TEMPORARY  
EASEMENT RIGHTS AS NECESSARY TO COMPLETE THE SOUTH HARTFORD  
CONVEYANCE AND STORAGE TUNNEL PROJECT**

To: Bureau of Public Works for consideration on February 17, 2016

By referendum approved in November 6, 2012, the electorate within the Metropolitan District approved for funding for the Clean Water Project. The funding authorization included the expenditure of those funds necessary to purchase, by condemnation or otherwise, such property rights as may be necessary to prosecute the work and complete the improvements required under the Clean Water Project.

As part of its ongoing Clean Water Project activities, the MDC is constructing an eighteen (18) foot wide, twenty-one thousand eight hundred (21,800) linear foot tunnel. The tunnel will provide increased sewer transportation and storage capacity during periods of high wet weather flows. This competitively bid project includes the creation of: (i) launch and retrieval shafts at the tunnel terminus points in Hartford and West Hartford, respectively; (ii) up to seven thousand three hundred (7,300) linear feet of near surface consolidation sewers; (iii) eight (8) tangential vortex hydraulic drop shafts; (iv) a forty million (40,000,000) gallon per day dry pit tunnel pump station; (v) odor control facilities at all potential air release points; and (vi) various other structures and facilities.

To build the tunnel and its various appurtenances, the MDC must acquire certain property rights, including one (1) permanent and one (1) temporary easement, over private land situated at the corner of Franklin Avenue and Hanmer Street in Hartford. The impacted parcel and property owner are as follows:

Owner: Bosnian-American Islamic & Cultural Center, Inc.

Parcel: 595 Franklin Avenue, Hartford, Connecticut

Attached is a copy of the taking map detailing the location, area and other details associated with the permanent and temporary easement takings.

The MDC must obtain the permanent and temporary easement from the property owner prior to the commencement of work by the selected contractor. Despite lengthy negotiations with the property owner, the MDC has not been able to acquire the permanent and temporary easements. Accordingly, action to take the property rights must commence forthwith. Efforts to acquire the necessary property rights by agreement continue, notwithstanding the condemnation proceedings.

The compensation to be paid to the affected property owner represents the average appraised value as independently determined by two (2) Connecticut licensed appraisers. As provided by the MDC Charter Section 1-4, in order to proceed with the condemnation proceeding, a resolution of the District Board is required.

THEREFORE, BE IT RESOLVED THAT:

Pursuant to Conn. Gen. Stat. § 48-12, and Metropolitan District Charter Section 1-2, 1-2f and 1-4, the Board of the Metropolitan District hereby authorizes District staff to proceed with condemnation proceedings on the aforementioned private property and to acquire such property rights pursuant thereto as are necessary for the installation,

maintenance, repair and use of those improvements within the South Hartford Conveyance and Storage Tunnel project contained within or affecting said private property.

The amount of compensation awarded pursuant to said condemnation proceeding(s) shall be the average value of the property rights acquired, as independently determined by two (2) Connecticut licensed appraisers.

Respectfully Submitted

Scott W. Jellison  
Chief Executive Officer

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

**CONSIDERATION & POTENTIAL ACTION ON AUTHORIZATION  
TO INITIATE CONDEMNATION PROCEEDING TO SECURE PROPERTY  
AS NECESSARY TO COMPLETE THE SOUTH HARTFORD CONVEYANCE AND  
STORAGE TUNNEL PROJECT**

To: Bureau of Public Works for consideration on February 17, 2016

By referendum approved in November 6, 2012, the electorate within the Metropolitan District approved for funding for the Clean Water Project. The funding authorization included the expenditure of those funds necessary to purchase, by condemnation or otherwise, such property rights as may be necessary to prosecute the work and complete the improvements required under the Clean Water Project.

As part of its ongoing Clean Water Project activities, the MDC is constructing an eighteen (18) foot wide, twenty-one thousand eight hundred (21,800) linear foot tunnel. The tunnel will provide increased sewer transportation and storage capacity during periods of high wet weather flows. This competitively bid project includes the creation of: (i) launch and retrieval shafts at the tunnel terminus points in Hartford and West Hartford, respectively; (ii) up to seven thousand three hundred (7,300) linear feet of near surface consolidation sewers; (iii) eight (8) tangential vortex hydraulic drop shafts; (iv) a forty million (40,000,000) gallon per day dry pit tunnel pump station; (v) odor control facilities at all potential air release points; and (vi) various other structures and facilities.

To build the tunnel and its various appurtenances, the MDC must acquire certain property rights, including a twelve thousand one hundred sixty-three (12,163) square foot (0.279 acres) portion of private land situated along Hanmer Street in Hartford. The impacted parcel and property owner are as follows:

Owner: KWK Hanmer, LLC

Parcel: 99 Hanmer Street, Hartford, Connecticut

Attached is a copy of the taking map detailing the location, area and other details associated with the taking.

The MDC must obtain the property from the property owner prior to the commencement of work by the selected contractor. Despite lengthy and vigorous negotiations with the property owner, the MDC has not been able to acquire the property. Accordingly, action to take the property must commence forthwith. Efforts to acquire the necessary property rights by agreement continue, notwithstanding the condemnation proceedings.

The compensation to be paid to the affected property owner represents the average appraised value as independently determined by two (2) Connecticut licensed appraisers. As provided by the MDC Charter Section 1-4, in order to proceed with the condemnation proceeding, a resolution of the District Board is required.

THEREFORE, BE IT RESOLVED THAT:

Pursuant to Conn. Gen. Stat. § 48-12, and Metropolitan District Charter Section 1-2, 1-2f and 1-4, the Board of the Metropolitan District hereby authorizes District staff to proceed with condemnation proceedings on the aforementioned private property and to acquire such property rights pursuant thereto as are necessary for the installation, maintenance, repair and use of those improvements within the South Hartford Conveyance and Storage Tunnel project contained within or affecting said private property.

The amount of compensation awarded pursuant to said condemnation proceeding(s) shall be the average value of the property rights acquired, as independently determined by two (2) Connecticut licensed appraisers.

Respectfully Submitted,

Scott W. Jellison  
Chief Executive Officer

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

**ADJOURNMENT**

The meeting was adjourned at 5:01 PM

ATTEST:

  
John S. Mirtle  
District Clerk

March 7, 2016

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



**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING**

125 Maxim Road  
Hartford, Connecticut 06114  
Wednesday, February 24, 2016

**Present:** Commissioners Andrew Adil, Donald Currey, Janice Flemming, Allen Hoffman, Alphonse Marotta, Raymond Sweezy, Richard W. Vicino and District Chairman William A. DiBella (8)

**Absent:** Commissioners Luis Caban, William Horan, Joseph Klett, Joseph Kronen, Byron Lester, Maureen Magnan, J. Lawrence Price, Kennard Ray and Hector M. Rivera (9)

**Also**

**Present:** Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Jim Randazzo, Manager of Water Treatment and Supply  
Mike Curley, Manager of Technical Services  
David Banker, Project Manager  
Nick Salemi, Communications Administrator  
Julie McLaughlin, Communications Administrator  
Carrie Blardo, Assistant to the Chief Operating Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 4:30 P.M.

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman Vicino that a quorum of the Bureau of Public Works was not present.

At that time, the meeting was adjourned.

**ADJOURNMENT**

The meeting was adjourned at 4:30 P.M.

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

March 7, 2016

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

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING**

555 Main Street, Hartford  
Monday, March 7, 2016

**Present:** Commissioners Andrew Adil, Luis Caban, Donald Currey, Allen Hoffman, Joseph Kronen, Maureen Magnan, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy, Richard W. Vicino and District Chairman William A. DiBella (11)

**Absent:** Commissioners Janice Flemming, William Horan, Joseph Klett, Byron Lester, J. Lawrence Price and Kennard Ray and (6)

**Also**

**Present:** 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  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Carrie Blardo, Assistant to the Chief Operating Officer

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 5:10 P.M.

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

*On motion made by Commissioner Currey and duly seconded, the meeting minutes of February 17, 2016 and February 24, 2016 were approved.*

*Commissioner Magnan abstained.*

**FINAL ASSESSMENT DECLARED DUE AND PAYABLE  
777 MAIN STREET HARTFORD**

To: Bureau of Public Works for consideration on March 7, 2016

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

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

Subsequent to the public hearing, at a meeting held on December 14, 2015 the Bureau of Public Works ordered publication of a schedule of assessments.

On December 23, 2015, the schedule of assessments was published as ordered by the Bureau of Public Works. An appeal was filed in Hartford Superior Court on January 12, 2016 by 777 Residential LLC. A copy of the schedule of assessments is on file in the office of the District Clerk.

On February 17, 2016 the District Board authorized the Supplemental Assessment. In accordance with Bureau of Public Works policy, the assessments will be billed on March 15, 2016.

It is therefore recommended that it be:

**Resolved:** That the supplemental assessment for 777 Main Street, Hartford, is declared due and payable to the Assessable Sewer Fund; to direct the District Clerk to publish same on a date to be fixed in a conference with the Treasurer; and to direct the District Clerk to file liens to secure any and all assessments or parts thereof which remain unpaid within the time limit set by law.

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

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

**BRIGHTON PARK PHASE 2, BLOOMFIELD  
RELEASE OF RIGHT-OF-WAY**

To: Bureau of Public Works for consideration on March 7, 2016

On February 16, 2016, the District received a request from Attorney Thomas M. Daniells of Murtha Cullina LLP, for The Metropolitan District (the "District") to release an existing sanitary sewer easement within the properties owned by Bloomfield Realty Partners, LLC and Realty Investors VII Bloomfield, LLC (collectively, the "Developer"), as shown on the accompanying map. The purpose of this request is to release the original easement obtained in Phase 1 of this project in order to construct new buildings within the area of such easement.

The Developer intends to install a new sanitary sewer on this property under a Developer's Permit Agreement for Phase 2 of this project and in January, 2016 granted the District a new 20-foot permanent sanitary sewer easement along the proposed sewer. The original easement was acquired by the District through the Developer's Permit-Agreement process for Brighton Park Phase 1 on October 3, 2007.

From an engineering standpoint and taking into account the granting of the new 20-foot permanent water easement to the District by Developer, the release of the original easement will not have a negative impact on the wastewater collection system, and no hardship or detriment would be imposed on others.

It is therefore RECOMMENDED that it be

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

Resolved: That the Chairman or Vice Chairman of the District Board be authorized to execute the release of the original sanitary sewer easement on properties owned by Bloomfield Realty Partners, LLC and Realty Investors VII Bloomfield, LLC, as shown on the accompanying map and as recorded in the Town of Bloomfield land records, Volume 1485, Page 89. The release shall be subject to approval by District Counsel as to form and content.

Respectively submitted,

Scott W. Jellison  
Chief Executive Officer

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

### **ADJOURNMENT**

The meeting was adjourned at 5:13 P.M.

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

May 18, 2016

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

**JOINT MEETING OF THE  
AUDIT COMMITTEE, BOARD OF FINANCE  
AND BUREAU OF PUBLIC WORKS  
SPECIAL MEETING**

**The Metropolitan District**  
125 Maxim Road, Hartford  
Thursday, April 21, 2016

**PRESENT:** Audit Committee:  
Commissioners Donald Currey, Allen Hoffman, Kathleen J. Kowalyshyn,  
Alphonse Marotta, Mark A. Pappa, Richard W. Vicino and District  
Chairman William A. DiBella (7)

Board of Finance:  
Commissioners Luis Caban, Allen Hoffman, Pasquale J. Salemi; Citizen  
Members Ron Angelo, Martin B. Courneen and District Chairman William  
A. DiBella (6)

Bureau of Public Works:  
Andrew Adil, Luis Caban, Donald M. Currey, Allen Hoffman, Joseph H.  
Kronen, Alphonse Marotta, Hector Rivera and Richard W. Vicino (8)

**ABSENT:** Commissioners Mary Anne Charron, Timothy Curtis, Janice Flemming,  
William P. Horan, Joseph Klett, Byron Lester, Maureen Magnan, J.  
Lawrence Price, Raymond Sweezy, Citizen Members Linda King-Corbin  
and Richard Mulready (11)

**ALSO**

**PRESENT:** Scott W. Jellison, Chief Executive Officer  
John Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
Christopher Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Frank Dellaripa, Manager of Construction Services  
Chris Levesque, Assistant Manager of Water Treatment  
Toby R. Krantz, Manager of Construction and Engineering Services  
Michael T. Curley, Manager of Technical Services  
Jeffrey Davis, Design Manager  
David Banker, Project Manager, Technical Services  
Jason F. Waterbury, Project Manager/Team Leader, Technical Services  
Kerry Martin, Assistant to the CEO  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Commissioner Vicini, Chairpman of the Buraeu of Public Works called the meeting  
to order at 8:32 AM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Chairman Vicino that quorums of the Audit Committee, Board of Finance, and Bureau of Public Works were not present.

At that time, the meeting was adjourned.

**ADJOURNMENT**

The meeting was adjourned at 8:32 AM

ATTEST:

  
John S. Mirtle, Esq.  
District Clerk

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

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Wednesday, May 18, 2016**

**Present:** Commissioners Andrew Adil, Allen Hoffman, Joseph Kronen, Maureen Magnan, Alphonse Marotta, J. Lawrence Price, Hector M. Rivera, Raymond Sweezy, Richard W. Vicino and District Chairman William A. DiBella (10)

**Absent:** Commissioners Luis Caban, Donald Currey, Janice Flemming, William Horan, Joseph Klett, Byron Lester, and Kennard Ray (7)

**Also**

**Present:** Commissioner Bhupen Patel  
Citizen Member Ronald F. Angelo  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
Brendan Fox, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Mike Curley, Manager of Technical Services  
Nick Salemi, Communications Administrator  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Carrie Blardo, Assistant to the Chief Operating Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 5:36 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Rivera and duly seconded,  
the meeting minutes of March 7, 2016 were approved.***

***Commissioner Price abstained.***

**HARTFORD TOYOTA, 135 WEST SERVICE ROAD, HARTFORD  
RELEASE OF RIGHT-OF-WAY AND ABANDONMENT OF SANITARY SEWER**

To: Bureau of Public Works for consideration on May 18, 2016

On March 22, 2016, the District received a letter from Eric Masterson of BBL Albany Group V on behalf of the Hartford Toyota Superstore requesting that the Metropolitan District release a portion of the existing sanitary sewer easement within the property of 135 West Service Road, Hartford, owned by 135 West Service Road, LLC, as shown on the accompanying map. The purpose of the request is to abandon a portion of the existing sanitary sewer and release a portion of the easement to enable the construction of a new store building. The Owner will in turn build a new 10-inch sanitary sewer to convey the flow. The existing easement was acquired by the Metropolitan District through a Developer's Permit-Agreement in July, 1959.

From an engineering standpoint, the release of the requested portion of this easement and abandonment of the sanitary sewer would not have a negative impact on the District's sewer system, and no hardship or detriment would be imposed on others. The existing sewer presently serves this site as well as the abutting site, which is vacant. The proposed new sanitary sewer, as well as an accompanying easement, will be constructed within the subject parcel under a new Developer's Permit-Agreement and will serve the site and the abutting property.

It is therefore RECOMMENDED that it be

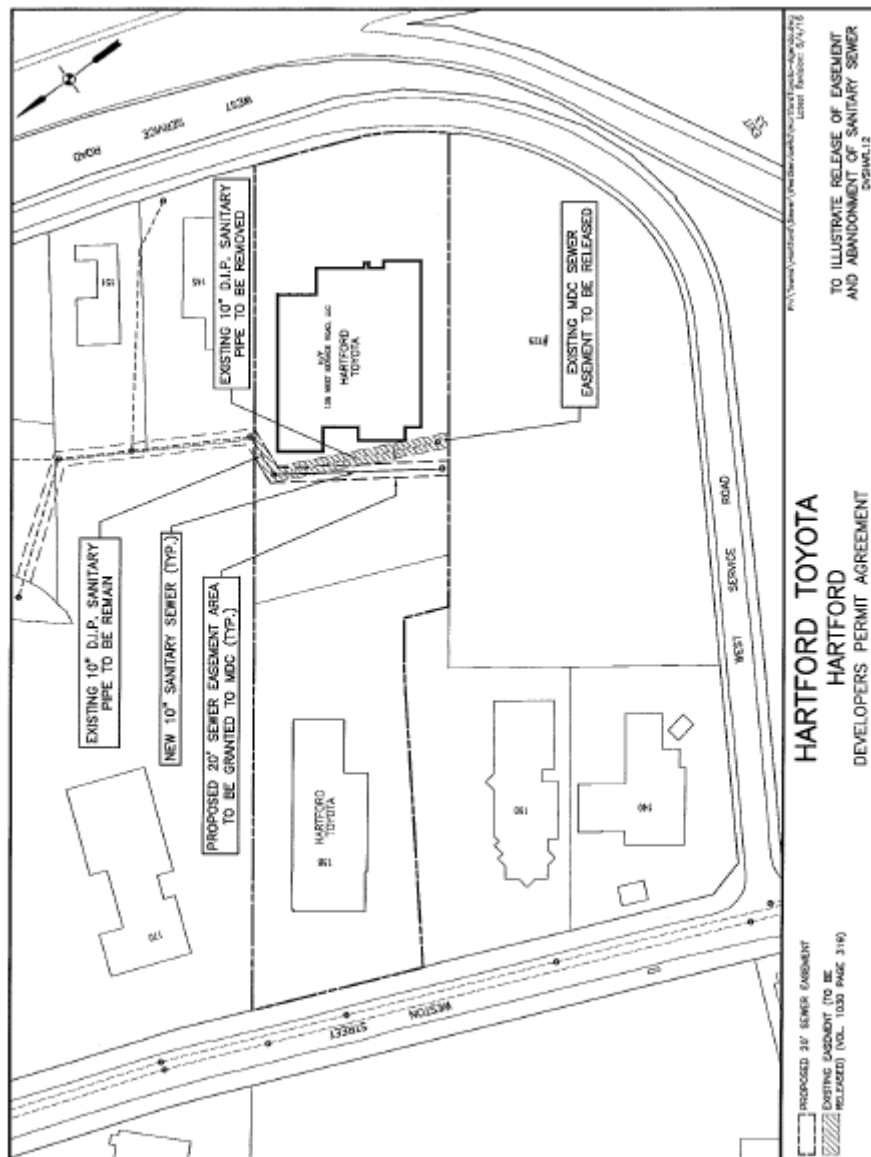
VOTED: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute the release of the portion of the existing sanitary sewer easement and discontinued sanitary sewer on property owned by 135 West Service Road, LLC, as shown on the accompanying map and as recorded in the City of Hartford land records in Volume 1030, Page 319. The release shall be subject to approval by District Counsel as to form and content.

Respectively submitted,

Scott W. Jellison  
Chief Executive Officer





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

### **RESERVOIR ESTATES, WETHERSFIELD ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on May 18, 2016

CCC Construction, in a letter dated May 12, 2016, from Frank DiBacco, Owner and Developer, has requested permission from The Metropolitan District to temporarily encroach upon an existing utility easement and permanently encroach on the existing Goff Brook South Branch Trunk Sewer easement located across private lands between Back Lane and Old Reservoir Road in Wethersfield, to construct an entry roadway, install new sanitary sewer and for a permanent storm drainage crossing in conjunction with the Reservoir Estates development project.

The proposed work entails the construction of a temporary entry road with a tracking pad and the installation of new sanitary sewer (temporary encroachments) over the existing 10-inch PVC sanitary sewer within the 30-foot utility easement and the installation of permanent storm drainage over the existing 15-inch RCP sanitary trunk sewer within the 20-foot easement (permanent encroachment), as shown on the accompanying map. The proposed storm drainage will be installed above the existing sanitary trunk sewer with sufficient clearance between the pipes. The existing sanitary sewer was built in 1973 and the existing trunk sewer was built in 1966.

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

CCC Construction has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing sanitary sewers located within the subject parcel and to maintain accessibility along the length of the Metropolitan District's 30-foot and 20-foot permanent easements:

1. Care must be taken during the construction of the new sanitary sewer and storm drain not to disturb the existing sanitary sewer and trunk sewer. All heavy construction equipment must be located outside of the limits of the utility and sanitary trunk sewer easements when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the existing sanitary sewer and trunk sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing sanitary sewer and trunk sewer caused by any construction within the existing rights-of-way shall be the responsibility of the Owner.
2. No additional permanent structures, other than the proposed storm drain shall be located within the District's sanitary trunk sewer right-of-way.
3. The District reserves the right to remove structures within the utility and sanitary trunk sewer easements at any time if so required for maintenance, repair or replacement of the sanitary sewer or trunk sewer. The Owner shall bear any additional maintenance, repair or replacement costs necessitated by the presence of structures within the easements.
4. In the event of a sewer emergency caused by the proposed excavation, the Owner shall provide, at their expense, an appropriately sized bypass pump.
5. An MDC inspector must be on the job site whenever work is being performed within any utility or sanitary trunk sewer rights-of-way, at the expense of the Owner. Any construction of the new sanitary sewer as well as any construction, maintenance, repair or replacement of the new storm drainage shall conform to District standards and 48-hours advance notice must be given to the District prior to commencing any such activities within the utility or sanitary trunk sewer easements.

6. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of the existing sanitary sewer and trunk sewer 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 sewers.

Staff has reviewed this request and considers it feasible.

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

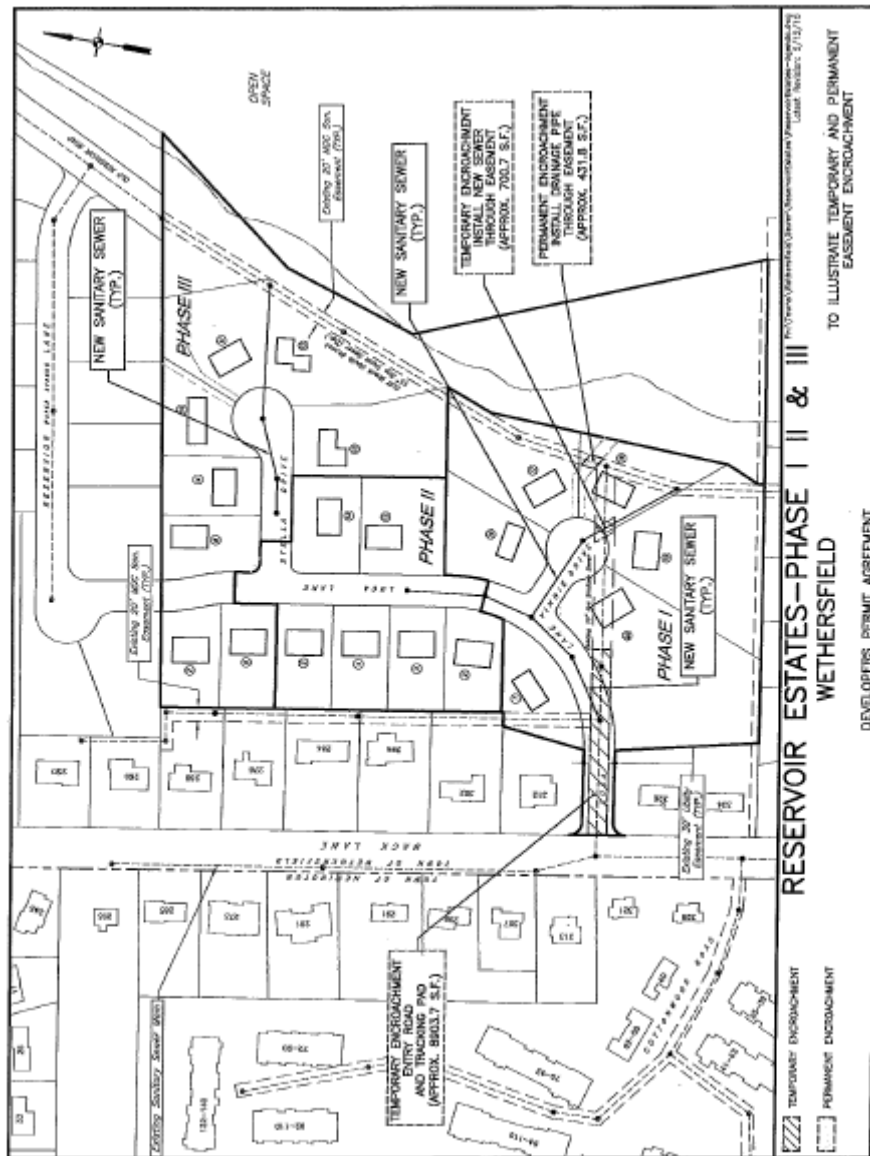
It is RECOMMENDED that it be

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

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to CCC Construction to encroach upon existing 30-foot and 20-foot utility and sanitary trunk sewer easements off of Back Lane in private lands, Wethersfield, in support of the planned construction of Reservoir Estates as shown on plans submitted by Dutton Associates, dated March 30, 2016, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer



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

### **RESERVOIR ESTATES, WETHERSFIELD RELEASE OF RIGHT-OF-WAY AND ABANDONMENT OF SANITARY SEWER**

To: Bureau of Public Works for consideration on May 18, 2016

On May 3, 2016, the District received a letter from James Dutton of Dutton Associates, LLC on behalf of Frank DiBacco of CCC Construction, Owner and Developer of Reservoir Estates, requesting that the Metropolitan District release portions of the existing sanitary sewer easements within private lands off of Back Lane in Wethersfield, as shown on the accompanying map. The purpose of the request is to abandon a portion of the existing sanitary sewer and release portions of the easements to enable the construction of a new

residential development. The Owner will in turn build a new 8-inch sanitary sewer to convey the flow. The existing easements were acquired by the Metropolitan District through a Developer's Permit-Agreement in February, 1973 and by Layout and Assessment for Back Lane in July, 1980.

From an engineering standpoint, the release of the requested portions of these easements and abandonment of the sanitary sewer would not have a negative impact on the District's sewer system, and no hardship or detriment would be imposed on others. The proposed new sanitary sewer, as well as an accompanying easement, will be constructed within the subject parcel under a new Developer's Permit-Agreement. The abandonment of the existing sewer is subject to the acceptance of the new public roadway by the Town.

It is therefore RECOMMENDED that it be

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

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute the release of portions of the existing sanitary sewer easements and discontinued sanitary sewer on property owned by CCC Construction, as shown on the accompanying map and as recorded in the City of Wethersfield land records in Volume 286, Page 1190 and Volume 321, Page 996. The release shall be subject to approval by District Counsel as to form and content.

Respectively submitted,

Scott W. Jellison  
Chief Executive Officer



**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, July 11, 2016**

**Present:** Commissioners Andrew Adil, Donald Currey, Allen Hoffman, Joseph Kronen, Maureen Magnan, Hector M. Rivera, Raymond Sweezy, Richard W. Vicino and District Chairman William A. DiBella (9)

**Absent:** Commissioners Luis Caban, Janice Flemming, William Horan, Joseph Klett, Byron Lester, Alphonse Marotta, J. Lawrence Price and Kennard Ray (8)

**Also**

**Present:** Commissioner Bhupen Patel  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
John S. Mirtle, District Clerk  
Kelly Shane, Director of Procurement  
Robert Zaik, Interim Director of Human Resources  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 4:47 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Rivera and duly seconded,  
the meeting minutes of May 18, 2016 were approved.***

**CONSIDERATION & POTENTIAL ACTION ON AUTHORIZATION  
TO INITIATE CONDEMNATION PROCEEDING TO SECURE PROPERTY  
AS NECESSARY TO COMPLETE THE SOUTH HARTFORD CONVEYANCE AND  
STORAGE TUNNEL PROJECT**

**To:** Bureau of Public Works for consideration on July 11, 2016

By referenda approved in 2006 and 2012, the electorate within The Metropolitan District approved funding for the Clean Water Project. The funding authorization included the expenditure of those funds necessary to purchase, by condemnation or otherwise, such property rights as may be necessary to prosecute the work and complete the improvements required under the Clean Water Project.

As part of its ongoing Clean Water Project activities, the MDC is constructing an eighteen (18) foot wide, twenty-one thousand eight hundred (21,800) linear foot tunnel, known as the "South Hartford Storage and Conveyance Tunnel". The tunnel will provide increased sewer flow and storage capacity during periods of significant wet weather. The tunnel project includes the construction of: (i) launch and retrieval shafts at the tunnel terminus points in Hartford and West Hartford, respectively; (ii) up to seven thousand three hundred (7,300) linear feet of near surface consolidation sewers; (iii) eight (8) tangential vortex hydraulic drop shafts; (iv) a forty million (40,000,000) gallon per day dry pit tunnel pump station; (v) odor control facilities at all potential air release points; and (vi) various other structures and facilities.

To build the tunnel and its various appurtenances, the MDC must acquire certain property rights, including an eight thousand one hundred and six (8,106) square foot (0.186 acre) permanent easement and an eight thousand eight hundred and eighty- eight (8,888) square foot (0.204 acre) temporary easement over a portion of land situated along Franklin Avenue in Hartford. The District, through its consultant, has performed an engineering needs assessment and determined that easements over the subject property are the most prudent alternative to other options. The impacted parcel and property owner are as follows:

Parcel: 680 Franklin Avenue, Hartford, Connecticut

Owner: City of Hartford

Attached is a copy of the taking map detailing the location, area and other details associated with the taking.

The MDC must obtain the property from the property owner prior to the commencement of work by the selected contractor. Despite lengthy and vigorous negotiations with the property owner, the MDC has not been able to acquire the property. Accordingly, action to take the property must commence forthwith. Efforts to acquire the necessary property rights by agreement continue, notwithstanding the condemnation proceedings.

The compensation to be paid to the affected property owner represents the average appraised value as independently determined by two (2) Connecticut licensed appraisers. As provided by the MDC Charter Section 1-4, in order to proceed with the condemnation proceeding, a resolution of the District Board is required.

THEREFORE, BE IT RESOLVED THAT:

Pursuant to Conn. Gen. Stat. § 48-12, and Metropolitan District Charter Section 1-2, 1-2f and 1-4, the Board of the Metropolitan District hereby authorizes District staff to proceed with condemnation proceedings on the aforementioned property and to acquire such permanent and temporary easement rights pursuant thereto as are necessary for the



installation, maintenance, repair and use of those improvements within the South Hartford Conveyance and Storage Tunnel project contained within or affecting said property.

The amount of compensation awarded pursuant to said condemnation proceeding(s) shall be the average value of the property rights acquired, as independently determined by two (2) Connecticut licensed appraisers.

Respectively submitted,

Scott W. Jellison  
Chief Executive Officer

EASEMENT DESCRIPTION

A PORTION OF PROPERTY OF THE CITY OF HARTFORD AS DEPICTED ON A MAP ENTITLED "MAP SHOWING EASEMENT AREA TO BE GRANTED TO THE METROPOLITAN DISTRICT ACROSS PROPERTY OF THE CITY OF HARTFORD 680 FRANKLIN AVENUE HARTFORD CONNECTICUT", SCALE 1"=20', DATED 5-16-12 LAST REVISED 6-16-16, PREPARED BY MARTINEZ COUCH & ASSOCIATES, LLC., AND MORE PARTICULARLY DESCRIBED AS:

PERMANENT EASEMENT AREA DESCRIPTION

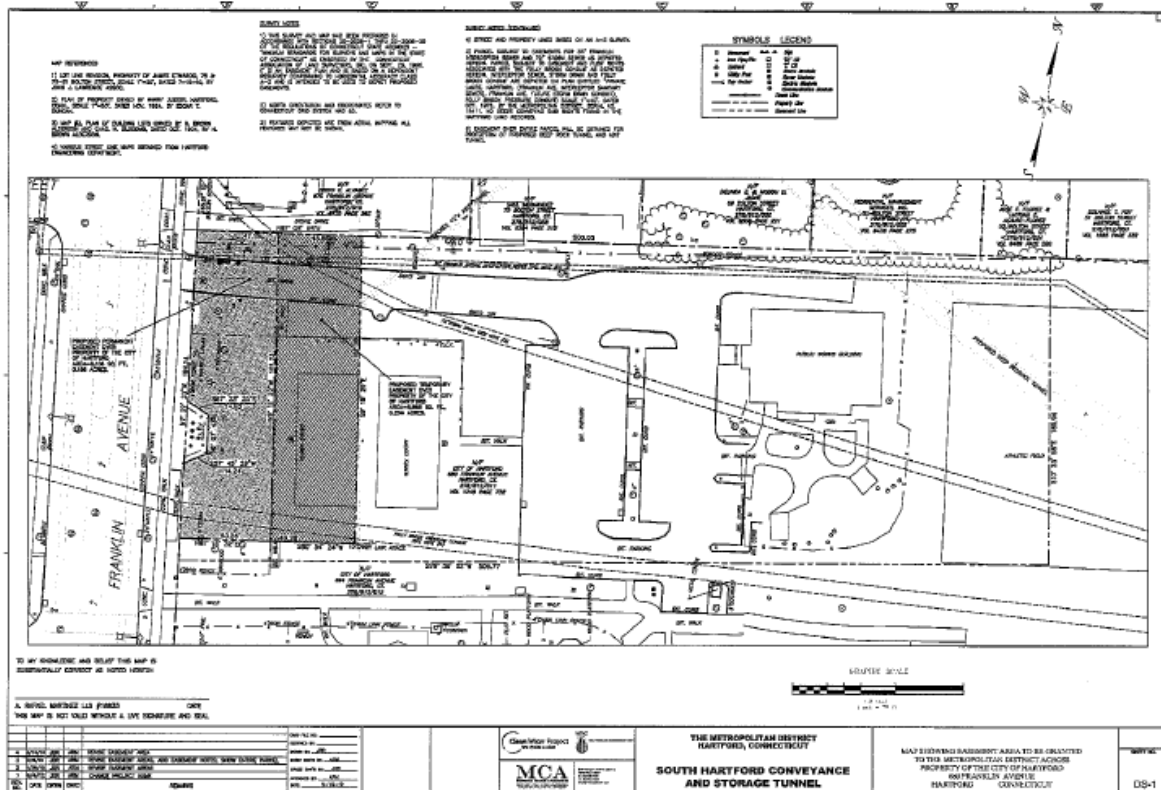
BEGINNING AT A POINT ON THE EASTERLY LINE OF FRANKLIN AVENUE AND THE SOUTHWESTERLY CORNER OF PROPERTY OF DIEGO G. ALVAREZ. THENCE RUNNING ALONG PROPERTY NOW OR FORMERLY DIEGO G. ALVAREZ N81°05'05"E A DISTANCE OF 47.78' TO A POINT. THENCE RUNNING THROUGH LAND OF CITY OF HARTFORD S9°11'22"E A DISTANCE OF 181.23' TO A POINT. THENCE RUNNING THROUGH LAND OF CITY OF HARTFORD S81°15'32"W A DISTANCE OF 53.26' TO A POINT IN THE EASTERLY LINE OF FRANKLIN AVENUE. THENCE RUNNING ALONG FRANKLIN AVENUE N7°27'23"W A DISTANCE OF 44.25' TO A POINT. THENCE RUNNING THROUGH LAND OF CITY OF HARTFORD N57°45'29"E A DISTANCE OF 14.24' TO A POINT. THENCE RUNNING THROUGH LAND OF THE CITY OF HARTFORD N8°07'43"W A DISTANCE OF 23.17' TO A POINT. THENCE RUNNING THROUGH LAND OF THE CITY OF HARTFORD N67°23'25"W A DISTANCE OF 14.63' TO A POINT IN THE EASTERLY LINE OF FRANKLIN AVENUE. THENCE RUNNING ALONG FRANKLIN AVENUE N7°27'23"W A DISTANCE OF 100.41' TO THE POINT AND PLACE OF BEGINNING.

EASEMENT AREA = 8,106 SQ. FT., 0.186 ACRES

TEMPORARY EASEMENT AREA DESCRIPTION

BEGINNING AT A POINT ON THE EASTERLY LINE OF FRANKLIN AVENUE AND THE SOUTHWEST CORNER OF PROPERTY OF DIEGO G. ALVAREZ. SAID POINT BEING N81°05'05"E A DISTANCE OF 47.78' FROM THE EASTERLY LINE OF FRANKLIN AVENUE. THENCE RUNNING ALONG PROPERTY OF DIEGO G. ALVAREZ N81°05'05"E A DISTANCE OF 48.85' TO A POINT. THENCE RUNNING THROUGH LAND OF THE CITY OF HARTFORD S9°19'29"E A DISTANCE OF 181.08' TO A POINT. THENCE RUNNING THROUGH LAND OF THE CITY OF HARTFORD S80°54'24"W A DISTANCE OF 49.28' TO A POINT. THENCE RUNNING THROUGH LAND OF THE CITY OF HARTFORD N9°11'22"W A DISTANCE OF 181.23' TO THE POINT AND PLACE OF BEGINNING.

TEMPORARY EASEMENT AREA= 8,888 SQ. FT., 0.204 ACRES



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

## CONSIDERATION & POTENTIAL ACTION ON AUTHORIZATION TO INITIATE CONDEMNATION PROCEEDING TO SECURE PROPERTY AS NECESSARY TO COMPLETE THE SOUTH HARTFORD CONVEYANCE AND STORAGE TUNNEL PROJECT

To: Bureau of Public Works for consideration on July 11, 2016

By referenda approved in 2006 and 2012, the electorate within The Metropolitan District approved funding for the Clean Water Project. The funding authorization included the expenditure of those funds necessary to purchase, by condemnation or otherwise, such property rights as may be necessary to prosecute the work and complete the improvements required under the Clean Water Project.

As part of its ongoing Clean Water Project activities, the MDC is constructing an eighteen (18) foot wide, twenty-one thousand eight hundred (21,800) linear foot tunnel, known as the "South Hartford Storage and Conveyance Tunnel". The tunnel will provide increased sewer flow and storage capacity during periods of significant wet weather. The tunnel project includes the construction of: (i) launch and retrieval shafts at the tunnel terminus points in Hartford and West Hartford, respectively; (ii) up to seven thousand three hundred (7,300)

linear feet of near surface consolidation sewers; (iii) eight (8) tangential vortex hydraulic drop shafts; (iv) a forty million (40,000,000) gallon per day dry pit tunnel pump station; (v) odor control facilities at all potential air release points; and (vi) various other structures and facilities.

To build the tunnel and its various appurtenances, the MDC must acquire certain property rights to a portion of a parcel of land known as 180 John D. Wardlaw Way, Hartford, CT (Assessor's Map 140, Block 588, Parcel 003), said parcel comprised of 47,901 square feet along Brookfield Street, Hartford, CT as more particularly described in the attached exhibits. The District, through its consultant, has performed an engineering needs assessment and determined that easements over the subject property are the most prudent alternative to other options. The impacted parcel and property owner are as follows:

Parcel: 180 John D. Wardlaw Way, Hartford, Connecticut

Owner: Hartford Housing Authority

The MDC must obtain the parcel from the property owner prior to the commencement of work by the selected contractor. Despite lengthy and vigorous negotiations with the property owner, the MDC has not been able to acquire the property. Accordingly, action to take the property must commence forthwith. Efforts to acquire the necessary property rights by agreement continue, notwithstanding the condemnation proceedings.

The compensation to be paid to the affected property owner represents the average appraised value as independently determined by two (2) Connecticut licensed appraisers. As provided by the MDC Charter Section 1-4, in order to proceed with the condemnation proceeding, a resolution of the District Board is required.

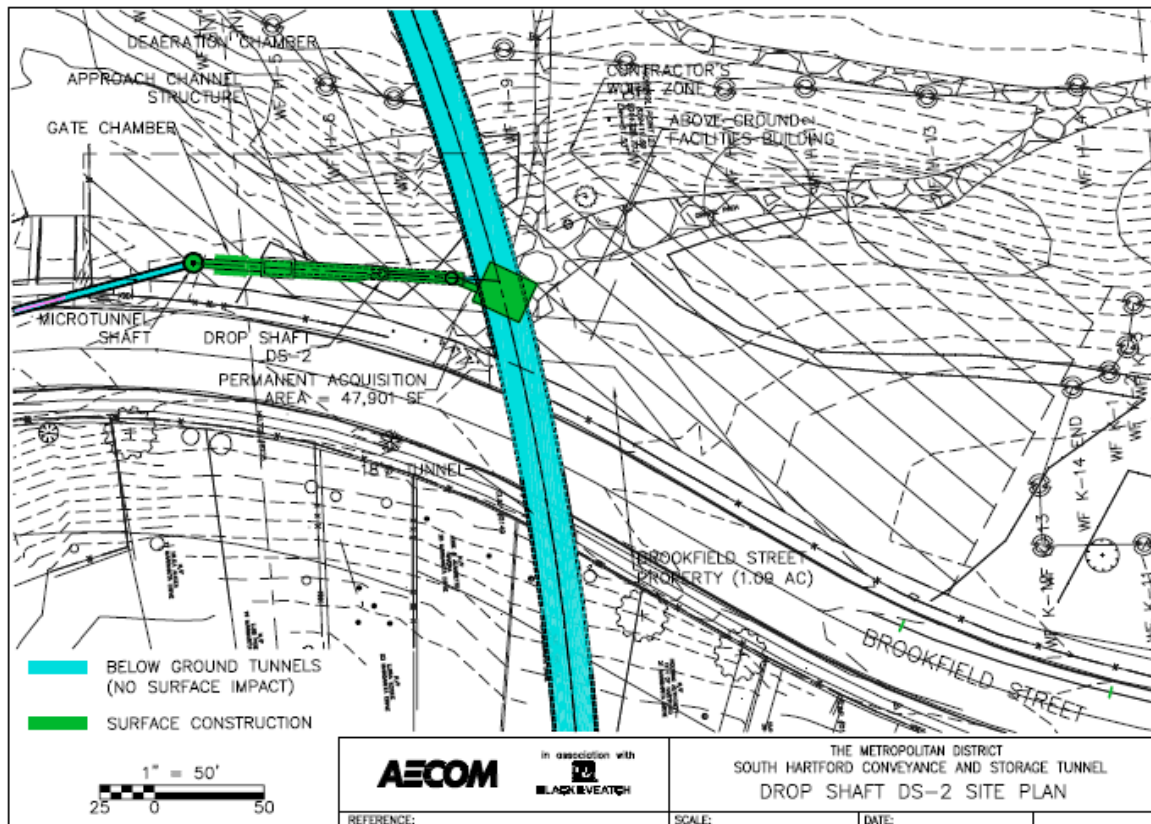
THEREFORE, BE IT RESOLVED THAT:

Pursuant to Conn. Gen. Stat. § 48-12, and Metropolitan District Charter Section 1-2, 1-2f and 1-4, the Board of the Metropolitan District hereby authorizes District staff to proceed with condemnation proceedings on the aforementioned property and to acquire said portion of the property as set forth in the attached exhibits as are necessary for the installation, maintenance, repair and use of those improvements within the South Hartford Conveyance and Storage Tunnel project contained within or affecting said parcel.

The amount of compensation awarded pursuant to said condemnation proceeding(s) shall be the average value of the property rights acquired, as independently determined by two (2) Connecticut licensed appraisers.

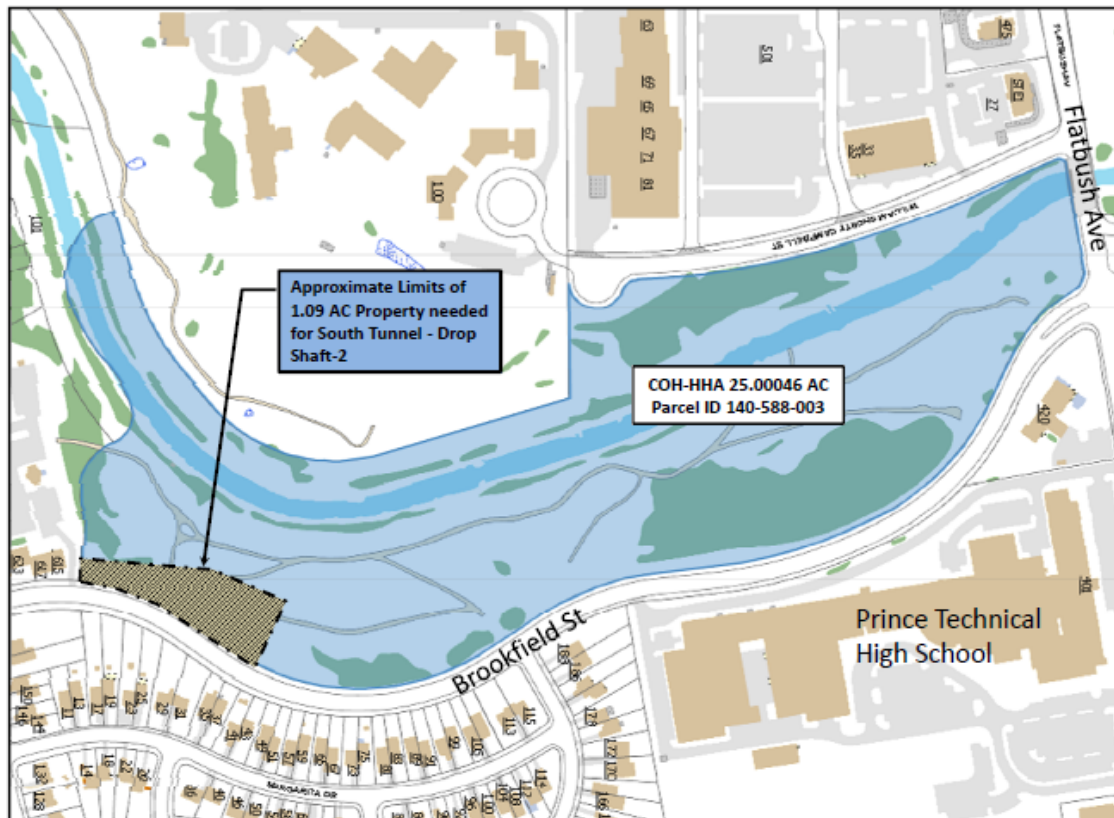
Respectively submitted,

Scott W. Jellison  
Chief Executive Officer



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LAST UPDATE: Wednesday, September 24, 2014 11:20:40 AM  
 PLOT DATE: Wednesday, September 24, 2014 11:50:09 AM



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

### **ADJOURNMENT**

The meeting was adjourned at 5:00 PM

ATTEST:

*John Mirtle*  
John S. Mirtle  
District Clerk

November 16, 2016

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

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, August 1, 2016**

**Present:** Commissioners Luis Caban, Donald Currey, Allen Hoffman, Joseph Kronen, Alphonse Marotta, Hector M. Rivera, Raymond Sweezy, Richard W. Vicino (8)

**Absent:** Commissioners Andrew Adil, Janice Flemming-Butler, William Horan, Joseph Klett, Byron Lester, Maureen Magnan, J. Lawrence Price and Kennard Ray (8)

**Also**

**Present:** Commissioner Kathleen J. Kowalyszyn  
Commissioner Whit Osgood  
Commissioner Bhupen Patel  
Scott W. Jellison, Chief Executive Officer  
R. Bartley Halloran, District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Robert Zaik, Interim Director of Human Resources  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 5:09 PM

***The District Clerk incorrectly tallied a quorum present for the meeting despite requiring one additional Commissioner. The Bureau proceeded with its scheduled business under the mistaken belief that a quorum was present. Due to the lack of a quorum, any intended action taken by the Bureau of Public Works did not constitute official action.***

**ADJOURNMENT**

The meeting was adjourned at 5:15 PM

ATTEST:

  
John S. Mirtle  
District Clerk

November 16, 2016

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

**BUREAU OF PUBLIC WORKS  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Wednesday, November 16, 2016**

**Present:** Commissioners Andrew Adil, Janice Flemming-Butler, Allen Hoffman, Maureen Magnan, Alphonse Marotta, J. Lawrence Price, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (10)

**Absent:** Commissioners Luis Caban, Donald Currey, William Horan, Joseph Klett, Byron Lester, Kennard Ray and Hector M. Rivera (7)

**Also**

**Present:** Commissioner Bhupen Patel  
Scott W. Jellison, Chief Executive Officer  
R. Bartley Halloran, District Counsel  
Christopher R. Stone, Assistant District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Robert Zaik, Interim Director of Human Resources  
Mike Curley, Manager of Technical Services  
Allen King, Real Estate Administrator  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Chairman Vicino called the meeting to order at 4:21 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

*On motion made by Commissioner Magnan and duly seconded, the meeting minutes of July 11, 2016 and August 1, 2016 were approved.*

*Commissioners Price and Taylor abstained.*

**DISCUSSION RE: LAYOUT AND ASSESSMENT OF  
SEWER CONSTRUCTION PROJECTS**

*Without objection agenda item #4 "Discussion Re: Layout and Assessment of Sewer Construction Projects" was passed.*

*Commissioner Sweezy entered the meeting at 4:34 PM*

## **275 RIDGE ROAD, WETHERSFIELD ENCROACHMENT AGREEMENT**

To: Bureau of Public Works for consideration on November 16, 2016

In a letter dated October 25, 2016, Douglas Ellis of Buck and Buck, LLC Engineers, on behalf of Ridge Road Development, LLC, has requested permission from The Metropolitan District to temporarily and permanently encroach on the existing Jordan Lane Trunk Sewer easement located across private lands between the Hartford Bypass Highway, Berlin Turnpike, and Toll Gate Road in Wethersfield, to demolish existing buildings and construct improvements including a new water service, sanitary sewer laterals and storm drainage in conjunction with the 275 Ridge Road development project.

The proposed work entails the demolition of existing buildings and the construction of improvements requiring the movement of construction equipment (temporary encroachments) and the installation of approximately two feet of fill, permanent storm drainage, water service, sewer laterals, sidewalks and light pole foundation (permanent encroachments) over the existing 18-inch RCP sanitary trunk sewer and within the existing 20-foot sewer easement, as shown on the accompanying map. The proposed water service and storm drainage will be installed above the existing sanitary trunk sewer with sufficient clearance between the pipes. The existing trunk sewer was built in 1961.

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.

Ridge Road Development has agreed to the following conditions in order to satisfy the District's concerns for protection of the existing 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 demolition of existing buildings and the construction of the new water service, sanitary sewer laterals and storm drainage not to disturb the existing trunk sewer. All heavy construction equipment must be located outside of the limits of the trunk sewer easement when not in use. Any heavy construction or earth moving equipment that will be utilized on the site over and adjacent to the existing 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 such demolition or construction within or adjacent to the existing right-of-way shall be the responsibility of the Owner.
2. No additional permanent structures, other than the proposed fill, water service, sanitary sewer laterals, storm drainage, sidewalks and light pole foundation shall be located within the District's sanitary trunk sewer right-of-way.
3. The District reserves the right to remove structures within the sanitary trunk sewer easement at any time if so required for maintenance, repair or replacement of the sanitary trunk sewer. The Owner shall bear and pay for any and all additional maintenance, repair or replacement costs necessitated by or resulting from the



presence of structures within the easement, including but not limited to any costs incurred by or on behalf of the MDC.

4. In the event of a sewer emergency caused by the proposed demolition or construction and excavation in connection therewith, the Owner shall provide, at their expense, an appropriately sized bypass pump.
5. An MDC inspector must be on the job site whenever work is being performed within the sanitary trunk sewer right-of-way. Any demolition of the existing buildings as well as any construction, maintenance, repair or replacement of the new fill, water service, sanitary sewer laterals or storm drainage shall conform to District standards and 48-hours advance notice must be given to the District prior to commencing any such activities within or adjacent to the sanitary trunk sewer easement.
6. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of the existing sanitary trunk sewer in or adjacent to the areas of the demolition and/or 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 sewers.

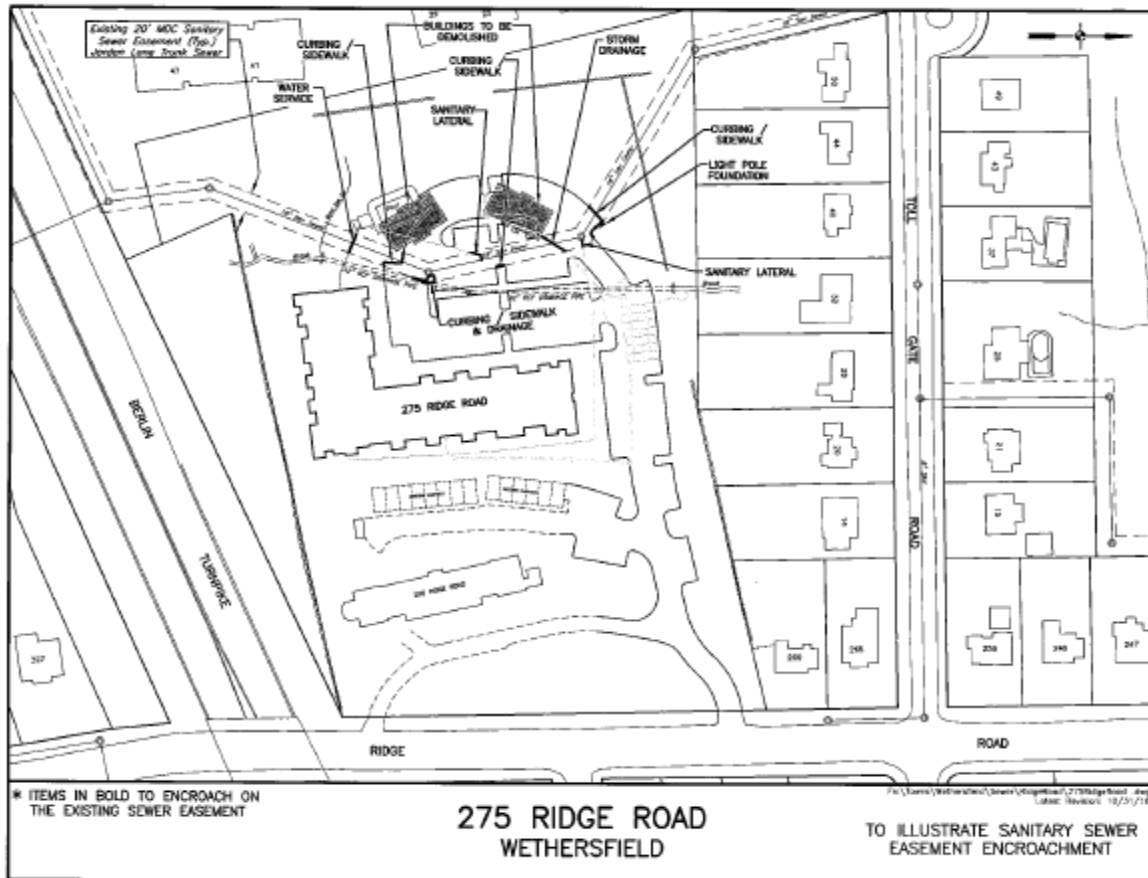
Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Ridge Road Development, LLC and the Metropolitan District, consistent with current practice involving similar requests.

It is RECOMMENDED that it be

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

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to Ridge Road Development, LLC to encroach upon the existing 20-foot Jordan Lane Trunk Sewer easement in private lands between Hartford Bypass Highway, Berlin Turnpike, and Toll Gate Road, Wethersfield, in support of the planned construction of 275 Ridge Road, as shown on plans submitted by Buck and Buck LLC Engineers, dated 6/10/16, revised 10/25/16, providing that the District shall not be held liable for any cost of damage of any kind in the following years as a result of the encroachment.



Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

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

### **ACCEPTANCE OF SEWERS BUILT BY DEVELOPER'S PERMIT-AGREEMENT**

To: Bureau of Public Works for consideration on November 16, 2016

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

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

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

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

<u>Sewers In</u>	<u>Built By</u>	<u>Completion Date</u>
Krol Farm Drive from France Streeth North to Maryanna Way in Rocky Hill  BIL.DVSRKH.01	Developer: RJD Development  Contractor: Accurate Excavation	March 10, 2010

Respectfully submitted,

Scott W. Jellison  
Chief Executive Officer

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

***Commissioner Sweezy exited the meeting at 4:43 PM***

***Commissioner Klett entered the meeting at 4:44 PM***

## **REVISIONS TO SCHEDULE OF FLAT RATES OF SEWER ASSESSMENT**

To: Bureau of Public Works for consideration on November 16, 2016

In accordance with Sec. 9-13 of the Charter and Sec. S10b of the Ordinances of the Metropolitan District Relating to Sewers, your Bureau has determined and adopted schedules of flat rate assessments for the construction of sewers and house connection service lines since 1968. In establishing such rate schedules, District Ordinances provide that consideration be given to the cost of sewers constructed in recent years and the estimated cost of proposed sewer projects. The current schedule of flat rates has not been revised since 1995, and over the last 20 years there has been a steady decline in the percent recovery to the Assessable Sewer Fund for sewer construction projects.

It is at the discretion of your Bureau to raise the rates for sewer assessment on a yearly basis, however, no rates increases have been authorized because several studies of the Assessable Sewer Fund since 1995 have shown that the District's rates have been consistently higher than the surrounding towns. Coupled by the fact that the Assessable Sewer Fund at that time had maintained a healthy balance, rates were maintained unchanged in order not to discourage development in the District.

A current study of the assessment rates in surrounding towns has shown that most have moved to the process of assessing sewer construction projects by dividing the total cost of the project by the number of properties receiving the direct benefit, with each property contributing an equal share to the cost. The District uses a flat rate system; where by assessments are based upon an average unit cost taken from projects throughout the District to account for the varied cost of construction in the eight member towns.

The general premise of the Assessable Sewer Fund has been that it should be self-sustaining and not subsidized by general taxation. In order to maintain adequate funding levels for the purpose of constructing sewers, there now needs to be an increase in assessment rates to offset increases in construction costs.

Engineering New Record (ENR) Construction Cost Index history shows an increase in costs at an average of 3.2% per year for the last 20 years. Using the District's Project Database, current construction unit costs of local sewer mains and laterals have risen significantly to an average of \$223 and \$221 respectively per linear foot of pipe. This is a reflection of escalated contracted prices and requests for sewers in difficult to serve areas. At the current rate of \$106.80 (\$53.40 per front foot per side of the street), we are recouping only about 50% of the current costs per front foot and at a current rate of \$1275 per lateral, we are only recouping 29% of the actual cost of \$4420 per lateral.

The historical cost index from RS Means shows an increase of 92% from 1995 to 2016. Applying this index to the current assessment rates, the current rate of \$53.40 per front foot rises to \$102.83 ( $\pm 8\%$  less than ENR) and the current lateral charge of \$1,275 rises to \$2,455 ( $\pm 44\%$  less than ENR). However, in order to recoup the costs of installation in the District, local construction cost averages derived from Project Database should be used for a more accurate representation. Therefore, the current rates should be increased to \$111.50 per front foot (or \$223 per foot for both sides of the street) and \$4,420 per lateral (at a current rate of \$221 per foot of pipe at an average of 20 linear feet of lateral) from the current rate of \$1,275.

Another component of income to Assessable Sewer Fund is from connection charges and outlet charges. These funds are collected as area charges (dwelling units and acreage) that are calculated for proposed development within the District. In order not to deter development, or redevelopment that has been seen especially in Hartford, these charges are not proposed to be raised at this time.

While the increases in assessment rates that are recommended for 2017 are substantial, they are needed to offset the rising costs of pending sewer projects while maintaining the self-sufficiency of the Assessable Sewer Fund and preventing the increase in taxes to support the Fund.

After reviewing the information contained herein,

It is RECOMMENDED that it be

Voted: That the Bureau of Public Works establishes the following Schedule of Flat Rates of Sewer Assessment, Connection Charges and Outlet Charges effective on and after January 1, 2017.

THE METROPOLITAN DISTRICT SCHEDULE OF FLAT RATES OF SEWER ASSESSMENT, CONNECTION CHARGES AND OUTLET CHARGES ADOPTED DECEMBER 5, 2016 - EFFECTIVE JANUARY 1, 2017					
PROPERTY CATEGORY (For each property the rates for only one category shall be applied)	(A) Rate per Lateral or Inlet	(B) Rate per Front Foot or Adjusted Front Foot	AREA CHARGES		
			(C) Rate Per Acre	OTHER RELEVANT FACTORS	
				(D) Rate per Dwelling Unit or Dwelling Unit Allowed by zoning on a Buildable Lot	(E) Rate per Room or Convalescent Unit
SINGLE RESIDENTIAL DWELLING UNITS, INCLUDING A TRAILER*	4,420.00	111.50		1,655.00	
TWO OR MORE DWELLING UNITS, INCLUDING TRAILER PARKS*	4,420.00	111.50		1,655.00	
MOTELS, HOTELS, ROOMING HOUSES, CONVALESCENT HOMES AND HOSPITALS	4,420.00	111.50			765.00
SCHOOLS, CHURCHES AND THE MUNICIPAL FACILITIES OF DISTRICT TOWNS	4,420.00	111.50	1,655.00 Minimum Average Assessment 1,655.00 Developed area including but not limited to areas of parking, open space and streets.		
BUSINESS, COMMERCIAL INDUSTRIAL OR OTHERS*	4,420.00	111.50	8,270.00 Minimum Average Assessment 4,135.00 Developed area including but not limited to areas of parking, open space and streets.		
* For these categories of assessments, where the actual use of the property differs from the underlying zone (i.e. residentially-zoned property used commercially), the higher assessment category shall apply.					

<b>OUTLET CHARGES</b>
For Developers of Property, (A) and (B) Actual Cost Paid by Developer. (C), (D) and (E) would continue to be charged in accordance with above schedule.
In assessing benefits, the Bureau of Public Works may give consideration to frontage, area, or other relevant factors to measure the extent to which properties are specially benefited.

Respectively submitted,

Scott W. Jellison  
Chief Executive Officer

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

### **GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

### **ADJOURNMENT**

The meeting was adjourned at 4:45 PM

ATTEST:

  
John S. Mirtle  
District Clerk

January 9, 2017

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Date of Approval

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**To**

**MINUTES OF THE BUREAU OF PUBLIC WORKS**

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