

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

**FOR THE YEAR
2018**

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

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**MEMBERSHIP
OF
THE BUREAU OF PUBLIC WORKS
2018**

RICHARD W. VICINO Chairman, Bureau of Public Works
ALLEN HOFFMAN Vice Chairman, Bureau of Public Works

ANDREW ADIL	MAUREEN MAGNAN
JOHN AVEDISIAN	ALPHONSE MAROTTA
LUIS CABAN	DOMINIC PANE
DONALD CURREY	BHUPEN PATEL
JAMES HEALY	RAYMOND SWEZY
ALLEN HOFFMAN	ALVIN E. TAYLOR
BYRON LESTER	RICHARD W. VICINO

MINUTES
OF
MEETINGS OF THE BUREAU OF PUBLIC WORKS
HELD IN 2018

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, March 12, 2018**

Present: Commissioners Andrew Adil, John Avedisian, Luis Caban, James Healy, Allen Hoffman, Alphonse Marotta, Domenic Pane, Bhupen Patel, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (12)

Absent: Commissioners Donald Currey, Byron Lester and Maureen Magnan (3)

Also

Present: Commissioner David Ionno
Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Robert Constable, Director of Finance
Christopher Levesque, Director of Operations
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Kelly Shane, Director of Procurement
Tom Tyler, Director of Facilities
Robert Zaik, Director of Human Resources
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate
Attorney Tony Jorgensen, Outside Counsel

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:03 PM

ELECTION OF CHAIRMAN

Assistant District Counsel Christopher R. Stone called for the election of the Chairman. Commissioner Taylor placed Commissioner Richard W. Vicino's name in nomination. The nomination was duly seconded.

There being no further nominations, the nominations were closed. Commissioner Richard W. Vicino was elected Chairman of the Bureau of Public Works for 2018 and 2019. Chairman Vicino assumed the Chair and thanked the Bureau of Public Works.

ELECTION OF VICE CHAIRMAN

Chairman Vicino called for the election of the Vice Chairman. Commissioner Sweezy placed Commissioner Allen Hoffman's name in nomination, and the nomination was duly seconded.

There being no further nominations, the nominations were closed. Commissioner Allen Hoffman was elected Vice Chairman of the Bureau of Public Works for 2018 and 2019.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Caban and duly seconded, the meeting minutes of November 1, 2017 were approved. Commissioners Healy and Taylor abstained.

SETTLEMENT OF HAMMER STREET CONDEMNATION

To: Bureau of Public Works for consideration on March 12, 2018

It is therefore RECOMMENDED that it be

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

Be it resolved, that the Board of Commissioners of the Metropolitan District ("Board") hereby authorizes District Counsel, or his designee, to enter into a settlement agreement and general release with KWK Hanmer, LLC ("KWK") whereby the MDC agrees to pay and KWK agrees to accept the sum of \$115,000.00 as full and final settlement of the condemnation action initiated by the MDC, and appealed by KWK, to secure rights to a portion of the parcel of land known as 99 Hamner Street, Hartford, CT, said action more specifically set forth in the litigation pending in the Judicial District of Hartford Superior Court captioned The Metropolitan District v. KWK Hanmer, LLC, et al, Docket No. CV-16-5042183-S. Upon receipt of these funds, KWK shall immediately withdraw its appeal; and

Be it further resolved, that the Board authorizes District Counsel, or his designee, to approve any and all documents reasonably necessary to effect the terms of the settlement described above.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer

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

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 4:47 PM

ATTEST:



John S. Mirtle
District Clerk

June 13, 2018

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Wednesday, June 13, 2018**

Present: Commissioners James Healy, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Bhupen Patel, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (10)

Absent: Commissioners Andrew Adil, John Avedisian, Luis Caban, Donald Currey and Byron Lester (5)

Also

Present: Commissioner Denise Hall
Commissioner Georgiana Holloway
Commissioner Gary LeBeau
Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
R. Bartley Halloran, District Counsel
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Robert Schwarm, Director of Information Technology
Christopher Levesque, Director of Operations
Tom Tyler, Director of Facilities
Michael Curley, Manager of Technical Services
Jeff Davis, Design Manager
Alexander Cosentino, Construction Manager
Art Choquette, Manager of Construction and Inspection Services
Joe Laliberte, CDM Smith
Nick Salemi, Special Services Administrator
Kerry E. Martin, Assistant to the Chief Executive Officer
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:01 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 Hoffman and duly seconded, the meeting minutes of March 12, 2018 were approved. Commissioner Magnan abstained.

**100 HELMSFORD WAY, WINDSOR
RELEASE OF SEWER RIGHT-OF-WAY**

To: Bureau of Public Works for consideration on June 13, 2018

On April 12, 2018, the District received a request from Attorney Douglas S. Pelham on behalf of WE 100 Helmsford Way LLC, property owner of 100 Helmsford Way, Windsor, for The Metropolitan District to release portions of two existing sanitary sewer easements within the subject property, as shown on the accompanying map. The purpose of the request is to enable the development of the parcel.

The existing easements were acquired by The Metropolitan District from Culbro Land Resources, Inc., in conjunction with the Village on the Knoll Developer's Permit-Agreement project in 1990. Since the existing sewer was relocated in a separate easement in 1994 through a separate Developer's Permit Agreement and there are no future plans to use these easements, there is no longer any need for them to remain on the Town of Windsor land records.

From an engineering standpoint, the release of these easements will not have a negative impact on the wastewater collection system, and no hardship or detriment would be imposed on others. All new connections and services to the property can utilize the existing sanitary sewer in Helmsford Way.

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 on property owned by WE 100 Helmsford Way LLC, as shown on the accompanying map and as recorded in the Town of Windsor land records, Volume 814, Pages 132 through 137. The release shall be subject to approval by District Counsel as to form and content.

Respectively submitted,

Scott W. Jellison
Chief Executive Officer

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A PROFESSIONAL CORPORATION
ATTORNEYS AT LAW
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Douglas S. Pelham
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METROPOLITAN DISTRICT
ENGINEERING & PLANNING

April 9, 2018

APR 12 2018

RECEIVED

Michael Curley, P.E.
Technical Services, Engineering & Planning
The Metropolitan District
555 Main Street, P.O. Box 800
Hartford, CT 06142-0800

Re: Request for release of a sanitary sewer easement at 100 Helmsford Way, Windsor, CT

Dear Mr. Curley:

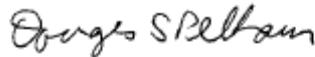
This is a request to release a portion of a sanitary sewer easement at the above referenced property. Enclosed please find copies of the following documents in furtherance of this request:

1. ALTA/NSPS Land Title Survey prepared for WE 100 Helmsford Way LLC dated April 10, 2017, prepared by Alford Associates, Inc.
2. Sewer Easement dated August 14, 1990 and recorded in Volume 814 at Page 132 of the Windsor Land Records.
3. Sewer Easement dated August 14, 1990 and recorded in Volume 814 at Page 135 of the Windsor Land Records.
4. Plan & Profile 3, Day Hill Technology Park Prepared for Culbro Land Resources, Inc. and recorded as Map No. 3713 of the Winsor Land Records.
5. Plan & Profile 4, Day Hill Technology Park Prepared for Culbro Land Resources, Inc. and recorded as Map No. 3714 of the Winsor Land Records.
6. An 11 X 17 copy of the first sheet of the survey hand marked with the portions of the easement for which a release is requested.

It appears from the documentation we have that the sewer lines and part of the easement were previously relocated but the unneeded portion of the original easement was never released. This request is therefore made in order to release the unneeded portions of the old easement of record.

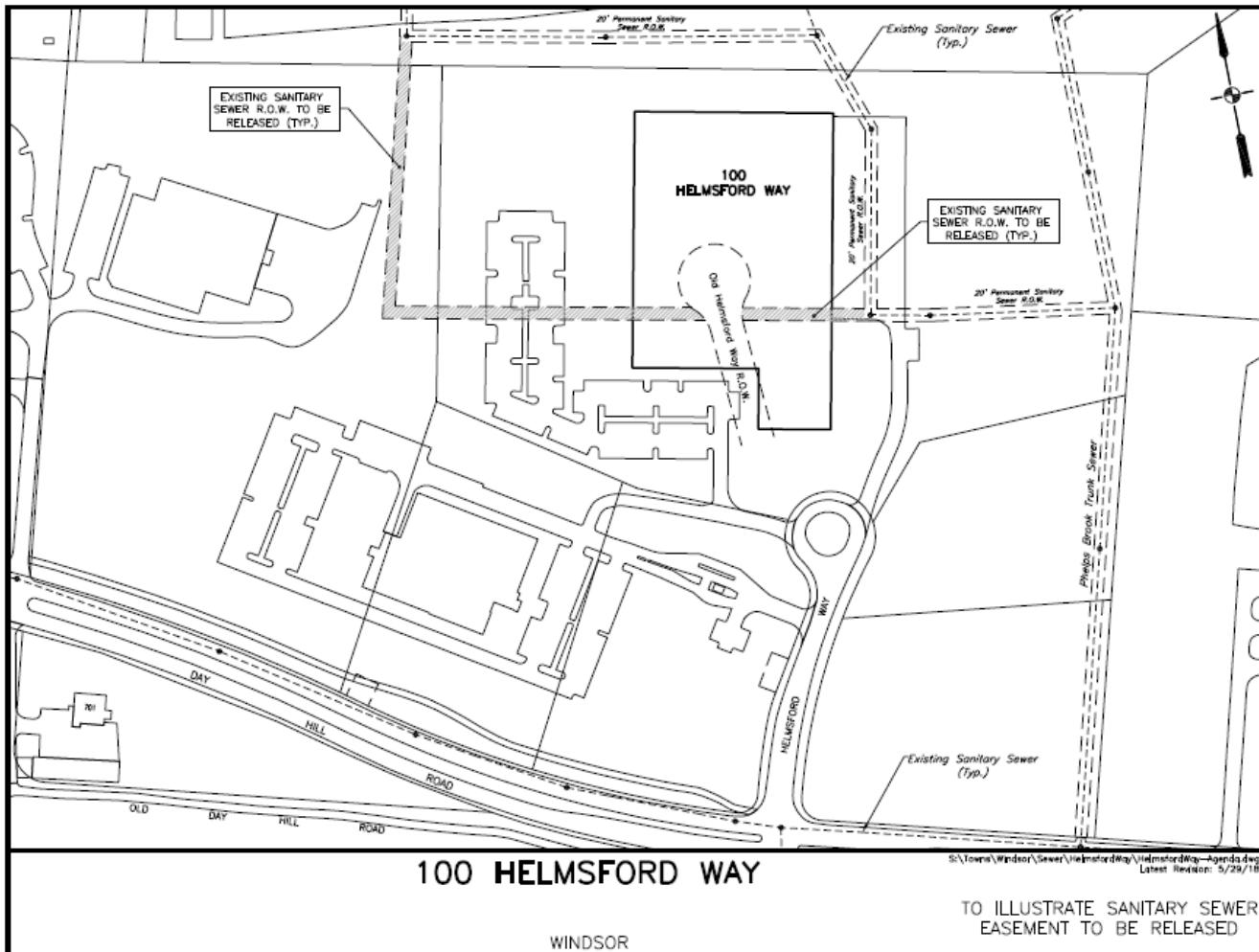
A check for \$125.00 is also enclosed for administrative fees. Please advise if you need any further information regarding this matter.

Very truly yours,



Douglas S. Pelham
Attorney for WE 100 Helmsford Way LLC

c: Barbara Green (via email) w/enclosures



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

HARTFORD WPCF DEMAND RESPONSE AGREEMENT

Tom Tyler, Director of Facilities, gave a presentation regarding the Hartford Water Pollution Control Facility Demand Response Agreement.

PROJECT UPDATES

Tom Tyler, Director of Facilities, Art Choquette, Manager of Construction and Inspection Services, Jeff Davis, Design Manager and Joe Laliberte, CDM Smith gave Project Updates.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 5:10 PM

ATTEST:



John S. Mirtle
District Clerk

June 25, 2018

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, June 25, 2018**

Present: Commissioners Andrew Adil, John Avedisian, Luis Caban, James Healy, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (11)

Absent: Commissioners Donald Currey, Byron Lester, Bhupen Patel and Raymond Sweezy (4)

Also

Present: Commissioner Jean Holloway
Commissioner Gary LeBeau
Scott W. Jellison, Chief Executive Officer
John M. 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
Tom Tyler, Director of Facilities
Nick Salemi, Special Services Administrator
Kerry E. Martin, Assistant to the Chief Executive Officer
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:05 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 Hoffman and duly seconded, the meeting minutes of June 13, 2018 were approved. Commissioners Adil and Caban abstained.

**DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION DISCHARGE OF
WASTEWATER FROM THE FORMER HARTFORD LANDFILL INTO THE DISTRICT'S
SANITARY SEWER**

EXECUTIVE SESSION

At 4:07 P.M., Chairman Vicino requested an executive session to discuss a Litigation Settlement.

***On motion made by District Chairman DiBella and duly seconded,
the Bureau of Public Works entered into executive session to
discuss litigation.***

Those in attendance during the executive session:

Commissioners Andrew Adil, John Avedisian, Luis Caban, James Healy, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella; Chief Executive Officer Scott W. Jellison, Deputy Chief Executive Officer of Business Services John M. Zinzarella, Director of Engineering Susan Negrelli, Director of Facilities Tom Tyler; Attorneys R. Bartley Halloran and Christopher Stone.

RECONVENE

At 4:59 P.M., Chairman Taylor requested to come out of executive session and on motion made by Chairman Taylor and duly seconded, the Bureau of Public Works came out of executive session and reconvened. No formal action was taken.

To: Bureau of Public Works for consideration on June 25, 2018.

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

RESOLVED: That the Bureau of Public Works recommends to the MDC Board of Commissioners that the MDC proceed as follows as it related to the matter of the CT DEEP discharge of remediated groundwater from the former Hartford Landfill into the MDC's sanitary sewerage system:

1. Inspection of the connection of the discharging lateral to the MDC sewer main to determine quantity and characteristics of the discharge, to be completed within two weeks;
2. MDC invite the Commissioner of DEEP to attend a future Board of Commissioners meeting to present DEEP's factual and/or legal position supporting DEEP's decisions to not pay, in full, the amount of discharge fees claimed by the MDC as due and owing for DEEP's discharge into the MDC sewerage system.

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

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 5:01 PM

ATTEST:


John S. Mirtle
District Clerk

August 6, 2018

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, August 6, 2018**

Present: Commissioners Andrew Adil, John Avedisian, Luis Caban, James Healy, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Bhupen Patel, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (13)

Absent: Commissioners Donald Currey and Byron Lester (2)

Also

Present: Commissioner Gary LeBeau
Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
R. Bartley Halloran, District Counsel
Steve Bonafonte, Assistant District Counsel
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Director of Operations
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Kelly Shane, Director of Procurement
Jason F. Waterbury, Project Manager
Nick Salemi, Special Services Administrator
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Victoria S. Escoriza, Executive Assistant
Joe Laliberte, CDM Smith
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:02 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 Hoffman and duly seconded, the meeting minutes of June 25, 2018 were approved.

CLEAN WATER PROJECT INTEGRATED PLAN UPDATED

Joe Laliberte of CDM Smith gave an update on the Clean Water Project Integrated Plan.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Judy Allen of West Hartford spoke regarding the Clean Water Project charge.

ADJOURNMENT

The meeting was adjourned at 5:05 PM

ATTEST:


John S. Mirtle
District Clerk

September 5, 2018

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Wednesday, September 5, 2018**

Present: Commissioners Andrew Adil, John Avedisian, Luis Caban, Donald Currey James Healy, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Bhupen Patel, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (14)

Absent: Commissioners Byron Lester (1)

Also

Present: Commissioner Kathleen J. Kowalyshyn
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
Christopher Levesque, Director of Operations
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Kelly Shane, Director of Procurement
Tom Tyler, Director of Facilities
Robert Zaik, Director of Human Resources
Jason F. Waterbury, Project Manager
Nick Salemi, Special Services Administrator
Kerry E. Martin, Assistant to the Chief Executive Officer
Carrie Blardo, Assistant to the Chief Operating Officer
Victoria S. Escoriza, Executive Assistant
Joe Laliberte, CDM Smith
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Vicino called the meeting to order at 4:02 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 Hoffman and duly seconded, the meeting minutes of August 6, 2018 were approved.

Commissioner Taylor entered the meeting at 4:07 PM

Commissioner Patel entered the meeting at 4:16PM

INTEGRATED PLAN TECHNICAL APPROACH

Joe Laliberte of CDM Smith gave an update on the Clean Water Project Integrated Plan.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Judy Allen of West Hartford spoke regarding the Clean Water Project charge on customers in the future.

ADJOURNMENT

The meeting was adjourned at 5:12 PM

ATTEST:


John S. Mirtle
District Clerk

September 26, 2018

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Wednesday, September 26, 2018**

Present: Commissioners Andrew Adil, John Avedisian, Luis Caban, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (10)

Absent: Commissioners Donald Currey, James Healy, Byron Lester, Bhupen Patel and Raymond Sweezy (5)

Also Present: Commissioner Jean Holloway
Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Director of Operations
Sue Negrelli, Director of Engineering
Kelly Shane, Director of Procurement
Tom Tyler, Director of Facilities
Robert Zaik, Director of Human Resources
Michael Curley, Manager of Technical Services
Jason F. Waterbury, Project Manager
Nick Salemi, Special Services Administrator
Kerry E. Martin, Assistant to the Chief Executive Officer
Victoria S. Escoriza, Executive Assistant
Joe Laliberte, CDM Smith
Joe Ridge, CDM Smith
David Silverstone, Consumer Advocate

CALL TO ORDER

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

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Marotta and duly seconded, the meeting minutes of September 5, 2018 were approved.

INTEGRATED PLAN AFFORDABILITY ANALYSIS

Joe Laliberte and Joe Ridge of CDM Smith presented on the integrated plan affordability analysis

To: Bureau of Public Works for Consideration on September 26, 2018

Be it hereby resolved, that the Bureau of Public Works, hereby approves the proposed Updated Clean Water Project Long Term Control Plan ("Updated Long Term Control Plan") as presented by District staff and CDM Smith to said Bureau on September 5, 2018 and September 26, 2018, and scheduled for submission to the Department of Energy and Environmental Protection on or before December 31, 2018. The Bureau of Public Works hereby further directs MDC staff to incorporate an Integrated Plan within said proposed Updated Long Term Control Plan to address combined sewer overflows while also addressing the overall infrastructure improvements necessary to enhance and modernize the District's sewerage system, maintain compliance with the federal and state consent decrees and orders, and consider issues relative to an affordability analysis.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer

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

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Judy Allen of West Hartford spoke regarding implications of a sewer user charge, state funding in the future, and the flat rate sewer customer service charge.

ADJOURNMENT

The meeting was adjourned at 5:10 PM

ATTEST:


John S. Mirtle
District Clerk

October 18, 2018

Date of Approval

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Thursday October 18, 2018**

Present: Commissioners John Avedisian, Luis Caban, James Healy, Allen Hoffman, Maureen Magnan, Alphonse Marotta, Domenic Pane, Bhupen Patel, Raymond Sweezy, Alvin Taylor, Richard W. Vicino and District Chairman William A. DiBella (12)

Absent: Commissioners Andrew Adil, Donald Currey and Byron Lester (3)

Also

Present: Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
Christopher Stone, Assistant District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Director of Operations
Susan Negrelli, Director of Engineering
Tom Tyler, Director of Facilities
Michael Curley, Manager of Technical Services
Jason F. Waterbury, Project Manager
Nick Salemi, Special Services Administrator
Carrie Blardo, Assistant to the Chief Operating Officer
Kerry E. Martin, Assistant to the Chief Executive Officer
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Vicino called the meeting to order at 3:04 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Magnan and duly seconded, the meeting minutes of September 26, 2018 were approved.

LINBROOK ROAD UPDATE

Susan Negrelli, Director of Engineering, Christopher Levesque, Director of Operations and Jason Waterbury, Project Manager gave an update on Linbrook Road.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Judy Allen of West Hartford asked about how property owners can ensure that their internal plumbing is properly protected and in compliance with plumbing code.

ADJOURNMENT

The meeting was adjourned at 4:30 PM

ATTEST:



John S. Mirtle
District Clerk

January 7, 2019

Date of Approval

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To

MINUTES OF THE BUREAU OF PUBLIC WORKS

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