

**JOURNAL
OF
THE WATER BUREAU
OF
THE METROPOLITAN DISTRICT
COMMISSION**

FOR THE YEAR
2018

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 WATER BUREAU
2018

RAYMOND SWEEZY Chairman, Water Bureau

DOMINIC PANE Vice Chairman, Water Bureau

ANDREW ADIL

GEORGIANA HOLLOWAY

CLIFFORD AVERY BUELL

KATHLEEN KOWALYSHYN

DANIEL CAMILLIERE

DOMINIC PANE

MARY ANNE CHARRON

PASQUALE J. SALEMI

TIMOTHY FITZGERALD

RAYMOND SWEEZY

PETER GARDOW

ALVIN TAYLOR

DENISE HALL

MICHAEL CARRIER*

**Special Representative from the Town of New Britain*

MINUTES

OF

MEETINGS OF THE WATER BUREAU

HELD IN 2018

THE WATER BUREAU
555 Main Street
Hartford, Connecticut 06103
Wednesday, March 14, 2018

Present: Commissioners Andrew Adil, Clifford Avery Buell, Daniel A. Camilliere, Timothy J. Fitzgerald, Georgiana Holloway, Kathleen Kowalyshyn, Gary LeBeau, Domenic Pane, Pasquale J. Salemi, Raymond Sweezy, Alvin Taylor and District Chairman DiBella (12)

Absent: Commissioners Mary Ann Charron, Peter Gardow, Denise Hall, David Ionno and Special Representative Michael Carrier (5)

Also

Present: Commissioner John Avedisian
Commissioner Luis Caban
Commissioner Allen Hoffman
Commissioner Whit Osgood
Commissioner Michael Solomonides
Commissioner Bhupen Patel
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
Robert Schwarm, Director of Information Technology
Kelly Shane, Director of Procurement
Tom Tyler, Director of Facilities
Michael Curley, Manager of Technical Services
David Banker, Project Manager
Jennifer Ottalagana, Project Manager
Jeff Davis, Design Manager
Jessica Coelho, Project Engineer
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

Assistant District Counsel Christopher R. Stone called the meeting to order at 4:03 P.M.

ELECTION OF CHAIRMAN

Assistant District Counsel Christopher R. Stone called for the election of the Chairman. Commissioner Pane placed Commissioner Raymond Sweezy's name in nomination, Commissioner Camilliere seconded the nomination.

There being no further nominations, the nominations were closed. Commissioner Sweezy was elected Chairman of the Water Bureau for 2018 and 2019. Chairman Sweezy assumed the Chair and thanked the Water Bureau.

ELECTION OF VICE CHAIRMAN

Chairman Sweezy called for the election of the Vice Chairman. Commissioner Taylor placed Commissioner Domenic Pane's name in nomination, and the nomination was duly seconded by Commissioner Camilliere.

There being no further nominations, the nominations were closed. Commissioner Domenic Pane was elected Vice Chairman of the Water Bureau for 2018 and 2019.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Adil and duly seconded, the meeting minutes of December 4, 2017 were approved.

APPOINTMENT OF COMMISSIONERS TO WATER BUREAU SUBCOMMITTEE

Without objection, Chairman Sweezy made a motion to create a Subcommittee of the Water Bureau. Commissioners Adil, Buell, Pane, Sweezy and Taylor were appointed to the Subcommittee.

DISCUSSION RE: WATER SYSTEM MASTER PLAN

Susan Negrelli, Director of Engineering, gave a presentation on the Water System Master Plan.

DISCUSSION RE: ACCELERATED WATER MAIN REPLACEMENT PROGRAM

Jeff Davis, Design Manager, gave a presentation on the Accelerated Water Main Replacement Program.

DISCUSSION RE: NON-MEMBER TOWN CAPITAL IMPROVEMENT PROJECTS

Jennifer Ottalagana, Project Manager, gave a presentation on the Non-Member Town Capital Improvement Projects.

DISCUSSION RE: RADIO FREQUENCY METER REPLACEMENTS

David Banker, Project Manager, gave a presentation on the Radio Frequency Meter Replacements.

DISCUSSION RE: PROPOSED LAND SWAP WEST HARTFORD

Scott Jellison, Chief Executive Officer led a discussion on the proposed land swap in West Hartford. The Water Bureau directed staff that there was no interest in pursuing the land swap as proposed by Mr. Chase and to take no further action.

UPDATE RE: RESERVOIR LEVELS & WATER CONSUMPTION

Scott Jellison, Chief Executive Officer led a discussion on Reservoir Levels and Water Consumption.

Commissioner LeBeau exited the meeting at 5:49 PM

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 5:51 P.M.

ATTEST:



John S. Mirtle, Esq.
District Clerk

April 2, 2018

Date of Approval

**WATER BUREAU SUBCOMMITTEE ON CUSTOMER BASE
SPECIAL MEETING**

555 Main Street
Hartford, Connecticut 06103
Tuesday, March 27, 2018

Present: Commissioners Andrew Adil, Clifford Avery Buell, Domenic Pane, Raymond Sweezy, Alvin Taylor and District Chairman DiBella (6)

Absent: None. (0)

Also

Present: Commissioner John Avedisian
Commissioner Gary LeBeau
Scott W. Jellison, Chief Executive Officer
John M. Zinzarella, Deputy Chief Executive Officer, Business Services
Christopher Stone, Assistant District Counsel
Steven J. Bonafonte, 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
David Banker, Project Manager
Nick Salemi, Special Services Administrator
Julie McLaughlin, Special Services Administrator
Kerry E. Martin, Assistant to the Chief Executive Officer
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate

CALL TO ORDER

Water Bureau Chairman Sweezy called the meeting to order at 10:05 A.M.

ELECTION OF CHAIRMAN

Commissioner Sweezy called for the election of the Chairman. Commissioner Pane placed Commissioner Andrew Adil's name in nomination, Commissioner Taylor seconded the nomination.

There being no further nominations, the nominations were closed. Commissioner Adil was elected Chairman of the Water Bureau for 2018 and 2019. Chairman Adil assumed the Chair and thanked the Water Bureau Subcommittee on Customer Base.

ELECTION OF VICE CHAIRMAN

Chairman Adil called for the election of the Vice Chairman. Commissioner Sweezy placed Commissioner Domenic Pane's name in nomination, and the nomination was duly seconded.

There being no further nominations, the nominations were closed and District Chairman DiBella moved to cast one ballot. Commissioner Domenic Pane was elected Vice Chairman of the Water Bureau Subcommittee on Customer Base for 2018 and 2019.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

DISCUSSION RE: EXPANDING MDC CUSTOMER BASE / INDUSTRIAL RATE

The Water Bureau Subcommittee on MDC Customer Base had a discussion regarding industrial users, and the MDC Customer Base.

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

David Silverstone, Consumer Advocate, spoke regarding industrial rates, a cost of service study and fire protection charges.

Judy Allen of West Hartford, spoke regarding ways to save money at the District.

ADJOURNMENT

The meeting was adjourned at 11:20 A.M.

ATTEST:



John S. Mirtle, Esq.
District Clerk

April 17, 2018

Date of Approval

**THE WATER BUREAU
SPECIAL MEETING**
555 Main Street
Hartford, Connecticut 06103
Monday, April 2, 2018

Present: Commissioners Clifford Avery Buell, Timothy J. Fitzgerald, Peter Gardow, Denise Hall, Domenic Pane, Pasquale J. Salemi, Raymond Sweezy, Alvin Taylor and District Chairman DiBella (9)

Absent: Commissioners Andrew Adil, Daniel A. Camilliere, Mary Ann Charron, Georgiana Holloway, David Ionno, Kathleen Kowalyshyn, Gary LeBeau, and Special Representative Michael Carrier (8)

Also

Present: Commissioner Donald Currey
Commissioner Allen Hoffman
Commissioner Whit Osgood
Commissioner Bhupen Patel
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 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
Jim Randazzo, Manager of Water Treatment
Ray Baral, Assistant Manager of Water Treatment
Nick Salemi, Special Services Administrator
Julie McLaughlin, 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
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Sweezy called the meeting to order at 4:32 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Sara Chase, and members of the Chase family spoke regarding a bench donation request at Reservoir 6.

Susan Kohrer spoke regarding a memorial bench donation request at Church Pool, or along the Farmington River.

APPROVAL OF MINUTES

On motion made by Commissioner Pane and duly seconded, the meeting minutes of March 14, 2018 were approved.

PUBLIC REQUESTS FOR PLACEMENT OF BENCHES ON WATERSHED LANDS

To: Water Bureau for consideration on April 2, 2018

Be it resolved, that the Board of Commissioners of the Metropolitan District (“Board”) authorizes staff to consider and, when appropriate, approve requests from the public for the placement of benches on District owned lands.

Be it further resolved, that the installation of any such benches will be paid for by the requestor and at no cost to the District. The installation will be subject to review and approval by District staff. Once a bench has been installed, the requestor will not have any right, or responsibility, to maintain the bench.

Be it further resolved, the District makes no promise to perform any maintenance or upkeep of any such benches and once the District determines that any bench shall be removed for any reason, the District may remove the bench at its sole discretion.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

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

BILLING CYCLE CHANGES

Rob Constable, Director of Finance, proposed changing the MDC water billing cycle from 30 days to 25 days.

Without objection the Water Bureau referred the proposal to change the water billing cycle from 30 days to 25 days to the Committee on MDC Government to consider revision to Water Ordinance § W2a to effectuate said change.

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 4:58 P.M.

ATTEST:


John S. Mirtle, Esq.
District Clerk

May 7, 2018

Date of Approval

**WATER BUREAU SUBCOMMITTEE ON CUSTOMER BASE
SPECIAL MEETING**

555 Main Street
Hartford, Connecticut 06103
Tuesday, April 17, 2018

Present: Commissioners Andrew Adil, Domenic Pane, Raymond Sweezy and Alvin Taylor (4)

Absent: Commissioner Clifford Avery Buell and District Chairman DiBella (2)

Also

Present: Commissioner John Avedisian
Commissioner Gary LeBeau
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
Robert Schwarm, Director of Information Technology
Robert Zaik, Director of Human Resources
Michael Curley, Manager of Technical Services
David Banker, Project Manager
Nick Salemi, Special Services Administrator
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Adil called the meeting to order at 10:00 A.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Pane and duly seconded, the meeting minutes of the Water Bureau Subcommittee on MDC Customer Base meeting of March 27, 2018 were approved.

DISCUSSION RE: EXPANDING MDC CUSTOMER BASE / INDUSTRIAL RATE

Susan Negrelli, Director of Engineering and David Banker, Project Manager gave a presentation on water consumption trends, and the Subcommittee had a discussion on the MDC customer base and commercial rates.

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

Judy Allen of West Hartford, spoke regarding commercial rates and public education.

ADJOURNMENT

The meeting was adjourned at 11:35 A.M.

ATTEST:



John S. Mirtle, Esq.
District Clerk

September 12, 2018

Date of Approval

**THE WATER BUREAU
SPECIAL MEETING**

555 Main Street
Hartford, Connecticut 06103
Monday, May 7, 2018

Present: Commissioners Andrew Adil, Clifford Avery Buell, Daniel A. Camilliere, Timothy J. Fitzgerald, Peter Gardow, Denise Hall, Georgiana Holloway, Gary LeBeau, David Ionno, Domenic Pane, Raymond Sweezy, Alvin Taylor and District Chairman DiBella (13)

Absent: Commissioners Mary Ann Charron, Kathleen Kowalyshyn, Pasquale J. Salemi, and Special Representative Michael Carrier (4)

Also

Present: Commissioner Bhupen Patel
Scott W. Jellison, Chief Executive Officer
John S. Mirtle, District Clerk
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology
Tom Tyler, Director of Facilities
Richard Freeman, Manager of Treasury
Glenn Graham, Manager of Customer Service
Nick Salemi, Special Services Administrator
Julie McLaughlin, 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

CALL TO ORDER

Chairman Sweezy called the meeting to order at 3:34 P.M.

APPOINTMENT OF COMMISSIONERS TO WATER BUREAU SUBCOMMITTEE

Without objection, Chairman Sweezy made a motion to add Commissioner LeBeau to the Subcommittee of the Water Bureau.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Camilliere and duly seconded, the meeting minutes of April 2, 2018 were approved.

PUBLIC REQUESTS FOR PLACEMENT OF BENCHES ON WATERSHED LANDS

To: Water Bureau for consideration on May 7, 2018

At a meeting of the Water Bureau on April 2, 2018, the Bureau approved a resolution authorizing staff to consider and, when appropriate, approve requests from the public for the placement of memorial benches in honor of individuals on District owned land.

Staff hereby submits the following policy for approval:

It is therefore RECOMMENDED that it be

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

RESOLVED: That the following policy for the donation of memorial benches be established:

APPLICATION

1. Anyone interested in requesting a memorial or commemorative bench on District land shall complete an application form and include an application fee of \$100. The application form is available at the Office of the District Clerk and will detail information related to requested bench placement e.g. specific or general location on District land, placard inscription, etc.
2. After review and consideration of a bench request, if District staff determines that the bench request can be granted and placement of a bench in the requested location will not negatively impact the District land, water supply or natural water courses, the requestor shall pay the full costs of materials and installation costs prior to purchase and installation of the bench by the District. The \$100 application fee will be credited towards the cost of the installation.

LOCATION

3. The requestor shall identify on the application if there is a specific location that he/she wants to place the bench or a general location (i.e. anywhere in West Hartford reservoirs). The actual location of the bench installation will be at the sole discretion of the District and will depend upon the following factors, including but not limited to: water supply impacts, environmental considerations, aesthetics and proximity of any other benches or structures.

4. Benches may be allowed at the District's West Hartford Reservoirs, Reservoir 6 or on District property along the Farmington River. The permitted locations are open to the general public as governed by the ordinances of the District.

STANDARD BENCH

5. The bench will be steel and/or aluminum cast bench with in-ground or surface mounts. Bench length can be 4ft or 6ft depending on the requestor's preference.
6. The bench will be purchased and installed by the District after payment by the requestor. The bench will be installed on concrete moorings or a suitably sized concrete pad, installed by the District.
7. The commemorative plaque will be a 4" x 6" bronze plaque ordered and installed by the District. The text on the commemorative plaque shall be submitted on the application form submitted to the District Clerk. The purpose of the commemorative plaque is to honor or remember individuals and must be appropriate for display in a public place. The plaque cannot advertise, promote or publicize any business, commercial product or service.
8. The MDC District Board may provide for a bench and commemorative plaque to recognize an individual or organization that has made a notable contribution, service, or gift to the District.

FUTURE MAINTENANCE OR REPLACEMENT

9. Once a bench has been installed, the requestor will not have any right, or responsibility, to maintain the bench. The District makes no promise to perform any maintenance or upkeep of any such benches and once the District determines that any bench shall be removed for any reason, the District may remove the bench at its sole discretion.

LIABILITY

10. The benches shall be open to the general public for recreational use during the regular operating hours in which the District facilities are open for recreational purposes. As provided in Connecticut General Statute §52-557g, the District shall owe no duty of care to keep the bench safe for use, or owe a duty to give any warning of a dangerous condition, use, structure or activity on the land to person entering for recreational purposes.

OWNERSHIP

11. The bench will be the property of the District and the requestor shall acquire no right of ownership or interest in the bench. The bench will be located in an area open to the general public and the public will be allowed to use the bench during normal recreation hours.

DEDICATION CEREMONY

12. After installation of the bench, the requestor can arrange with the District for a small dedication ceremony during the regular hours that the facility is open to the public. No additional decorations, signs or flowers are permitted to be deposited or installed at the location of the bench.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

On motion made by Commissioner LeBeau and duly seconded, the resolution was amended to allow the Chase Family and the Kohrer Family, who previously requested Benches at the Water Bureau meeting of April 2, 2018, be approved.

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

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 3:42 P.M.

ATTEST:


John S. Mirtle, Esq.
District Clerk

June 13, 2018

Date of Approval

**THE WATER BUREAU
SPECIAL MEETING**

555 Main Street
Hartford, Connecticut 06103
Wednesday, June 13, 2018

Present: Commissioners Clifford Avery Buell, Timothy J. Fitzgerald, Peter Gardow, Denise Hall, Kathleen Kowalyshyn, Gary LeBeau, Domenic Pane, Raymond Sweezy, Alvin Taylor and District Chairman DiBella (10)

Absent: Commissioners Andrew Adil, Daniel A. Camilliere, Mary Ann Charron, Georgiana Holloway, David Ionno, Pasquale J. Salemi, and Special Representative Michael Carrier (7)

Also

Present: Commissioner Allen Hoffman
Commissioner Whit Osgood
Commissioner Bhupen Patel
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 Schwarm, Director of Information Technology
Christopher Levesque, Director of Operations
Tom Tyler, Director of Facilities
Jim Randazzo, Manager of Water Treatment
Alexander Cosentino, Construction Manager
Richard Freeman, Manager of Treasury
Glenn Graham, Manager of Customer Service
Nick Salemi, Special Services Administrator
Julie McLaughlin, 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 Sweezy called the meeting to order at 5:13 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Glastonbury Commissioner Whit Osgood suggested proactively addressing the Non-Member Town class action lawsuit to avoid legal fees.

APPROVAL OF MINUTES

On motion made by Commissioner Pane and duly seconded, the meeting minutes of May 7, 2018 were approved.

Without objection, agenda item #5, "West Branch of the Farmington River" was taken up prior to agenda item #4, "Customer Service / Billing Update"

WEST BRANCH OF THE FARMINGTON RIVER

Jim Randazzo, Manager of Water Treatment, gave a presentation regarding the West Branch of the Farmington River.

CUSTOMER SERVICE / BILLING UPDATE

Julie McLaughlin, Special Services Administrator, gave a presentation regarding billing updates. Richard Freeman, Manager of Treasury, and Glenn Graham, Manager of Customer Service, gave a presentation regarding customer service.

GATE CLOSURES AT RECREATIONAL FACILITIES

Christopher Levesque, Director of Operations, spoke regarding potential future gate closures at the MDC recreational facilities.

Commissioner Patel exited the meeting at 6:00PM

Commissioner Buell exited the meeting at 6:11 PM

Commissioner Osgood exited the meeting at 6:13PM

Commissioner Hoffman exited the meeting at 6:15PM

Commissioner Kowalyshyn exited the meeting at 6:24PM

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 6:29 P.M.

ATTEST:

John Mirtle
John S. Mirtle, Esq.

John S. Mirtle, Esq.
District Clerk

September 12, 2018

Date of Approval

**WATER BUREAU SUBCOMMITTEE ON CUSTOMER BASE
SPECIAL MEETING**

555 Main Street
Hartford, Connecticut 06103
Wednesday, September 12, 2018

Present: Commissioners Andrew Adil, Domenic Pane, Raymond Sweezy, Alvin Taylor and District Chairman DiBella (5)

Absent: Commissioner Clifford Avery Buell (1)

Also

Present: Commissioner Georgiana Holloway
Commissioner Gary LeBeau
Commissioner Whit Osgood
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
David Banker, Project Manager
Nick Salemi, Special Services Administrator
Victoria S. Escoriza, Executive Assistant
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Adil called the meeting to order at 3:31 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Pane and duly seconded, the meeting minutes of the Water Bureau Subcommittee on MDC Customer Base meeting of April 17, 2018 were approved.

DISCUSSION RE: 2019 PROPOSED WATER RATE STRUCTURES AND REVENUES

David Banker, Project Manager gave a presentation on the 2019 proposed water rate structures and revenues.

DISCUSSION RE: EXPANSION OF WATER SERVICE

David Banker, Project Manager gave a presentation on the expansion of water service.

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

David Silverstone, Independent Consumer Advocate, spoke regarding the economic development rate, fire services charges, condominium irrigation and rates related to service costs.

Judy Allen of West Hartford, spoke regarding incentivizing higher use and risks in times of drought.

ADJOURNMENT

The meeting was adjourned at 4:35 A.M.

ATTEST:


John S. Mirtle, Esq.
District Clerk

October 25, 2018
Date of Approval

THE WATER BUREAU
555 Main Street
Hartford, Connecticut 06103
Wednesday, September 12, 2018

Present: Commissioners Andrew Adil, Timothy J. Fitzgerald, Peter Gardow, , Gary LeBeau, Domenic Pane, Pasquale J. Salemi, Raymond Sweezy, Alvin Taylor and District Chairman DiBella (10)

Absent: Commissioners Clifford Avery Buell, Daniel A. Camilliere, Mary Ann Charron, Denise Hall, David Ionno, Kathleen Kowalyszyn and Special Representative Michael Carrier (7)

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
Sue Negrelli, Director of Engineering
Tom Tyler, Director of Facilities
Michael Curley, Manager of Technical Services
David Banker, Project Manager
Jennifer Ottalagana, Project Manager
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 Sweezy called the meeting to order at 4:35 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

***On motion made by Commissioner Adil and duly seconded,
the meeting minutes of June 13, 2018 were approved.***

**WATER MAIN EXTENSION
NEW LONDON TURNPIKE, GLASTONBURY**

To: Water Bureau for consideration September 12, 2018

On June 21, 2018, your staff received a petition from Frank Nuzzolo, Managing Member of Nuzzolo Brothers Holding Co., LLC, to construct, under a Developer's Permit-Agreement, about ~~250~~ 930 feet of water main in a portion of New London Turnpike, Glastonbury, to serve a 12-lot residential development known as Willow Pond Farm.

Nuzzolo Brothers Holding Co., LLC, as the developer of this project, has requested permission to enter into a Reimbursement Agreement for the return of any Class I payments the District may receive over a ten year period from lands owned by others along the water main extension in New London Turnpike, as has been the policy of your Bureau in the past. The reimbursement amount may not exceed the cost of the project.

It is therefore RECOMMENDED that it be

VOTED: To authorize the installation of about ~~250~~ 930 feet of 8-inch ductile iron (Class 54) water main in a portion of New London Turnpike from opposite House #1387 north, as a Class I Distribution Main.

AND

VOTED: To authorize the Chairman or Vice Chairman to sign a Reimbursement Agreement with Frank Nuzzolo, Managing Member of Nuzzolo Brothers Holding Co., LLC, to return any Class I payments the District may receive within a ten year period from the date of said agreement from land owned by others along this extension, to a maximum of the construction cost of this extension.

Respectfully submitted

Scott W. Jellison
Chief Executive Officer

Nuzzolo Brothers Holding Co. LLC
 26 Breeds Hill Road, Glastonbury, CT 06033
 860-533-8388 mbuilders@sbcglobal.net

7-18-18

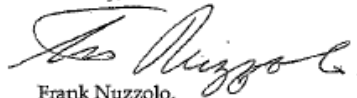
Dianna-Jo Lessard,
 The Metropolitan District
 Main Street, P.O. Box 800
 Hartford, CT 06142-0800

Ref: Willow Pond Farms -Glastonbury Ct

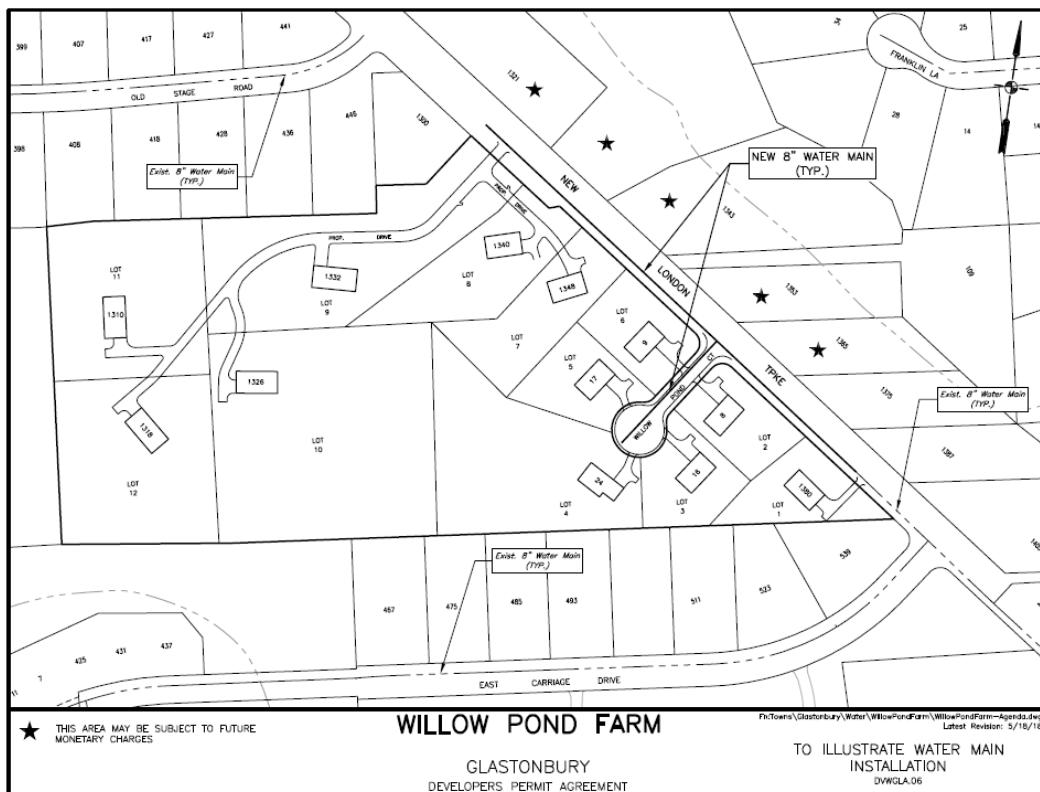
Dear Dianna-Jo Lessard,

Please find this letter herby requesting reimbursement of the water main in New London Turnpike at the above subject project. This request letter will be followed up with an affidavit of cost once the water main is completed.

Sincerely,



Frank Nuzzolo,
 Managing Member
 Nuzzolo Brothers Holding Co. LLC



Michael Curley, Manager of Technical Services, informed the Water Bureau of an error on the resolution. He advised that "250 feet" should read "930 feet", as shown above in redline.

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

District Chairman DiBella exited the meeting at 4:56 PM

Commissioner Salemi exited the meeting at 5:16 PM

**ENCROACHMENT AGREEMENT
CHERRY BROOK - RESERVOIR 6 SECTION II PIPELINE RIGHT-OF-WAY REALIGNMENT
OF FISHER DRIVE AND BICKFORD DRIVE, AVON**

After discussion by the Water Bureau, no action was taken.

EAST HAMPTON WATER SERVICE

Sue Negrelli, Director of Engineering, presented on East Hampton Water Service.

SHUTOFF POLICY FOR CUSTOMER REFUSAL OF RF REPLACEMENT

David Banker, Project Manager, presented on the shutoff policy for customer refusal of RF replacement.

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 5:22 P.M.

ATTEST:


John S. Mirtle, Esq.
District Clerk

November 7, 2018

Date of Approval

**WATER BUREAU SUBCOMMITTEE ON CUSTOMER BASE
SPECIAL MEETING**

555 Main Street
Hartford, Connecticut 06103
Thursday, October 25, 2018

Present: Commissioners Andrew Adil, Domenic Pane and Raymond Sweezy (3)

Absent: Commissioner Clifford Avery Buell, Alvin Taylor and District Chairman DiBella (3)

Also

Present: Commissioner John Avedisian
Commissioner Georgiana Holloway
Commissioner Gary LeBeau
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
Robert Schwarm, Director of Information Technology
Tom Tyler, Director of Facilities
David Banker, 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
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Adil called the meeting to order at 3:32 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Attorney David Silverstone, Consumer Advocate, spoke in favor of Economic Development Rates, but urges a discussion of lowering the threshold, considering a phase-out, and restricting the program to new customers. He also asked questions regarding the proposed changes of the Special Sewer Service Charge.

APPROVAL OF MINUTES

On motion made by Commissioner Sweezy and duly seconded, the meeting minutes of the Water Bureau

Subcommittee on MDC Customer Base meeting of September 12, 2018 were approved.

ECONOMIC DEVELOPMENT RATE

Susan Negrelli, Director of Engineering, gave a presentation regarding economic development rates.

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

Judy Allen of West Hartford, spoke regarding the public hearing process.

COMMISSIONER QUESTIONS AND COMMENTS

Chairman Adil discussed local food waste to energy plants, which could bring potential sources of revenue in the future. He would like to tour the Quantum Bio Power Plant in Southington along with Commissioner Sweezy, Commissioner Taylor, and Chief Executive Officer Scott Jellison.

ADJOURNMENT

The meeting was adjourned at 3:52 P.M.

ATTEST:



John S. Mirtle, Esq.
District Clerk

June 28, 2019

Date of Approval

THE WATER BUREAU
555 Main Street
Hartford, Connecticut 06103
Wednesday, November 7, 2018

Present: Commissioners Andrew Adil, Daniel Camilliere, Georgiana Holloway, Gary LeBeau, Domenic Pane, Pasquale J. Salemi, Raymond Sweezy, Alvin Taylor and District Chairman William A. DiBella (9)

Absent: Commissioners Clifford Avery Buell, Mary Ann Charron, Timothy J. Fitzgerald, Peter Gardow, Denise Hall, David Ionno, Kathleen Kowalyshyn and Special Representative Michael Carrier (8)

Also

Present: Commissioner Allen Hoffman
Commissioner Bhupen Patel
Commissioner Peter Gardow
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
Robert Schwarm, Director of Information Technology
Kelly Shane, Director of Procurement
Tom Tyler, Director of Facilities
Karyn Blaise, Controller
Michael Curley, Manager of Technical Services
David Banker, Project Manager
Jennifer Ottalagana, 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
David Silverstone, Consumer Advocate

CALL TO ORDER

Chairman Sweezy called the meeting to order at 3:14 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Clare Cain of CT Forest & Park Association spoke regarding Agenda Item #5,
Proposed Land Swap in West Hartford and submitted the following public
comments:



Connecting people to the land since 1895

16 Meriden Road
Rockfall
Connecticut 06481-2961
Tele: 860-346-TREE
www.ctwoodlands.org

11/7/2018

Metropolitan District Commission Water Bureau
District Headquarters
555 Main Street, Hartford, CT 06142

RE: New England Trail

Dear Water Bureau Members,

In 1895, CFPA was established as Connecticut's first conservation organization. Our mission is to connect people to the land to ensure the protection and thoughtful stewardship of forests, parks, and trails in Connecticut. We are also the manager for the 215-mile New England National Scenic Trail (NET) in Connecticut, which includes the section of the Metacomet Trail on MDC property. The NET was designated as a national scenic trail in 2009 and is one of only 11 national scenic trails in the country.

The New England Trail would not exist without the support of hundreds of trail hosts. These private, State, municipal, land trust and commercial landowners willingly host the trail on their property and they are our heroes! They allow the trail to connect from one beautiful spot to the next in a continuous footpath along the spine of Connecticut's Metacomet ridgeline.

Trail continuity and public access are of paramount importance to our organization and to the thousands of trail users who enjoy the trail regularly. Ideally a scenic trail will be located in the most scenic areas, but, when it comes down to it, trail continuity is the most important thing. Continuity gives the trail its integrity and allows users to have an undisturbed and unbroken experience. Ideally, a section of trail will not be severed or closed, resulting in hikers needing to walk on roads to make critical connections or not being able to make connections at all.

We want to work closely with the MDC and all involved parties to maintain a continuous route for the Metacomet Trail on MDC property, and we appreciate that Mr. Chase has hosted the section of trail we are talking about today on his property for many years. The 7.5 miles of trail are a critical link for iconic and historical sites in the area (like the Hill-Stead Museum, Heublein Tower and Penwood State Park) and for outdoor recreation in general.

Thank you for the opportunity to submit these comments and I'm happy to field any questions you may have.

A handwritten signature in dark ink, appearing to read "Clare Cain", is written over a horizontal line.

Clare Cain
Trails Stewardship Director

APPROVAL OF MINUTES

On motion made by Commissioner Pane and duly seconded, the meeting minutes of September 12, 2018 were approved.

Without objection, Agenda Item #5 "Proposed Land Swap West Hartford" was taken up prior to Agenda Item #4 "Expansion of Water Service in Glastonbury"

DISCUSSION RE: PROPOSED LAND SWAP WEST HARTFORD

Lou Weise, representing Arnold Chase, presented and distributed the following written comments:

Potential Remediation/MDC Lot Line Revision with Deercliff Land Preservation Trust

Background

Starting in the late 1970's, as long-held large parcels of privately owned land immediately adjacent to the MDC West Hartford Reservoirs has been sold for residential development, the MDC has erected permanent fencing along the MDC property line to positively establish the boundary between MDC owned property and private property. The fencing has served two primary purposes: First, to control trespassing by the tens of thousands of individuals that are allowed onto MDC property, as the MDC literature states, "to be used for joggers and bicyclists, hiking trails, wheel-chair accessible picnic groves, cross-country skiing and snow shoeing", and secondarily as a means of positive access control and safety enforcement to protect the critical MDC infrastructure.

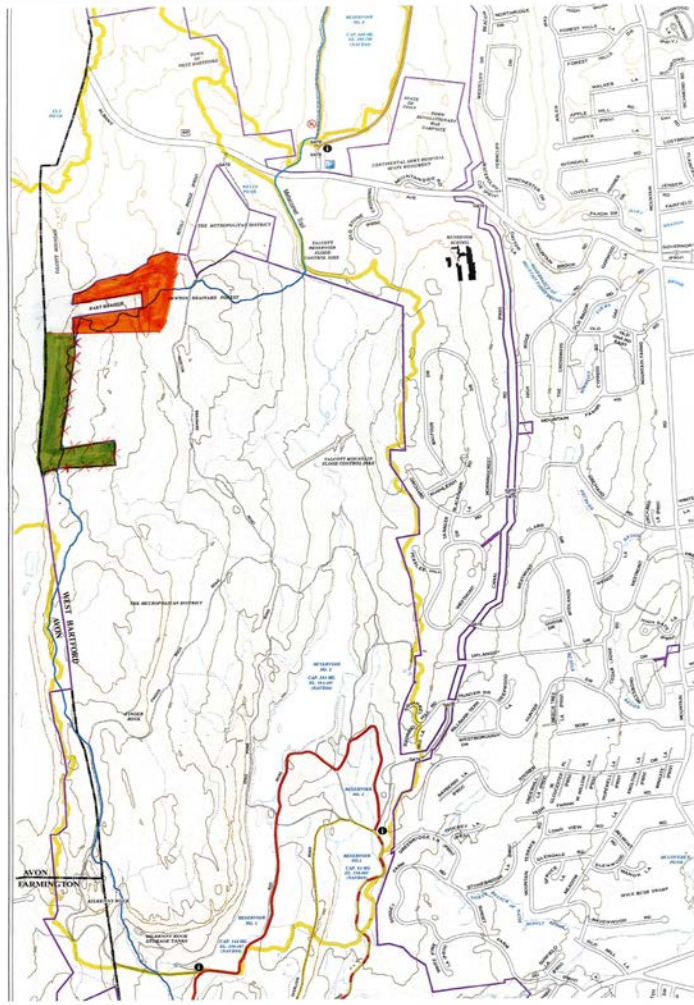
For reasons unknown, the MDC has failed to complete their fencing program on its northwesterly property lines, causing a continual and unwelcome trespassing situation. More critically, the MDC has continuously published material inferring that private property which in some cases includes potentially dangerous locations such as cliff edges is part of the MDC property. While the MDC enjoys the protection of Public Act No. 11-211, Deercliff Land Preservation Trust has *never* made its private land available for public recreational purposes, and as such, does not fall under the protections of Section 52-557 of the general statutes.

MDC has created an untenable situation wherein they have implicitly encouraged the general public to trespass upon adjacent private property by way of MDC produced maps inviting the general public to use and stay on the "Blue" trail, even though the "official" MDC maps in reality show the "Blue" trail crossing large segments of Deercliff Land Preservation Trust property.

MDC sanctioned trespassing occurs on a daily widespread basis, due in no small measure, to the lack of fencing in this area and the completely inadequate marking system that is located in that area. Without continuous adequate property boundary markers, as well as the installation of secure fencing as is the case with all other sections of the MDC property boundaries, there is no way that individuals even with MDC maps can know what property (e.g., MDC or private) they are on. Additionally, the complete lack of warning signs for potentially dangerous areas further adds to the liability concern.

In the interest of safety, the MDC publishes and enforces a lengthy list of rules and regulations. The present situation, however, legally allows completely unregulated visitation hours and activities to bypass the existing MDC controls on the reservoir property over ¼ past the usual boundaries.

While the MDC maintains extensive (albeit incomplete) security fencing along the property perimeter, along with gates that are closed at sunset, and a dedicated MDC police force, the present situation literally contains unregulated "holes" that compromise MDC infrastructure.



DISCUSSION RE: EXPANSION OF WATER SERVICE IN GLASTONBURY

Project Manager Jennifer Ottalagana gave a presentation regarding the Expansion of Water Service in Glastonbury.

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 4:07 P.M.

ATTEST:

John Mirtle
John S. Mirtle, Esq.
District Clerk

November 28, 2018
Date of Approval

**THE WATER BUREAU
PUBLIC HEARING**
555 Main Street
Hartford, Connecticut 06103
Wednesday, November 28, 2018

Present: Commissioners Andrew Adil, Clifford Avery Buell, Daniel A. Camilliere, Timothy J. Fitzgerald, Peter Gardow, Denise Hall, Domenic Pane, Alvin Taylor and District Chairman DiBella (9)

Absent: Commissioners Mary Ann Charron, Georgiana Holloway, David Ionno, Gary LeBeau, Kathleen Kowalyshyn, Pasquale J. Salemi, Raymond Sweezy and Special Representative Michael Carrier (8)

Also

Present: Commissioner Allen Hoffman
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
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
Karyn Blaise, Controller
Lisa Remsen, Financial Analyst
Kerry E. Martin, Assistant to the Chief Executive Officer
Victoria S. Escoriza, Executive Assistant
Daivd Silverstone, Consumer Advocate

Commissioner Domenic Pane called the public hearing to order at 5:23 P.M.

District Clerk John S. Mirtle read the following statement:

“This is a public hearing to consider the proposed revisions to The Metropolitan District Water Supply Ordinances: **§ W1a**, **§ W1f** and **§ W6f**. This Public Hearing is part of the legal procedure that The Metropolitan District is required to follow regarding the revision of any of its ordinances, as mandated by Special Act 01-3 of the Connecticut General Assembly of 2001. A final decision on this proposed ordinance revision has yet to be made. That decision will ultimately be made by the District Board of The Metropolitan District, and will take into account what is said at this hearing.”

District Clerk, John S. Mirtle, read the following into the record:

The following hearing notice was published in the Hartford Courant on November 16, 2018 and again on November 23, 2018; and the notice was filed, for public inspection, in the office of the town clerk in each municipality that is a member town of The Metropolitan District.

NOTICE OF PUBLIC HEARING

WATER BUREAU OF THE METROPOLITAN DISTRICT PROPOSED 2019 WATER RATES AND REVISIONS TO WATER ORDINANCES

**The Metropolitan District
555 Main Street
Hartford, Connecticut**

Pursuant to Special Act 01-3, as adopted by the General Assembly of the State of Connecticut, and Section 2-14 of the Charter of The Metropolitan District, the Water Bureau of The Metropolitan District will hold a public hearing on proposed revisions to The District's Water Supply Ordinances as they relate to the water rates for the fiscal year 2019. The hearing will be held in the Board Room at Metropolitan District Headquarters, 555 Main Street, Hartford, Connecticut, on Wednesday, **November 28, 2018 at 5:00p.m.**

Proposed changes to the rates stipulated under the following sections of the Water Supply Ordinances will be considered:

- § W1a "WATER USED CHARGE (TREATED WATER)"**
- § W1f "SURCHARGE OUTSIDE THE METROPOLITAN DISTRICT FOR CAPITAL IMPROVEMENTS"**
- § W6f "CHARGES FOR PRIVATE FIRE PROTECTION SERVICE"**

The proposed ordinance revisions are available for inspection at the Office of the District Clerk of The Metropolitan District, 555 Main Street, Hartford and www.themdc.org/budget.

All interested parties from The Metropolitan District's member municipalities may appear to be heard.

John S. Mirtle, Esq.
District Clerk

District Clerk John S. Mirtle read the public hearing guidelines.

PUBLIC COMMENTS

Judy Allen, West Hartford, spoke in support of keeping the water rates as affordable as possible.

Esther Mapp, Hartford, spoke in opposition of the water rate increase.

Maria Ortiz-Ayala, Hartford, spoke in opposition of the water rate increase and in support of a fund to assist customers who cannot pay their water bill.

David Kies, East Hartford, spoke in opposition of the water rate increase and any high volume user discount.

Sue Kies, East Hartford, spoke in opposition of the water rate increase and spoke in support of raising rates for for-profit water users.

Richard Heldman, Hartford, spoke in opposition of the water rate increases.

Raquel Calderon, Hartford, spoke in opposition of the water rate increases.

Hycinth Yanni, Hartford resident and Chair of the Maple Avenue Revitalization Group, spoke in opposition of the water rate increases and in support of an fund to assist customers who cannot pay their water bill.

Independent Consumer Advocate David Silverstone spoke in support of the revision to water ordinance W6f and the addition of a fee for back flow prevention device inspection.

Esther Mapp, Hartford, asked whether or not customers are charged for new meter installations.

Noel Osowiecki, of Windsor, submitted the following written statement:

"I am writing to make a public comment for tonight's water hearing. First I am very grateful for the work the MDC does that allows our area to have abundant and reliable clean water. It is something that many communities around this world do not have and we often times take it for granted.

I support the change in the proposed 2019 rates. I do not want to give the water bottling companies or other industry extra discounts based on their higher use of water. I understand that could cause some higher water users to choose other communities to grow or setup operations. That is an acceptable and even desired outcome.

Finally, I would like to encourage the MDC to remain committed to being as transparent as possible with the community. I feel they did do that in this situation and I am grateful for it. I still harbor scars from the water bottling

facility in Bloomfield in which it at least felt like that decision was shielded from public view. I am especially concerned in that case as the water bottling corporations have a poor reputation as organizations that take advantage of communities to trade a few jobs for dirt cheap water resources.

Anyhow, thank you again and I look forward to seeing more great work from the MDC in the future.”

ADJOURNMENT

The meeting was adjourned at 6:45 PM

ATTEST:


John S. Mirtle, Esq.
District Clerk

December 10, 2018

Date of Approval

THE WATER BUREAU
555 Main Street
Hartford, Connecticut 06103
Wednesday, November 28, 2018

Present: Commissioners Andrew Adil, Clifford Avery Buell, Daniel Camilliere, Timothy J. Fitzgerald, Peter Gardow, Denise Hall, Gary LeBeau, Domenic Pane, Pasquale J. Salemi, Alvin Taylor and District Chairman William A. DiBella (11)

Absent: Commissioners Mary Ann Charron, Georgiana Holloway, David Ionno, Kathleen Kowalyshyn, Raymond Sweezy and Special Representative Michael Carrier (6)

Also

Present: 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
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
Karyn Blaise, Controller
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

Vice Chairman Pane called the meeting to order at 5:47 P.M.

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Adil and duly seconded, the meeting minutes of November 7, 2018 were approved.

Commissioner Hall abstained.

2019 DISTRICT WATER RATES

To: Water Bureau for consideration November 28, 2018

The 2019 budget in support of Water Operations calls for the water use rate to increase to \$3.50 per hundred cubic feet (CCF). The changes will become effective January 1, 2019.

A discussion of several rates that comprise the proposed schedule for 2019 and the recommendations pertaining to each follows:

Water Used Charge – Treated Water

Staff recommends that the rate charged for the use of treated water based on actual metered consumption increase from \$3.14 per CCF to \$3.50 per CCF.

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

<u>CURRENT RATE</u>	<u>PROPOSED RATE</u>
\$3.14/100 Cu. ft.	\$3.50/100 Cu ft.

Customer Service Charge

Revenues from this customer service charge are intended to support a portion of the fixed operating, maintenance and debt costs associated with water operations. The customer service charges in the residential category (5/8", 3/4", and 1" meters) will remain at \$44.94 per quarter. The customer service charges for the 6" will remain at \$1,458.21 per quarter. The customer service charges for the 1 1/2", 2", 3", 4", 8", 10" and 12" meters will remain at \$145.80, \$233.40, \$437.67, \$730.65, \$2,313.48, \$5,333.31, \$5,689.14 per quarter respectively.

Surcharge Outside The Metropolitan District

A fixed "surcharge" rate is added to all accounts for service outside the boundaries of the District. The surcharge is based on the size of the meter that serves each delivery point. Revenues from this charge are for the reimbursement of assets deployed. The surcharge rates have been set at the same rates as the Customer Service Charges. The surcharge rates in the residential category (5/8", 3/4", and 1" meters) will remain at \$44.94 per quarter. The customer service charges for the 6" will remain at \$1,458.21 per quarter. The customer service charges for the 1 1/2", 2", 3", 4", 8", 10" and 12" meters will remain at \$145.80, \$233.40, \$437.67, \$730.65, \$2,313.48, \$5,333.31, \$5,689.14 per quarter respectively.

Water Used Charge – Untreated Water

The District provides untreated water to other agencies and water companies for a fixed rate based on actual consumption. The current rate for this untreated or “raw” water is \$1.50 per hundred cubic feet of consumption. It is recommended that the charge for untreated water remain at the rate of \$1.50 per hundred cubic feet.

Surcharge Outside the Metropolitan District for Capital Improvements

A surcharge is added to the water rate to recover the cost of major capital improvements and/or upgrades such as water main extensions, pump stations, etc. In non-member towns.

Private Fire Protection Charge

Rates for private fire protection are charged to all fire service accounts, including combination services, based on the size of the service connection. Staff recommends monthly service charges for the 2”, 3”, 4”, 6”, 8”, 10” and 12” meters rates increase to \$19.96, \$25.97, \$38.99, \$65.40, \$240.00, \$375.00, \$540.00 respectively.

Conclusion

Staff believes that the foregoing rate change recommendations are justified, reflect the sound financial administration that has earned the District support among credit rating agencies and financial advisors, and are consistent with the policy direction of the Commission.

After reviewing the information contained herein

It is **RECOMMENDED** that it be

Voted: That the Water Bureau, acting under Section 5-4 of the District Charter, establishes revised water rates effective with the meter readings rendered on and after January 1, 2019, as set forth in the following “REVISIONS TO WATER SUPPLY ORDINANCES.”

Further

Voted: That following the public hearing held on November 28, 2018, as required by Special Act 01-3, as adopted by the General Assembly of the State of Connecticut, and Section 2-14 of the Charter of The Metropolitan District, the Water Bureau recommends to the District Board, through the Committee on MDC Government, approval of the following “REVISIONS TO WATER SUPPLY ORDINANCES” by the enactment of said proposed ordinances. (Additions are indicated by underscoring and deletions are crossed out).

REVISIONS TO WATER SUPPLY ORDINANCES**W-1 WATER RATES****SEC. W1a WATER USED CHARGE (TREATED WATER)**

The WATER USED CHARGE is the quantity of water used as read at the meter, as follows:

BILLS RENDERED	RATE
MONTHLY AND QUARTERLY	\$3.14 per 100 Cubic Feet

<u>BILLS RENDERED</u>	<u>RATE</u>
<u>MONTHLY</u>	<u>3.50 per 100 Cubic Feet</u>

SEC. W1b CUSTOMER SERVICE CHARGE

The CUSTOMER SERVICE CHARGE is a service charge applicable to all metered services and services to be metered. The charge shall be determined from the size of each meter installed or to be installed on the premises, as follows:

SIZE OF METER	<u>MONTHLY BILLING</u>
5/8"	<u>\$14.98</u>
3/4"	<u>\$14.98</u>
1"	<u>\$14.98</u>
1 1/2"	<u>\$48.60</u>
2"	<u>\$77.80</u>
3"	<u>\$145.89</u>
4"	<u>\$243.55</u>
6"	<u>\$486.07</u>
8"	<u>\$771.16</u>
10"	<u>\$1,777.77</u>
12"	<u>\$1,896.38</u>

SEC. W1c SURCHARGE OUTSIDE THE METROPOLITAN DISTRICT

In towns outside the limits of The Metropolitan District, in addition to charges under SEC. W1a and W1b, there shall be a surcharge determined from the size of the meter installed on the premises, as follows:

SIZE OF METER	<u>MONTHLY BILLING</u>
5/8"	<u>\$14.98</u>
3/4"	<u>\$14.98</u>
1"	<u>\$14.98</u>
1 1/2"	<u>\$48.60</u>
2"	<u>\$77.80</u>
3"	<u>\$145.89</u>
4"	<u>\$243.55</u>
6"	<u>\$486.07</u>
8"	<u>\$771.16</u>
10"	<u>\$1,777.77</u>
12"	<u>\$1,896.38</u>

SEC. W1f SURCHARGE OUTSIDE THE METROPOLITAN DISTRICT FOR CAPITAL IMPROVEMENTS

In towns outside the limits of The Metropolitan District for which capital improvements or layout and assessment projects are constructed, in addition to charges under SEC. W1a, W1b and W1c, there shall be a surcharge on the water rates determined from the size of the meter installed on the premises, as follows:

Farmington

SIZE OF METER	<u>MONTHLY BILLING</u>
5/8"	<u>\$0.18</u>
1"	<u>\$0.36</u>
1 1/2"	<u>\$1.94</u>
2"	<u>\$6.17</u>
3"	<u>\$10.79</u>
4"	<u>\$13.44</u>
8"	<u>\$353.71</u>

SIZE OF METER	<u>MONTHLY BILLING</u>
5/8"	<u>\$0.74</u>
1"	<u>\$2.60</u>
1 1/2"	<u>\$12.40</u>
2"	<u>\$28.26</u>
3"	<u>\$41.96</u>
4"	<u>\$119.93</u>
6"	<u>\$43.32</u>
8"	<u>\$4,854.28</u>

Glastonbury

SIZE OF METER	MONTHLY BILLING
5/8"	<u>\$1.44</u>
3/4"	<u>\$3.40</u>
1"	<u>\$3.33</u>
1 1/2"	<u>\$8.65</u>
2"	<u>\$16.57</u>
3"	<u>\$51.05</u>
4"	<u>\$51.05</u>

SIZE OF METER	MONTHLY BILLING
5/8"	<u>\$3.58</u>
3/4"	<u>\$4.96</u>
1"	<u>\$9.59</u>
1 1/2"	<u>\$28.76</u>
2"	<u>\$49.83</u>
3"	<u>\$131.23</u>
4"	<u>\$128.08</u>

South Windsor

SIZE OF METER	MONTHLY BILLING
5/8"	<u>\$0.31</u>
3/4"	<u>\$0.51</u>
1"	<u>\$0.92</u>
1 1/2"	<u>\$1.41</u>
2"	<u>\$3.15</u>
3"	<u>\$32.97</u>
4"	<u>\$32.97</u>

SIZE OF METER	MONTHLY BILLING
5/8"	<u>\$0.57</u>
3/4"	<u>\$0.70</u>
1"	<u>\$1.73</u>
1 1/2"	<u>\$2.22</u>
2"	<u>\$7.62</u>
3"	<u>\$87.23</u>
4"	<u>\$29.01</u>
6"	<u>\$25.10</u>

SEC. W6f CHARGES FOR PRIVATE FIRE PROTECTION SERVICE

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

<u>SIZE OF CONNECTION</u>	<u>MONTHLY CHARGE</u>
<u>2"</u>	<u>\$17.91</u>
<u>3"</u>	<u>\$23.30</u>
<u>4"</u>	<u>\$34.98</u>
<u>6"</u>	<u>\$58.67</u>
<u>8"</u>	<u>\$88.21</u>
<u>10"</u>	<u>\$147.73</u>
<u>12"</u>	<u>\$207.76</u>

<u>SIZE OF CONNECTION</u>	<u>MONTHLY CHARGE</u>
<u>2"</u>	<u>\$19.96</u>
<u>3"</u>	<u>\$25.97</u>
<u>4"</u>	<u>\$38.99</u>
<u>6"</u>	<u>\$65.40</u>
<u>8"</u>	<u>\$240.00</u>
<u>10"</u>	<u>\$375.00</u>
<u>12" & Larger</u>	<u>\$540.00</u>

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

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

**REVISIONS TO WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND
SPECIAL WATER RATES AND CHARGES**

To: Water Bureau for consideration on November 28, 2018

In support of the annual water operating budget, staff is submitting these rates in conjunction with the revisions to the proposed Fiscal Year 2019 water rates and other peripheral charges associated with the delivery and sale of water as part of the annual budget adoption process.

Staff has reviewed these rates in light of the costs associated with them on a 'typical' model basis and makes the following recommendations:

Water Assessment Rates and Other Related Charges:

	<u>Current</u>	<u>Proposed</u>
Main Pipe Assessment	\$77.00/ft	<u>\$95.00/ft</u>
Service Pipe Taps		
Domestic (includes spacer and meter costs):		
1" Service Tap with 5/8" Meter	\$550.00	<u>\$670.00</u>
1" Service Tap with 3/4" Meter	\$575.00	<u>\$675.00</u>
1-1/2" Service Tap with 1" Meter	\$695.00	<u>\$800.00</u>
2" Service Tap with 1-1/2" Meter	\$1,400.00	\$1,400.00
4" Service Tap with 2" Meter	\$1,450.00	\$1,450.00
4" Service Tap with 3" Meter	\$1,580.00	\$1,580.00
6" Service Tap with 4" Meter	\$1,780.00	\$1,780.00
8" Service Tap with 6" Meter	\$2,400.00	\$2,400.00
10" Service Tap with 8" Meter	\$3,370.00	\$3,370.00
Fire Service		
2" Fire Service Tap	\$565.00	<u>\$650.00</u>
4", 6", 8" Fire Service Tap	\$460.00	<u>\$550.00</u>
Hydrants		
Installed after the main	\$9,800.00	<u>\$10,800.00</u>
Hydrant Maintenance	\$100.00	<u>\$125.00</u>
Hydrant Relocation	\$15,000.00	\$15,000.00
	deposit +/- actual	deposit +/- actual
	cost + overhead	cost + overhead
Fire Flow Testing	\$340.00	<u>\$400.00</u>

Special Meter Charges and Deposits:

	<u>Current</u>	<u>Proposed</u>
Hydrant Meters		
Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	\$1,000.00	\$1,000.00
Hydrant Meter Deposit	\$1,500.00	\$1,500.00
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00	<u>\$100.00</u>

Frozen, Lost or Damaged Meters

5/8" meter	\$200.00	<u>\$225.00</u>
3/4" meter	\$240.00	<u>\$260.00</u>
1" meter	\$275.00	<u>\$300.00</u>
1-1/2" meter	\$920.00	<u>\$1,000.00</u>
2" meter	\$1,155.00	<u>\$1,300.00</u>
3" meter	\$1,355.00	<u>\$1,425.00</u>
4" meter	\$1,615.00	<u>\$1,700.00</u>
6" meter	\$2,560.00	<u>\$2,700.00</u>
8" meter	\$4,000.00	<u>\$4,100.00</u>
Radio transmitter unit	\$155.00	<u>\$200.00</u>

Spacer Charges

5/8", 3/4"	\$145.00	<u>\$160.00</u>
1"	\$150.00	<u>\$165.00</u>
1-1/2"	\$200.00	<u>\$225.00</u>
2" & larger	\$220.00	<u>\$250.00</u>

	<u>Current</u>	<u>Proposed</u>
3 rd Party Damaged Hydrant Charge		
Repair or Replacement	actual cost + overhead	actual cost + overhead
Delinquent Account Review and Lien Fees	\$85.00	<u>\$90.00</u>
Delinquent Account Review and Lien Fees – Condo Assoc.	\$26.00	\$26.00
Checks Returned for Insufficient Funds	\$50.00	<u>\$60.00</u>
Shut-Off /Turn-on for Non-Payment	\$100.00	<u>\$125.00</u>
Shut-Off/Turn-on for Non-Payment (subsequent event in same year)	\$200.00	<u>\$225.00</u>
Scheduled Overtime/Emergency Inspections	\$325.00	\$325.00
Off and On Within 12 Months	\$95.00	<u>\$110.00</u>
Install Permanent Meter (No Service Tap)		
5/8" – 1" Meter	\$95.00	<u>\$110.00</u>
2" Meter & larger	\$240.00	<u>\$275.00</u>
Backflow Prevention Device Testing	\$90.00	<u>\$200.00</u>
Cross Connection Service	N/A	<u>\$90.00</u>

Service Call 1 st visit free	N/A	N/A
Service Call - Subsequent visits	\$90.00/ea	\$90.00/ea
Closing Meter Reading Fee (per visit)	\$90.00	<u>\$110.00</u>
Water Wagon - Non-Sunday	\$1,030.00	\$1,030.00
Water Wagon – Sunday	\$1,350.00	\$1,350.00
Water Tanker – Administrative Fee		
+ actual water use to be billed	\$75.00	\$75.00
Administrative Review for Water and/or Sewer Services	\$465.00	\$465.00
Tampering of Hydrant or Water Supply	\$500.00	\$500.00
First offense	\$1,000.00	\$1,000.00
Subsequent offense		
Water Service Installation Charge	\$1,800.00	\$1,800.00

It is RECOMMENDED that it be:

Voted: That the Water Bureau hereby adopts the following schedule of fees effective January 1, 2019:

Water Assessment Rates and Other Related Charges:

Main Pipe Assessment	\$95.00/ft
Service Pipe Taps	
Domestic (includes spacer and meter costs):	
1" Service Tap with 5/8" Meter	\$670.00
1" Service Tap with 3/4" Meter	\$675.00
1-1/2" Service Tap with 1" Meter	\$800.00
2" Service Tap with 1-1/2" Meter	\$1,400.00
4" Service Tap with 2" Meter	\$1,450.00
4" Service Tap with 3" Meter	\$1,580.00
6" Service Tap with 4" Meter	\$1,780.00
8" Service Tap with 6" Meter	\$2,400.00
10" Service Tap with 8" Meter	\$3,370.00
Fire Service	
2" Fire Service Tap	\$650.00
4", 6", 8 " Fire Service Tap	\$550.00
Hydrants	
Installed after the main	\$10,800.00
Hydrant Maintenance	\$125.00
Hydrant Relocation	\$15,000.00

Fire Flow Testing

deposit +/- actual
cost + overhead
\$400.00

Special Meter Charges and Deposits:

Hydrant Meters

Administrative and meter
reading fee, including
connection and inspection fees
+ actual water use to be billed
Hydrant Meter Deposit
Subsequent re-inspection and
testing fee, if backflow
prevention device required

\$1,000.00
\$1,500.00

\$100.00

Frozen, Lost or Damaged Meters

5/8" meter
3/4" meter
1" meter
1-1/2" meter
2" meter
3" meter
4" meter
6" meter
8" meter
Radio transmitter unit

\$225.00
\$260.00
\$300.00
\$1,000.00
\$1,300.00
\$1,425.00
\$1,700.00
\$2,700.00
\$4,100.00
\$200.00

Spacer Charges

5/8", 3/4"
1"
1-1/2"
2" & larger

\$160.00
\$165.00
\$225.00

3rd Party Damaged Hydrant Charge

Repair or Replacement

actual cost
+ overhead
\$90.00

Delinquent Account Review and Lien Fees

Delinquent Account Review and Lien
Fees – Condo Assoc.

\$26.00

Checks Returned for Insufficient
Funds

\$60.00

Shut-Off/Turn-on for Non-Payment

\$125.00

Shut-Off/Turn-on for Non-Payment
(subsequent event in same year)

\$225.00

Scheduled Overtime/Emergency	
Inspections	\$325.00
Off and On Within 12 Months	\$110.00
Install Permanent Meter (No Service Tap)	
5/8" – 1" Meter	\$110.00
2" Meter & larger	\$275.00
Backflow Prevention Device Testing	\$200.00
Cross Connection Service	\$90.00
Service Call 1 st visit free	N/A
Service Call - Subsequent visits	\$90.00/ea
Closing Meter Reading Fee	\$110.00
Water Wagon - Non-Sunday	\$1,030.00
Water Wagon – Sunday	\$1,350.00
Water Tanker – Administrative Fee	
+ actual water use to be billed	\$75.00
Administrative Review for Water and/or Sewer Services	\$465.00
Tampering of Hydrant or Water Supply	
First offense	\$500.00
Subsequent offense	\$1,000.00
Water Service Installation Charge	\$1,800.00

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer

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

OPPORTUNITY FOR GENERAL PUBLIC COMMENT

No one from the public appeared to be heard.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Osgood asked questions regarding Water Supply Ordinance § W1f

ADJOURNMENT

The meeting was adjourned at 5:50 P.M.

ATTEST:


John S. Mirtle, Esq.
District Clerk

December 10, 2018

Date of Approval

THE WATER BUREAU
555 Main Street
Hartford, Connecticut 06103
Monday, December 10, 2018

Present: Commissioners Andrew Adil, Clifford Avery Buell, Daniel Camilliere, Timothy J. Fitzgerald, Peter Gardow, Denise Hall, Georgiana Holloway, Gary LeBeau, Domenic Pane, Pasquale J. Salemi, Alvin Taylor and District Chairman William A. DiBella (12)

Absent: Commissioners Mary Ann Charron, David Ionno, Kathleen Kowalyshyn, Raymond Sweezy and Special Representative Michael Carrier (5)

Also

Present: Commissioner Bhupen Patel
Commissioner John Avedisian
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 Zaik, Director of Human Resources
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
Karyn Blaise, Controller
Michael Curley, Manager of Technical Services
Jennifer Ottalagana, 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
David Silverstone, Consumer Advocate

CALL TO ORDER

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

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MINUTES

On motion made by Commissioner Adil and duly seconded, the Public Hearing Minutes and Meeting Minutes of November 28, 2018 were approved.

ENCROACHMENT AGREEMENT**CHERRY BROOK - RESERVOIR 6 SECTION II PIPELINE RIGHT-OF-WAY REALIGNMENT
OF FISHER DRIVE AND BICKFORD DRIVE, AVON**

To: Water Bureau for consideration on December 10, 2018

On August 21, 2018, the Metropolitan District received a request from Ronald Bomengen of Fuss & O'Neill, on behalf of the Carpionato Group, LLC, and Avon Town Center, LLC, developer and owner, to permanently encroach upon the Cherry Brook – Reservoir 6 Section II Pipeline 100-foot right-of-way, containing an existing 48-inch RCP raw water transmission main, located across Fisher Drive, Bickford Drive and private lands, west of Route 10 in Avon (the “right-of-way”). This encroachment will provide access for the realignment of the intersection of Fisher Drive and Bickford Drive, Stage 1 of the Avon Village Center mixed use development project, as shown on the accompanying map.

The raw water pipeline right-of-way across the parcel was conveyed to the Metropolitan District by the Ensign-Bickford Company on December 27, 1961 in conjunction with the construction of the Cherry Brook – Reservoir 6 Section II Pipeline, and is recorded in the Town of Avon land records: Volume 45 Page 79. Item 6 of the easement document states that the Grantor “shall have the right to build public roads across any portion of said rights-of-way subject to approval of the Grantee herein in writing and provided such roads, including surfacing and grading, shall not interfere with the rights herein granted.”

As stated previously, the purpose of this encroachment is to allow for the realignment of the intersection of Fisher Drive and Bickford Drive, to include placement of water mains, storm drains, gas mains, sanitary sewer pipe, concrete sidewalks, granite curbing, light poles, rip rap, a concrete culvert end, a bituminous concrete path and grading within the right-of-way (hereinafter collectively referred to as the “Improvements”).

The Owner has agreed to the following conditions, in order to satisfy the District's concerns for protection of the existing 48-inch raw water transmission main located within the subject right-of-way and the District's accessibility along the length of the right-of-way:

1. No additional permanent structures, other than the proposed Improvements shall be located within the District's right-of-way.
2. Pipes crossing over or under the District's pipelines shall maintain a minimum eighteen (18”) inch vertical clearance.

3. Grading shall be such that the surface of the right-of-way shall maintain not less than three (3) feet nor more than ten (10) feet of cover over the raw water pipeline.
4. The Metropolitan District shall not be held liable for any damage caused to any structure listed above located within or adjacent to the right-of-way in the event of an emergency raw water transmission main repair. The Metropolitan District will make every effort feasible to minimize damage to these structures; however, the cost for repairs to such structures shall be the responsibility of the Owner.
5. The District reserves the right to remove any improvements within the right-of-way at any time if so required for maintenance or repair of the raw water transmission main. The Owner shall bear any additional maintenance or repair costs necessitated by the presence of any improvements upon the right-of-way.
6. Care must be taken during construction not to disturb the existing raw water transmission main. All heavy construction equipment must be located outside the limits of the right-of-way when not in use. Any earth moving equipment that will be utilized on the site over and adjacent to the water main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the existing raw water transmission main caused by any construction within the right-of-way shall be the responsibility of the Owner.
7. An MDC inspector must be on the job site whenever work is being performed by or on behalf of Owner to construct, maintain or repair any Improvements within the right-of-way. Any construction, maintenance or repair of the Improvements shall conform to District standards and 48-hours advance notice must be given to the District prior to any such construction, maintenance or repair within the right-of-way.

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

It is therefore RECOMMENDED that it be

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

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval as to form and content by District Counsel, granting permission to Avon Town Center, LLC to encroach upon the Cherry Brook – Reservoir 6 Section II Pipeline 100-foot raw water right-of-way located across Fisher Drive, Bickford Drive and private lands, west of Route 10 in Avon, for the purpose of installing water mains, storm drains, gas mains, sanitary sewer pipe, concrete sidewalks, granite curbing, light poles, rip rap, a concrete culvert end, a bituminous concrete path and grading for the intersection realignment of Fisher Drive and Bickford Drive, Avon, provided that the District shall not be held liable for any costs or damages of any kind which may result

during initial construction or in the following years with respect to any subsequent construction, maintenance or repair as a result of such encroachment.

Respectfully Submitted,

Scott W. Jellison
Chief Executive Officer



August 21, 2018

Mr. Michael Cudley, Manager of Technical Services
The Metropolitan District
Engineering & Planning
555 Main Street
P.O. Box 800
Hartford, CT 06142-0800

RE: Avon Village Center Encroachment Permit Request
Avon, CT
Fuss & O'Neill Reference No. 2014 0986.S10

Dear Mr. Cudley:

On the behalf of the Carpianton Group, LLC, I would like to request an encroachment permit for Stage 1 of the Avon Village Center (AVC), a mixed-use development. The proposed project is located on approximately 100 acres of land north of Route 44 and west of Route 10/202. The portion of the project that will require an encroachment permit from The MDC is located near the intersection of Fisher Drive and Route 10/202.

The AVC development will be constructed in multiple phases beginning with Stage 1 in the fall of 2018. Stage 1 of construction includes the realignment of Bickford Drive and Fisher Drive near the intersection of Route 10/202. A portion of a 100 foot MDC easement is within the Stage 1 area. Construction activities within the MDC easement will include:

- Clearing and grubbing
- Earth moving (excavation and fill)
- Removal of existing roadway
- Removal of existing utility and stormwater system infrastructure
- Installation of utility and stormwater system infrastructure
- Installation of bituminous concrete roadways, concrete walkways, granite curbs, bituminous concrete trails, and Farmington Valley Greenway Trail
- Installation of light poles

146 Hartford Road
Manchester, CT
06040
t 860.646.2469
800.286.2469
f 860.533.5143

www.fandc.com

California
Connecticut
Maine
Massachusetts
New Hampshire
Rhode Island
Vermont

Detailed plans for all proposed construction within the MDC easement are enclosed with this letter.

Please consider this a formal request for a permanent encroachment permit to develop the AVC Stage 1 improvements within the MDC easement.

F:\P2014\0986\S10\Utilities\MDC\2018-08-31 - Encroachment Permit_Phase 1 Stage 1\2018-08-03 - AVC - MDC Encroachment Permit Request.docx



Michael Curley
August 21, 2018
Page 2

If you have any questions, please don't hesitate to call me at (860) 646-2469, ext. 5253.

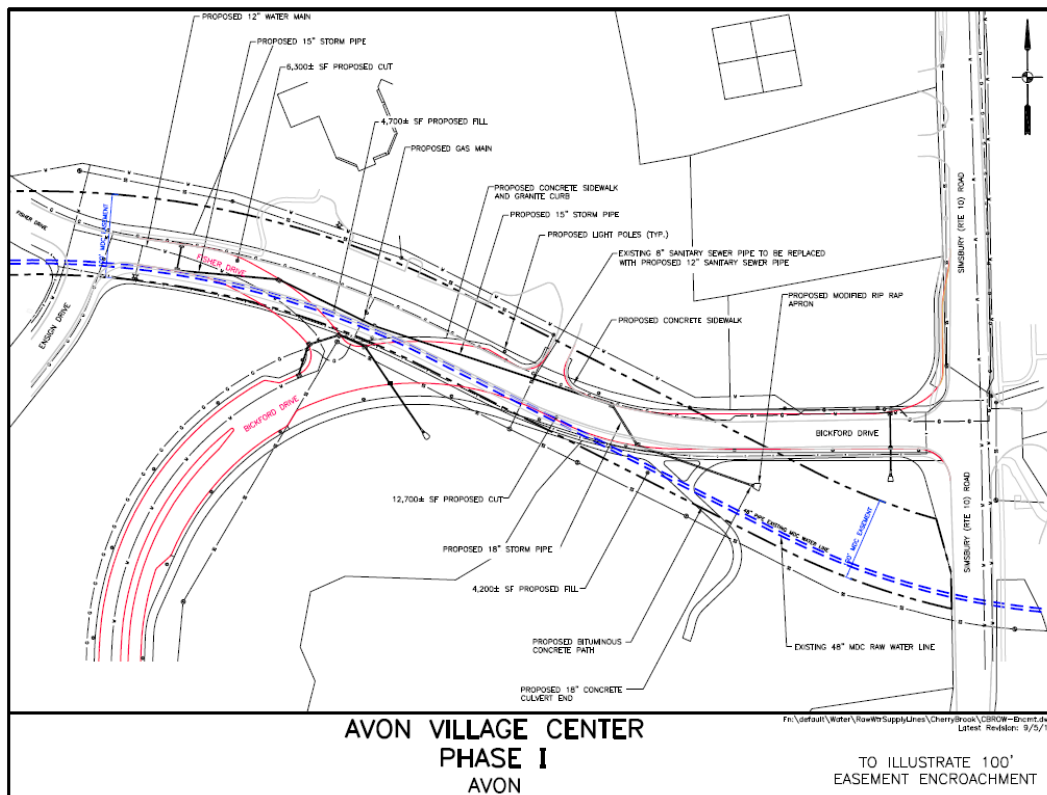
Sincerely,

A handwritten signature in blue ink, appearing to read 'R Bomengen'.

Ronald E. Bomengen, PE, LEED AP
Associate/Department Manager

Enclosures: Plans Entitled: "Avon Village Center – Phase 1, Stage 1, MDC Encroachment Permits"
Sheets MDC-01-03, dated 08/03/2018

c: Jennifer Ottalagana



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

Date of Approval

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