

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

FOR THE YEAR  
2025

Published by authority of the Commission  
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Office of the District Clerk

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

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**MEMBERSHIP**  
**OF**  
**THE WATER BUREAU**  
**2025**

**ANDREW ADIL** Chairman, Water Bureau

**JOHN GALE** Vice Chairman, Water Bureau

ANDREW ADIL

KYLE ANDERSON

AVERY BUELL

DIMPLE DESAI

JOHN GALE

PETER GARDOW

GEORGIANA HOLLOWAY

JACKIE MANDYCK

PASQUALE SALEMI

ALVIN TAYLOR

# **MINUTES**

**OF**

**MEETINGS OF THE WATER BUREAU**

**HELD IN 2025**

**WATER BUREAU  
REGULAR MEETING**  
555 Main Street, Hartford  
Monday, January 27, 2025

**Present:** Commissioners Andrew Adil, John Gale, Pasquale J. Salemi, Alvin Taylor and District Chairman Donald M. Currey (5)

**Remote**

**Attendance:** Commissioners Kyle Anderson, Dimple Desai, Georgiana Holloway and Jackie Mandyck (4)

**Absent:** Commissioner C. Avery Buell, Peter Gardow and New Britain Representative Michael Carrier (3)

**Also**

**Present:** Commissioner William DiBella  
Commissioner Diane Lewis  
Commissioner Dominic Pane  
Commissioner Bhupen Patel  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk  
Chris Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
David Rutty, Director of Operations  
Michael Mohr, Controller  
Jennifer Ottalagana, Senior Project Manager  
Michael Curley, Manager of Technical Services  
Mathew Skehan, Senior Utility Maintenance Supervisor  
Jason Bretemps, Utility Maintenance Superintendent  
Brian Amenta, Assistant Utility Maintenance Superintendent  
David Egloff, Fleet Superintendent  
Anthony Pantaleo, Utility Maintenance Superintendent  
Carrie Blardo, Assistant to the Chief Executive Officer  
Victoria Escoriza, Executive Assistant  
Dylan Pecego, IT Consultant (Remote Attendance)  
Matt McAuliffe, IT Consultant (Remote Attendance)  
Jacob Aviles, IT Consultant (Remote Attendance)  
Liz Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

The meeting was called to order by Chairman Adil at 4:04 PM

**PUBLIC COMMENT RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Gale and duly seconded, the meeting minutes of November 18, 2024 were approved.***

***Commissioner Desai entered the meeting virtually at 4:08 PM***

***Commissioner Mandyck entered the meeting virtually at 4:12 PM***

**WATER BUREAU  
STALLION RIDGE, GLASTONBURY  
CLASS 1 WATER MAIN EXTENSION AND REQUEST FOR  
REIMBURSEMENT AGREEMENT**

To: Water Bureau for consideration January 27, 2025

On March 22, 2019, your staff received a request from Dependable Construction, LLC, through its Owner, Daniel Gassner, to construct, under a Developer's Permit Agreement ("DPA"), approximately 4,705 feet of water main in Somerset Road, Bell Street, and Stallion Drive, Glastonbury, to serve future development along Stallion Drive as part of the Stallion Ridge Developer's Permit Agreement Development Project. The project was completed in June of 2022 and will be accepted by the District in 2025.

The water main is now available to serve twenty-six (26) privately held properties along Somerset Road and Bell Street, as shown on the accompanying map. Any property owners that want to connect to the water main must pay the District a frontage charge, or Class I fee (presently \$95.00 per linear foot of frontage, but subject to change) intended to offset the costs incurred if the District constructed the water main. In this case, however, the District has not incurred any such construction costs. As such, the Developer has requested that the District enter into a Reimbursement Agreement providing that any Class I payments received by the District within ten years of the date of incorporation of the water main into the public system be turned over to the Developer, the party which incurred the costs and arguably entitled to the reimbursement. The aggregate reimbursement amount would not exceed the certified cost of construction of said water main and appurtenances, as attested to in an affidavit submitted by the Developer.

In accordance with Section W4h of the District Water Ordinances, the "Water Bureau is empowered at its discretion to include in agreements with developers or other owners for the construction of water mains by and at the expense of such developers or owners, ... provisions for reimbursement of said developers or owners from connection charges collected, or to be collected, immediately following execution of the agreement with the land owner, for the cost of water mains constructed by them in sections of highways on which lands owned by them do not abut, such reimbursement not to exceed the cost of construction within such sections of highways, and limiting the time within which such reimbursement may occur to such time as the

said Bureau may deem expedient for the particular case, but no reimbursement shall be made after ten years from the date of incorporation of the particular water main into the public system.”

It is therefore RECOMMENDED that it be

VOTED: To authorize the installation of about 4,705 feet of 8-inch ductile iron (Class 54) water main in Bell Street, Somerset Road, and Stallion Drive, Glastonbury, as a Class I Distribution Main.

AND

VOTED: To authorize the Chairman or Vice Chairman to execute a Reimbursement Agreement with Dependable Construction, LLC, pursuant to Section W4h of the District's Water Ordinances, for the return of any Class I payments the District may receive within a ten-year period from the date of incorporation of the particular water main into the public system from land owned by others along this extension, to a maximum of the actual construction costs of this extension.

Respectfully submitted,



John S. Mirtle  
District Clerk

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

### **SUMMARY OF WATER MAIN BREAKS**

Chris Levesque, Chief Operating Officer, provided a summary and presentation on water main breaks:

#### **2024 Water Main Breaks**

- What Operations Measures
  - Time Call Received
  - Time Leak Confirmed
  - Time of Shutdown
  - Time Put Back Into Service
- Average Time to Confirm
  - 45 Minutes (Includes Time for In-Depth Investigations)
- Average Time from Confirmation to Put Back Into Service
  - 8 Hours 28 Minutes
- Number of Water Main Breaks
  - 241 Main Breaks
- Number of In-Depth Investigations conducted prior to confirming
  - 11 Breaks
- Number of Break – Scheduled
  - 18 Breaks

**Typical Response to Emergency Breaks**

<b>Typical Timeline (Past)</b>	<b>Time</b>
Call Received of possible leak	12:00
Investigation Crew Called In	12:00
Investigation Crew at Yard	1:30
Investigation Crew onsite	2:00
Staff Assess and Determine Leak	2:30
Repair Crew Called In	2:45
Repair Supervisor Calls In CBYD Request	3:45
Inventory Staff Called In (if shift not covered)	4:00
Crew at the Yard to travel to Leak	4:30
Crew Onsite	5:00
CBYD Completed/ Cleared	6:00
Leak Repaired	10:00

<b>Typical Timeline (Current)</b>	<b>Time</b>
Call Received of possible leak	12:00
Staff onsite	12:30
Staff Assess and Determine Leak	1:00
CBYD Called In by Command Center	1:15
Repair Crew Called In	1:30
Inventory Staff Called In (if needed)	2:30
CBYD Completed/ Cleared	3:30
Crew at the Yard to travel to Leak	3:30
Crew Onsite	4:00
Leak Repaired	8:00

**YEAR-TO-DATE WATER REVENUE**

Michael Mohr, Controller, provided an update on the 2024 water revenue.

**OPPORTUNITY FOR GENERAL PUBLIC COMMENT**

No one from the public appeared to be heard.

**COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS**

Commissioner Salemi requested a future agenda item about possibilities of future hydroelectric facilities.

Chairman Adil approved Commissioner Gale's prior request for an agenda item about the possibility of MDC installing utility conduits during MDC sewer or water main projects that could house other utilities.

Chief Executive Officer Scott Jellison stated that there should be a discussion regarding lifeguard hiring soon, as the job postings will need to be advertised soon.

**ADJOURNMENT**

The meeting was adjourned at 4:51 PM

ATTEST:



John S. Mirtle  
District Clerk

March 31, 2023  
Date of Approval

**WATER BUREAU  
REGULAR MEETING**  
555 Main Street, Hartford  
Monday, March 31, 2025

**Present:** Commissioners Andrew Adil, John Gale, Peter Gardow, Georgiana Holloway, Jackie Mandyck, Pasquale J. Salemi, Alvin Taylor, Chris Tierinni and District Chairman Donald M. Currey (9)

**Remote**

**Attendance:** (0)

**Absent:** Commissioners Kyle Anderson, C. Avery Buell, Dimple Desai and New Britain Representative Michael Carrier (4)

**Also**

**Present:** Commissioner William DiBella  
Commissioner Allen Hoffman  
Commissioner Bhupen Patel  
Commissioner John Avedisian (Remote Attendance)  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk (Remote Attendance)  
Chris Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
Susan Negrelli, Director of Engineering  
David Ruddy, Director of Operations  
Robert Schwarm, Director of Information Systems (Remote Attendance)  
Thomas Tyler, Director of Facilities  
Michael Curley, Manager of Technical Services  
David Banker, Assistant Manager of Technical Services  
Diana Phay, Manager of Treasury (Remote Attendance)  
Biviana Casanova, Project Control Manager  
Lindsay Williams, Accounting Administrator (Remote Attendance)  
Carrie Blardo, Assistant to the Chief Executive Officer  
Julie Price, Executive Assistant  
Amanda Litvak, IT Professional Level Associate (Remote Attendance)  
Matt McAuliffe, IT Consultant (Remote Attendance)  
Elizabeth Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

The meeting was called to order by Chairman Adil at 4:03 PM

**PUBLIC COMMENT RELATIVE TO AGENDA ITEMS**

Judy Allen, of West Hartford, asked if the ordinance change in Agenda Item #6 “Charges on Fire Services in Non-Member Towns” applies to all non-member town existing accounts or just new customers.

**INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO AGENDA ITEMS**

ICA Elizabeth Tavelli stated that in Agenda Item #6 “Charges on Fire Services in Non-Member Towns” it says “dedicated fire service” but that term is not defined in the ordinances. She was curious as to what properties may have differentiated lines and if there is any reason as to why they’re excluded from the reduction in the surcharge.

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Gardow and duly seconded, the meeting minutes of January 27, 2025 were approved.***

**ENCROACHMENT AGREEMENT – CONCOURSE PARK 309 REDEVELOPMENT  
285 & 291 FORBES STREET; 936, 942, 944 & 960 SILVER LANE**

To: Water Bureau for consideration March 31, 2025

In a letter dated March 19, 2025, Paul Rodrigues of Solli Engineering, LLC., on behalf of Jasko Development Zelman 1 LLC, Jasko Zelman 1 LLC and JZ Otto LLC (collectively “Jasko”) and the Town of East Hartford, (“Town”) the future and current owners respectively of 285 & 291 Forbes Street, 936, 942, 944 & 960 Silver Lane in East Hartford (the “Property”), has requested permission from The Metropolitan District (“MDC” or “District”) to encroach on the MDC’s existing Northeast Transmission Main East Hartford Line thirty-foot-wide (30’) easement or right-of way, containing an existing concrete 30-inch treated water transmission main, situated on the Property (the “ROW”) for the purpose of constructing and installing site improvements for and in connection with a proposed residential development project, as shown on the attached map (the “Map”).

The Town has entered into a Purchase and Sale Agreement for the Property with Jasko and anticipates that a closing will occur in April. The Town has given Jasko permission to submit this encroachment permit application for the following described work for such construction and installation of these site improvements that Jasko will undertake on the Property after such closing.

The proposed scope of work entails: (i) installing a temporary 14’ wide x 45’ long modular steel bridge on timber matting including all appurtenances in up to three (3) locations along the ROW ahead of proposed site demolition and subsequent permanent site improvements,

including removing existing pavement and curbing; existing gas lines, drainage piping and structures (ii) regrading up to 24,850 sf of easement area, earth excavation up to 2.2 feet deep and filling up to 4.3 feet in depth, (iii) installing new utilities across the ROW including a new 8-inch water main 4" and 6" fire services, new sanitary laterals (1) 4" force main and (1) 8" PVC lateral, one (1) 4-inch gas line, (16)-2" service conduits, (8)- 4" electric and telecommunication conduits in up to six (6) locations, and new stormwater lines,(3) 8" C900, (1) 18" RCP and (1) 24" RCP sizes, and (iv) installing surface restoration consisting of new bituminous pavement, concrete walkways, curbing and traffic islands, and landscaping including shrubs and grass as well as incidental activities such as resetting existing manhole frame and covers, within the ROW as shown on the Map (collectively, the "Improvements").

The proposed lines will be installed above the MDC's existing thirty-inch (30") transmission main and its appurtenances situated within the ROW (collectively, the "Main") with a minimum of one foot (1') of vertical clearance between the Main and such lines, and proposed grades will not impede access to the Main. Eversource will require a twenty-foot wide (20') and forty-foot wide ( $\pm 40'$ ) easement which will overlap perpendicular with the ROW (collectively these "Eversource Easements"). Connecticut Natural Gas ("CNG") will also require a ten-foot wide (10') easement which will overlap perpendicular with the ROW (the "CNG Easement" and Eversource Easements are collectively the "Utility Easements"). The Main was built in 1973 and the ROW was acquired by the MDC and filed on the East Hartford land records in Volume 493, at Page 36.

MDC staff has concluded that the Improvements will not be a detriment to the District's transmission main as a result.

Jasko has agreed to the following conditions in order to satisfy the District's concerns for protection of the transmission main and to maintain accessibility along the length of the ROW:

1. Care must be taken during the performance of work for the Improvements or any maintenance, repair or replacement of the same not to disturb the transmission main. All heavy construction equipment must be located outside of the limits of the ROW when not in use. Any earth moving equipment that will be utilized on the ROW over and adjacent to the transmission main shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the transmission main caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Jasko for or in connection with the Improvements within this ROW shall be the responsibility of Jasko.
2. No additional permanent improvements, other than the proposed Improvements, shall be located within this ROW.
3. The District shall not be held liable for any damage caused to any structure listed above, located within or adjacent to the ROW in the event of an emergency transmission main repair. The District will make every effort feasible to minimize damage to these structures; however, the cost of repairs to such structures shall be the responsibility of Jasko or the property owner at the time.

4. The District reserves the right to remove Improvements within this ROW at any time if so required for maintenance, repair or replacement of the transmission main or any part thereof. Jasko or the property owner at the time shall bear any additional maintenance, repair or replacement costs necessitated by the presence of Improvements within this ROW, including any such costs incurred by the District.
5. An MDC inspector must be on the job site whenever work is being performed within the ROW, and Jasko shall be responsible for the cost and expense of such inspector. Any construction of the Improvements as well as any subsequent construction, maintenance, repair or replacement of the Improvements shall conform to District standards and forty-eight (48) hours advance notice must be given to the District prior to commencing any such activities within the ROW.
6. Jasko shall at all times indemnify, defend and save harmless the District, any municipality included therein, and the State of Connecticut and shall maintain the District's standard form of requisite insurance as stipulated in the MDC's most current Guidance Manual for Developers' Permit Agreements, which insurance shall remain in force and effect during the performance of any work with in the ROW.
7. Jasko shall be responsible for obtaining any and all federal, state, or local approvals necessary for installing the Improvements, including but not limited to the removal and construction of the same.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Jasko and MDC, following the completion of the sale of the Property to Jasko, whereby Jasko becomes the fee owner of the Property, and consistent with current practice involving similar requests, and filed on the Town of East Hartford land records.

It is **RECOMMENDED** that it be:

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

**RESOLVED:** That after sale of the Property by the Town of East Hartford to Jasko ~~Development-Zelman 1~~ LLC, the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to Jasko ~~Development Zelman 1~~ LLC to encroach upon both MDC existing thirty-foot-wide (30') Main ROW situated on the Property in order to: (i) perform the work for the Improvements in connection with the planned redevelopment of the Property as shown on plans submitted by Solli Engineering, LLC, entitled, "Existing 30" Water Main Profile, Sheet 1 of 2 and Sheet 2 of 2, Concourse Park 309 Silver Lane East Hartford, Connecticut, and (ii) maintain, repair and replace such Improvements, provided that: (a) the District shall not be held liable for any cost or damage of any kind and be indemnified from any claims from the present and in the following years as a result of any

encroachment authorized hereby, (b) Jasko shall obtain all required approvals and reimburse MDC for any attorney fees and other costs incurred by MDC in enforcing the encroachment agreement, and (c) such agreement shall not be effective until fully executed by the District and Jasko, and recorded on the East Hartford Land Records. In the event that such full execution and recording does not occur within four (4) months of the date this resolution is passed by the District Board, then such resolution shall be null and void, and of no further force and effect.

Respectfully submitted,



John S. Mirtle  
District Clerk

***Commissioner Gale made a motion to amend the resolution to replace “Jasko Development LLC” with “Jasko Zelman 1 LLC”. The amendment is shown in redline above. The motion to amend was duly seconded and passed by unanimous vote of those present.***

***Commissioner Gale made motion to approve the resolution, as amended in redline above, the motion was duly seconded, resolution approved by unanimous vote of those present.***

### **REVISIONS OF WATER SUPPLY ORDINANCE RE: CHARGES ON FIRE SERVICES IN NON-MEMBER TOWNS**

No action taken. The Committee requested additional financial information be brought back to the Water Bureau at their next meeting regarding impact of the proposed ordinance revision.

### **SOUTH WINDSOR CUSTOMERS NEAR SULLIVAN AVENUE & HERITAGE DRIVE**

David Banker, Assistant Manager of Technical Services, updated the Water Bureau on new customers in South Windsor that were previously served by Connecticut Water that will become MDC customers.

### **LAKE MCDONOUGH RECREATION**

Chief Executive Officer Scott Jellison updated the Committee that there has only be one applicant for summer lifeguards.

**SUMMARY OF WATER MAIN BREAKS**

Chris Levesque, Chief Operating Officer, updated the Committee that there were 42 water main breaks in February, higher than average due to the cold weather, but the total has leveled off in March.

**YEAR-TO-DATE WATER REVENUE**

Chief Administrative Officer Kelly Shane provided an update on the 2025 year-to-date water revenue through February.

**OPPORTUNITY FOR GENERAL PUBLIC COMMENT**

No one from the public appeared to be heard.

**COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS**

Commissioner Gardow stated that there is an upcoming 2025 Connecticut River Environmental Summit and asked if the MDC was invited to participate.

**ADJOURNMENT**

The meeting was adjourned at 5:28 PM

ATTEST:



John S. Mirtle  
District Clerk

May 19, 2025

Date of Approval

\*\*Video of the full March 31, 2025 Water Bureau meeting is available at <https://www.youtube.com/@MetropolitanDistrictCommission> \*\*

**WATER BUREAU  
REGULAR MEETING**  
555 Main Street, Hartford  
Monday, May 19, 2025

**Present:** Commissioners Andrew Adil, Diane Lewis, Jackie Mandyck, Pasquale J. Salemi, Alvin Taylor, Chris Tierinni and District Chairman Donald M. Currey (7)

**Remote**

**Attendance:** Commissioner John Gale (1)

**Absent:** Commissioners Kyle Anderson, C. Avery Buell, Dimple Desai, Peter Gardow, Jean Holloway and New Britain Representative Michael Carrier (6)

**Also**

**Present:** Commissioner Richard Bush  
Commissioner Joan Gentile (Remote Attendance)  
Commissioner Allen Hoffman  
Commissioner Bhupen Patel (Remote Attendance)  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk (Remote Attendance)  
Chris Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
Susan Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Systems (Remote Attendance)  
Thomas Tyler, Director of Facilities  
Diana Phay, Manager of Treasury (Remote Attendance)  
Carrie Blardo, Assistant to the Chief Executive Officer  
Julie Price, Executive Assistant  
Amanda Litvak, IT Professional Level Associate (Remote Attendance)  
Kevin Sullivan, IT Consultant (Remote Attendance)  
Elizabeth Tavelli, Independent Consumer Advocate (Remote Attendance)

**CALL TO ORDER**

The meeting was called to order by Chairman Adil at 4:06 PM

**PUBLIC COMMENT RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

## **INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO AGENDA ITEMS**

ICA Elizabeth Tavelli had a few questions regarding Agenda Item #7 “Revisions of Water Supply Ordinance Re: Charges on Fire Services in Non-Member Towns.” She stated that it is noted in the agenda that there was a request from consumers regarding the surcharge on non-member towns and wanted to know who the request came from. She also asked what the purpose is behind eliminating that surcharge on non-member towns and what is the overall projected impact on the budget.

### **APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Salemi and duly seconded, the meeting minutes of March 31, 2025 were approved.***

## **DRAFT ORDINANCE REVISIONS RE: AVAILABILITY & CAPACITY GUIDELINES REFERRAL OF DRAFT ORDINANCE REVISIONS TO COMMITTEE ON MDC GOVERNMENT**

### **SEC. W5b APPLICATIONS FOR LARGER SERVICE PIPES**

Before the approval of the installation of a service pipe larger than 1-inch in diameter, a ~~form~~ [request](#) listing the water requirements of the property to be supplied shall be filed with the Water Bureau, so that [consideration shall be given to the quantity, time or times, rate and manner of water demand, the size of the water main from which it is or is to be supplied from, the probable volume of water in said water main at the time of demand, the other pertinent facts and](#) the proper size of meter may be determined. [The Water Bureau shall establish and publish Availability & Capacity Guidelines \(“A&C Guidelines”\) for determination of the availability of water mains and the capacity of said water mains to supply proposed demands from the District’s water distribution system in accordance with District Ordinances and any municipal, state & federal regulatory requirements. Any approval under the Availability & Capacity process shall be valid for 1 year from the date of the District’s Availability & Capacity determination letter.](#)

***Commissioner Salemi made a motion to refer the draft ordinance revision to the Committee on MDC Government. The motion to refer was duly seconded and approved unanimously by those present.***

### **APPROVAL OF AVAILABILITY & CAPACITY ANALYSIS GUIDELINES**

To: Water Bureau on May 19, 2025

The Metropolitan District (“District” or “MDC”) requires that an Availability & Capacity (“AC”) analysis of the District’s drinking water system be completed prior to permitting any connection of a service pipe larger than 1-inch in diameter to the District infrastructure through MDC’s Utility Services Department. The purpose of the Availability & Capacity (“AC”) analysis

is to first determine the availability of District infrastructure and second, to determine whether or not available capacity within the District distribution system exists to meet the proposed needs of such connection. The District will provide a letter stating whether there is, or is not, adequate capacity available for proposed connections.

It is **RECOMMENDED** that it be

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

**RESOLVED:** The District Board hereby approves the attached Availability & Capacity Analysis Guidelines:

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

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



## **Availability and Capacity Analysis Guidelines**

### **WATER**

#### **The Metropolitan District**

#### **PURPOSE**

The Metropolitan District (“District” or “MDC”) requires that an Availability and Capacity (AC) Analysis be completed prior to connecting or modifying a water connection through MDC’s Utility Service Department. An owner and/or developer may be required by their lender or another entity to obtain a letter from The Metropolitan District stating whether there is, or is not, water service available (adjacent) to the proposed development/redevelopment/change-in-use (including fire suppression system additions/alterations) at the site and if such services are of sufficient capacity for the planned development. The intent of the availability and capacity analysis process is to research the capability of the existing District water distribution system to meet the consumption for the proposed residential dwellings of four or more units or commercial/industrial buildings. Residential properties of 1-3 units are exempt from the AC process.

#### **AVAILABILITY AND CAPACITY (AC) PROCESS SUMMARY**

1. A *formal written request (hard copy)* for an availability and capacity analysis is made to the MDC Technical Services Department, 555 Main Street, Hartford, Connecticut 06103, or [techservices@themdc.com](mailto:techservices@themdc.com). This request must include:
  - Location of the proposed development, including a street address and a location map.
  - Payment of the current Administrative Review Fee (See published rate at [www.themdc.org](http://www.themdc.org)) per utility by check made payable to The Metropolitan District or through available online payment system. *Please do not submit checks separately from the hard copy request and without reference to the invoice or project/development name.*
  - Detailed technical information as described below in the “Required Detailed Information” section.
2. District staff will review the submitted information to determine if the District’s current infrastructure can accommodate the planned domestic and fire water usage. District staff may request additional information as applicable to the particular development and design.
3. The District will provide a written response if there is, or is not, sufficient availability and capacity to provide the planned development with water service from the referenced project, as detailed by the owner and/or developer.

4. Our analysis does not focus on the technical adequacy of the design; such a review is conducted during the Developer's Permit-Agreement process or connection permitting process by MDC Utility Services Department, as applicable.
  - a. Due to the age of the MDC infrastructure in some areas, additional investigation of the condition water mains may be required prior to finalizing the AC. The location or condition of the service or main may necessitate installation to an alternate nearby MDC main. This additional investigation may include conducting hydrant flow tests to confirm water main capacity.
5. Following the review of the required information, MDC will provide to the owner/requester with an AC letter (via email and regular mail) of MDC's determination on availability and capacity of the District system(s), with copies to the other appropriate municipal departments (i.e. Fire, Planning and Zoning, Development Services, etc.).
6. Once all AC approvals (Water, Sewer and storm) are obtained, the Owner/Developer may then proceed to the MDC Utility Services Department to apply for each applicable utility connection permit.

## **REQUIRED DETAILED INFORMATION**

### **Domestic Water Service**

*The below requirements shall be adhered to by the Engineer when submitting the AC review request:*

1. Drawings – provide 24 x 36-inch sheets of:
  - a. Existing survey (including lot lines/owner names/addresses)
  - b. Utility Plan (no contours)
  - c. Grading Plan (with contours)
2. Estimated water usage calculated per *DPH design flow guidelines*, with average volume per day (gpd) and peak flow (gpm). **Flow shall not be calculated using fixture counts (CT Plumbing Code maximums).**
3. The type of dwelling units planned for the development (single-family, townhome, multi-unit, etc.), or type of commercial or industrial facility (office, retail, restaurant, hotel, manufacturing, etc.), including lot size and proposed lawn coverage, if irrigation is planned.
4. For residential developments, the number of one-bedroom, two-bedroom, three-bedroom, etc. units planned for the development so that the volume of use per day (gpd) may be calculated per State of Connecticut Department of Public Health (DPH) guidelines. The Engineer is required to provide calculations for MDC review.
5. For commercial and industrial facilities, the size (square feet per use) and type of the proposed commercial or industrial facilities; specifically, the number of restrooms planned (office and retail), the number of seats (restaurant), the number of rooms (hotel), the number of beds (medical facility), the number of employees, etc.

6. Other water uses within the planned development, such as landscape or other irrigation; community buildings (kitchen facilities, rest rooms and/or locker rooms, etc.), swimming pool; HVAC equipment cleaning/blow down or fill cycles; intermittent but high instantaneous high flow processes (tank fill, tank draining, or other); or other facilities.
7. General - Pressure and quantity of water service available may vary across a development due to the elevation of specific dwelling units and/or buildings, as well as concurrent water consumption within the development and the surrounding area (and may vary upon the time of day). During the AC review, MDC uses a calibrated domestic water distribution model to estimate water flow and pressures for a simulated yearly maximum system demand day at the simulated highest demand hours of a 24-hour day (to be conservative).
8. State of Connecticut Department of Public Health Regulations - require that The Metropolitan District provide a minimum water pressure of 25 psi (with 35 psi recommended), and a maximum water pressure of 125 psi (as measured at the water main). Current plumbing codes note to install pressure reducing valves onsite (inside buildings) where the public water supply is over 80-psi coming into a building.

### **Fire Services**

*The below requirements shall be adhered to by the Engineer when submitting the AC review request:*

1. General - Due to the particularly large demand characteristics of fire flows as compared to domestic water needs, the MDC has established a total fire flow limit of 1500 GPM District-wide. Fire flow requires special attention and consideration (whether required for a renovation, a sprinkler conversion, or addition project) to protect the water distribution system. When specific fire flows are required for planned installations - including sprinklers, fire pump, and/or fire hydrants on site – these flow demands must be provided by the developer so it may be addressed in the Availability and Capacity request.
2. Note by Ordinance - Fire Flow not guaranteed-by MDC Water Ordinance Section W7b, MDC does not guarantee pressure nor flow and is not liable for the interruption of service.
3. Total Fire Flow Demand – Provide per local and State building and fire prevention codes for fire flow requirements. Notably the NFPA Codes 1 and 13 and/or in conjunction with Insurance Services Office, Inc., 2014, Guide for Determination of Needed Fire Flow. The total fire flow demand for the property is the largest of either the demand by building type and separation distances, the largest sprinkler system zone demand with hose flow allowance, or standpipe flow as required by code and approved by the Fire Marshal.
4. Sprinklers – Provide the largest sprinkler zone demand (out of all the buildings on the entire individual lot) for conditions that are new, existing, renovated, expanded, etc .
  - i. Zone demand (in gpm)
  - ii. Hose allowance (in gpm)

- iii. Sprinkler system type - provide type (listed below). For any other sprinkler type than "Wet", please provide the zone flow (gpm) and the diameter size (inches) of the riser/alarm valve. (Note – due to their large sudden flow changes and potential for water hammer, MDC encourages the use of alternate systems when an ESFR, Dry, or Deluge system are planned – for example, heat tracing or heated spaces with a wet system, or else surge mitigation measures may be required and/or the addition of a fire service meter and meter pit):
    - a) Wet
    - b) Early Suppression Fire Response (ESFR)
    - c) Dry
    - d) Deluge
5. Standpipe(s)
- iv. Flow - in gpm
  - v. Wet or Dry – Connected directly to the fire service piping coming into the building (Wet), or is fed from a fire department pumper truck connection on the outside of the building (Wet or Dry).
6. Hydrants - The number of new or existing private fire hydrants (onsite) and proposed public fire hydrants (within the public right of way)
- a. Number of hydrants at MDC distribution system pressure
  - b. Number of private hydrants downstream of onsite fire pump and/or tank (if applicable)
  - c. Required flow (gpm) from hydrants by type
7. Fire Pump – When a fire pump is required, provide the capacity (gpm) required and expected test flow (gpm). Please note the following:
- i. Fire pump direct connections to the MDC system will be reviewed on a case by case basis.
  - ii. Total fire flow demand over 1500 gpm will require a fire storage tank and therefore a fire pump.
  - iii. Fire service meter and meter pit will be required.
8. Meters – Meters are required to be installed on all fire services within a District approved meter pit per Water Supply Ordinance W2I, that meet the following criteria:
- a. Maximum Planned Total Fire Flow – 1,500 gpm or greater;
  - b. A Fire Pump that draws directly from the District's water distribution system;
  - c. A Fire Storage Tank supplied directly by the District's water distribution system;
  - d. Early Suppression Fire Response (ESFR), Dry Type or Deluge Sprinkler Systems;
  - e. Private Fire Hydrants installed 100 feet or more beyond the property line or when required by the Director of Engineering and Planning;
  - f. Any fire service that in the sole discretion of the Director of Engineering and Planning warrants metering due to potential impact on the District's distribution system.

- 9. Hydrant Pressure/Flow Tests – The owner and/or developer may request a public hydrant flow test(s) in the vicinity of the subject site to obtain actual local system flow rates with residual pressures (at the tested time of day) for design purposes. For these tests, please contact the MDC’s Utility Services Department at (860) 278-7850 Extension 3780 or at [utilityservices@themdc.com](mailto:utilityservices@themdc.com) to coordinate and pay the hydrant flow test fee (See published rate at [www.themdc.org](http://www.themdc.org)). Please indicate in your request if a flow test is planned or has been performed for the site. Note that though the hydrant flow test may indicate a large flow, this may not be the allowed flow based on pressure losses in the system (either local or remote).

**WATER BUREAU  
REFERRAL OF DRAFT ORDINANCE REVISION TO COMMITTEE ON MDC GOVERNMENT  
RE: CHARGES ON FIRE SERVICES IN NON-MEMBER TOWNS**

To: Water Bureau for consideration May 19, 2025

The District continues to add meters to new dedicated fire service lines. Per District Ordinances, customers are billed monthly customer service fees (W1b) for a domestic service or fire service and a fire protection charge (W6f). In non-member towns, metered services are also charged a non-member town surcharge (W1c) and non-member town capital improvement surcharge (W1f). Fire service customers in non-member towns have contacted customer service seeking a reduction of these monthly fees. For the Water Bureau’s consideration are two alternative ordinance revisions to potentially relieve non-member town customers with dedicated metered fire services of one or the other additional surcharges.

**If the Water Bureau recommends removal of the non-member town surcharge on dedicated metered fire services from customer water bills, the following resolution is in order:**

**VOTED:** That the Water Bureau recommends to the Committee on MDC Government the following:

**RESOLVED:** That Water Ordinance W1c “Surcharge Outside The Metropolitan District” be revised as follows to remove the non-member town surcharge from dedicated fire services:

**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, **excluding meters installed on dedicated fire services**, as follows:

<u>SIZE OF METER</u>	<u>MONTHLY BILLING</u>
5/8”	\$14.98
3/4”	\$14.98

1”	\$14.98
1 1/2”	\$48.60
2”	\$77.80
3”	\$145.89
4”	\$243.55
6”	\$486.07
8”	\$771.16
10”	\$1,777.77
12”	\$1,896.38

**If the Water Bureau recommends removal of the non-member town capital improvement surcharge on dedicated fire services from customer water bills, the following resolution is in order:**

**VOTED:** That the Water Bureau recommends to the Committee on MDC Government the following:

**RESOLVED:** That Water Ordinance W1f “Surcharge Outside The Metropolitan District for Capital Improvements” be revised as follows to remove the non-member town capital improvement surcharge from dedicated fire services:

**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 the charges set forth in 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, **excluding meters installed on dedicated fire services**, as follows:

1. On or before the end of each fiscal year, The Metropolitan District shall determine the actual cost of each capital improvement constructed for each non-member town and the net cost (cost less assessments) of layout and assessment projects constructed for each non-member town. The costs and/or net costs, as applicable, shall be allocated to the towns for which the work was performed and shall be a surcharge on the water rates of the users located in such towns.
2. The annual surcharge to be added to each user's water rate shall equal the total amount of the costs and/or net costs, as applicable, allocated to the town in which such user is located [excluding costs which the town has paid as set forth in Section W1f(3)] amortized over a twenty year period using an interest rate computed by the District which approximates the District’s long-term cost of funds for its General Obligation Bond portfolio-multiplied by the percentage of hydraulic capacity of each user’s meter size (based on the American Water Works Association meter size capacity) of the aggregate hydraulic capacity of all meters in such town, **excluding meters installed on dedicated fire services**. The surcharge shall be billed in **either quarterly or** monthly installments, ~~as applicable~~, commencing with the first bill sent out in

the fiscal year succeeding the fiscal year in which the work was performed and continuing over the twenty year period.

3. The District shall, as soon as possible after the completion of each capital improvement project or separate phase thereof, provide to the non-member towns for which a capital improvement was constructed a compilation of the costs associated with the construction of such project(s). If, on or before the end of the District's fiscal year in which such construction was completed, a non-member town agrees to pay and does in fact pay all or a portion of the cost of a capital improvement constructed for such town, then the amount paid by such town shall be deducted from the total amount of costs and/or net costs allocated to such town as described in Section W1f(1) and used to calculate the individual surcharges as set forth in Section W1f(2).

**MONTHLY BILLING**

<b>METER SIZE</b>	<b>Farmington</b>	<b>Glastonbury</b>	<b>South Windsor</b>	<b>Manchester</b>
	<u>2025</u>	<u>2025</u>	<u>2025</u>	<u>2025</u>
5/8"	\$1.88	\$1.50	\$1.18	\$2.68
3/4"	-	\$2.25	\$1.78	-
1"	\$3.76	\$3.00	\$2.37	\$5.36
1 1/2"	\$7.53	\$6.00	\$4.74	-
2"	\$141.13	\$112.50	\$88.86	-
3"	\$329.29	\$262.49	\$207.34	\$469.05
4"	\$564.51	\$449.99	\$355.44	-
6"	\$752.67	\$599.98	\$473.92	\$1,072.10
8"	\$1,881.68	-	-	-

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

***Commissioner Gale moved to refer to the Committee on MDC Government both the removal of the non-member town surcharge on dedicated metered fire services and the removal of non-member town capital improvement surcharge on dedicated fire services from customer water bills. The referral was duly seconded, the report was received and resolution passed by unanimous vote of those present.***

**UNDERGROUND UTILITY CONDUITS**

Chris Levesque gave a report on opportunities for underground utility conduits.

**POSSIBILITIES FOR HYDROELECTRIC FACILITIES**

Chief Executive Officer Scott Jellison led a report and discussion on the feasibility of hydroelectric facilities.

**SUMMARY OF WATER MAIN BREAKS**

Chris Levesque, Chief Operating Officer, updated the Committee that there were 8 water main breaks in April, slightly below the five-year average.

**YEAR-TO-DATE WATER REVENUE**

Chief Administrative Officer Kelly Shane provided an update on the 2025 year-to-date water revenue through April.

**OPPORTUNITY FOR GENERAL PUBLIC COMMENT**

Judy Allen, of West Hartford, stated she will be moving out of the District and will no longer be enjoying the fabulous water provided by the MDC.

**COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS**

Commissioner Bush stated a Town of West Hartford employee asked him to inquire as to why they're paying such a high water bill for town owned fields since they are not paying for sewer. He would like to revisit that conversation in the near future.

**ADJOURNMENT**

The meeting was adjourned at 5:31 PM

ATTEST:

  
John S. Mirtle  
District Clerk

July 28, 2025  
Date of Approval

\*\*Video of the full May 19, 2025 Water Bureau meeting is available at <https://www.youtube.com/@MetropolitanDistrictCommission> \*\*

**WATER BUREAU  
REGULAR MEETING**  
555 Main Street, Hartford  
Monday, July 28, 2025

**Present:** Commissioners Andrew Adil, Peter Gardow, Diane Lewis, Pasquale J. Salemi and Alvin Taylor (5)

**Remote**

**Attendance:** Commissioner Jean Holloway, Jackie Mandyck, Chris Tierinni and District Chairman Donald M. Currey (4)

**Absent:** Commissioners Kyle Anderson, C. Avery Buell, Dimple Desai, John Gale, and New Britain Representative Michael Carrier (5)

**Also**

**Present:** Commissioner Dominic Pane  
Commissioner John Avedisian (Remote Attendance)  
Commissioner Richard Bush (Remote Attendance)  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk  
Chris Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
Jonathan Perugini, Director of Finance / Chief Financial Officer  
Susan Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Systems  
Thomas Tyler, Director of Facilities  
Dave Ruty, Director of Operations  
David Banker, Assistant Manager of Engineering Services  
Ray Baral, Assistant Manager of Water Treatment  
Lindsay Strole, Senior Project Manager  
Diana Phay, Manager of Treasury (Remote Attendance)  
Victoria Escoriza, Executive Assistant  
Amanda Litvak, IT Professional Level Associate (Remote Attendance)  
Kevin Sullivan, IT Consultant (Remote Attendance)  
Elizabeth Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

Chairman Adil stated that a quorum of the Water Bureau was not currently present at 4:01 PM

***Commissioner Taylor entered the meeting at 4:02 PM***

**PUBLIC COMMENT RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO  
AGENDA ITEMS**

The Independent Consumer Advocate did not have any comments or questions.

**APPROVAL OF MEETING MINUTES**

***Due to a lack of quorum, the approval of meeting minutes of May 19, 2025 was passed over.***

**PASSIVE RECREATION AT LAKE MCDONOUGH**

Chris Levesque, Chief Operating Officer, provided a presentation on passive recreation at Lake McDonough.

***Commissioner Lewis entered the meeting at 4:05 PM***

***Commissioner Salemi entered the meeting at 4:08 PM. A quorum of the Water Bureau was now present.***

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Tierinni and duly seconded, the meeting minutes of May 19, 2025 were approved.***

**HYDROELECTRIC POWER AND ISO NEW ENGLAND**

Lindsay Strole, Senior Project Manager, provided a presentation on hydroelectric power and ISO New England.

***Commissioner Mandyck entered the meeting remotely at 4:30 PM***

**POSSIBLE WATER SALES TO THE TOWN OF PORTLAND OR TOWN OF MANCHESTER**

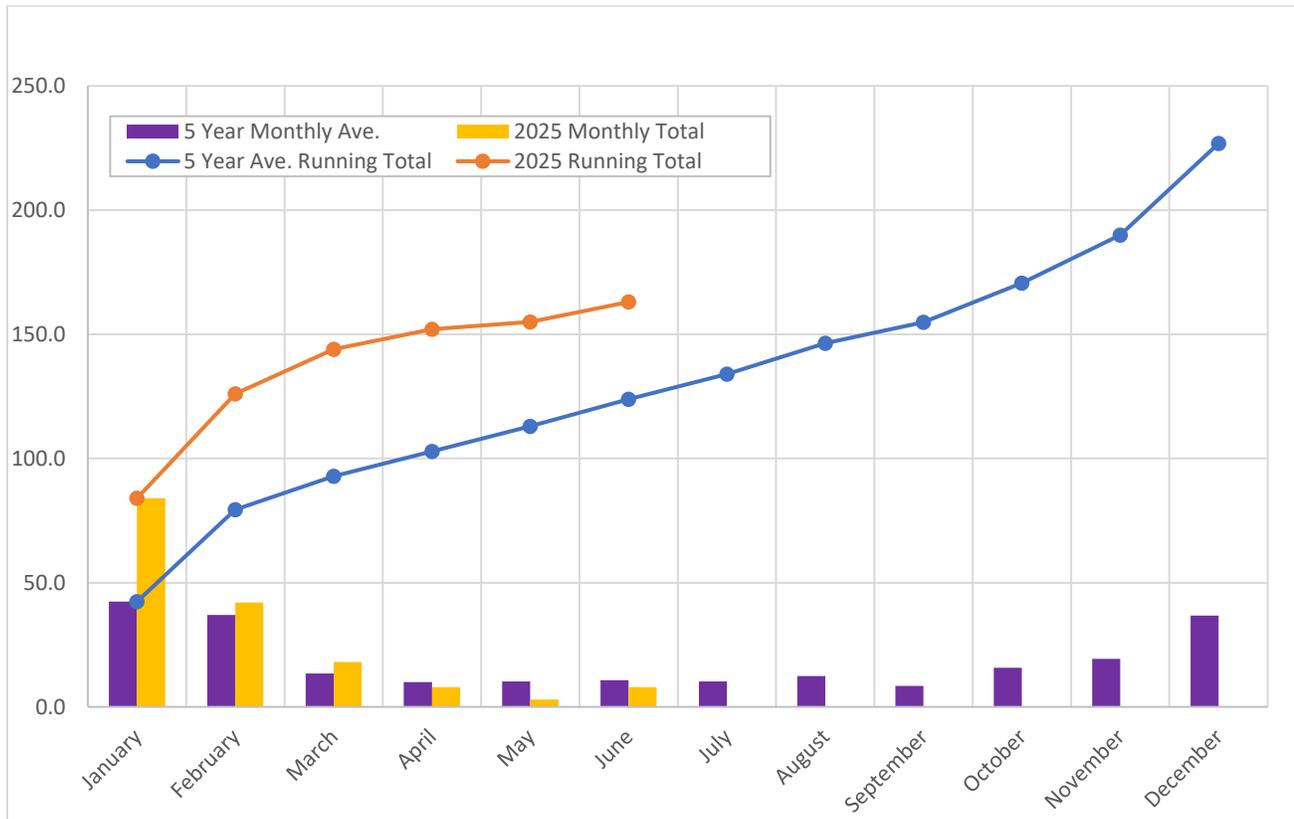
David Banker, Assistant Manager of Engineering Services provided a presentation on possible water sales to the town of Manchester.

**SUMMARY OF WATER MAIN BREAKS**

Chris Levesque, Chief Operating Officer, updated the Bureau on water main breaks.

Water Main Leak Summary – June

Month	2020	2021	2022	2023	2024	5 Year Average	2025
January	29	56	62	18	47	42.4	84
February	18	79	42	24	22	37.0	42
March	10	25	12	10	10	13.4	18
April	9	13	7	5	16	10.0	8
May	7	17	12	9	6	10.2	3
June	12	11	12	11	8	10.8	8
July	10	9	5	12	15	10.2	
August	9	10	17	16	10	12.4	
September	11	7	4	5	15	8.4	
October	14	6	18	20	21	15.8	
November	23	21	17	23	13	19.4	
December	35	21	47	23	58	36.8	
Annual Total	187	275	255	176	241	223.3	163



**YEAR-TO-DATE WATER REVENUE**

Without objection, Chairman Adil passed over this agenda item.

**OPPORTUNITY FOR GENERAL PUBLIC COMMENT**

No one from the public appeared to be heard.

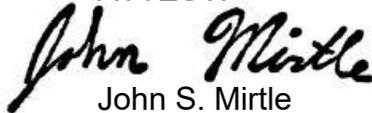
**COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS**

Commissioner Gardow inquired about outreach meetings for Coppermill and Garden Street and asked if Commissioners are invited to outreach meetings.

**ADJOURNMENT**

The meeting was adjourned at 5:25 PM

ATTEST:



John S. Mirtle  
District Clerk

September 29, 2025

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

\*\*Video of the full July 28, 2025 Water Bureau meeting is available at <https://www.youtube.com/@MetropolitanDistrictCommission> \*\*

**WATER BUREAU  
REGULAR MEETING**  
555 Main Street, Hartford  
Monday, September 29, 2025

**Present:** Commissioners Andrew Adil, John Gale, Peter Gardow, Diane Lewis, Chris Tierinni and District Chairman Donald M. Currey (6)

**Remote**

**Attendance:** Commissioners C. Avery Buell, Dimple Desai, Jackie Mandyck and Pasquale J. Salemi (4)

**Absent:** Commissioners Kyle Anderson, Jean Holloway, Alvin Taylor and New Britain Representative Michael Carrier (4)

**Also**

**Present:** Commissioner Allen Hoffman  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk  
Chris Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
Jonathan Perugini, Director of Finance / Chief Financial Officer  
Susan Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Systems (Remote Attendance)  
Thomas Tyler, Director of Facilities  
Dave Ruddy, Director of Operations  
David Banker, Assistant Manager of Engineering Services  
Kim Cummings, Financial Analyst  
Carrie Blardo, Assistant to the Chief Executive Officer  
Victoria Escoriza, Executive Assistant  
Kevin Sullivan, IT Consultant (Remote Attendance)  
Matt McAuliffe, IT Consultant (Remote Attendance)  
Elizabeth Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

The meeting was called to order by Chairman Adil at 4:00 PM

**PUBLIC COMMENT RELATIVE TO AGENDA ITEMS**

Joe Szerejko, Attorney at Harris Beach Murtha, spoke on behalf of the Town of Portland regarding Agenda Item #5 "Town of Portland Water Agreement". He stated that the two options provided by the MDC are not feasible for the Town of Portland and would cost the town of Portland \$480,000.00.

Mike Pelton, 1<sup>st</sup> Selectman of Portland spoke regarding Agenda Item #5 "Town of Portland Water Agreement". He said that there are too many unknowns with the two proposals from the MDC. He also stated that a town referendum 2 years ago overwhelmingly voted to get a new

well for their water supply source and feels the only realistic option is to continue the current plan.

***Commissioner Mandyck entered the meeting virtually at 4:05 PM***

**INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO  
AGENDA ITEMS**

The Independent Consumer Advocate did not have any comments or questions.

**APPROVAL OF MEETING MINUTES**

***On motion made by Commissioner Gale and duly seconded, the meeting minutes of July 28, 2025 were approved.***

**TOWN OF PORTLAND WATER AGREEMENT**

***Commissioner Gale made a motion to table the discussion and direct the Chairman to appoint no more than 3 members of the Water Bureau to accompany the CEO to negotiate with the Town of Portland and report back at the next meeting. The motion was duly seconded and approved by unanimous vote of those present.***

**TUNXIS CLUB LEASE**

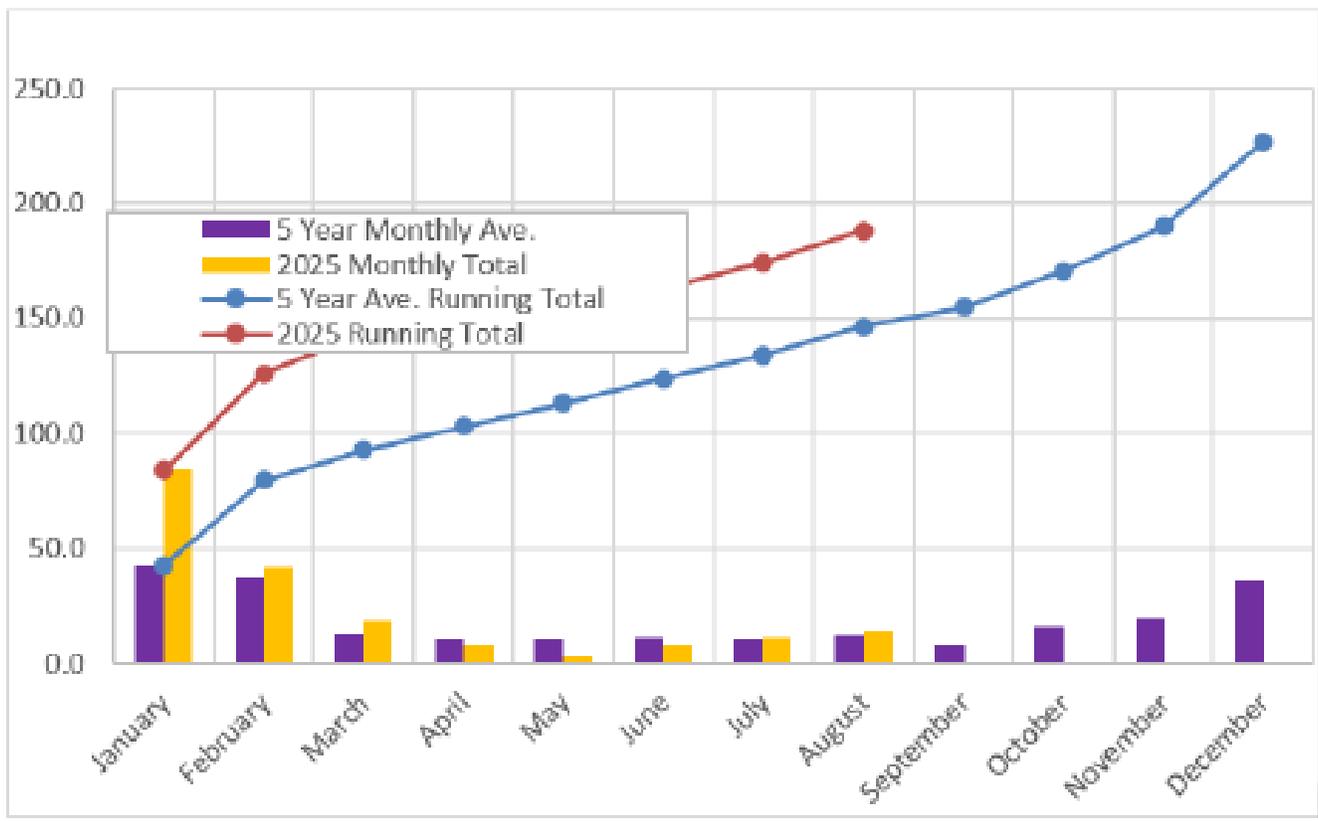
District Counsel Christopher Stone and Chief Executive Officer Scott Jellison provided a briefing regarding an expired lease with the Tunxis Club. No action was taken.

**SUMMARY OF WATER MAIN BREAKS**

Chief Operating Officer Chris Levesque provided a summary of water main breaks

Water Main Leak Summary - August

Month	2020	2021	2022	2023	2024	5 Year Average	2025
January	29	56	62	18	47	42.4	84
February	18	79	42	24	22	37.0	42
March	10	25	12	10	10	13.4	18
April	9	13	7	5	16	10.0	8
May	7	17	12	9	6	10.2	3
June	12	11	12	11	8	10.8	8
July	10	9	5	12	15	10.2	11
August	9	10	17	16	10	12.4	14
September	11	7	4	5	15	8.4	
October	14	6	18	20	21	15.8	
November	23	21	17	23	13	19.4	
December	35	21	47	23	58	36.8	
Annual Total	187	275	255	176	241	223.3	188



## YEAR-TO-DATE WATER REVENUE

Director of Finance/Chief Financial Officer Jonathan Perugini provided an update regarding year-to-date water revenue.

Water Bureau - 09.29.25 Regular Meeting

### WATER UTILITY REVENUE REPORT

August 2025 YTD

Aug YTD is 66.7% of the full year

WATER UTILITY FUND 1120	August 2025			August 2024		
	Full Year Budget	YTD Actuals	% VAR	Full Year Budget	YTD Actuals	% VAR
<b>TOTAL REVENUES</b>	<b>\$ 119,702,948</b>	<b>\$ 76,383,831</b>	<b>63.8%</b>	<b>\$ 110,831,154</b>	<b>\$ 71,149,098</b>	<b>64.2%</b>
<b>Sale of Water</b>	<b>\$ 96,863,796</b>	<b>\$ 61,251,513</b>	<b>63.2%</b>	<b>\$ 91,388,900</b>	<b>\$ 59,424,508</b>	<b>65.0%</b>
416110 Water-Domestic	\$ 45,986,289	\$ 28,751,814	62.5%	\$ 43,887,700	\$ 27,844,497	63.4%
416120 Water-Domestic/Religious	\$ 160,898	\$ 52,734	32.8%	\$ 156,000	\$ 53,368	34.2%
416130 Water-Domestic/Agriculture	\$ 38,709	\$ (55)	-0.1%	\$ 37,600	\$ 3,356	8.9%
416210 Water-Commercial	\$ 15,491,938	\$ 9,711,402	62.7%	\$ 13,332,500	\$ 9,444,790	70.8%
416220 Water-Commercial/Religious	\$ 1,208,952	\$ 385,884	31.9%	\$ 1,173,700	\$ 358,672	30.6%
416230 Water-Commercial/Agriculture	\$ 33,625	\$ 37,239	110.7%	\$ 32,600	\$ 20,253	62.1%
416310 Water-Industrial	\$ 3,431,748	\$ 1,888,966	55.0%	\$ 3,331,800	\$ 1,872,865	56.2%
416410 Water-Municipal	\$ 2,748,883	\$ 1,248,560	45.4%	\$ 2,688,600	\$ 1,204,541	45.1%
416420 Water-Municipal/Housing	\$ 684,238	\$ 499,052	72.9%	\$ 664,900	\$ 483,073	72.7%
416810 Water-Resale Treated	\$ 1,895,927	\$ 1,745,794	92.1%	\$ 1,840,700	\$ 1,377,456	74.8%
416820 Water-Resale Raw	\$ 10,000	\$ -	0.0%	\$ 10,000	\$ -	0.0%
416900 Water-General Surcharge	\$ 2,184,300	\$ 1,476,247	67.6%	\$ 2,113,000	\$ 1,458,381	69.0%
416910 Water-Capital Improvement Surcharge	\$ 848,389	\$ 587,084	69.2%	\$ 834,800	\$ 597,061	71.5%
417110 Cust Service Charges-Domestic	\$ 18,409,000	\$ 12,222,883	66.4%	\$ 17,618,600	\$ 12,096,159	68.7%
417120 Cust Service Charges-Domestic/Religious	\$ 37,600	\$ 25,489	67.7%	\$ 37,900	\$ 25,577	67.5%
417130 Cust Service Charges-Domestic/Agriculture	\$ 2,900	\$ 1,948	67.2%	\$ 3,600	\$ 2,005	55.7%
417210 Cust Service Charges-Commercial	\$ 2,570,200	\$ 1,797,745	69.9%	\$ 2,305,200	\$ 1,773,209	76.9%
417220 Cust Service Charges-Commercial/Religious	\$ 147,600	\$ 101,325	68.6%	\$ 234,100	\$ 101,566	43.4%
417230 Cust Service Charges-Commercial/Agriculture	\$ 3,900	\$ 2,981	76.4%	\$ 5,900	\$ 2,981	50.5%
417310 Cust Service Charges-Industrial	\$ 249,800	\$ 186,774	74.8%	\$ 327,100	\$ 186,066	56.9%
417410 Cust Service Charges-Municipal	\$ 515,000	\$ 385,913	74.9%	\$ 619,500	\$ 376,489	60.8%
417420 Cust Service Charges-Municipal/Housing	\$ 134,100	\$ 94,581	70.5%	\$ 133,900	\$ 94,793	70.8%
417810 Cust Service Charges-Resale Treated	\$ 65,200	\$ 32,193	49.4%	\$ 14,800	\$ 32,177	217.4%
417820 Cust Service Charges-Resale Raw	\$ 5,000	\$ 15,177	303.5%	\$ 5,000	\$ 15,171	303.4%
<b>Other Operating Revenues</b>	<b>\$ 13,197,065</b>	<b>\$ 9,386,686</b>	<b>71.0%</b>	<b>\$ 9,963,995</b>	<b>\$ 5,661,663</b>	<b>56.8%</b>
411040 Property Change of Ownership Admin Fee	\$ 528,000	\$ 255,310	48.4%	\$ -	\$ -	0.0%
413040 Employer Fund Contributions	\$ 3,389,800	\$ 2,589,800	76.4%	\$ 800,000	\$ -	0.0%
419110 Hydrant Maintenance-Private	\$ 168,465	\$ 165,163	98.0%	\$ 162,750	\$ 155,789	95.7%
419120 Hydrant Maintenance-Public	\$ 1,887,455	\$ 1,682,505	99.7%	\$ 1,577,900	\$ 948,755	60.1%
419130 Fire Protection Service	\$ 6,032,000	\$ 4,245,012	70.4%	\$ 6,032,000	\$ 4,156,419	68.9%
419400 Bill Jobs	\$ 217,220	\$ 135,733	62.5%	\$ 217,220	\$ 132,246	60.9%
419410 RRB-DOT Normal Labor	\$ 105,848	\$ -	0.0%	\$ 105,848	\$ -	0.0%
419430 RRB - Materials/Material Handling	\$ 37,027	\$ 23,864	63.9%	\$ 37,027	\$ 15,821	42.7%
419510 RRB-DPA Labor ST	\$ 467,844	\$ 27,811	5.9%	\$ 467,844	\$ 18,943	4.0%
419520 RRB-DPA Labor OT	\$ -	\$ 3,873	0.0%	\$ -	\$ 2,275	0.0%
419525 RRB-DPA Labor Doubletime	\$ -	\$ 480	0.0%	\$ -	\$ 362	0.0%
419540 RRB-DPA Equipment	\$ 6,522	\$ 30,817	472.5%	\$ 6,522	\$ 33,807	518.4%
419550 RRB-DPA Contracts	\$ 363,602	\$ 29,050	8.0%	\$ 363,602	\$ 71,480	19.7%
419610 RRB-DPA Labor Additive Overhead	\$ 93,284	\$ 47,949	51.4%	\$ 93,284	\$ 35,685	38.3%
419910 Fees: Water Tapping	\$ 100,000	\$ 129,520	129.5%	\$ 100,000	\$ 90,280	90.3%
<b>Non-Operating Revenues</b>	<b>\$ 9,642,087</b>	<b>\$ 5,745,632</b>	<b>59.6%</b>	<b>\$ 9,478,259</b>	<b>\$ 6,062,727</b>	<b>64.0%</b>
423100 Interest Income - Investment	\$ 5,600,000	\$ 2,595,174	46.3%	\$ 5,600,000	\$ 3,042,064	54.3%
423300 Rental Revenue	\$ 119,977	\$ 81,839	68.0%	\$ 119,977	\$ 79,985	66.7%
429200 Rebates & Reimbursements	\$ -	\$ 224,190	0.0%	\$ -	\$ 20,729	0.0%
429210 Collections & Liens	\$ 220,000	\$ 188,017	85.5%	\$ 220,000	\$ 169,685	77.1%
429220 Late Payment Charge	\$ 1,275,862	\$ 500,796	39.3%	\$ 1,275,862	\$ 526,819	41.3%
429230 Returned Check Fees	\$ 60,000	\$ 3,247	5.4%	\$ 60,000	\$ 2,460	4.1%
429260 Legal Recovery	\$ 300,000	\$ 210,928	70.3%	\$ 300,000	\$ 273,789	91.3%
431010 Recreational Sales	\$ 20,000	\$ 14,438	72.2%	\$ 20,000	\$ 16,320	81.6%
431020 Forestry Sales	\$ 256,000	\$ 95,002	37.1%	\$ 256,000	\$ 288,381	112.6%
431210 Misc Revenue	\$ 250,000	\$ 542,799	217.1%	\$ 100,000	\$ 142,965	143.0%
431230 Vendor Discount Revenue	\$ 100	\$ 9	8.7%	\$ 100	\$ 38	37.8%
431240 Sale Of Material & Equipment	\$ 250,000	\$ 37,898	15.2%	\$ 120,000	\$ 133,008	110.8%
431280 Cross-Connection/BackWater Fee	\$ 230,400	\$ 246,749	107.1%	\$ 230,400	\$ 230,817	100.2%
453000 Main Pipe Assessments	\$ 55,000	\$ -	0.0%	\$ 55,000	\$ 14,750	26.8%
440040 Fund Contributions	\$ 1,004,748	\$ 1,004,748	100.0%	\$ 1,120,920	\$ 1,120,920	100.0%

**OPPORTUNITY FOR GENERAL PUBLIC COMMENT**

No one from the public appeared to be heard.

**COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS**

Commissioner Gardow asked about his prior request for an agenda item about the public outreach meetings for Coppermill Road and Garden Street projects in Wethersfield.

**ADJOURNMENT**

The meeting was adjourned at 5:15 PM

ATTEST:



John S. Mirtle  
District Clerk

November 17, 2025

Date of Approval

\*\*Video of the full September 29, 2025 Water Bureau meeting is available at <https://www.youtube.com/@MetropolitanDistrictCommission> \*\*

**WATER BUREAU  
REGULAR MEETING**  
555 Main Street, Hartford  
Monday, November 17, 2025

**Present:** Commissioners Andrew Adil, Peter Gardow, Diane Lewis, Alvin Taylor, Chris Tierinni and District Chairman Donald M. Currey (6)

**Remote**

**Attendance:** Commissioners C. Avery Buell, Dimple Desai, John Gale, and Pasquale J. Salemi (4)

**Absent:** Commissioners Kyle Anderson, Jackie Mandyck and New Britain Representative Michael Carrier (3)

**Also**

**Present:** Commissioner John Bazzano  
Commissioner William A. DiBella  
Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk  
Kelly Shane, Chief Administrative Officer  
Susan Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Systems (Remote Attendance)  
Thomas Tyler, Director of Facilities  
Dave Ruty, Director of Operations  
Lisa Madison, Manager of Procurement  
Jason Waterbury, Assistant Manager of Engineering  
David Banker, Assistant Manager of Engineering Services (Remote Attendance)  
Shereese Rodgers, Assistant Manager of Budget and Analysis (Remote Attendance)  
Nick Salemi, Communications Administrator  
Julie McLaughlin, Communications Administrator  
Carrie Blardo, Assistant to the Chief Executive Officer  
Victoria Escoriza, Assistant Administrative Officer and Special Assistant  
Kevin Sullivan, IT Consultant (Remote Attendance)  
Matt McAuliffe, IT Consultant (Remote Attendance)  
Elizabeth Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

The meeting was called to order by Chairman Adil at 4:03 PM

**PUBLIC COMMENT RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO  
AGENDA ITEMS**

The Independent Consumer Advocate did not have any comments or questions.

**APPROVAL OF MEETING MINUTES**

***Commissioner Gardow requested the September 29, 2025 minutes be updated to include his request for a future item regarding the Coppermill Road and Garden Street public outreach meetings. On motion made by Commissioner Tierinni and duly seconded, the meeting minutes of September 29, 2025 were approved.***

**REVISIONS TO DISTRICT WATER RATES**

To: Water Bureau for consideration on November 17, 2025

The 2026 budget in support of Water Operations calls for unchanged water use charge; however, the customer service charge, fixed surcharge, fire protection rates, and the surcharge outside the Metropolitan District for capital improvements will change. These rates will become effective January 1, 2026. A discussion of several rates that comprise the proposed schedule for 2026 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 ***remain unchanged at \$3.91 per CCF.***

**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. Staff recommends that the rate charged for the use of untreated water based on actual consumption ***remain unchanged at \$1.50 per CCF.***

**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. Staff recommends that the following Customer Service Charges by meter size change as follows:

<u>SIZE OF METER</u>	<u>MONTHLY BILLING</u>
5/8"	<del>\$14.98</del> <b>\$15.73</b>
3/4"	<del>\$14.98</del> <b>\$15.73</b>
1"	<del>\$14.98</del> <b>\$15.73</b>
1 1/2"	<del>\$48.60</del> <b>\$49.35</b>
2"	<del>\$77.80</del> <b>\$78.55</b>
3"	<del>\$145.89</del> <b>\$146.64</b>
4"	<del>\$243.55</del> <b>\$244.30</b>
6"	<del>\$486.07</del> <b>\$486.82</b>
8"	<del>\$771.16</del> <b>\$771.91</b>
10"	<del>\$1,777.77</del> <b>\$1,778.52</b>
12"	<del>\$1,896.38</del> <b>\$1,897.13</b>

### Surcharge Outside the Metropolitan District

A fixed "surcharge" rate is currently 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. There is currently a draft ordinance revision before the Committee on MDC Government to exclude meters installed on dedicated fire services from the surcharge. 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. Staff recommends that the following fixed Surcharge Outside the Metropolitan District by meter size change as follows:

<u>SIZE OF METER</u>	<u>MONTHLY BILLING</u>
5/8"	<del>\$14.98</del> <b>\$15.73</b>
3/4"	<del>\$14.98</del> <b>\$15.73</b>
1"	<del>\$14.98</del> <b>\$15.73</b>
1 1/2"	<del>\$48.60</del> <b>\$49.35</b>
2"	<del>\$77.80</del> <b>\$78.55</b>
3"	<del>\$145.89</del> <b>\$146.64</b>
4"	<del>\$243.55</del> <b>\$244.30</b>
6"	<del>\$486.07</del> <b>\$486.82</b>
8"	<del>\$771.16</del> <b>\$771.91</b>
10"	<del>\$1,777.77</del> <b>\$1,778.52</b>
12"	<del>\$1,896.38</del> <b>\$1,897.13</b>

### Surcharge Outside The Metropolitan District for Capital Improvements

A fixed "surcharge" rate is currently 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. There is currently a draft ordinance revision before the Committee on MDC Government to exclude meters installed on dedicated fire services from the surcharge. Revenues from this charge are for the reimbursement of capital improvement projects outside the District. Staff recommends that the following fixed Surcharge Outside the Metropolitan District by meter size change as follows:

**MONTHLY BILLING**

METER SIZE	Farmington		Glastonbury		South Windsor		Manchester	
	<u>2025</u>	<u>2026</u>	<u>2025</u>	<u>2026</u>	<u>2025</u>	<u>2026</u>	<u>2025</u>	<u>2026</u>
5/8"	\$1.88	\$1.78	\$1.50	\$1.75	\$1.18	\$1.35	\$2.68	\$2.63
3/4"	-	-	\$2.25	\$2.63	\$1.78	\$2.03	-	-
1"	\$3.76	\$3.57	\$3.00	\$3.51	\$2.37	\$2.71	\$5.36	\$5.25
1 1/2"	\$7.53	\$7.13	\$6.00	\$7.02	\$4.74	\$5.41	-	-
2"	\$141.13	\$133.73	\$112.50	\$131.58	\$88.86	\$101.47	-	-
3"	\$329.29	\$312.04	\$262.49	\$307.02	\$207.34	\$236.76	\$469.05	\$459.80
4"	\$564.51	\$534.92	\$449.99	\$526.32	\$355.44	\$405.88	-	-
6"	\$752.67	\$713.23	\$599.98	\$701.76	\$473.92	-	\$1,072.10	\$1,050.96
8"	\$1,881.68	\$1,783.06	-	-	-	-	-	-

**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 that the monthly Private Fire Protection charges change as follows:

<u>SIZE OF CONNECTION</u>	<u>MONTHLY CHARGE</u>
1"	\$5.00 \$5.50
2"	\$22.85 \$23.35
3"	\$33.75 \$49.50
4"	\$60.00 \$88.00
6"	\$135.00 \$198.00
8"	\$240.00 \$352.00
10"	\$375.00 \$550.00
12"	\$540.00 \$792.00
16"	\$960.00 \$1,408.00
20"	\$1,500.00 \$2,200.00
24"	\$2,160.00 \$3,168.00

**Conclusion**

Staff believes that the foregoing rate 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.

It is **RECOMMENDED** that it be:

**Voted:** That the Water Bureau, acting under Section 5-4 of the District Charter, approves the following 2026 water rates:

**Further 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, 2026, as set forth in the following **“REVISIONS TO WATER SUPPLY RATES & ORDINANCES.”**

**Further Voted:**

That following the public hearing held on November 12, 2025, as required by Special Act 01-3 adopted by the General Assembly of the State of Connecticut, and Section 2-14 of the Compiled 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 RATES & ORDINANCES**” by the enactment of said proposed ordinances. (Additions or revisions are indicated in red and deletions by strikethrough).

**REVISIONS TO WATER SUPPLY RATES & ORDINANCES**

**SEC. W1a WATER USED CHARGE (TREATED WATER)**

For customers which do not resell treated water, the WATER USED CHARGE is the quantity of water used as read at the meter, as follows:

<u>BILLS RENDERED MONTHLY</u>	<u>RATE</u>
	<b>\$3.91</b> per 100 Cubic Feet

The WATER USED CHARGE for such customers subject to § S12x of The Metropolitan District Sewer Ordinances who purchase more than 802 CCF of water per day, as averaged over a monthly billing period, as follows:

For each of the first 802 CCF of water used per day:

<u>BILLS RENDERED MONTHLY</u>	<u>RATE</u>
	<b>\$3.91</b> per 100 Cubic Feet

For each CCF of water used per day in excess of 802 CCF:

<u>BILLS RENDERED MONTHLY</u>	<u>RATE</u>
	<b>\$3.16</b> per 100 Cubic Feet

For customers which, by agreement with the District or otherwise, resell treated water, the WATER USED CHARGE is the quantity of water used as read at the meter, as follows:

<u>BILLS RENDERED MONTHLY</u>	<u>RATE</u>
	<b>\$3.91</b> per 100 Cubic Feet

**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:

<u>SIZE OF METER</u>	<u>MONTHLY BILLING</u>
5/8"	<del>\$14.98</del> <b>\$15.73</b>
3/4"	<del>\$14.98</del> <b>\$15.73</b>
1"	<del>\$14.98</del> <b>\$15.73</b>
1 1/2"	<del>\$48.60</del> <b>\$49.35</b>
2"	<del>\$77.80</del> <b>\$78.55</b>
3"	<del>\$145.89</del> <b>\$146.64</b>

4"	<del>\$243.55</del> <b>\$244.30</b>
6"	<del>\$486.07</del> <b>\$486.82</b>
8"	<del>\$771.16</del> <b>\$771.91</b>
10"	<del>\$1,777.77</del> <b>\$1,778.52</b>
12"	<del>\$1,896.38</del> <b>\$1,897.13</b>

**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, excluding meters installed on dedicated fire services, as follows:

<u>SIZE OF METER</u>	<u>MONTHLY BILLING</u>
5/8"	<del>\$14.98</del> <b>\$15.73</b>
3/4"	<del>\$14.98</del> <b>\$15.73</b>
1"	<del>\$14.98</del> <b>\$15.73</b>
1 1/2"	<del>\$48.60</del> <b>\$49.35</b>
2"	<del>\$77.80</del> <b>\$78.55</b>
3"	<del>\$145.89</del> <b>\$146.64</b>
4"	<del>\$243.55</del> <b>\$244.30</b>
6"	<del>\$486.07</del> <b>\$486.82</b>
8"	<del>\$771.16</del> <b>\$771.91</b>
10"	<del>\$1,777.77</del> <b>\$1,778.52</b>
12"	<del>\$1,896.38</del> <b>\$1,897.13</b>

**SEC. W1d CHARGES FOR UNTREATED WATER**

Charges for untreated water sold to water companies and agencies under agreement between The Metropolitan District and such companies or agencies, or by other arrangement, shall be a rate of \$1.50 per hundred cubic feet.

**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 the charges set forth in 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, excluding meters installed on dedicated fire services, as follows:

1. On or before the end of each fiscal year, The Metropolitan District shall determine the actual cost of each capital improvement constructed for each non-member town and the net cost (cost less assessments) of layout and assessment projects constructed for each non-member town. The costs and/or net costs, as applicable, shall be allocated to the towns for which the work was performed and shall be a surcharge on the water rates of the users located in such towns.
2. The annual surcharge to be added to each user's water rate shall equal the total amount of the costs and/or net costs, as applicable, allocated to the town in which such user is located [excluding costs which the town has paid as set forth in Section W1f(3)] amortized over a twenty year period using an interest rate computed by the District which approximates the District's long-term cost of funds for its General Obligation Bond portfolio-multiplied by the percentage of

hydraulic capacity of each user’s meter size (based on the American Water Works Association meter size capacity) of the aggregate hydraulic capacity of all meters in such town excluding meters installed on dedicated fire services. The surcharge shall be billed in ~~either quarterly or~~ monthly installments, ~~as applicable~~, commencing with the first bill sent out in the fiscal year succeeding the fiscal year in which the work was performed and continuing over the twenty year period.

3. The District shall, as soon as possible after the completion of each capital improvement project or separate phase thereof, provide to the non-member towns for which a capital improvement was constructed a compilation of the costs associated with the construction of such project(s). If, on or before the end of the District's fiscal year in which such construction was completed, a non-member town agrees to pay and does in fact pay all or a portion of the cost of a capital improvement constructed for such town, then the amount paid by such town shall be deducted from the total amount of costs and/or net costs allocated to such town as described in Section W1f(1) and used to calculate the individual surcharges as set forth in Section W1f(2).

**MONTHLY BILLING**

METER SIZE	Farmington		Glastonbury		South Windsor		Manchester	
	<u>2025</u>	<u>2026</u>	<u>2025</u>	<u>2026</u>	<u>2025</u>	<u>2026</u>	<u>2025</u>	<u>2026</u>
5/8"	\$1.88	\$1.78	\$1.50	\$1.75	\$1.18	\$1.35	\$2.68	\$2.63
3/4"	-	-	\$2.25	\$2.63	\$1.78	\$2.03	-	-
1"	\$3.76	\$3.57	\$3.00	\$3.51	\$2.37	\$2.71	\$5.36	\$5.25
1 1/2"	\$7.53	\$7.13	\$6.00	\$7.02	\$4.74	\$5.41	-	-
2"	\$141.13	\$133.73	\$112.50	\$131.58	\$88.86	\$101.47	-	-
3"	\$329.29	\$312.04	\$262.49	\$307.02	\$207.34	\$236.76	\$469.05	\$459.80
4"	\$564.51	\$534.92	\$449.99	\$526.32	\$355.44	\$405.88	-	-
6"	\$752.67	\$713.23	\$599.98	\$701.76	\$473.92	-	\$1,072.10	\$1,050.96
8"	\$1,881.68	\$1,783.06	-	-	-	-	-	-

**SEC. W6f CHARGES FOR PRIVATE FIRE PROTECTION SERVICE**

Rates for private fire protection are charged to all fire service accounts, including combination services, based on the size of the service connection.

<u>SIZE OF CONNECTION</u>	<u>MONTHLY CHARGE</u>
1"	\$5.00 \$5.50
2"	\$22.85 \$23.35
3"	\$33.75 \$49.50
4"	\$60.00 \$88.00
6"	\$135.00 \$198.00
8"	\$240.00 \$352.00
10"	\$375.00 \$550.00
12"	\$540.00 \$792.00
16"	\$960.00 \$1,408.00
20"	\$1,500.00 \$2,200.00
24"	\$2,160.00 \$3,168.00

Respectfully submitted,



John S. Mirtle  
District Clerk

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

**REVISIONS TO WATER ASSESSMENT RATES AND MISCELLANEOUS WATER CHARGES**

To: Water Bureau for consideration on November 17, 2025

In support of the annual water operating budget, staff is submitting these rates in conjunction with the revisions to the proposed Fiscal Year 2026 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:

It is **RECOMMENDED** that it be:

**Voted:** That the Water Bureau hereby adopts the following schedule of fees effective January 1, 2026:

**Water Assessment Rates and Miscellaneous Water Charges**

	<b>CURRENT</b>	<b>PROPOSED</b>
<b><u>Main Pipe Assessment</u></b>	\$95/ft	\$95/ft
<b><u>Service Pipe Taps - Domestic &amp; Fire Meter Cost</u></b>		
<b><u>Domestic</u></b> (includes spacer and meter costs):		
1" Service Tap with 5/8" Meter	<b>\$910</b>	<b>\$360</b>
1" Service Tap with 3/4" Meter	<b>\$945</b>	<b>\$395</b>
1-1/2" Service Tap with 1" Meter	<b>\$1,100</b>	<b>\$675</b>
2" Service Tap with 1-1/2" Meter	<b>\$2,130</b>	<b>\$725</b>
4" Service Tap with 2" Meter	<b>\$2,335</b>	<b>\$910</b>
4" Service Tap with 3" Meter	<b>\$3,640</b>	<b>\$2,215</b>
6" Service Tap with 4" Meter	<b>\$4,190</b>	<b>\$2,765</b>
8" Service Tap with 6" Meter	<b>\$5,970</b>	<b>\$4,545</b>
10" Service Tap with 8" Meter	<b>\$15,850</b>	<b>\$14,425</b>
12" Service Tap with 10" Meter	<b>\$18,120</b>	<b>\$16,695</b>
12" Service Tap with 12" Meter	<b>\$18,810</b>	<b>\$17,385</b>
<b><u>Fire Service Taps</u></b>		
<b>1" Service Tap</b>	<b>N/A</b>	<b>\$550</b>
<b>1-1/2" &amp; 2" Fire Service Tap</b>	<b>\$1,590</b>	<b>\$1,750</b>
<b>4" and Larger Fire Service Tap</b>	<b>\$1,370</b>	<b>\$1,425</b>

	<u>CURRENT</u>	<u>PROPOSED</u>
<b>Hydrants</b>		
Installed after the main Hydrant Maintenance	\$15,000 <b>\$165</b>	\$15,000 <b>\$170</b>
Hydrant Relocation	\$15,000 deposit +/- actual cost + overhead	\$15,000 deposit +/- actual cost + overhead
Fire Flow Testing	\$480	\$480

**Special Meter Charges and Deposits:****Hydrant Meters**

Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	\$1,500	\$1,500
Hydrant Meter Deposit	<b>\$2,000</b>	<b>\$3,250</b>

**Replacement of Damaged District Meters**

5/8" meter	<b>\$360</b>	<b>\$500</b>
3/4" meter	<b>\$375</b>	<b>\$550</b>
1" meter	<b>\$445</b>	<b>\$575</b>
1-1/2" meter	\$1,140	\$1,140
2" meter	\$1,250	\$1,250
3" meter	<b>\$2,630</b>	<b>\$2,775</b>
4" meter	<b>\$3,180</b>	<b>\$3,550</b>
6" meter	<b>\$5,090</b>	<b>\$7,150</b>
8" meter	\$14,840	\$14,840
10" meter	\$17,110	\$17,110
12" meter	\$17,800	\$17,800
Hydrant meter assembly	<b>\$2,000</b>	<b>\$3,250</b>
Meter box pit (5/8"- 1")	\$1,750	\$1,750
Meter pit (1 1/2" and 2" without bypass)	\$5,500	\$5,500
Meter pit (1 1/2" and 2" with bypass)	\$6,000	\$6,000
Meter pit (3 1/2" and Larger)	Actual Cost* + Overhead	Actual Cost* + Overhead
Radio transmitter unit	<b>\$212</b>	<b>\$225</b>

**Spacer Charges**

5/8", 3/4"	\$160	\$160
1"	\$181	\$181
1-1/2"	<b>\$225</b>	<b>\$250</b>
2" & larger	<b>\$250</b>	<b>\$300</b>

**3<sup>rd</sup> Party Damage to District Infrastructure  
Repair or Replacement (e.g. public hydrants)**

Actual Cost* + Overhead	Actual Cost* + Overhead
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\* The charge will be the District's cost of material, labor and equipment used, plus overhead at prevailing rates. In circumstances where this procedure for charging a customer would significantly delay the final billing, the District will use an appropriate estimate of its cost.

	<u>CURRENT</u>	<u>PROPOSED</u>
<b>Lien Release Fee per Lien</b> <i>(includes delinquent account review)</i>	<b>\$90</b>	<b>\$100</b>
<b>Customer Check Returned for Insufficient Funds</b>	\$60	\$60
<b>Water Turn-on after Shut-off for Non-Payment or Ordinance Violation</b>	<b>\$170</b>	<b>\$225</b>
<b>Water Turn-on after Shut-off for Non-Payment or Ordinance Violation</b> (subsequent event in same year)	<b>\$225</b>	<b>\$275</b>
<b>Customer Private Property Service Call*</b> <i>e.g. lack of water pressure, leak investigation, customer requested water service off/on, etc.</i> <i>*First customer service call is free of charge.</i> <i>The \$125 <b>\$200</b> fee will be charged for subsequent calls within a rolling 12-month time period.</i>	<b>\$125</b>	<b>\$200</b>
<b>Inspection Service Calls – After Normal Work Hours and Scheduled Overtime/Emergency Inspections</b> <i>After Normal Work Hours are Monday to Friday 4pm to 8am or holidays/weekends.</i>	<b>\$415</b>	<b>\$550</b>
<b>Cross Connection Inspection Fee per building</b> <i>Required by CT Dept. of Public Health. Per DPH regulation, this inspection is required either annually or every five years. The fee will be billed monthly in advance in the amount of either \$2.50 per month (5-year inspection required) or \$12.50 per month (annual inspection required).</i>	\$150	\$150
<b>Backflow Device Testing per device</b> <i>Required by CT Dept. of Public Health but customer may hire private contractor to perform test</i>	\$115	\$115
<b>Property Change of Ownership Administrative Fee</b> <i>Administrative support of customer property sales including coordination with closing attorneys, midcycle meter readings &amp; bill issuance for closing, closeout of customer accounts &amp; opening new customer account.</i>	\$110	\$110
<b>Failure to Properly Test/Maintain Backflow Device or Allow Access for Cross Connection Inspection Resulting in CT DPH Violation</b>	\$225	\$225

	<u>CURRENT</u>	<u>PROPOSED</u>
<p><b>Administrative Review for Water Services</b>  <i>Includes but not limited to the following individual services; availability and capacity analysis, assessment/connection charge calculations, encroachment permits, abandonment of infrastructure, Engineering/Environmental survey and documentation request, new hydrant installation fee by developer or other (per hydrant). The Administrative Review fee shall be paid for each individual service item.</i></p>	\$670	\$670
<p><b>Bulk Water Truck Convenience Fee</b>  <i>Per load fixed fee including administrative, water, equipment maintenance, and inspection.</i></p>	<del>\$75 per load</del>	<b>\$100 per load</b>
<p><b>Tampering with meter, hydrant or water supply</b></p>		
First offense	\$500	\$500
Subsequent offenses	\$1,000	\$1,000
<p><b>Water Service Installation Charge</b>  <i>MDC will install the customer’s water service from the public water main to the property line.</i></p>	<del>\$150 per foot</del>	<b>\$180 per foot</b>

Respectfully submitted,



John S. Mirtle  
 District Clerk

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

**TUNXIS CLUB LEASE**

District Counsel Christopher Stone provided a briefing regarding the expired lease with the Tunxis Club in Granville, Massachusetts.

**TOWN OF PORTLAND WATER AGREEMENT**

At 4:47 PM, District Chairman Currey requested an executive session to discuss Agenda Item #8 “Town of Portland Water Agreement”, based upon a pending claim.

***On a motion made by District Chairman Currey and duly seconded, the District Board entered into executive session.***

Those in attendance during the executive session:

Commissioners Andrew Adil, Avery Buell (Remote), John Gale (Remote), Peter Gardow, Diane Lewis, Pasquale J. Salemi (Remote), Alvin Taylor, Chris Tierinni and District Chairman Donald M. Currey; Chief Executive Officer Scott W. Jellison; Chief Administrative Officer Kelly Shane; Director of Operations Dave Ruddy, Director of Engineering Susan Negrelli, District Counsel Christopher Stone; and Assistant District Counsel/District Clerk John Mirtle.

**RECONVENE**

At 5:48 P.M., Chairman Adil requested to come out of Executive Session and on motion made by Commissioner Taylor and duly seconded, the District Board came out of executive session and reconvened.

***Commissioner Gale made a motion to extend the current agreement with the Town of Portland until June 30, 2026, after which, as of July 1, 2026, Option 1, as set forth by the Chief Executive Officer for any additional water shall be in effect. The motion was duly seconded and resolution passed by unanimous vote of those present.***

**Option 1:**

- 600,000 GPD- Take or Pay
- 1.1MGD Safe Yield
- \$381k increase

**ADJOURNMENT**

The meeting was adjourned at 5:49 PM

ATTEST:



John S. Mirtle  
District Clerk

January 7, 2026  
Date of Approval

\*\*Video of the full November 17, 2025 Water Bureau meeting is available at <https://www.youtube.com/@MetropolitanDistrictCommission> \*\*

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**To**

**MINUTES OF THE WATER BUREAU**

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