



The Metropolitan District  
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**DISTRICT BOARD  
555 MAIN STREET, HARTFORD, CT  
REGULAR MEETING  
MONDAY, APRIL 6, 2026 5:30 PM**

Dial in #: (415)-655-0001; Access Code: 2315 530 1731#  
[Meeting Video Link](#)

*The general public is welcome to call into the meeting. Everyone on the call will need to mute their phone to limit background noise disrupting the meeting. Please silence your cell phones during the meeting.*

1. MEETING CALLED TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MEETING MINUTES OF MARCH 2, 2026
5. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
6. INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO AGENDA ITEMS
7. REPORT FROM DISTRICT CHAIRMAN
8. REPORT FROM CHIEF EXECUTIVE OFFICER
9. REPORT FROM DISTRICT COUNSEL
10. REPORT RE: TUNNEL UPDATE
11. PERSONNEL, PENSION AND INSURANCE COMMITTEE – CONSIDERATION AND POTENTIAL ACTION RE: APPROVAL OF NEW JOB SPECIFICATION – INSTRUMENTATION TECHNICIAN TRAINEE (MARCH 30, 2026)
12. BUREAU OF PUBLIC WORKS – CONSIDERATION AND POTENTIAL ACTION RE: RELEASE OF EASEMENT AND ABANDONMENT OF 8” SEWER – 335 SOUTH MAIN STREET, WEST HARTFORD (March 30, 2026)
13. BOARD OF FINANCE AND BUREAU OF PUBLIC WORKS – CONSIDERATION AND POTENTIAL ACTION RE: WOLCOTT HILL ROAD SEWER PETITION (January 28, 2026 and March 5, 2026)
14. BOARD OF FINANCE – CONSIDERATION AND POTENTIAL ACTION RE:
  - A. CLOSEOUT OF WATER, SEWER, COMBINED & CLEAN WATER PROJECTS (March 5, 2026)
  - B. TOWN OF NEWINGTON 2026 AD VALOREM TAX LEVY (April 6, 2026)



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15. **ETHICS ADVISORY BOARD – CONSIDERATION AND POTENTIAL ACTION RE:** (March 16, 2026)
  - A. **2026 COMMISSIONER DISCLOSURE FORMS SUBMITTED LATE**
  - B. **2026 COMMISSIONER DISCLOSURE FORMS NOT SUBMITTED**
16. **OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**
17. **COMMISSIONER REQUESTS FOR CONSIDERATION OF FUTURE AGENDA ITEMS**
18. **ADJOURNMENT**

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
JOB SPECIFICATION  
INSTRUMENTATION TECHNICIAN TRAINEE- NEW (3713)**

TO: District Board

April 6, 2026

From: Personnel, Pension and Insurance Committee

Staff is recommending that the job specification and job classification system be amended to include a NEW job specification for Instrumentation Technician Trainee (Proposed PT-05). A copy of the proposed specification is attached.

The proposed job specification continues to enhance the multi-tasking approach to District positions as well as provides. The updated Instrumentation Technician Trainee pay range is proposed at PT-08 \$35.92- \$43.13 (if annualized \$74,713.60-\$89,710.40).

Employee Group: Local 3713  
FLSA Status: Non-Exempt  
Labor Grade:  
PT-05

**METROPOLITAN DISTRICT COMMISSION  
CLASSIFICATION DESCRIPTION**

**CLASSIFICATION TITLE: INSTRUMENTATION TECHNICIAN TRAINEE**

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**JOB SUMMARY**

The purpose of this classification is to provide entry-level instrumentation technician work involving learning the principles and procedures of industrial instrumentation and control systems. The trainee will assist Instrumentation Technicians in all phases of their assigned work. The trainee must demonstrate the ability to understand, maintain, calibrate and install a wide variety of components related to industrial instrumentation and control systems serving drinking water and wastewater treatment facilities.

Under close supervision, Instrumentation Technician Trainee will perform a wide range of job tasks on drinking water and wastewater treatment equipment and facilities, including helping to maintain, calibrate and support automation & process control infrastructure. Trainee will also assist in monitoring, calibrating, building, and commissioning a wide variety of automation & process control systems. Support Technicians in performing quality assurance checks of automation & process control systems as required. Assist with the maintenance and integration of a computerized maintenance management system, and supervisory control and data acquisition (SCADA) system.

## ESSENTIAL FUNCTIONS

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

- Learn and put into practice all safety procedures. Work safely at all times.
- Learn and put into practice basic instrumentation & controls for water & wastewater treatment.
- Learn equipment operations, methods, calibrations and standard operating procedures.
- Assist technicians in inspection and maintenance tasks.
- Follow proper procedures to maintain & calibrate instrumentation and controls.
- Maintain a variety of records and reports related to control system operations.
- Use tools, equipment and materials responsibly.
- May be required to work on different shifts, nights, weekends, and holidays, depending on plant needs and training availability.
- Perform other related work as required.

## SUPERVISION RECEIVED

Works under the general supervision of a supervisor or senior technician.

## MINIMUM QUALIFICATIONS

High school diploma or equivalent required with preference given to technical high school graduates from a program in electrical, electronics, or industrial controls, including documented completion of 720 hours of CT-DOL apprentice on-the-job training. OR

Graduation from a technical postsecondary vocational school with a concentration in industrial controls, electrical, or electronics. OR

Associate or bachelor's degree from an accredited college in electrical/electronic engineering technology, computer engineering technology, or a related field. OR

An equivalent combination of education, training, and experience that provides the necessary skills and knowledge for the role.

Must have a valid driver's license.

**Special note:** Will be required to successfully complete a job skills related training program, which may include successfully completing classes and/or a certificate program outside of normal work hours. The MDC will assess individual training needs and provide guidance on approved programs to build required competencies and individual development [plan](#).

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

- Possess interest and ability to learn highly technical information.
- Knowledge, skill and ability in general laboring work.
- Ability to follow instructions and work safely.
- Skill in the use of basic hand tools.
- Skill in the operation of computers and ability to perform data entry.
- Ability to follow oral and written instructions and to learn District procedures.
- Ability to communicate effectively.
- Ability to establish and maintain harmonious working relationships with coworkers.

## **ADA COMPLIANCE**

**Physical Ability:** Tasks require the ability to exert moderate physical effort that involves lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (50 pounds and under).

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

**Environmental Factors:** Essential functions are performed both indoors and outdoors, with potential exposure to any or all of the following: various weather/temperature conditions, high or deep dangerous

places, working near moving mechanical/heavy industrial equipment, risk of electric shock, vibration, fumes, airborne particles, chemicals, loud and/or reoccurring noises and sewage.

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

At a meeting of the Personnel, Pension and Insurance Committee held on March 30, 2026, it was:

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

RESOLVED: That the job specification for Instrumentation Technician Trainee (PT-05) attached hereto be adopted.

Respectfully submitted,  
  
John S. Mirtle, Esq.  
District Clerk

**BUREAU OF PUBLIC WORKS  
335 SOUTH MAIN STREET, WEST HARTFORD  
ABANDONMENT OF SEWER**

To: District Board

April 6, 2026

From: Bureau of Public Works

On March 20, 2026, the District received a letter from Megan Miller of Civil 1 of Cornerstone Professional Park, Suite D-101, 43 Sherman Hill, Woodbury, Connecticut 06789, representing, James A. and Evangiline O. Kammerer, Property Owner, requesting that The Metropolitan District abandon a portion of the existing 8-inch sanitary sewers and appurtenances and Right-of Way (ROW) within the property of 335 South Main Street, West Hartford, as shown on the accompanying map. The purpose of this request is to allow the construction of a new single family house.

The proposal submitted includes the abandonment of approximately 33 feet of 8-inch tile sewer and a manhole structure (built in 1972), including abandonment of approximately 362 square feet of ROW. Other improvements required include the installation of a new manhole along the existing 8-inch sanitary sewer, the relocation of existing 6-inch sewer lateral and installation of new cleanout serving 333 South Main Street, as shown on the aforementioned map.

The existing 8-inch sewer system runs along private lands and ultimately outlets to West Point Drive. The Town of West Hartford built the sewer to serve all residences located along the west side of South Main Street including the newly subdivided property of 333 South Main Street. The layout of the ROW was acquired by the Town of West Hartford and is described in an easement filed on the Town of West Hartford land records at Volume 501 Page 62.

From an engineering standpoint, the abandonment of the existing sanitary sewers and relocation of the existing sewer lateral will not have a negative impact on the sewer collection system, and no hardship or detriment would be imposed on others.

At a meeting of the Bureau of Public Works held on March 30, 2026, it was:

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

**Resolved:** That the existing 8-inch sanitary sewer and manhole within the property of 335 South Main Street, West Hartford, as shown on the accompanying map, be disconnected from the District's sewer system and abandoned in place.

**Further**

**Resolved:** That the Chairman or Vice Chairman is authorized to execute a release of the portion of the easement for the abandoned sewer.

Respectfully submitted,



John S. Mirtle  
District Clerk



March 20, 2026

The Metropolitan District  
555 Main Street  
Hartford, CT 06103

Dear Bureau of Public Works and District Board members,

On behalf of the owners of 335 South Main Street, please find the following request for modification and abandonment of portions of the existing sanitary sewer main and easement as well as proposed sanitary lateral connections as shown on the design plans enclosed plans entitled "335 South Main Street; Site Development Plans", dated 6/12/2025 revised 3/9/2026 prepared by Civil 1.

**Existing Conditions:**

The parcel located at 335 South Main Street (MBL:F13/5095/335) in West Hartford is currently undeveloped and consists of lawn and wooded areas that slope from east to west, away from South Main Street towards the rear parcel line where it abuts the property of Rockledge Golf Club which is a public golf course owned by the Town of West Hartford. The property currently contains an 8" PVC sewer main and sanitary right-of-way which crosses the property about midway through the lot and terminates at an existing sanitary sewer. An existing 6" sanitary sewer lateral connects into the existing sanitary manhole and travels north towards the adjacent property, 333 South Main Street. An easement for the existing 333 sanitary lateral is not in place at this time. Please see the current site conditions on Sheet S-1.1 of the plan set, the Zoning Location Survey.

**Proposed Conditions:**

The property at 335 South Main Street is to be developed for a single family home with a rear deck, associated grading, retaining walls, driveway, drainage and utilities. The project is projected to start construction upon obtaining Town of West Hartford land use and MDC permits.

Due to the size of the property and building setbacks, the proposed building was situated adjacent to the existing sanitary right-of-way. However, due to the existing topography of the site, regrading of land as well as stormwater and footing drain utilities would be required **within the** sanitary main easement area. The plans were reviewed and discussed with MDC **staff and** it was determined that a relocation of the existing sanitary manhole and **abandonment** of a portion of the existing sanitary main located on the property would be the **best solution** for the development and future maintenance needs of the property. As such, a **new modification** of the sanitary sewer easement and main as well as the existing sanitary **lateral serving** the northern abutting property has been proposed for your consideration on the

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submitted design plans. The proposed plans show a new terminus of the existing sanitary sewer main at a new manhole located at the southern property line of 335 South Main Street. Modification of the existing sewer easement for a 20'x5' area is to be located along the existing southern property line. The existing sanitary manhole and piping would be abandoned as well as the sanitary sewer main and portions of the existing 333 sanitary lateral. New 6" sanitary laterals will be connected to the proposed sanitary manhole which will serve 335 and 333 South Main Street. A new 10' wide easement in favor of 333 South Main Street will be centered on the proposed lateral. These modifications are shown on Sheet C-3.1 of the plan set.

Upon approval of the enclosed plans, the owner will coordinate with the respective land use offices for recording of the required easements and satisfy any comments from MDC. If you have any questions or concerns, please do not hesitate to reach out of me at [megan@civil1.com](mailto:megan@civil1.com) or at 203-266-0778 ext 108

Best Regards,

  
Megan Miller  
Project Manager  
Civil 1

T 203 266 0778  
F 203 266 4759

Cornerstone  
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PROPOSED NEW 6" SANITARY  
LATERALS IMPROVEMENTS

ABANDON EXISTING SANITARY  
MANHOLE AND 33'± OF  
SEWER MAIN  
TOTAL 362 SQ. FEET OF R-O-W  
AREA REMOVED

INSTALL NEW SANITARY SEWER MANHOLE  
TYPE II PRECAST CONCRETE MANHOLE  
WITH WATERTIGHT MANHOLE FRAME AND  
COVER

PROPOSED CLEANOUT  
TO GRADE.

EXISTING 10'  
SANITARY SEWER R-O-W

8" Sewer Main

6" Lot

8" Sewer Man

339

337

335

333

MODIFY EXISTING SANITARY RIGHT-OF-WAY  
FOR PROPOSED 5'X20' EASEMENT OVER  
335 SOUTH MAIN STREET IN FAVOR OF  
THE METROPOLITAN DISTRICT

SOUTH MAIN STREET

335 SOUTH MAIN STREET

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Latest Revision: 3/23/26

TO ILLUSTRATE SANITARY  
SEWER MAIN ABANDONMENT

WEST HARTFORD

**BUREAU OF PUBLIC WORKS AND BOARD OF FINANCE  
WOLCOTT HILL ROAD SEWER PETITION**

To: District Board

April 6, 2026

From: Bureau of Public Works and Board of Finance

The Metropolitan District received a petition from the property owners of 283, 290, 295, 296, and 298 Wolcott Hill Road, Wethersfield, on April 18, 2024, requesting public sanitary sewer service.

On November 14, 2025, a preliminary schedule of assessments for the above captioned project was mailed to all property owners who would be involved in a proposed sewer layout serving a portion of Wolcott Hill Road.

A public hearing was held on Monday, December 1, 2025, chaired by Commissioner Peter Gardow. Of the three property owners who attended the hearing (one in person and two virtually), all three spoke in favor, citing the need for sewers due to their aging and failing septic systems and not enough property to expand their existing septic systems. The property owner who was opposed to the project from the canvass did not attend the public hearing or submit a formal comment following the public hearing.

The current overall opinions regarding the need and desirability of public sanitary sewers, including those received by canvass and at the public hearing, are as follows: four (4) in favor, one (1) opposed, and zero (0) did not respond.

Kristen Amodio, R.S., Supervising Sanitarian at the Central Connecticut Health District, in an email from September 29, 2025, stated "Yes, we are in support of the sewer extension as it will provide a sanitary condition to the disposal of sewage. It appears these homes are currently served by a private subsurface sewage disposal system. Once their septic system fails, then the property would need to connect to the sanitary sewer. We would request documentation from the homeowner stating that the septic tank was properly abandoned."

District staff and the Commissioner present at the public hearing recommend that this project be approved due to the public health issue in the area.

The estimated cost and benefit summary for this project is as follows:

**ESTIMATED CONSTRUCTION COST:**

310 feet of 8-inch sewer main and 220 feet of 6-inch laterals	\$609,600.00
Contingencies (25%)	\$152,400.00
Total Estimated Construction Cost	\$762,000.00

ESTIMATED OTHER COSTS:

Total Estimated Other Costs (Advertising, Inspections, etc.) \$138,000.00

**TOTAL ESTIMATED PROJECT COST: \$900,000.00**

The deficit on this project is high due to the high construction cost as a direct result of the existing rock within the soil profile of the project area that requires removal for construction of a new sanitary sewer main and laterals.

After consideration of the above and any other comments by the Commissioner present at the public hearing, **at a meeting of the Bureau of Public Works held on January 28, 2026, it was:**

**VOTED:** That a layout and schedule of assessments for construction of sanitary sewers in a portion of Wolcott Hill Road in Wethersfield, be published using the schedule of flat rates adopted December 5, 2016 and effective January 1, 2019, at \$111.50 per front foot or adjusted front foot; \$4,420.00 per inlet or lateral; and, in addition, for property used or zoned for single residential dwelling units at \$1,655.00 per dwelling unit or dwelling unit allowed by zoning on a buildable lot, with notice to any property owner aggrieved by these proceedings that he or she may appeal from the actions of the Metropolitan District and its Bureau of Public Works to the Superior Court.

**AND**

**VOTED:** That the Controller be requested to make tentative allocations for this project pending passage of the layout by the District Board, and pending determination of actual costs, in accordance with the following schedule, which schedule is based on the Engineer's estimated cost and on the estimated assessment, as follows:

Direct Assessment	\$82,780.00
Deficit	\$817,220.00
Total Estimated Project Cost:	\$900,000.00

**AND**

**VOTED:** To transmit to the District Board a resolution to layout and authorize construction of public sanitary sewers in a portion of Wolcott Hill Road, Wethersfield, as set forth in the layout and schedule of assessments by the Bureau of Public Works

**At a meeting of the Bureau of Public Works held on January 28, 2026,** the Bureau approved the Wolcott Hill Road, Wethersfield sewer project subject to the Board of Finance making a determination on the funding source of the project.

The following is a request to increase the 2026 Capital Improvement Program by \$900,000.

**Assessable Sewer Program**

New authorizations \$900,000

**Wolcott Hill Road Assessable Sewer Project**

<b><u>Amount</u></b>	<b><u>Project #</u></b>	<b><u>Fund</u></b>
\$900,000		3110

**Description**

Extension of existing sanitary sewers resulting from property owner petitions for public sewer service within the Wolcott Hill Road, Wethersfield sewer service area. This project includes design, construction and project administration. District forces may be utilized for this program. District costs may include salary, benefits and overhead.

**Purpose**

To provide sanitary sewer service to property owners within the District's service area by extending local sewer mains. Property owners to be served have either a specific health concern or a desire for public sanitary sewer service.

**Future Appropriations**

No additional appropriation requests for this Project are anticipated over the next four years.

**Bond Language**

The sum of \$900,000 is hereby appropriated to extend existing sanitary sewers resulting from property owner petitions for public sewer service within the Wolcott Hill Road, Wethersfield sewer service area, including design, construction, project administration, legal, administrative and other financing costs related thereto. District forces may be utilized for the project. District costs may include salary, benefits and overhead.

**Funding Sources**

Assessable Sewer Construction Fund will be used to fund the project. Bonds or notes of the District are authorized to be issued in accordance with applicable General Statutes of Connecticut.

**At a meeting of the Board of Finance held on March 5, 2026, it was:**

**VOTED:** That the Board of Finance recommends to the District Board passage of the following resolutions from Bond Counsel:

**RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF \$900,000 FOR THE DISTRICT'S 2026 CAPITAL IMPROVEMENT PROGRAM – WOLCOTT HILL ROAD ASSESSABLE SEWER PROJECT AND AUTHORIZING THE ISSUANCE OF**

**BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$900,000  
TO FINANCE SAID APPROPRIATION**

WHEREAS, the District Board has resolved to appropriate funds and issue bonds or notes of the District for the capital improvement program project described in Resolution No. 1 herein; and

WHEREAS, the District Board wishes to determine the form, date or dates, maturities, manner of sale and other details concerning such bonds or notes.

**AND VOTED:** That the Board of Finance assign the Assessable Sewer Construction Fund as the funding source for the project.

**NOW, THEREFORE, BE IT RESOLVED:**

Section 1. \$900,000 is hereby appropriated for the Capital Improvement Program Project set forth herein as the 2026 Capital Improvement Plan Project Resolution No. 1 (the "Resolution") and bonds or notes of the District in an amount not to exceed \$900,000 are authorized to be issued to finance said appropriation. This appropriation is in addition to the appropriation of \$184,918,000 approved on December 8, 2025 by the District's Board of Commissioners. The bonds are authorized to be issued in one or more series in accordance with the applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter. Said bonds shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The bonds may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with and that such bond is within every debt and other limit prescribed by law. The aggregate principal amount of the bonds to be issued, the form of issuance as serial, term or discount bonds, the dated date, final maturity, annual installments of principal, whether interest on the bonds will be fixed or variable, the rate or rates of interest, or method of determining interest rates thereon, whether such interest shall be excluded or included in gross income for federal income tax purposes, denominations, terms of redemption, if any, the date, time of issue and sale and all other terms, details and particulars of such bonds shall be determined by the District Board, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. It is hereby found and determined that the issuance of any such bonds the interest on which is included in gross income for federal income tax purposes is in the public interest. The bonds may be

sold by competitive bid or negotiated sale, as determined by the District Board. If sold by negotiated sale, the Chairman or Vice Chairman and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District, to enter into a bond purchase agreement for the sale of the bonds.

Section 2. The Treasurer and the Deputy Treasurer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes or certificates of indebtedness evidencing such borrowings may be sold by competitive bid or negotiated sale, as determined by the Treasurer or Deputy Treasurer, in such manner as shall be determined by said officers. Said notes or certificates of indebtedness shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer, and bear the District seal or a facsimile thereof. The notes or certificates of indebtedness may be secured by the full faith and credit of the District and/ or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the notes shall recite that every requirement of law relating to its issue has been duly complied with and that such note is within every debt and other limit prescribed by law. The net interest cost on such notes or certificates of indebtedness, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on such notes or certificates of indebtedness then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 3. In connection with the issuance of the bonds, notes or certificates of indebtedness authorized hereunder and pursuant to the Resolution ("Authorized Obligations"), the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on, the District necessary to obtain standby bond purchase agreements, letters of credit, lines of credit, financial guaranty insurance policies, guarantees of the District or third parties, surety agreements or any similar agreements ("Credit Facilities") with one or more financial institutions providing Credit Facilities ("Credit Facility Providers") to provide for additional security for and the purchase upon tender of the Authorized Obligations, if any, under circumstances set forth in the Indentures (defined herein). Credit Facilities shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 4. In connection with the issuance of Authorized Obligations, interim funding obligations and project loan obligations under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called "Drinking Water Program" ("Drinking Water Obligations") or under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called "Clean Water Fund Program" ("Clean Water Fund Obligations"), the District Board is hereby authorized to approve the terms and conditions of indentures of trust or other instruments of trust ("Indentures") with commercial banks or national banking associations with trust powers

or trust companies to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer ("Trustees"), which provide for, among other things, the rate of rates of interest, or method of determining interest rates thereon, procedures for conducting auctions in an auction rate mode, the denominations, the tender rights of holders, if any, the rights of redemption and redemption prices, the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District necessary to issue the variable rate bonds, and the execution of various other instruments. Indentures shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer are authorized to execute and deliver to the State of Connecticut a project loan and project grant agreement and/or project loan and subsidy agreement under the State's Clean Water Fund Program and the State's Drinking Water Program and apply for and accept or reject any federal, state or other grants-in-aid for the project.

Section 5. In connection with the issuance of Authorized Obligations bearing interest at variable interest rates, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to enter into, remarketing agreements, broker-dealer agreements, auction agency agreements and other agreements (the "Reoffering Agreements") with remarketing agents, investment banking firms or other financial institutions to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer ("Reoffering Agents"), which provide for, among other things, the terms and conditions for reoffering Authorized Obligations bearing interest at variable interest rates, the Reoffering Agents' compensation and the disclosure of the District's financial condition. Reoffering Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 6. In connection with the issuance of Authorized Obligations, if permitted by Connecticut laws and the District's Charter, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain an interest rate swap agreement, together with applicable annexes, schedules and confirmations thereto, contracts to manage interest rate risk, including interest rate caps, options, puts, calls or similar arrangements, or such other agreements permitted by Connecticut laws and the District's Charter ("Swap Agreements"), with one or more counterparties to be selected by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer, as Swap Provider (the "Swap Providers"), which provides for, among other things, the effective date or dates of the Swap Agreements, the rate of interest to be paid by the District to the Swap Providers on the principal amount of the bonds (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the rate of interest to be received by the District from the Swap Providers (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District and the execution of various

other instruments. Swap Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. To the extent provided by Connecticut laws, the full faith and credit of the District may be pledged to any and all payments to be made by the District with respect to the Swap Agreements, including, any termination or netting payments to be made by the District.

Section 7. The Chairman or Vice Chairman and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") or any other information depository, and to provide notices to the MSRB or such depository of material events as enumerated in the Securities and Exchange Commission Securities Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds, notes and certificates of indebtedness authorized by this Resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The District hereby expresses its official intent pursuant to Treasury Regulations Section 1.150-2 to reimburse expenditures of not more than \$900,000 paid up to 60 days prior to the date of passage of this Resolution in connection with the Resolution with the proceeds of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations. Said obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or such later date as such Regulations may authorize. The District hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer is each individually authorized to pay project expenses in accordance herewith pending the issuance of the Authorized Obligations. This Section is included herein solely for purposes of compliance with Treasury Regulations Section 1.150- 2 and may not be used or relied on for any other purpose.

Section 9. In connection with the issuance of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations, the District Board is hereby authorized to, and if any such action shall heretofore have been taken, such action is hereby ratified and confirmed, (a) publish such notices, hold such hearings, make such representations and agreements, and take such other actions as shall be necessary to enable bond counsel to render its opinions as to the validity of said obligations and the exclusion of the interest thereon, if applicable, from gross income for federal income tax purposes, (b) make, execute and deliver all such additional and supplemental documents, including, but not limited to, any tax compliance agreements, tax certificates, tax forms, investment agreements or assignments, and (c) do and perform such acts and take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

Section 10. The provisions contained in Sections 1 through 9 of this Resolution shall apply to the 2026 Supplemental Capital Improvement Program Project Resolution No. 1 herein; and the District Board hereby finds and determines that the project described in the 2026 Supplemental Capital Improvement Program Project Resolution No. 1 herein is a single item of capital expense not regularly recurring.

## **2026 SUPPLEMENTAL CAPITAL IMPROVEMENT PROGRAM PROJECT RESOLUTION NO. 1**

### **RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF \$900,000 FOR THE DISTRICT'S 2026 CAPITAL IMPROVEMENT PROGRAM – WOLCOTT HILL ROAD ASSESSABLE SEWER PROJECT AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$900,000 TO FINANCE SAID APPROPRIATION**

**Section 1.** The sum of \$900,000 is hereby appropriated to extend existing sanitary sewers resulting from property owner petitions for public sewer service within the Wolcott Hill Road, Wethersfield sewer service area, including design, construction, project administration, legal, administrative and other financing costs related thereto. District forces may be utilized for the project. District costs may include salary, benefits and overhead.

**Section 2.** To finance said appropriation, \$900,000 of bonds or notes of the District are authorized to be issued in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds or notes shall be hereafter determined by the District Board acting in accordance with the District's Charter.

**Section 3.** The Chairman or the Vice Chairman and the Treasurer or the Deputy Treasurer are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the Project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the Project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, project loan and project grant agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual

or facsimile signatures of the Chairman or the Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

Respectfully submitted,

A handwritten signature in black ink that reads "John S. Mirtle". The signature is written in a cursive style with a large initial "J".

John S. Mirtle  
District Clerk

**BOARD OF FINANCE**  
**CLOSEOUT OF WATER, SEWER, COMBINED & CLEAN WATER PROJECTS**

To: District Board

April 6, 2026

From: Board of Finance

The following represents 32 Capital Projects for your review and approval to close. Capital projects listed here have been reviewed and staff has concluded that these projects have been completed, cancelled or had a change of scope to the project. As a result, the remaining funds are no longer required and we are now requesting that the funds be deauthorized.

Sewer projects that are deauthorized with a remaining balance will increase our ability to issue more debt by this balance, while water funded projects that are deauthorized do not affect our debt limit.

Clean Water projects have no remaining balances as any remaining balances have been liquidated and transferred to fund other projects.

A brief summary is below:

	<b>Appropriation</b>	<b>Expended Amount</b>	<b>Remaining Balance (Deauthorize)</b>
<b>Water (7)</b>	25,464,000.00	19,484,489.56	5,979,510.44
<b>Sewer (20)</b>	73,942,000.00	65,511,136.82	8,430,863.18
<b>Combined (10)</b>	34,797,000.00	29,157,899.85	5,639,100.15
<b>Total - Capital (37)</b>	<b>134,203,000.00</b>	<b>114,153,526.23</b>	<b>20,049,473.77</b>

Finance has worked diligently with Procurement, Engineering, Facilities & Maintenance, Water Pollution Control, and Water Treatment to review all of the following projects for closure.

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects that have been completed, canceled, or had a change of scope. Based upon the review, District staff now recommend that the following projects be closed.

**WATER CAPITAL PROJECTS**

<b>Project Definition</b>	<b>Year</b>	<b>BA</b>	<b>Project Description</b>	<b>Town</b>	<b>Appropriation</b>	<b>Expended Amount</b>	<b>Remaining Balance (Deauthorize)</b>
C-12009	2012	2120	2012 Dike Penetration and Correction Installations	Various	764,000.00	164,010.08	599,989.92
	<b>2012 Total</b>				<b>764,000.00</b>	<b>164,010.08</b>	<b>599,989.92</b>
C-16014	2016	2120	2016 General Purpose Water Program	Various	3,000,000.00	2,639,220.37	360,779.63
	<b>2016 Total</b>				<b>3,000,000.00</b>	<b>2,639,220.37</b>	<b>360,779.63</b>

C-99P18	2018	2120	2018 Paving Program & Restoration	Various	4,000,000.00	4,000,000.00	
C-18002	2018	2120	2018 Buckingham St. Area WMR, Hartford	Various	7,000,000.00	3,537,803.68	3,462,196.32
	<b>2018 Total</b>				<b>11,000,000.00</b>	<b>7,537,803.68</b>	<b>3,462,196.32</b>
C-20009	2020	2120	2020 Water Main Replacements, Hartford and Wethersfield NOW 3 DIFFERENT WBS'	Various	4,200,000.00	3,820,751.15	379,248.85
C-20042	2020	2120	2020 Water Main Replacements, Hartford and Wethersfield NOW 3 DIFFERENT WBS'	Various	5,700,000.00	5,321,818.57	378,181.43
	<b>2020 Total</b>				<b>9,900,000.00</b>	<b>9,142,569.72</b>	<b>757,430.28</b>
C-22006	2022	2120	2022 Water Storage Tank Rehabilitation and Improvement	Windsor	800,000.00	885.71	799,114.29
	<b>2022 Total</b>				<b>800,000.00</b>	<b>885.71</b>	<b>799,114.29</b>
	<b>Grand Total</b>				<b>25,464,000.00</b>	<b>9,484,489.56</b>	<b>5,979,510.44</b>

### **SEWER CAPITAL PROJECTS**

<b>Project Definition</b>	<b>Year</b>	<b>BA</b>	<b>Project Description</b>	<b>Town</b>	<b>Appropriation</b>	<b>Expended Amount</b>	<b>Remaining Balance (Deauthorize)</b>
C-11002	2011	2110	2011 Sewer Pump Station Rehabilitation	Various	2,000,000.00	1,998,441.95	1,558.05
	<b>2011 Total</b>				<b>2,000,000.00</b>	<b>1,998,441.95</b>	<b>1,558.05</b>
C-12006	2012	2110	2012 Sewer Replacement - Montclair Drive, West Hartford	West Hartford	2,642,000.00	1,889,827.07	752,172.93
	<b>2012 Total</b>				<b>2,642,000.00</b>	<b>1,889,827.07</b>	<b>752,172.93</b>
C-14010	2014	2110	2014 Hartford WPCF Sludge Mixing Tank, Sludge Screening, GT & RSRF Upgrades	Hartford	5,000,000.00	4,949,462.20	50,537.80
	<b>2014 Total</b>				<b>5,000,000.00</b>	<b>4,949,462.20</b>	<b>50,537.80</b>
C-15012	2015	2110	2015 Hartford WPCF DAFT 1 & 2 (SPB Solids)	Hartford	4,600,000.00	4,321,578.99	278,421.01
C-15016	2015	2110	2015 East Hartford WPCF Compressor, DO Control & SCADA Upgrades	East Hartford	5,000,000.00	4,894,289.91	105,710.09
	<b>2015 Total</b>				<b>9,600,000.00</b>	<b>9,215,868.90</b>	<b>384,131.10</b>
C-17002	2017	2110	2017 Wastewater Pump Station Upgrades	Various	400,000.00	363,405.12	36,594.88

C-17005	2017	2110	2017 WPC Equipment & Facilities Improvements	Various	2,700,000.00	2,521,271.27	178,728.73
C-17008	2017	2110	2017 Hartford WPCF DAFT	Hartford	10,200,000.00	9,976,303.97	223,696.03
C-17012	2017	2110	2017 Sewer System Gate Replacement - Collection System	Various	4,800,000.00	-	4,800,000.00
C-17019	2017	2110	2017 General Purpose Sewer	Various	3,000,000.00	2,898,937.71	101,062.29
	<b>2017 Total</b>				<b>21,100,000.00</b>	<b>15,759,918.07</b>	<b>5,340,081.93</b>
C-18011	2018	2110	2018 Sewer Rehabilitation Program	Various	4,600,000.00	3,387,637.31	1,212,362.69
C-99P18	2018	2110	2018 Paving Program & Restoration	Various	3,000,000.00	2,999,892.29	107.71
C-20018	2018	2110	2018 CCTV Generated Sewer Construction	Various	3,500,000.00	3,494,291.63	5,708.37
	<b>2018 Total</b>				<b>11,100,000.00</b>	<b>9,881,821.23</b>	<b>1,218,178.77</b>
C-19011	2019	2110	2019 Sewer Rehabilitation Program	Various	3,300,000.00	3,217,865.83	82,134.17
	<b>2019 Total</b>				<b>3,300,000.00</b>	<b>3,217,865.83</b>	<b>82,134.17</b>
C-20004	2020	2110	2020 Various Sewer Pipe Replacement/Rehabilitation Program	Hartford	3,000,000.00	2,999,356.28	643.72
C-20017	2020	2110	2020-VariouS Sewer Pipe Replcmt/Rehab	Hartford	3,000,000.00	2,887,710.44	112,289.56
	<b>2020 Total</b>				<b>6,000,000.00</b>	<b>5,887,066.72</b>	<b>112,933.28</b>
C-21001	2021	2110	2021 Northern Interceptor Sewer Rehabilitation/Replacement, East Hfd	East Hartford	2,500,000.00	2,117,432.82	382,567.18
	<b>2021 Total</b>				<b>2,500,000.00</b>	<b>2,117,432.82</b>	<b>382,567.18</b>
C-22014	2022	2110	2022 Farmington 11 / Sisson Ave. Area WMR, Hartford	Hartford	1,100,000.00	1,100,000.00	
C-22010	2022	2110	2022 Various Sewer Pipe Replacement/Rehabilitations	Various	7,500,000.00	7,425,724.48	74,275.52
C-99V22	2022	2110	2022 Private Property Inflow Disconnect Program	Various	2,100,000.00	2,067,707.55	32,292.45
	<b>2022 Total</b>				<b>10,700,000.00</b>	<b>10,593,432.03</b>	<b>106,567.97</b>
	<b>Grand Total</b>				<b>73,942,000.00</b>	<b>65,511,136.82</b>	<b>8,430,863.18</b>

**COMBINED CAPITAL PROJECTS**

Project Definition	Year	BA	Project Description	Town	Appropriation	Expended Amount	Remaining Balance (Deauthorize)
C-17022	2017	2130	2017 Computerized Management System	Various	1,600,000.00	1,249,000.00	351,000.00
	<b>2017 Total</b>				<b>1,600,000.00</b>	<b>1,249,000.00</b>	<b>351,000.00</b>
C-99F20	2020	2130	2020 Fleet and Equipment Replacement and Upgrades	Various	2,000,000.00	1,995,006.04	4,993.96
	<b>2020 Total</b>				<b>2,000,000.00</b>	<b>1,995,006.04</b>	<b>4,993.96</b>
C-99F21	2021	2130	2021 Fleet and Equipment Replacement and Upgrades	Various	2,100,000.00	2,097,790.10	2,209.90
	<b>2021 Total</b>				<b>2,100,000.00</b>	<b>2,097,790.10</b>	<b>2,209.90</b>
C-99F22	2022	2130	2022 Fleet and Equipment Replacement and Upgrades	Various	2,550,000.00	2,549,869.00	131.00
	<b>2022 Total</b>				<b>2,550,000.00</b>	<b>2,549,869.00</b>	<b>131.00</b>
C-99F23	2023	2130	2023 Fleet and Equipment Replacement and Upgrades	Various	3,040,000.00	3,038,523.71	1,476.29
C1H03	2023	2130	Engineering Services	MDC	3,645,000.00	2,383,185.00	1,261,815.00
C1H04	2023	2130	Construction Services	MDC	3,830,000.00	3,127,572.00	702,428.00
C1H05	2023	2130	Technical Services	MDC	4,360,000.00	2,874,396.00	1,485,604.00
	<b>2023 Total</b>				<b>14,875,000.00</b>	<b>11,423,676.71</b>	<b>3,451,323.29</b>
C1H03	2024	2130	Engineering Services	MDC	7,146,000.00	6,133,501.00	1,012,499.00
C1H04	2024	2130	Construction Services	MDC	4,526,000.00	3,709,057.00	816,943.00
	<b>2024 Total</b>				<b>11,672,000.00</b>	<b>9,842,558.00</b>	<b>1,829,442.00</b>
	<b>Grand Total</b>				<b>34,797,000.00</b>	<b>29,157,899.85</b>	<b>5,639,100.15</b>

After reviewing the information contained herein

At a meeting of the Board of Finance held on March 5, 2026, it was:

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

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,  
  
 John S. Mirtle  
 District Clerk

**BOARD OF FINANCE**  
**TOWN OF NEWINGTON 2026 AD VALOREM TAX LEVY**

To: District Board

April 6, 2026

From: Board of Finance

After approval of the District's 2026 budget and sewer *ad valorem* tax levy, the Town of Newington contacted the District regarding its 2026 *ad valorem* tax. After discussion with the Town, the District learned that the town submitted incorrect tax abatement information resulting in Newington's 2026 *ad valorem* tax being calculated at a higher amount than if it had been based on the correct abatement information. Specifically, Newington provided District staff with the total assessed value of certain real estate on the Town's Grand List with tax abatements, rather than the amount of tax revenue that would otherwise be collected by the Town but for the abatements. As a result, there was a significant, and inaccurate, increase in the Town's total revenue amount which in turn caused an increase in Newington's proportional percentage of the total sewer *ad valorem* assessment, and a corresponding proportional decrease in the percentages charge to the remaining seven member towns.

To compound matters, as Newington and District staff investigated the foregoing issue, it was determined that the Town of Newington did not provide the District with its tax abatement revenue for 2023, effectively reducing the town's correct *ad valorem* assessment for the 2025 budget and sewer *ad valorem* tax levy by \$30,000.00. The adjustment proposed in this resolution corrects that oversight as well.

The Town of Newington and District staff support correcting the 2026 *ad valorem* tax levy on the Town based on corrected figures, with an adjustment for the prior year's underreporting.

In December 2023, the District Board established a Sewer *Ad Valorem* Tax Levy Stabilization Fund. There is currently \$1 million available in the fund. It is staff's recommendation to use the Sewer *Ad Valorem* Tax Levy Stabilization Fund to correct the Town of Newington's 2026 July and October *ad valorem* payments cumulatively by \$328,858. For the 2027 District Budget, the Board of Finance and the District Board may consider whether and/or how to restore the \$328,858 to the Sewer *Ad Valorem* Tax Levy Stabilization Fund.

At a meeting of the Board of Finance held on April 6, 2026, it was:

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

**Resolved:** The 2026 *ad valorem* tax levy on the Town of Newington approved by the District Board on December 8, 2025 be abated by \$328,858 as shown below:

<b>Installment Date</b>	<b>1/21/2026</b>	<b>4/15/2026</b>	<b>7/15/2026</b>	<b>10/21/2026</b>	<b>Total</b>
<b>Hartford</b>	\$3,476,375	\$3,476,375	\$3,259,600	\$3,259,600	\$13,471,949
<b>East Hartford</b>	1,532,604	1,532,604	1,493,744	1,493,744	6,052,696
<b>Newington</b>	1,206,214	1,206,214	<b>1,376,532</b>	<b>1,376,532</b>	<b>5,165,492</b>
			<b>1,212,104</b>	<b>1,212,104</b>	<b>4,836,634</b>
<b>Wethersfield</b>	1,051,045	1,051,045	1,074,967	1,074,967	4,252,025
<b>Windsor</b>	1,200,299	1,200,299	1,230,944	1,230,944	4,862,485
<b>Bloomfield</b>	898,587	898,587	1,057,534	1,057,534	3,912,243
<b>Rocky Hill</b>	834,029	834,029	854,883	854,883	3,377,825
<b>West Hartford</b>	3,069,999	3,069,999	2,920,943	2,920,943	11,981,885
<b>Total</b>	<b>\$13,269,152</b>	<b>\$13,269,152</b>	<b>\$13,269,148</b>	<b>\$13,269,148</b>	<b>\$53,076,600</b>
			<b>\$13,104.719</b>	<b>\$13,104.719</b>	<b>\$52,747,742</b>

**Further**

**Resolved:** That the Sewer *Ad Valorem* Tax Levy Stabilization Fund shall be utilized for the 2026 budget up to \$328,858, if needed.

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

**ETHICS ADVISORY BOARD**  
**2026 COMMISSIONER DISCLOSURE FORMS SUBMITTED LATE**

To: District Board

April 6, 2026

From: Ethics Advisory Board

At a meeting of the Ethics Advisory Board held on March 16, 2026, it was voted to refer the following to the District Board.

**Resolved:** Any Commissioners who were late in filing their annual Conflict of Interest Disclosure forms, due January 31, 2026 will have a letter sent to their appointing authority if their form is also late next year.

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

**ETHICS ADVISORY BOARD**  
**2026 COMMISSIONER DISCLOSURE FORMS NOT SUBMITTED**

To: District Board

April 6, 2026

From: Ethics Advisory Board

At a meeting of the Ethics Advisory Board held on March 16, 2026, it was voted to refer the following to the District Board.

**Resolved:** Commissioners who have not yet submitted their annual Conflict of Interest Disclosure form have 10-days to submit their completed form, or their appointing authority will be notified.

**Further**

**Resolved:** Any Commissioners who have not yet submitted their annual Conflict of Interest Disclosure form, will have a letter sent to their appointing authority if their form is late next year.

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

**THE METROPOLITAN DISTRICT COMMISSION  
DISTRICT BOARD  
SPECIAL MEETING**

555 Main Street  
Hartford, Connecticut 06103  
Monday, March 2, 2026

**PRESENT:** Commissioners Andrew Adil, John Avedisian, John Bazzano, Alberto Cortes, William DiBella, John Gale, Peter Gardow, James Healy, Gary Johnson, Diane Lewis, Jacqueline Mandyck, Dominic Pane, Alvin Taylor, Chris Tierinni, Edwin Vargas, James Woulfe and District Chairman Donald Currey (17)

**REMOTE ATTENDANCE:** Commissioners Kyle Anderson, Dimple Desai, Byron Lester, Maureen Magnan, and Pasquale J. Salemi (5)

**ABSENT:** Commissioners Avery Buell, Richard Bush, David Drake, Joan Gentile, Christian Hoheb, Mary LaChance, Michael Maniscalco, Bhupen Patel, Calixto Torres and New Britain Special Representative Michael Carrier (10)

**ALSO PRESENT:** Scott W. Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk  
Kelly Shane, Chief Administrative Officer  
Christopher Levesque, Chief Operating Officer  
Jonathan Perugini, Chief Financial Officer/ Director of Finance  
Jamie Harlow, Director of Human Resources (Remote Attendance)  
Sue Negrelli, Director of Engineering  
Dave Ruty, Director of Operations  
Robert Schwarm, Director of Information Systems  
Tom Tyler, Director of Facilities  
Jason Waterbury, Assistant Manager of Engineering  
Victoria Escoriza, Assistant Administrative Officer and Special Assistant  
Nick Salemi, Communications Administrator  
Julie Price, Executive Assistant  
Elizabeth Tavelli, Independent Consumer Advocate

**CALL TO ORDER**

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

**ROLL CALL AND QUORUM**

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

**PLEDGE OF ALLEGIANCE**

Those in attendance stood and recited the Pledge of Allegiance.

**APPROVAL OF MINUTES OF FEBRUARY 10, 2026**

*On motion made by Commissioner Cortes and duly seconded, the meeting minutes of February 10, 2026 were approved.*

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

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

Independent Consumer Advocate Elizabeth Tavelli did not have any comments relative to agenda items.

**REPORT FROM DISTRICT CHAIRMAN**

District Chairman Currey congratulated Commissioner Pane for being elected Chairman of Water Bureau, and congratulated Commissioner Gale for being elected as Vice Chairman of Water Bureau.

**REPORT FROM CHIEF EXECUTIVE OFFICER**

Chief Executive Officer Scott Jellison provided a presentation regarding stormwater. He stated that the MDC plans to have a meeting about stormwater authority, similar to one that took place in May 2024 where all member towns were invited. He also stated that the MDC plans to have an upcoming meeting with member towns, commissioners and town engineers to explain the equivalent inflow removal rate (EIRR) rate and impact.

**REPORT FROM DISTRICT COUNSEL**

District Counsel Stone did not provide a report.

**ENCROACHMENT AGREEMENT – FARMINGTON WOODS DISTRICT  
43 HERITAGE DRIVE, AVON**

To: District Board

March 2, 2026

From: Water Bureau

In a letter dated December 16, 2025, Joseph J. Samolis, General Manger, for the Farmington Woods District/ Farmington Woods Master Association (“Farmington Woods” or “FWD”) the current owners of 43 Heritage Drive in Avon (the “Property”), has requested permission from The Metropolitan District (“MDC” or “District”) to encroach on the MDC’s existing Nepaug Pipe Lines one-hundred-foot-wide (100’) easement or right-of way, containing an existing cast-iron 42-inch raw water supply line and an existing reinforced concrete 36-inch raw water supply line, situated on the Property (the “ROW”) for the purpose of replacing and installing irrigation improvements for and in connection with existing golf course, as shown on the attached map (the “Map”).

The proposed scope of work entails: (i) conducting an initial survey within the ROW utilizing various non-excavation techniques including Ground Penetrating Radar and other noninvasive metal detecting equipment to determine the location and depth of existing irrigation pipelining and MDC raw water supply lines; (ii) installing new HDPE irrigation system piping, communication cables, and appurtenances including sprinkler heads, valves and fittings of various types and sizes including 1-1/2”, 2”, 3”, 4” and 6”; and (iii) installing surface restoration consisting of landscaping including shrubs and grass within the ROW as shown on the Map (collectively, the “Improvements”). Proposed work will impact up to 20 locations within the ROW that impacts an area approximately 5.2 acres in size. Any existing irrigation lines and appurtenances that will not be used as part of this project will be drained, removed or abandoned in place. New irrigation piping will be buried no more than 24-inches deep.

The proposed lines will be installed above the MDC’s existing forty two-inch (“42”) and thirty six-inch (“36”) pipelines and its appurtenances situated within the ROW (collectively, the “Mains”) with a minimum of one foot (1’) of vertical clearance between such Mains and such appurtenances, and proposed grades will not impede access to these Mains. Existing Mains were built in 1914 and 1942, respectively, and the ROW was acquired by the MDC and filed on the land records of the Town of Avon in Volume 13 at Page 431 and in the Town of Farmington land records in Volume 8 at Page 344.

MDC staff has concluded that the Improvements will not be a detriment to the District’s Mains as a result.

Farmington Woods has agreed to the following conditions in order to satisfy the District’s concerns for protection of these Mains 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 existing Mains. 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 these Mains shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to these Mains caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Farmington Woods for or in

connection with the Improvements within this ROW shall be the responsibility of Farmington Woods.

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 supply line 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 Farmington Woods 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 installation, maintenance, repair, or replacement of existing supply lines or any part thereof. Farmington Woods 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 Farmington Woods 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. Farmington Woods shall at all times indemnify, defend and save harmless the District, any municipality included therein, and the State of Connecticut for any damages caused to the Row or the MDC infrastructure located or to be located therein, resulting from the installation, operation, repair, maintenance, or replacement of the irrigation system and the Encroachment Agreement, 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, including but not limited to the installation, operation, repair, maintenance, or replacement of the Improvements within the ROW.
7. Farmington Woods 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 Farmington Woods and MDC and consistent with current practice involving similar requests, and filed on the Town land records of Avon and Farmington.

At a meeting of the Water Bureau on March 2, 2026 it was:

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

**RESOLVED:** That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, incorporating the terms and conditions set forth above, and subject to approval of form and content by District Counsel, granting permission to Farmington Woods to encroach upon both MDC existing one hundred-foot-wide (100') Mains ROW situated on the Property in order to: (i) perform the work of the Improvements in connection with the planned repairs to the Property as shown on plans submitted by TPC Turf Products, entitled, "Replacement of Farmington Woods Golf Course Irrigation System", Sheets IR-1, IR-2, and IR-3, Farmington Woods Avon, 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) Farmington Woods 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 Farmington Woods, and recorded on the Town Land Record of the of Avon and Farmington. 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



FARMINGTON  
*Woods* DISTRICT

200 Byron Drive • Avon CT 06001  
Mailing address:  
P.O. Box 279 • Unionville, CT 06085  
Tel: 860-673-6193 • Fax: 860-675-6156  
www.farmingtonwoods.com

December 16, 2025

Michael Curley  
Manager of Technical Services  
Engineering and Planning  
MDC  
555 Main Street, PO BOX 800  
Hartford, CT 06142-0800

Dear Mr. Curley,

The Farmington Woods District (FWD), a Quasi-Municipal Special Taxing District located in Farmington and Avon, Connecticut, is preparing to replace its current Golf Course Irrigation System. Our current irrigation system is original to the course and in desperate need of replacement.

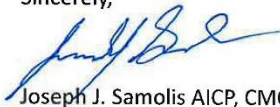
To facilitate this new irrigation system, FWD proposes to encroach upon the existing MDC easement in locations where our irrigation is currently located within the easements. We will use Ground Penetrating Radar (GPR) and metal detecting to find our existing lines within the easement and assess replacing the existing water lines with new piping and communication cables (See attachments). The proposed new mainline piping will be not be more than 24 inches below the finished grade. There are no known conflicts with MDC or other utilities within the easement area. Impacts to the easement area will be minimal, and the site will be restored to its original condition.

We anticipate starting this project at the beginning of March, with an expected completion by the end of July.

Please find attached our detailed drawings and additional schematics to help delineate the areas of encroachment. Further survey and engineering drawings are being completed at the time of this application and will be forwarded immediately once received.

Please do not hesitate to contact me if you need additional information. We would like to thank the MDC for considering this vital request to our community. Please do not hesitate to contact me if you have additional questions or requirements.

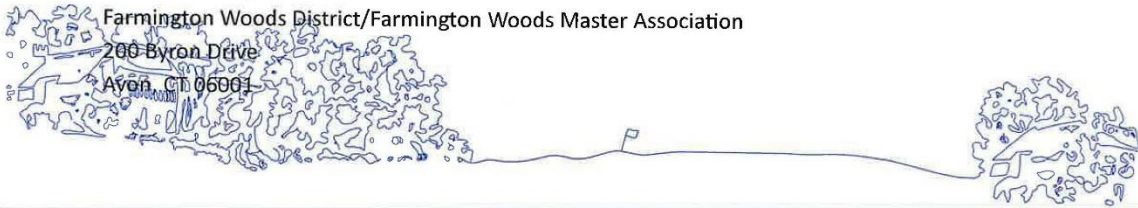
Sincerely,



Joseph J. Samolis AICP, CMCA  
General Manager

Farmington Woods District/Farmington Woods Master Association

200 Byron Drive  
Avon, CT 06001



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

**WATER BUREAU**  
**CUSTOMER ASSISTANCE GRANTS ADMINISTERED BY OPERATION FUEL**

To: District Board

March 2, 2026

From: Water Bureau

In March 2018, the District Board created a Customer Assistance Program to be administered by Operation Fuel to provide customers with assistance to pay delinquent water bills. The Customer Assistance Program has provided grants towards many customers' water bills since its creation. Eligibility guidelines and criteria were last updated on December 9, 2024. A contract modification will be executed to extend the term of the agreement and update the company name because Operation Fuel now does business as "Generation Power CT." Staff is recommending one clarification of the eligibility guidelines for customer grants, specifically the last bullet under "Eligibility Guidelines"..

At a meeting of the Water Bureau held on March 2, 2026, it was:

**VOTED:** That the Water Bureau of The Metropolitan District recommends to the District Board approval of the following resolution:

**RESOLVED:** That the eligibility guidelines for the District's Customer Assistance Program, administered by Operation Fuel d/b/a Generation Power CT, be updated as follows:

**QUALIFICATION GUIDELINES**

Operation Fuel d/b/a Generation Power CT ("**Contractor**") will administer a water assistance program for MDC customers in member and non-member towns who need aid with meeting their water utility needs. This program will be for households **living earning** up to 75% of state median income, based on the verification standards defined by Operation Fuel d/b/a Generation Power CT. There will not be an assets test. The maximum grant amount will be **up to** \$400. When the District's program funding is expired, the Contractor will cease accepting new applications for assistance.

To qualify for water utility assistance, customers must have received an MDC shut-off notice, currently have no water utility service, **must** need assistance with making a required payment in order to prevent a water shut-off, or have a past due balance of 30 days or more.

**Grant Amount**

The maximum value of a once-per year customer grant is \$400 per household; The grant amount shall not exceed the total amount due on the customer's water account at the time of grant award.

**\*All final approvals will be made by Operation Fuel d/b/a Generation Power CT staff**

**Eligibility Guidelines**

- Assistance is not available to customers **with accounts** assigned to an attorney for collections.
- Customer must have made a total of 4 separate monthly payments of at least 50% of the current charges within the previous 12-month period to which the customer is applying. Customers without 4 separate monthly payments within 12 months, but who have made substantial payment(s) on their account within the past year, may be eligible for assistance subject to District review.
- Grant assistance is not available to tenants **of MDC property owners** with no exceptions.
- **Owners of multi-family residential buildings (duplex, triplex, etc.) are not eligible for grant assistance, with no exceptions.**

**Documentation**

- Applicant must provide water utility shut off notice or most recent MDC water utility bill that demonstrates a balance that is at least 30 days past due
- Applicant must provide MDC payment history to demonstrate payment eligibility guidelines. If unavailable to the applicant, this information may be provided by the District to expedite the grant award process
- Documentation of all household members **over the age of 21** with income (last 4 weeks of income), or an alternative acceptable to Operation Fuel d/b/a Generation Power CT including current CEAP (Connecticut Energy Assistance Program) and SSI (Supplemental Security Income) award letters.
- Applicant name must match the name on the MDC invoice.

Respectfully submitted,



John S. Mirtle  
District Clerk

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

**LICENSE AGREEMENT RE: 45 GRANBY STREET, HARTFORD**

To: District Board

March 2, 2026

In 2014, the District entered into a license agreement with New Hope Christian Ministry (“Licensee”) to use 45 Granby Street for the purpose of parking. The license agreement was thereafter extended for five (5) additional years, until September 30, 2023, and amended to expand the permitted parking area. In May 2025, the District Board extended the term of the agreement for another five (5) years, up to and including May 15, 2030.

The District purchased the property known as 45 Granby Street, Hartford in 2010 for the Clean Water Project (“CWP”) but the property is not yet needed for construction activities and, according to the most recent CWP construction schedule, will not be needed during the term of the requested license renewal. If that changes, the license agreement can be promptly terminated upon notice to the Licensee.

The original Licensee, New Hope Christian Ministry, is no longer an active church and is now known as Centro De Jubilo El Olam. The current License Agreement does not allow for a transfer or assignment to successors.

It is RECOMMENDED that it be:

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

**BE IT HEREBY**

**RESOLVED:** Centro De Jubilo El Olam is hereby authorized to use a portion of 45 Granby Street for parking purposes, subject to proper execution of a renewed license agreement with such terms and conditions as required by District Counsel;

**FURTHER**

**RESOLVED:** That Scott Jellison, as Chief Executive Officer of The Metropolitan District, is authorized to execute and deliver the License Agreement on behalf of the Metropolitan District and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of the License Agreement.

Respectfully submitted,



John S. Mirtle, Esq.  
District Clerk

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

**COLEBROOK REAL PROPERTY TAX APPEAL**

District Counsel Stone provided a report on a Colebrook real property tax appeal, and asked permission to withdraw the appeal that was filed before the Colebrook Board of Assessment of Appeals.

***Commissioner Vargas made a motion to approve the request, and the motion was duly seconded. The request was adopted by unanimous vote of those present.***

**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

**COMMISSIONER REQUESTS FOR CONSIDERATION OF FUTURE  
AGENDA ITEMS**

There were no Commissioner requests for future agenda items.

**ADJOURNMENT**

The meeting was adjourned at 6:05 PM

ATTEST:

John S. Mirtle, Esq.  
District Clerk

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