

**THE METROPOLITAN DISTRICT COMMISSION
DISTRICT BOARD**

555 Main Street
Hartford, Connecticut 06103
Monday, August 3, 2026

PRESENT: Commissioners John Avedisian, Richard Bush, William DiBella, David Drake, Peter Gardow, James Healy, Gary Johnson, Diane Lewis, Jacqueline Mandyck, Petrel Maylor, Dominic Pane, Chris Tierinni, Calixto Torres, Edwin Vargas, James Woulfe and District Chairman Donald Currey (16)

REMOTE ATTENDANCE: Commissioners Andrew Adil, Avery Buell, Alberto Cortes, Dimple Desai, John Gale, Joan Gentile, Byron Lester, Maureen Magnan, and Pasquale J. Salemi (9)

ABSENT: Commissioners Kyle Anderson, John Bazzano, Anthony DiLizia, Christian Hoheb, Michael Maniscalco, Bhupen Patel and New Britain Special Representative Michael Carrier (7)

ALSO PRESENT: Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel (Remote Attendance)
John S. Mirtle, Assistant District Counsel
Victoria Escoriza, Interim 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
Robert Schwarm, Director of Information Systems
Tom Tyler, Director of Facilities
Seth Koos, Director of Procurement
Mike Curley, Manager of Engineering
Nick Salemi, Communications Administrator
Carrie Blardo, Assistant to the Chief Executive Officer
Dawn Newton, Assistant to the Chief Administrative Officer (Remote Attendance)
Keith Sanabria, IT Consultant
Kevin Sullivan, IT Consultant (Remote Attendance)

CALL TO ORDER

Chairman Currey called the meeting to order at 5:30 PM

ROLL CALL AND QUORUM

The Interim 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.

SWEARING IN OF COMMISSIONER ANTHONY DILIZIA

Commissioner DiLizia was not in attendance. This item was postponed until the next meeting.

APPROVAL OF MINUTES OF JULY 6, 2026

On motion made by Commissioner DiBella and duly seconded, the meeting minutes of July 6, 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 did not provide a report.

REPORT FROM CHIEF EXECUTIVE OFFICER

Chief Executive Officer Scott Jellison spoke regarding the MS4 permit, catch basins, and expenses owed to the MDC regarding catch basin cleaning. He discussed securing abandoned Brainard Road property, and a tentative agreement with the City of Hartford to be presented to the Bureau of Public Works and District Board. Scott noted that there was a staff budget kickoff meeting. Scott also thanked Chris Stone for his support and accomplishments he's made for the organization.

REPORT FROM DISTRICT COUNSEL

District Counsel Stone stated that this would be his last District Board Meeting and thanked the District Counsel office and all Commissioners.

Without objection, Agenda items #12a "Encroachment Agreement – 341 East River Drive, East Hartford" and #12b "Acceptance of Sewers built by Developer – 550 Burnside Avenue, East Hartford" were moved up on the agenda.

SEWER ENCROACHMENT AGREEMENT – RESIDENTIAL DEVELOPMENT

341 & 337 EAST RIVER DRIVE, EAST HARTFORD

To: District Board

August 3, 2026

From: Bureau of Public Works

In a letter dated April 27, 2026 (revised July 15, 2026), Paul Rodrigues of Solli Engineering, LLC., on behalf of KEP East Hartford LLC, ("KEP") of the Town of East Hartford, and Hartford & East Of The River Interdistrict Magnet Middle School, a cooperative education entity having an address c/o Capitol Region Education Council ("CREC") of the City of Hartford, current owners respectively of 341 East River Drive and 337 East River Drive in East Hartford (the "Property"), has requested permission from The Metropolitan District ("MDC" or "District") to encroach on the MDC's existing twenty-foot-wide (20') easement or right-of way, containing an existing PVC 8-inch sanitary 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 proposed scope of work entails: (i) proposed site demolition and subsequent permanent site improvements, including removing existing pavement and curbing; drainage piping and structures; (ii) regrading up to 23,393 sf of easement area, earth excavation and filling up to 3.1 feet in depth, (iii) installing new utilities across or within the ROW including four (4) 2" domestic water services, one (1) 4" fire service, five (5) 6" fire services, five (5) 6" sanitary laterals, five (5) gas lines, one (1)-15" storm drain, one (1) fire alarm service conduit, including four (4)-5" concrete encased electric conduits and four (4) 2" telecommunication/security/electrical conduits in up to two (2) locations, and (iv) installing surface restoration consisting of new bituminous pavement, concrete walkways, curbing and landscape islands, and landscaping including shrubs and reinforced 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 PVC 8-inch sanitary main and its appurtenances situated within the ROW (collectively, the "Sewer") with a minimum of one foot (1') of vertical clearance between the Sewer and such lines, and proposed grades will not impede access to the Sewer. The Sewer was built in 2000, and the ROW was acquired by the MDC and filed on the East Hartford Land Records in Volume 2062, Pages 081-083 (June 19, 2001).

MDC staff has concluded that the Improvements are minor and that there will be no detriment to the District's Sewer as a result.

KEP and CREC have agreed to the following conditions in order to satisfy the District's concerns for protection of the Sewer 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

Sewer. 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 Sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the Sewer caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of KEP and CREC for or in connection with the Improvements within this ROW shall be the responsibility of KEP and CREC.

2. No additional permanent improvements, other than the proposed Improvements, shall be located within this ROW unless prior approval is obtained.
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 Sewer 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 KEP and CREC.
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 Sewer or any part thereof. KEP and CREC 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 KEP and CREC 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. KEP and CREC 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 within the ROW as it relates to these Improvements..
7. KEP and CREC 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.

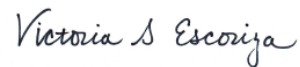
A formal encroachment agreement shall be executed between KEP and CREC and MDC, and consistent with current practice involving similar requests, and filed on the Town of East Hartford Land Records.

At a meeting of the Bureau of Public Works held on July 27, 2026, it was:

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

RESOLVED: The Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to KEP East Hartford LLC and Capitol Region Education Council to encroach upon both MDC existing twenty-foot-wide (20') ROW and Sewer situated on the Property in order to: (i) perform the work for the Improvements in connection with the planned residential development of the Property as shown on plans submitted by Solli Engineering, LLC, entitled, "PROPOSED RESIDENTIAL DEVELOPMENT 341 EAST RIVER DRIVE EAST HARTFORD, CONNECTICUT, MDC SEWER ENCROACHMENTS, SHEET#: FIG 1", 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) KEP and CREC 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 KEP and CREC, 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,



Victoria S. Escoriza
Interim District Clerk

Solli Engineering

April 27, 2026 *Revised July 15, 2026*

Michael Curley, P.E.
The Metropolitan District
555 Main Street
Hartford, CT, 06103

Re: Sewer Encroachment Permit Request
341 East River Drive, East Hartford, CT
Solli Project No.: 24105301

Dear Mr. Curley:

Solli Engineering, LLC, on behalf of Commerce Center Association, INC and KEP East Hartford, LLC, is requesting the approval of an encroachment permit for the proposed Residential Development at 341 East River Drive in East Hartford, Connecticut.

The development construction is slated to start in 2026 and the construction activities will include:

- Removal of existing pavement
- Removal of existing curbing
- Removal of existing storm drainage structures and pipe
- Earth moving activities
 - o Total area: 23,393 SF
 - o Cut: 128 Cu. Yd.
 - o Fill: 1,200 Cu. Yd.
- Installation of pavement, concrete sidewalk, curbing, reinforced grass
- Installation of (1) new storm drainage pipe, (1) 15" HDPE
- Installation of (5) new sanitary sewer laterals, (5) 6" PVC
- Installation of (5) new natural gas service laterals
- Installation of (4) new domestic water service laterals, (4) 2" copper
- Installation of (5) new fire water service laterals, (4) 6" D.I. pipe and (1) 4" D.I. pipe
- Installation of (1) new fire alarm system conduit
- Installation of (4) new 5" site electrical conduits concrete encased at 2 locations – total of (8) conduits
- Installation of (4) new 2" electrical/telecom/security conduits 2 locations – total of (8) conduits
- Installation of new landscape islands:
 - o Shrubs:
 - (22) Densifloris Yew
 - o Grasses
 - (1) Panicum Virgatum 'Haense Herms'
 - (8) Bar Harbor Creeping Juniper
 - New England Showy Wildflower Mix
 - Lawn, Pennington Smart Seed Sun and Shade

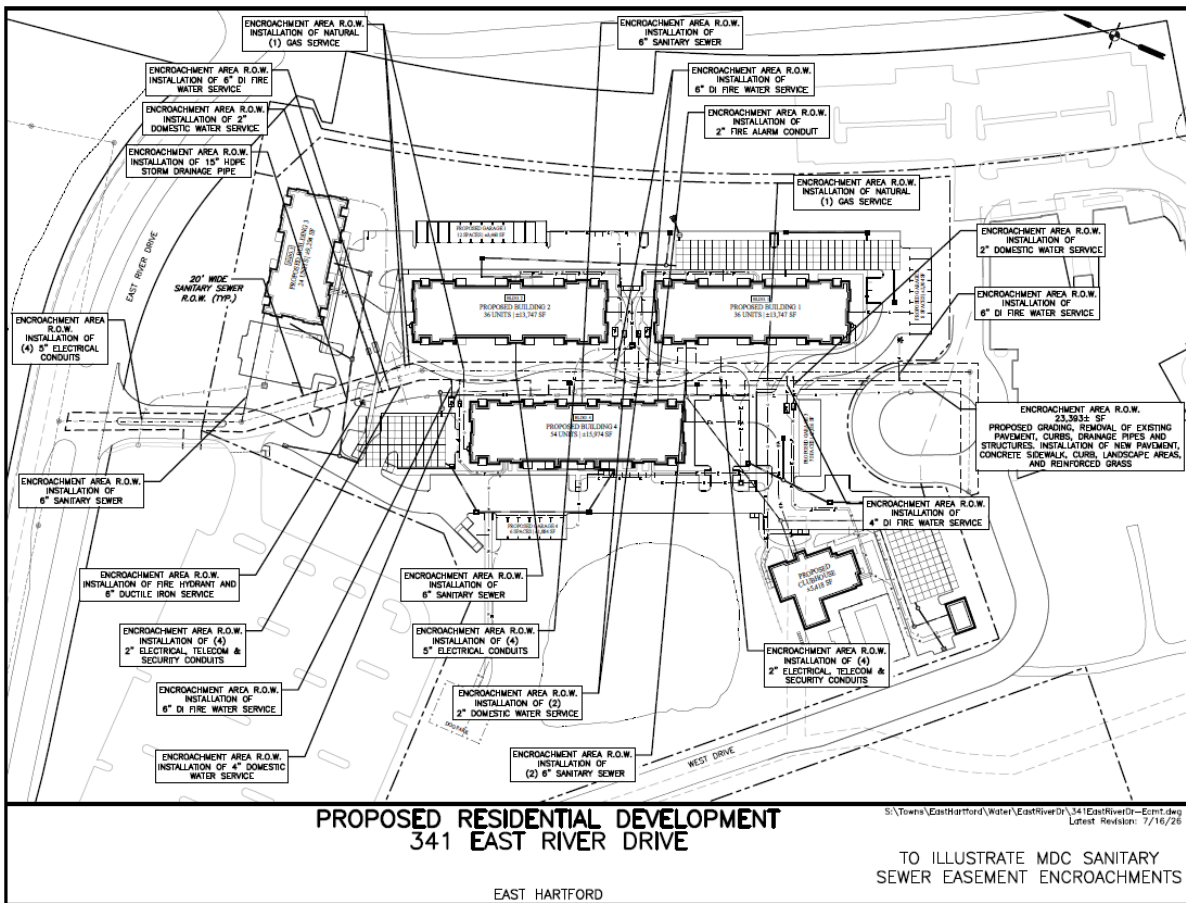
Respectfully,
Solli Engineering, LLC



Paul A. Rodrigues, P.E.
Senior Project Manager

Enclosed:
MDC Sewer Encroachment Figure

X:\SE Files\Project Data\2024\24105301 - 341 East River Drive - East Hartford, CT\Office Data\Correspondence\MDC\341 East River Drive - East Hartford, CT - MDC Encroachment - Sewer.docx



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

**BUREAU OF PUBLIC WORKS
 ACCEPTANCE OF SEWERS BUILT BY DEVELOPER'S
 PERMIT-AGREEMENT**

To: District Board

August 3, 2026

From: Bureau of Public Works

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

At a meeting of the Bureau of Public Works held on July 27, 2026, it was:

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

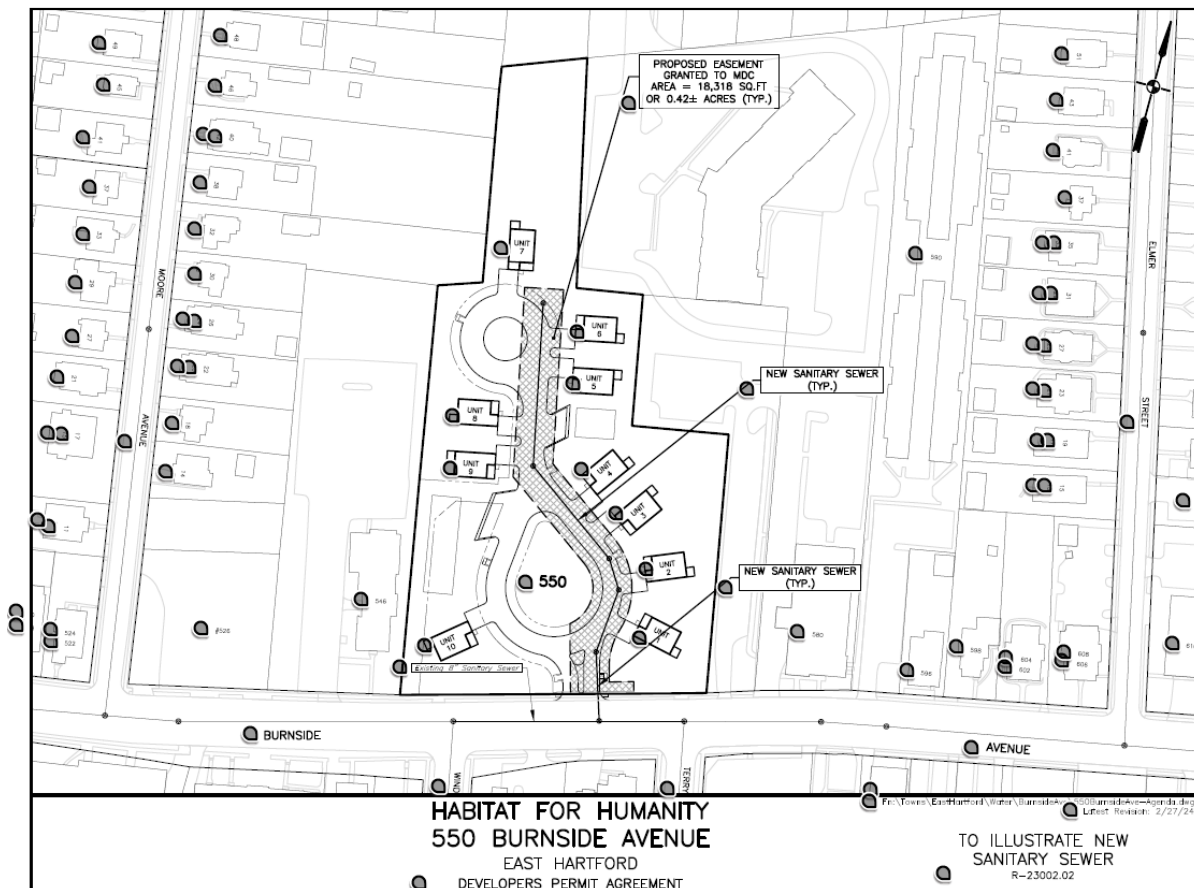
Resolved: That, in accordance with Section S8g of the District Ordinances, the following is incorporated into the sewer system of The Metropolitan District as of the date of passage of this resolution:

	<u>Sewers In</u>	<u>Built By</u>	<u>Completion Date</u>
1	550 Burnside Avenue, East Hartford Project #: R-23002	Developer: Habitat for Humanity of North Central Connecticut, Inc. Contractor: Genovesi Construction	Approved for Use: September 16, 2024

Respectfully submitted,

Victoria S Escoriza

Victoria S. Escoriza
Interim District Clerk



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

APPOINTMENT OF DISTRICT COUNSEL

At 5:42 PM, Chairman Currey requested an executive session to discuss the Appointment of District Counsel.

On a motion made by Commissioner Tierinni and duly seconded, the District Board entered into executive session to discuss the Appointment of District Counsel.

Those in attendance during the executive session:

PRESENT: Commissioners Andrew Adil (Virtual), John Avedisian, Avery Buell (Virtual), Richard Bush, Alberto Cortes (Virtual), William DiBella, Dimple Desai (Virtual), David Drake, John Gale (Virtual), Peter Gardow, Joan Gentile (Virtual), James Healy, Gary Johnson, Byron Lester (Virtual), Diane Lewis, Maureen Magnan (Virtual), Jacqueline Mandyck, Petrel Maylor, Dominic Pane, Pasquale J. Salemi (Virtual), Chris Tierinni, Calixto Torres, Edwin Vargas, James Woulfe, District Chairman Donald Currey and District Counsel Christopher Stone (Virtual).

RECONVENE

At 6:45 P.M., Commissioner Torres made a motion to come out of executive session. The motion was duly seconded. The District Board came out of executive session and reconvened. No formal action was taken.

PERSONNEL, PENSION AND INSURANCE COMMITTEE TERMS AND CONDITIONS RE: APPOINTMENT OF DISTRICT COUNSEL

To: District Board

August 3, 2026

From: Personnel, Pension and Insurance Committee

At a meeting of the Personnel, Pension and Insurance Committee held on July 27, 2026, it was:

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

BE IT HEREBY

RESOLVED: that the Board of Commissioners of the Metropolitan District ("Board"), upon recommendation of the Personnel, Pension and Insurance Committee of the Metropolitan District, hereby approves the contract terms and conditions for the District Counsel set forth below;

DISTRICT COUNSEL - CONTRACT TERMS SUMMARY

Annual Salary: \$340,000.00 - Future increases must be approved by the District Board (Other than COLA which will be added annually as authorized by the District Board for E&E Employees)

General Requirements/Benefits: Standard Benefits Package for all Executive Level Staff, unless specifically modified below:

Standard Health Benefits: Anthem -- Blue Cross // Pro
Dental / Vision: Century Preferred / Full Dental and Vision Coverage
Sick Time: 15 Days per calendar year (Loaded in January)
Holiday Time: District's Published Holiday Calendar
Vacation: 20 days
Inclement Weather Days: 3 Days
Personal Leave: 10 Days
Life Insurance during tenure: \$500,000 policy paid by MDC (in addition to, not in lieu of, any other life insurance benefit generally available to other exempt and excluded employees)

Retirement Vesting: Standard Benefits and, if eligible, participation in MDC's IRS Section 457(f) Plan, if available

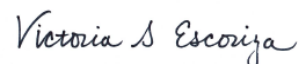
Miscellaneous: MDC will provide Cell Phone, Laptop/Notebook/I-Pad and other ordinary and necessary business equipment

Start Date: September 1, 2026

Term of Contract: 12 Months; may be terminated by District without just cause, but triggers payment of balance of salary remaining for the balance of the term. Absent contrary action by the District Board on or before September 1, 2027, the term shall be extended for two years commencing September 1, 2027; provided on each anniversary date commencing September 1, 2028, and absent contrary action by the District Board, an additional year shall be added to the contract term so that contract term for District Counsel shall be two years.

Residency: Required by September 1, 2026

Respectfully submitted,



Victoria S. Escoriza
Interim District Clerk

Commissioner Gale made an amendment on the motion to revise the salary to \$280,000, with a \$10,000 moving allowance for Attorney Mirtle.

The motion on the amendment failed by roll call vote. The results of the roll call vote:

Commissioners Avedisian, Bush, Desai, Drake, Gardow, Gentile, Healy, Johnson, Lester, Lewis, Magnan, Mandyck, Maylor, Pane, Tierinni, Vargas and District Chairman Currey voted no on the amendment.

Commissioners Adil, DiBella, Gale, Salemi, Torres and Woulfe voted yes on the amendment.

On original motion made by Commissioner Magnan and duly seconded, the report was received and resolution adopted by majority of the roll call vote. The results of the roll call vote:

Commissioners Avedisian, Bush, Desai, Drake, Gentile, Healy, Johnson, Lester, Lewis, Magnan, Mandyck, Maylor, Pane, Tierinni, Vargas, and District Chairman Currey voted yes.

Commissioners Adil, Gale, Salemi, and Woulfe voted no.

Commissioners DiBella, Gardow and Torres abstained.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

COMMISSIONER REQUESTS FOR CONSIDERATION OF FUTURE AGENDA ITEMS

Commissioner Avedisian asked if the District can obtain a legal opinion, or set a policy, regarding virtual camera usage during executive sessions, as some Commissioners leave their cameras on, and some do not.

Chairman Currey thanked all Commissioners for their professionalism, and for making the MDC the best it can be.

ADJOURNMENT

The meeting was adjourned at 7:55 PM

ATTEST:

Victoria S. Escoriza
Interim District Clerk

Date of Approval

*Video of the full August 3, 2026 District Board meeting is available at
<https://www.youtube.com/@MetropolitanDistrictCommission>**