



PETITIONS, REQUESTS AND COMMUNICATIONS

11. Public Act No. 02-3, "An Act Concerning 21<sup>st</sup> Century UConn" ..... 119

12. Conservation Commission re: Maplewoods Subdivision ..... 141

13. G. Padick re: Request for Bond Release, Quail Run, Vinton Woods Subdivision ..... 143

14. L. Hultgren re: Improvements to Route 89 Near Mt. Hope Road in Mansfield ..... 145

15. Windham Regional Council of Governments (WINCOG)  
re: Improvements on Route 89, Mansfield, near Mt. Hope Road ..... 147

16. G. Padick re: Plan of Conservation and Development Citizen Committee Meeting ..... 149

17. US Department of Agriculture re: Rural Business Opportunity Grant ..... 151

18. Hellenic Society Paideia re: Classical Theater Project ..... 153

19. J. Zulick re: Mansfield Response to Incident at Westford Hill Road in Ashford ..... 155

20. Lands of Unique Value – Final Public Presentation ..... 157

21. Permit to Conduct Activities at the Separatist Road Detention Basin ..... 159

EXECUTIVE SESSION

- 22. Personnel
- 23. Open Space Acquisition

## REGULAR MEETING-MANSFIELD TOWN COUNCIL-SEPTEMBER 9,2002

The regular meeting of the Mansfield Town Council was called to order by Mayor Elizabeth Paterson at 7:34 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

### I. ROLL CALL

Present: Bellm, Haddad, Hawkins, Holinko, Paterson, Rosen, Martin, Thorkelson  
Absent: Schaefer who was in Santa Fe.

### II. MINUTES

Mr. Haddad moved and Mr. Holinko seconded to approve the minutes of August 12, 2002.

Mr. Rosen had a correction: there was no vote taken on the by-laws of the Downtown Partnership, he only commended the Downtown Partnership for revising its bylaws.

Motion so passed with correction. Mr. Bellm and Mr. Haddad abstained.

### III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Dick Pellegrine, Clover Mill Road, spoke of concerns regarding the parties held by University of Connecticut students living off campus in apartment complexes. The laws must be enforced. It is not completely up to the University because as soon as they have possession of keys to a Mansfield apartment, they must abide by the laws of the town and state. The abusive drinking on spring weekend cannot be tolerated.

Julie Sherman, 43 Pinewoods Lane, spoke on the issue of signage in the Town Parks. She is opposed to it and urged groups using the parks to find other ways to fund their programs. The signs in Southeast Park are not aesthetically pleasing and need to be removed. If the Southeast Park can have signs then all the other parks should be able to have them. The policy must be for all parks.

Dianne Nadeau, President of Tri-Town Youth Football supports the proposal to allow some signs on the fences. She feels that it is showing appreciation for sponsors who support the programs and not a commercial venture. She handed out a packet of photos showing the field and the facilities being used by the football and cheerleading students.

Helen Koehn, 83 Separatist Road, expressed concern and hoped that the Town would submit comments on the proposed dam and specifically concerned that trees be planted appropriately. She also inquired if the dam was safe and who is assigned the liability? If the dam does not hold and there is damage will the University be responsibility? She also

expressed concern over the fireworks, which were on display by the University late one evening. Neither the neighbors nor the Town were informed of the activity and consequently the noise was of concern to many residents. She hoped that the University would communicate any future events to the Town.

Kathy ZIZIK, 224 Spring Hill Road, spoke in favor of the signs along fences in parks.

Dudley Hamlin, 60 Hanks Hill Road, supported the signs along the fences in the town parks.

Bob Milvae, Summit Road, President of the Mansfield Little League, spoke in favor of the signage as it supports the Little League teams.

Alison Hilding, North Eagleville Road, was disappointed with the signs and hoped that Little League and other sport associations could find other ways to support their programs.

Carolyn Burke, Knowlton Hill Road, urged the Council not to look at the signs as advertising but acknowledgment of corporate support for Little League. She supports the change to allow these signs.

#### IV. OLD BUSINESS

##### 1. Issues Regarding UConn Landfill Including the UConn Consent Order, Public Participation Relative to the Consent Order and Well Testing.

Town Manager informed Council that the Technical Review Committee met two weeks ago, and hopefully this will complete the process with an ongoing long-term monitoring of the wells.

#### V. OLD BUSINESS

##### 2. 2002 CCM Legislative Program

Mr. Haddad moved and Mr. Holinko seconded to authorize the Town Manager to present staff's recommendations to the Connecticut Conference of Municipalities for inclusion in its 2003 Legislative Program.

Mr. Bellm had several additions to the list. This list will be adjusted with Mr. Bellm's suggestions.

Mr. Martin moved to table. Seconded by Mr. Bellm.

Motion to table so passed.

3. Proclamation Designating October 19, 2002 as James Marshall Day in Mansfield

Mr. Haddad moved and Mr. Bellm seconded to authorize the Mayor to issue the proclamation dated September 9, 2002 designating October 19, 2002 as James Marshall Day in Mansfield.

So passed unanimously.

4. Proposed Fee Schedule Revision-Variou Land Use Permits

Mr. Thorkelson moved and Mr. Haddad seconded to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on September 23, 2002 to solicit public comment regarding the proposed revisions to the Town's fee schedule for various land use permits.

So passed unanimously.

5. Wildlife Incentives Program(WHIP)-Mt. Hope Park

Mr. Rosen moved and Mr. Thorkelson seconded to approve the Wildlife Habitat Incentives Program plan for Mt. Hope Park, as presented by the Parks Coordinator in her memorandum dated August 19, 2002.

So passed unanimously.

6. Fiscal Year 2001/02 Budget Transfers

Mr. Rosen moved and Mr. Hawkins seconded to approve the fiscal year 2001/2002 year-end budget transfers as recommended by the Director of Finance in his September 5, 2002 communication.

Jeff Smith, Director of Finance, discussed these transfers.

Motion so passed unanimously.

7. Business Sponsorship and Commercial Advertising in Town Parks

Mr. Hawkins moved and Mr. Holinko seconded to authorize staff in consultation with the Town Attorney, to draft a proposed amendment to the Town Code of Ordinances to allow some limited advertising in Town parks.

Mr. Vincente discussed the signs. The Parks and Recreation Advisory committees view these signs as recognition for sponsorship and not commercial signs.

Motion so passed. Mr. Bellm and Mr. Thorkelson voted against.

8. Appointees to Mansfield Downtown Partnership Board of Directors

Mr. Haddad moved and Mr. Martin seconded to postpone to next meeting the recommendation for appointees to the Mansfield Downtown Partnership Board of Directors.

So passed unanimously.

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9. Fire and Emergency Services Committee

The Town Manager will be meeting with the committee again subsequent to the Council receiving any further information or recommendation.

10. University Spring Weekend

Mr. Rosen asked if there was any responsibility on the part of the Town if a student was killed on Spring Weekend.

Town Manager discussed the large party held at Carriage House Apts. There were 1-2,000 students present. Large parties are not generally held except on Spring Weekend. This is a continual concern for both the Town and the University.

VI. DEPARTMENTAL REPORTS

VII. REPORTS OF COUNCIL COMMITTEES

Personnel Committee Chairman, William Rosen thanked the Council Members and others for assistance with the retirement program for Social Service Director William Kennedy and John Clark, long working member of the Department of Public Works. The party was held in the Council Chamber and refreshments served. Both Mr. Kennedy and Mr. Clark were given gifts from the Town and certificates of appreciation.

J.C. Martin, thanked Bruce Bellm and Mary Perry for holding a "Welcome back to the Town Council" party for him. He appreciated the event and the persons who attended it.

VIII. REPORTS OF COUNCIL MEMBERS

IX. TOWN MANAGERS REPORT

The Town Manager thanked the Council members for giving such a wonderful retirement party for two long working members of the Town staff.

There will be a Public Hearing on Sept. 24 at 6:30 p.m. at the Bishop Center on the detention pond on Separatist Road.

More inmates have been placed at the Bergin Correctional Facility. The facility now has a capacity of 926 inmates. He expects that the facility will be filled. On Wednesday the Prison Liaison will be meeting.

The Town/Gown Committee will be meeting tomorrow at 4:00 p.m.

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On August 26, 2002 the Governor was on the campus, along with the leadership of the House and the Senate, and signed the University of Connecticut 21<sup>st</sup> Century Bill.

Town Manager showed a picture of the Library Quilt made by local quilters which will be hung in the Library. The quilt looks like a bookcase full of books.

The Community Center is fairly well on schedule, the Council will be touring the construction site next meeting at 7:00 p.m. The steel is all up and the pool is being framed. Marketing issues will be discussed at the next meeting. The budget will be discussed at a further date.

Item #15 are comments on the proposed open space dedication and conservation easement associated with the Maplewoods subdivision from the Mansfield Open Space Preservation Committee

The Thompson property, on Rte 44 and Bone Mill has had appraisal work done on it. The Thompson property on Mansfield City Road has been taken off the market.

The Planning and Zoning are doing the final review of the Quail Run site. The road will then be brought forward to be accepted.

## X. MAYORS REPORT

The University has a new web based program on alcohol for incoming students.

9/11 will be commemorated with a candlelight vigil outside of Babbidge Library at 6:30 p.m. with the Voices of Freedom Gospel Group.

## XI. FUTURE AGENDAS

Mr. Chris Thorkelson moved to place Rte. 89 on the first week of October 15, Agenda.

Seconded by Mr. Bruce Bellm.

Motion so passed unanimously.

Mr. Hawkins asked for a follow up on the agreement with the University of Connecticut on notification of future Firework displays.

Mr. Hawkins asked about the no thru street sign on Centre road.

## XII. PETITIONS, REQUESTS AND COMMUNICATIONS

11. Honorable J. Rowland re: Proclamation Designating September 11, 2002 as Remembrance Day
12. M. Berliner re: Route 89 near Mt. Hope Road in Mansfield
13. L. Hultgren re: Siltration from Coventry Road Chipseal Work
14. G. Padick re: Public Hearing on Proposed Stephen Estates Subdivision
15. Mansfield Open Space Preservation Committee re: Comments on the Proposed Open Space Dedication and Conservation Easement Associated with the Maplewood Subdivision
16. Mansfield Downtown Partnership-Agenda for First Annual Meeting
17. ConnDOT re: Guide Rail Installation on Rte 89
18. State Department of Education re: School Readiness Grant Award Notification
19. State Department of Environmental Protection Notice of Tentative Determination and Public Hearing-Dam Construction Permit
20. CCM Legislative Update
21. CCM Municipal Management bulletin re: Budget Referenda
22. State Department of Public Health re: Emergency Medical Services Equipment Grant
23. Willimantic River Alliance re: Willimantic River Greenway
24. P. Collingwood re: Artwork at Mansfield Public Library
25. State Office of Policy and Management re: Mansfield's Application to Comprehensive Approach to Combating Underage Drinking Program.

## XIII. EXECUTIVE SESSION

At 10:10 p.m. Mr. Thorkelson moved and Mr. Martin seconded to go into executive session for the purpose of Open Space Acquisition.

So passed unanimously.

At 10:30 p.m. Mr. Martin moved to return to the meeting  
Seconded by Mr. Thorkelson

So passed unanimously.

XIV. ADJOURNMENT

At 10:31 Mr. Thorkelson moved to adjourn the meeting, seconded by Mr. Martin.  
So passed unanimously.

---

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk



TOWN OF MANSFIELD

PUBLIC HEARING

PROPOSED FEE SCHEDULE REVISION

The Mansfield Town Council will hold a public hearing on September 23, 2002 at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building, 4 South Eagleville Road, to hear public comment regarding the proposed revisions to the Town's Fee schedule for various land use permits.

Copies of the fee schedule list are available in the Town Clerks office. At this hearing interested parties may appear and be heard and written communications received.

Dated at Mansfield, Connecticut, this 10<sup>th</sup> day of September.

Joan E. Gerdson, Town Clerk

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**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

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(860) 429-3336  
FAX: (860) 429-6863

September 23, 2002

Town Council  
Town of Mansfield

**Re: Proposed Fee Schedule Revision – Various Land Use Permits**

Dear Town Council:

We have scheduled a public hearing for 7:30 p.m. at the September 23, 2002 Council meeting to solicit public comment on the Planning and Zoning Commission's proposed revision to the Town's fee schedule for various land use permits. As explained by the Town Planner, "the proposed revisions are intended to more appropriately cover fixed processing costs such as legal notices," as well as staff time necessary to review proposals. You would also be interested to know that the Town has not revised its fees for land use applications since 1992.

Staff recommends that the proposed amendments be adopted as presented. As with all amendments to the Code of ordinances, the revisions would "become effective 21 days after publication in a newspaper having a circulation in the Town of Mansfield." (See Mansfield Code of Ordinances Section 1-11.)

If the Council concurs with this recommendation, the following motion is in order:

*Move, to adopt the Fee Schedule Revision for Various Land Use Permits, to be effective 21 days after the Town Clerk's publication of the amendments in a newspaper having circulation in the Town of Mansfield, as recommended by the Town Planner in his memorandum dated September 5, 2002.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach: (3)

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**TOWN OF MANSFIELD**  
**OFFICE OF PLANNING AND DEVELOPMENT**

---

Gregory J. Padick, Town Planner

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MANSFIELD, CONNECTICUT 06268-2599  
(860) 429-3330 TELEPHONE  
(860) 429-6863 FACSIMILE

Memo to: Town Council  
From: Gregory J. Padick, Town Planner  
Date: September 5, 2002

**RE: *Proposed Fee Schedule Revision***  
***Various land use permits***

At its September 3, 2002 meeting, the Planning and Zoning Commission voted to submit for Town Council consideration, the attached revisions to the Town's fee schedule for various land use permits. The proposed revisions are intended to more appropriately cover fixed processing costs such as legal notices, and contribute to the staff time needed to review proposals. The fees for land use applications has not been revised since 1992.

To implement the proposed fee schedule revisions, the Town's Fee Ordinance would need to be revised following a Public Hearing. I plan to be present at the Town Council's September 9<sup>th</sup> meeting to address any questions.

TOWN OF MANSFIELD  
PLANNING AND ZONING FEE SCHEDULE

<u>Revenue Source Code</u>	<u>Description</u>	<u>Fee Existing</u>	<u>Fee Proposed</u>
111 51100 40210 00	<u>Mobile homes &amp; trailers</u>		
	Temporary storage	\$5.00/unit	\$10.00/unit
	Temporary construction (office or residential)	25.00	25.00
	Agricultural residence		\$50/2-yr. permit
	Temporary agricultural & non-conforming use	10.00 (\$5/ren.)	\$25(\$10 ren.)
	<u>State Fee where applicable</u>	\$10.00	\$10.00
	<u>Signs subject to Zoning Permit</u>		\$25.00
111 51100 40211 00	<u>Zoning Permits</u>		
	Est. cost up to \$1,000 (no fee for accessory structures less than 50 sq. ft.)	\$5.00	
	Est. cost between \$1,000 and \$3,000	\$10.00	
	*Est. cost over \$3,000	\$20.00	
	*\$500.00 inspection fee for multi-family housing projects & non-residential projects over 10,000 sq. ft. of gross floor area		
	Temporary buildings accessory to construction	10 (\$5 ren.)	
	Moving building to new location	10.00	
	Residential/commercial additions, decks, sheds, pools, accessory structures costing:		
	less than \$1,500.00		\$15.00
	between \$1,500 and \$5,000		25.00
	over \$5,000		50.00
	New single-family residences		100.00
	" multi-family "		100/bldg. or \$25/unit
	New commercial buildings		100.00
111 51100 40663 00	<u>Regulations and Maps</u>		
	Zoning/Wetlands maps	\$2.00	\$2.00*
	Plan of Development	25.00	25.00*
	Zoning Regulations	17.50	17.50*
	Subdivision Regulations	5.00	5.00*
	Wetlands Regulations	5.00	5.00*
		*or actual cost of reproduction, whichever is greater	
111 51100 40663 00	<u>Inland Wetland Permits</u>		
	Unregulated	\$25.00	\$25.00
	Application with Public Hearing	\$350.00	\$350.00
	" without Public Hearing	\$50.00	100.00
	Permit modifications	\$25.00	35.00
	State fee where applicable	10.00	10.00
	<u>Orders: For each staff visit required by non-compliance with the conditions of an Order issued by the Agency</u>	25.00	35.00

TOWN OF MANSFIELD  
PLANNING AND ZONING FEE SCHEDULE

<u>Revenue Source Code</u>	<u>Description</u>	<u>Fee Existing</u>	<u>Fee Proposed</u>
111 51100 40210 00	Subdivision/Resubdivision appl. where all lots are on existing roads	\$100.00 plus 50.00/lot	\$250.00 plus 75.00/lot
	Subdivision/Resubdivision appl. where some lots are on proposed streets plus \$750.00 for approved subdivision, to cover post-approval processing	\$500.00 plus 50.00/lot	\$750.00 plus 75.00/lot
111 51100 40211 00	Zone Change	\$250.00	\$250.00
	Regulation Change	150.00	250.00
	<u>Special Permit/Site Plan:</u>		
	for multi-family housing projects	\$500.00 plus 10.00 unit	\$750.00 plus 20.00 unit
	for hospitals, sanitoriums, etc.	500.00 plus 5.00/bed	750.00 plus 10.00/bed
	for sand & gravel removal/filling involving:		
	A. less than 1,000 CY	\$250.00	\$300.00
	B. between 1,000 & 50, 000 CY	500.00	500.00
	C. between 50,000& 100,000 CY	1,000.00	1,000.00
	D. more than 100,000 CY	2,000.00	2,000.00
	<u>for comm./ind. or other nonresidential projects involving new construction:</u>		
	*A. up to 1,000 SF of gross floor area	\$250.00	\$300.00
	*B. between 1,000 and 10,000 SF of gross floor area	500.00plus	750.00 plus
	*C. 10,000 SF or more of gross floor area	10.00/1,000 SF	20.00/1,000 SF
	* <u>plus. for post-approval processing:</u>		
	less than 1,000 SF		\$250.00
	between 1,000 and 5,000 SF		500.00
	over 5,000 SF		750.00
	<u>for mixed-use projects involving commercial and residential land uses:</u>		
	fee required above for gross sq. footage of commercial construction + fee for multi-family housing projects		
	<u>for all other special permits/site plans</u>	\$175.00	\$250.00
	<u>for gravel removal/fill permit renewals</u>	50.00	100.00
	<u>for home occupations:</u>		
	renewal	25.00	50.00
		15.00	25.00
	<u>for live music permit renewals</u>	25.00	50.00
	<u>for special permit/site plan modifications</u>		
	approved <u>WITHOUT</u> PZC action	\$10.00	\$25.00
	approved <u>WITH</u> PZC action	25.00	50.00

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

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September 23, 2002

Town Council  
Town of Mansfield

**Re: 2003 CCM Legislative Program**

Dear Town Council:

The 2003 CCM Legislative Program was tabled at the previous Town Council meeting. At the last meeting, Council member Bellm suggested the addition of a number of items to the list of recommendations that we will forward to CCM. (Please see the attached memorandum outlining Council member Bellm's proposals.)

I do not recommend adding Council member Bellm's environmental proposals to the Town's list of items for the CCM Legislative Program. My recommendation is based primarily on the fact that CCM will consider only the inclusion of items of statewide importance in its Legislative Program, and I find Council member Bellm's proposals relating to the environment to be primarily local in scope. Furthermore, I believe that it would prove more productive for the Town to continue work in a collaborative manner with the University to address our environmental concerns, as opposed to pressing the legislature for additional legislation to regulate the University. The Council and town staff have established a good working relationship with the University on a number of fronts, and I am confident that we can continue to make progress with respect to environmental issues.

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(3)



## TOWN OF MANSFIELD

### Council member Bellm's Additional Suggestions for CCM's 2003 State Legislative Program

#### Education

- Support full funding of the Operating Budgets for the University of Connecticut and State Department of Higher Education

#### Environment

- Designate the Horsebarn Hill Area at the University of Connecticut as a preserve to prohibit further development at that location
- Remove the hazardous waste facility at the University of Connecticut
- Amend state statutes to subject the University of Connecticut and other state agencies to the state laws and regulations that apply to water companies

#### Transportation

- Encourage the Connecticut Department of Transportation to be more flexible to the needs of municipalities and residents with respect to the department's design parameters
- Declare a moratorium on new highways in the state

Item #2



**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**

Martin H. Berliner, Town Manager

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September 9, 2002

Town Council  
Town of Mansfield

**Re: 2003 CCM Legislative Program**

Dear Town Council:

Attached for your review and consideration are staff's suggestions for inclusion within the Connecticut Conference of Municipalities' 2003 Legislative Program.

If the Council wishes to adopt the program in its entirety, the following motion is suggested:

*Move, to authorize the Town Manager to present staff's recommendations to the Connecticut Conference of Municipalities for inclusion in its 2003 Legislative Program.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(1)



## TOWN OF MANSFIELD SUGGESTIONS FOR CCM'S 2003 STATE LEGISLATIVE PROGRAM

### Education

- Increase funding for School Readiness to include all communities, provide for cost of living increases to the grant awards, and to bring child care salaries to a more competitive level. Also make the grant program permanent.
- Increase funding for the Education Cost Sharing Grant (ECS).
- Increase funding and separate Special Education funding.

### Elections

- Encourage the state to study and improve the Presidential absentee ballot system and voter registration accountability.

### Environment

- Expand the bottle bill to include non-carbonated beverage containers and channel the new unclaimed deposit revenues to fund recycling-related programs; or set up a task force to study the improvement and expansion of the bottle bill with a 2-year implementation. Also, increase the deposit revenue from 5 cents to 10 cents.
- Study and set-up a comprehensive construction and demolition debris recycling/reuse infrastructure in Connecticut.
- Ban CRT's from landfills and incinerators.
- Ban non-recyclable (contaminating) plastic beer containers.

### Health, Welfare and Social Services

- Increase funding for Dial-A-Ride.
- Support better coordination and evaluation of substance abuse prevention programs.
- Include parents at income levels up to 185% of the poverty line in the HUSKY health insurance program.
- Provide more realistic Medicaid rates set at actual cost for convalescent and dental care.
- Expand the state Assisted Living program.
- Increase the asset level for eligibility in the home care subsidy.
- Increase state per capita grant contribution to Health Districts.
- Increase annual allocation to Tobacco Trust Fund from Tobacco Settlement Funds.
- Prevent any further reductions in state assistance to Connecticut Legal Services.
- Remove prohibition against local ordinances concerning smoking prohibitions.

### Housing and Community Development

- Support the "Housing Plus" and Beyond Shelter" programs that link rent subsidies, transitional housing and follow-up services to prevent homelessness.

### **Land Use, Planning and Zoning**

- Authorize municipalities to increase the real estate conveyance tax to finance open space acquisitions and public improvement enhancements of commercial areas (e.g. beautification, lighting, benches, signage, etc.).

### **Licenses and Permits**

- Convert annual fishing licenses issued free to persons with permanent disabilities to free lifetime licenses, similar to free lifetime licenses issued to persons over 65. Also extend this free lifetime benefit to persons who have suffered a permanent loss of a limb. This conversion would provide a greater service to the recipient and save municipal administration costs.

### **Municipal Labor Relations**

- The 2000 revisions to the Municipal Employee Retirement System (MERS) pension were well received. However, municipal representation on the state Employee Retirement Commission that governs MERS is still lacking and should be required. In addition, the legislature should establish a panel to make recommendations concerning pension portability.
- Amend municipal employee collective bargaining statutes to clarify the statutory definition of "department head" for purposes of excluding such personnel from collective bargaining. The definition of "department head" should include staff reporting directly to the chief executive officer and staff directly supervised by a board or commission.

### **Public Safety**

- Encourage the state to study regulations pertaining to distractions while driving.

### **Transportation**

- Revise statutes concerning truck prohibition on local streets so that non-delivery trucks can be prohibited from local streets by the Legal Traffic Authority (LTA). Also enable weight restrictions on local roads by the LTA.
- Require the DOT to provide technical assistance on Traffic Calming to municipalities.
- Provide funding to implement phase II stormwater regulations in Connecticut municipalities.
- Increase the total amount and funding percentages for the local bridge program (currently maxed out at 33%).
- Require the DOT to study and revise construction inspection requirements for enhancement and TEA-21 projects (they are currently inappropriately high).
- Enable municipalities to collect disturbed roadway excavation permit fees that include damages to roadways that were recently paved, surfaced or reconstructed.
- Increased rural transit and commuter bus funding.
- Expand mass transportation systems such as rail and bus service, where appropriate. This would relieve pressure on state and local roads and help spur development along existing transportation corridors.

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Item #4

**TOWN OF MANSFIELD  
OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

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September 23, 2002

Town Council  
Town of Mansfield

**Re: Appointees to Mansfield Downtown Partnership Board of Directors**

Dear Town Council:

This item was tabled the previous Council meeting. If you would like to serve as a Town representative to the Partnership's Board of Directors, please contact Deputy Mayor Haddad to express your interest in the appointment.

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(3)



**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**

Martin H. Berliner, Town Manager

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September 9, 2002

Town Council  
Town of Mansfield

**Re: Appointees to Mansfield Downtown Partnership Board of Directors**

Dear Town Council:

Attached please find correspondence from Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, requesting that the Council appoint three members to the Partnership's Board of Directors to represent the Town of Mansfield. Please note that the Mayor of the Town of Mansfield will remain an *ex officio* member of the Board.

The Committee on Committees plans to review this issue at its next meeting and to present the Council with its recommendation on Monday evening.

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach: (1)



**Mansfield Downtown Partnership**  
*Helping to Build Mansfield's Future*

August 30, 2002

Mr. Martin Berliner  
Town Manager  
Town of Mansfield  
Audrey P. Beck Building  
Four South Eagleville Road  
Mansfield, CT 06268

Dear Mr. Berliner:

As you know, the current terms for the Mansfield Downtown Partnership's Board of Directors are to expire on September 30, 2002. Pursuant to the draft Partnership Bylaws, the Board of Directors will consist of up to eighteen members with three directors appointed by the Town Council, three appointed by the President of the University of Connecticut, and three appointed by the Mansfield Business and Professional Association. There are also three ex-officio members: the Mayor of the Town of Mansfield, the Chairman of the Business and Professional Association Executive Committee, and the Chancellor of the University of Connecticut. The six remaining Directors shall be elected by the Partnership membership.

By this letter, I am requesting that you inform the Partnership of whom the Town Council will be appointing as its three members on the Partnership Board. The current Board members appointed by the Council are Councilor Chris Thorkelson and yourself.

Thank you for your interest and participation. Please do not hesitate to contact me at 429-2740 if you have any questions.

Sincerely,

Cynthia van Zelm  
Executive Director

REGULAR MEETING MANSFIELD TOWN COUNCIL-MARCH 12, 2001

The Mansfield Town Council was called to order by Mayor Elizabeth Paterson at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Bellm, Haddad, Paterson, Pellegrine, Raymond, Rosen, Schaefer, Stallard, Thorkelson

II. APPROVAL OF MINUTES

Mr. Stallard moved and Mr. Rosen seconded to approve the minutes of the Special Meeting of February 3, 2001 and the regular meeting of February 26, 2001.

Motion so passed. Mr. Bellm, Mr. Pellegrine and Mr. Thorkelson abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Anne Crouse, Secretary of the Northeastern Chapter of the Connecticut Civil Liberties Union, read a letter to the Council written by Molly Kirouac regarding the Community Center fee structure. She inquired if provision has been made to offer reduces or free memberships to those who fall into the low-income range including those seniors who live on a fixed budget. The Mayor and Town Manager answered that no decision on the fee structure has been made and that historically the Town has always been accommodating on fees and fee waivers.

Jim Severson, 205 Separatist Road, Storrs, inquired:

How often is the Webpage updated? He uses it a lot. Some minutes seem to be three months old.

Any progress on the water study?

Has the Town Council taken a stand on Bill 1208 which is to clarify the question of whether the statutory protections for Class I and II watershed lands set forth in State Statutes apply to such lands if the lands are owned by the state?

Did you know that the University has a map proposing a 500-bed apartment complex in the Moss Sanctuary?

Ted O'Brien, UConn student informed Council that there is a group of students called the League of Husky voters, which will be working on giving UConn a political voice in the Town of Mansfield.

IV. OLD BUSINESS

So passed unanimously.

6. Draft Environmental Impact Evaluation for UConn North Campus Master Plan

No action taken. Questions were raised: What is the neighborhood opinion of this development in the area of the mobile park? Isn't the plan too vague on what kind of development would be in the commercial part of Parcel G? What is the impact of the commercial development at UConn on the proposed local downtown partnership?

Mr. Haddad moved and Mr. Bellm seconded to add item #9B to the agenda. Regarding a resolution to honor Warden Evelyn Bush on her retirement.

So passed unanimously.

7. Conservation Commission Questions

Mr. Rosen moved and Mr. Stallard seconded to authorize the Town Manager to forward, on behalf of the Town Council, information from the Conservation Commission concerning the Fenton River to the DEP, and to table the question concerning Raised Bill No. 1208 until the March 26, 2001 Town Council meeting.

So passed unanimously.

8. Agreement for the Conveyance of Real Property

Mr. Schaefer moved and Mr. Stallard seconded to authorize the Town Manager to execute an Agreement subject to the approval of the Town Council for the Conveyance of Real Property between the Town of Mansfield and the Region 19 Board of Education.

Changes on agreement:

Under duties and Obligation after Title Transfer: change wording "The Town agrees to discuss with the Region".....A-E

And change wording "The Region agrees to discuss with the Town".... F-G

Change date of closing to two thousand and one.

So passed unanimously.

\* 9. Appointees to Mansfield Downtown Partnership Board of Directors

Mr. Haddad moved and Mr. Schaefer seconded to appoint Mr. Jim Stallard and Mr. Martin H. Berliner to the Mansfield Downtown Partnership Board of Directors.

So passed. Mr. Thorkelson abstained.

9a. Agreement to Mow Mansfield Center Meadow Property

Mr. Thorkelson moved and Mr. Stallard seconded to authorize the Town Manager to execute the proposed Agreement between Joshua's Tract Conservation and Historic Trust and the Town of Mansfield to mow the Mansfield Center Meadow Property.

So passed unanimously.

---

9b. Resolution honoring Warden Evelyn Bush upon her retirement

Mr. Pellegrine moved and Mr. Rosen seconded to authorize the Mayor to prepare and issue a resolution honoring Warden Evelyn Bush upon her retirement.

So passed unanimously.

VI. DEPARTMENTAL REPORTS

No comments

VII. REPORTS OF COUNCIL COMMITTEES

Mr. Haddad moved and Mr. Rosen seconded to reappoint the following persons to committees:

Beautification Committee—Carolyn Markowitz  
Board of Ethics—Esther McCabe  
Alternate to the Board of Ethics—Dennis Mulready

So passed unanimously.

Mr. Bellm moved and Mr. Schaefer seconded to appoint Mr. Greg Haddad to the Discovery Depot Board.

So passed unanimously.

VIII. REPORTS OF COUNCIL MEMBERS

Ms. Raymond commended the Department of Public Works, and the Director Lon Hultgren, for keeping the roads so well plowed during the recent snow storms. Mr. Hultgren will pass this note of appreciation on to the Road Crew.

IX. TOWN MANAGER'S REPORT



**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**

Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

September 23, 2002

Town Council  
Town of Mansfield

**Re: MRRA, Proposed Amendments and Fee Increases to Solid Waste Regulations**

Dear Town Council:

Attached please find correspondence from the Director of Public Works recommending several amendments to the Town's solid waste regulations, including various fee increases. As explained by the Director, the changes are necessary to manage the closure of the bulky waste landfill and the transfer of that waste to another landfill. The Solid Waste Advisory Committee has endorsed the Director's recommendations. The proposed fee increases would go into effect on November 1, 2002 for bulky waste fees and January 1, 2003 for collection fees.

Staff recommends that the Council approve these changes in its role as the MRRA. If the MRRA supports this recommendation, the following motion is in order:

*Move, to approve the revisions to the Town of Mansfield Solid Waste Regulations as proposed by the Director of Public Work in his memorandum dated September 16, 2002, with an effective date of November 1, 2002 for bulky waste fees and January 1, 2003 for collection fees.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach: (1)

TOWN OF MANSFIELD  
MEMORANDUM  
9/16/02

TO: Martin H. Berliner, Town Manager  
FROM: Lon R. Hultgren, Director of Public Works   
RE: **Needed Changes – Solid Waste Regulations**

Several changes are needed in the Town's solid waste regulations to deal with the closure of the bulky waste landfill and the transfer of bulky waste to another landfill. Included in these changes is closing the transfer station to the public on Thursday mornings, which will enable us to staff the Transfer Station 4 days a week instead of 5. These are listed in Part I below.

Also, the solid waste fund balance continues to trend downwards and a fee increase for single and multi-family collection is needed and included in Part II below. Rates for single-family collection were last increased in July of 1999. Multi-family rates were last raised \$.01 per pound in November of last year; however, multi-family revenues are still at or below their year 2000 levels when we converted to the weight-based system.

Staff is continuing to work on a prepaid bag system for single-family collection (like Stonington's and Coventry's) but we are months away from having this proposal ready for implementation.

Finally, we need a couple of minor regulation changes to prevent abuse of the Town's fee waivers for solid waste. We also are recommending an administrative fee (\$4/ton) for commercial waste that we "pass through" our financial system. These are listed in part III. All of these proposals have been discussed and approved by the Solid Waste Advisory Committee.

**Part I – Regulation Changes for Bulky Waste**

(deletions shown ~~strike-through~~)  
(changes shown underlined)

Section A196-12D.

Fees and hours for the Town transfer station (~~bulky waste landfill~~) and recycling area.

(1) Hours: Tuesday (~~Thursday~~) and Saturday, from 8:30 a.m. to 4:00 p.m. Thursday from 12:00 noon to 4:00 p.m.

(2) Fees for refuse, effective 11-1-2002

-one change-

Bulky waste/brush/construction debris \$20.00 per cubic yard (*is now \$15.00*)

Section A196-12E.

Other transfer station regulations and service levels

(1) A maximum of four cubic yards of refuse per vehicle is permitted for use of the transfer station.

- (2) A maximum of eight cubic yards of bulky waste per vehicle is permitted for use of the transfer station except under written permission from the Town's Department of Public Works.
- (3) No solid waste collector shall be permitted the use of the transfer station for the depositing of refuse or recyclables except under contract or written permission with the Town's Department of Public Works (*no changes*).

## **Part II – Regulation Changes for Single and Multi-family Collection**

### Section A196-12F. (*Single-Family*)

Fees and service levels for single-family refuse and recycling collection shall be as follows, effective 1-1-2003.

<u>Level of Service</u>	<u>Description</u>	<u>Monthly Fee</u>	<u>is now</u>	<u>%change</u>
Mini-mini service	(no change)	\$10.50	\$10.00	5
Mini service	(no change)	\$13.50	\$12.75	5.9
1 can service	(no change)	\$19.00	\$18.00	5.6
Standard service	(no change)	\$24.00	\$22.25	7.9
Maxi-service	(no change)	\$30.00	\$28.00	7.1
Backyard service	(no change)	\$5.50	\$5.00	10
Backyard service for long or unusual driveways	(no change)	As negotiated on a case-by-case basis		
Extra bag tags	(no change)	\$3.00	\$2.50	20

### Section A196-12G. (*Multi-Family*)

Fees and service levels for multi-family refuse and recycling collection shall be as follows, effective 1-1-2003.

<u>Level of Service</u>	<u>Description</u>	<u>Monthly Fee</u>	<u>is now</u>	<u>%change</u>
mini-service	(no changes)	\$13.00	\$12.50	4
Individual can	(no changes)	\$16.75	\$16.00	4.7
1 cubic yard container	(no changes)	\$3.40 per residential unit per quarter plus \$0.10 per pound of refuse collected	\$.095/lb	5.3
2 cubic yard container	(no changes)	change per pound charge	\$.095	5.3
3 cubic yard container	(no changes)	from \$.095 to \$.10		
4 cubic yard container	(no changes)			
6 cubic yard container	(no changes)			
6 cubic yard container (twice a week)	(no changes)			
8 cubic yard container	(no changes)			
10 cubic yard container	(no changes)			

**Part III – Miscellaneous Other Changes**

## Section A196-12H.

## Fee Waivers

(1) Service fee waivers for curbside refuse collection and/or normal household quantities of refuse (and) recycling and bulky waste drop-off at the transfer station shall be available in fifty-percent and one-hundred-percent increments to residents based on their gross monthly family income. Applications for said waiver shall be made to the Town's Social Services Department. Fee waivers for greater than household quantities of refuse, recycling or bulky waste must be approved by the Town's Zoning Agent or the Director of the Eastern Highlands Health District.

(2) *(No changes)*

## Section A196-12C

The tipping fees for dumping Mansfield refuse at any facility shall be the current charge per ton to the Town of Mansfield plus a \$4 per ton administrative fee, payable to the Town of Mansfield by all licensed solid waste collectors hauling refuse from Mansfield to said facility on a monthly basis based on the weight of refuse delivered to the facility as reported by said facility.

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

September 23, 2002

Town Council  
Town of Mansfield

**Re: Grant Application to Northeast Communities Against Substance Abuse (NECASA)**

Dear Town Council:

Attached please find a grant application to the Northeast Communities Against Substance Abuse (NECASA) to fund various substance abuse prevention programs. NECASA has awarded a grant to the Town for several years. The majority of the funding in this year's application would be dedicated to "Safe Graduation," a program that provides a substance-free celebration for new high school graduates and their guests.

For this year, staff would like to submit an application in the amount of \$3,300, broken down as follows:

<u>Program</u>	<u>Amount</u>
Safe Graduation	\$2,300
Parent Education	\$900
Safe Homes	\$100
Total	\$3,330

Staff recommends that the Council authorize the Manager to apply for grant monies under this program. The following motion is suggested:

*Move, to authorize the Town Manager to submit a grant application in the amount of \$3,300 to the Northeast Communities Against Substance Abuse, to fund substance abuse prevention programming.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

# Mansfield Youth Services Bureau

AUDREY P. BECK BUILDING  
Four S. Eagleville Road  
Mansfield, Connecticut 06268  
(860) 429-3317  
Fax: (860) 429-6863

## MEMORANDUM

TO: Matt Hart, Assistant Town Manager  
FROM: Janit Romayko, YSB Coordinator  
RE: NECASA Grant  
DATE: September 5, 2002

---

The attached grant is ready to go to the Town Council. I just spoke with Bob Brex of North East Communities Against Substance Abuse and he indicated to me that he will be able to send a check to the Town by the beginning of October 2002. The grant funds the activities of:

- E.O. Smith Graduation: \$2300
- Mansfield Middle School  
Parent Education: \$900  
facilitator and refreshments
- "Safe Homes": \$100  
parent meetings/brochures

Total: \$3300

mhartnecasamemo9502

**ATTACHMENT B**

**FUNDING APPLICATION  
2002-2003**

1	APPLICATION DATE  August 1, 2002	FUNDING START DATE  August 1, 2002
2	Applicant Agency (Legal Name & Address)  Town of Mansfield 4 South Eagleville Rd. Mansfield, CT 06268  FEIN <u>06-600-2032</u>	
3	Contact Person (programmatic)  Janit P. Romayko, LCSW	Telephone Number  (860) 429-3317
	Title  Coordinator	Fax Number  (860) 429-6863
4	Contact Person (Fiscal)  Jeffrey Smith	Telephone Number  (860) 429-3343
	Title  Finance Director	Fax Number  (860) 429-6863
5	List town(s) included in application  Town of Mansfield	
6	IS LITIGATION PENDING ON ANY OF THE APPLICANT ORGANIZATION'S PROGRAMS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YES, ATTACH EXPLANATION.	
<b>FUNDING SUMMARY</b>		
7	PROGRAM TYPE  Local Prevention Council      ADAPT	PROGRAM BUDGET      DOLLARS REQUESTED  \$3300.00      \$3300.00
<small>I certify that to the best of my knowledge and belief, the information in this application is true and correct, the document has been duly authorized by the governing body of the contractor, the contractor has legal authority to apply for assistance, the contractor will comply with applicable state and/or federal regulations, and that I am a duly authorized signatory for the contractor.</small>		
	NAME (print or type)  Martin H. Berliner	TITLE  Town Manager
	SIGNATURE	DATE

## FUNDING APPLICATION

8	Council Name: <u>ADAPT</u> Telephone # <u>(860) 429-3317</u> Address <u>c/o YSB 4 South Eagleville Rd.</u> City & State <u>Mansfield, CT</u> Zip Code <u>06268</u> Contact Name: <u>Janit P. Romayko</u>
---	---

9	Scope of Funded Activities:  <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%; text-align: left;">List Cities/Towns Included</th> <th style="width: 20%; text-align: left;">Amount Allocated</th> <th style="width: 55%; text-align: left;">Strategies Covered in Programming (check all that apply - minimum of 2 required)</th> </tr> </thead> <tbody> <tr> <td><u>Safe Graduation</u></td> <td><u>\$2300.00</u></td> <td><input checked="" type="checkbox"/> Information Dissemination</td> </tr> <tr> <td><u>Safe Homes</u></td> <td><u>\$ 100.00</u></td> <td><input checked="" type="checkbox"/> Education</td> </tr> <tr> <td><u>Parent Education</u></td> <td><u>\$ 900.00</u></td> <td><input checked="" type="checkbox"/> Community-Based Processes</td> </tr> <tr> <td>_____</td> <td>_____</td> <td><input checked="" type="checkbox"/> Alternatives</td> </tr> <tr> <td>_____</td> <td>_____</td> <td><input type="checkbox"/> Problem Identification &amp; Referral</td> </tr> <tr> <td>_____</td> <td>_____</td> <td><input checked="" type="checkbox"/> Environmental</td> </tr> <tr> <td>_____</td> <td>_____</td> <td></td> </tr> </tbody> </table>	List Cities/Towns Included	Amount Allocated	Strategies Covered in Programming (check all that apply - minimum of 2 required)	<u>Safe Graduation</u>	<u>\$2300.00</u>	<input checked="" type="checkbox"/> Information Dissemination	<u>Safe Homes</u>	<u>\$ 100.00</u>	<input checked="" type="checkbox"/> Education	<u>Parent Education</u>	<u>\$ 900.00</u>	<input checked="" type="checkbox"/> Community-Based Processes	_____	_____	<input checked="" type="checkbox"/> Alternatives	_____	_____	<input type="checkbox"/> Problem Identification & Referral	_____	_____	<input checked="" type="checkbox"/> Environmental	_____	_____	
List Cities/Towns Included	Amount Allocated	Strategies Covered in Programming (check all that apply - minimum of 2 required)																							
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_____	_____	<input checked="" type="checkbox"/> Alternatives																							
_____	_____	<input type="checkbox"/> Problem Identification & Referral																							
_____	_____	<input checked="" type="checkbox"/> Environmental																							
_____	_____																								

10	Target Population (see instructions) <u>Mansfield students K-12</u> Estimate Number of Individuals to be Served <u>1530</u> <table style="margin-left: 100px; font-size: small;"> <tr> <td style="text-align: center;">K-8</td> <td style="text-align: center;">670</td> <td style="text-align: center;">9-12</td> <td style="text-align: center;">800</td> <td style="text-align: center;">Adults</td> <td style="text-align: center;">60</td> </tr> </table>	K-8	670	9-12	800	Adults	60
K-8	670	9-12	800	Adults	60		

**FUNDING APPLICATION  
PROJECTED PROGRAM ACTIVITY MEASURES**

11	<b>PREVENTION PROGRAMS</b>	
<b>STRATEGIES</b>	<b>PROPOSED ACTIVITIES</b>	<b>NUMBERS TO BE SERVED</b>
INFORMATION DISSEMINATION	Safe Homes (AT)	K-8: 670 9-12: 800 Parents: 500
EDUCATION	Safe Homes (AT) Parent Education	K-8: 670 9-12: 800 Parents: 500
COMMUNITY BASED PROCESSES	Safe Homes (AT)	K-8: 670 9-12: 800 Parents: 500
ALTERNATIVES	Safe Graduation (AT)	9-12: 200 Adults: 60
PROBLEM IDENTIFICATION & REFERRAL		
ENVIRONMENTAL	CYATS/CS 7th/8th grade (Connecticut Youth Against Tobacco & Smoking and Community Service Group at Mansfield Middle School)	5-8: 670 Adults: 100 MMS staff

(Duplicate if additional space is required)

Indicate activities supporting the CT Coalition to Stop Underage Drinking initiative with an (A) and activities supporting the Mobilizing Against Access to Tobacco for Children's Health (MATCH) initiative with a (T). See Attachment F for examples of prevention activities that support the two coalitions.

12	<p>In order to receive funds for the LPCP grant program, a Council must be in existence. Do you have a permanent Council established?</p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>List members of council, include titles and business or home address where appropriate - please use form provided (Attachment C). Attach additional pages if necessary.</p>
13	<p>Itemized budget of expenses narrative - be as specific as possible (see Schedule 4b).</p>
14	<p>Authorizing Signature(s). In order for this application to be considered for funding, it must be signed by the chief elected municipal official (mayor or first selectman) or the Town Manager. In cases of a multi-town application, this application must be accompanied by authorizing letters from each chief elected official (or Town Manager) of the towns involved.</p> <p>_____ <u>Town Manager</u>  Authorized Signature Title</p> <p>_____ <u>Mansfield</u>  City/Town</p>
15	<p>If public school-based or public school-related program activities are proposed, the signature of Superintendent of Schools (or his/her designee) of local and/or regional education agency is required.</p> <p>_____ <u>Mansfield</u>  Authorized Signature Local or Regional Education Agency</p>

FUNDING APPLICATION

ITEMIZED BUDGET  
SCHEDULE 4b

FUNDING PERIOD: August 1, 2002 - June 30, 2003

Source & Amount of Income:

Program Expenses:

Mansfield:	Safe Graduation 2003	\$2300.00
	Safe Homes	\$ 100.00
	Parent Education	\$ 900.00
		<u>\$3300.00</u>

FUNDING APPLICATION

BUDGET  
NARRATIVE

FUNDING PERIOD: August 1, 2002 - June 30, 2003

Briefly describe proposed expenses listed on Schedule 4b:

Mansfield:	Safe Graduation 2003	\$2300.00
	Facility Rental	\$1500.00
	Prizes	\$ 800.00
	Safe Homes	\$ 100.00
	Parent Meeting	\$ 100.00
	Refreshments	
	Parent Education	\$ 900.00
	Speakers	\$ 200.00
	Ambassadors	\$ 200.00
	Supplies	\$ 100.00
	Refreshments	\$ 200.00
	Curriculum	\$ 200.00
	TOTAL	<u>\$3300.00</u>

ATTACHMENT C  
COUNCIL MEMBERSHIP

COUNCIL MEMBER	ADDRESS	TITLE	REPRESENTATION
Lydia Myers	Mansfield Middle 205 Spring Hill	Guidance Counselor	Ambassadors Club
Janit Romayko	4 So. Eagleville Mansfield, CT	Youth Service Bureau Coord.	Town of Mansfield & CYATS
Katie Mingrone	Mansfield City Rd. Mansfield, CT	Student	Youth Service Bureau Advisory Board
Maria Kern	Cemetary Rd. Mansfield Ctr., CT	Student	YSB Advisory Board
Donna Koropatkin	Mansfield Middle 205 Spring Hill	Teacher	CYATS
Bernie Stolp	Goodwin School 321 Hunting Lodge	School Nurse	
TBA		Safe Graduation Chair 2003	

ATTACHMENT G

Letter of Intent to Contract  
Local Prevention Council Program  
2002-2003

The Town of Mansfield \_\_\_\_\_ intends to apply for Local Prevention Council Program  
funds  
(Council Name)

for the 2002-2003 funding period. We will submit a completed application by September 1, 2002

We understand that all funds must be used by the June 30, 2003 end date.

Towns covered by this application: Mansfield \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature (Chief Elected  
Municipal Official – Mayor/First Selectman)

\_\_\_\_\_  
Date

SEND TO: **NECASA, 559 Hartford Pike, Suite 210B, Dayville, CT 06241**



**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**

Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

September 23, 2002

Town Council  
Town of Mansfield

**Re: Planning and Zoning Referral – Open Space Dedication for Stephen Estates  
Subdivision**

Dear Town Council:

Please find attached a referral from the Mansfield Planning and Zoning Commission (PZC) concerning an open space dedication for the Stephen Estates Subdivision located in the vicinity of the intersection of Mt. Hope Road and Warrenville Road.

It is the policy of the Planning and Zoning Commission to refer such applications to the Town Council, the Open Space, Parks Advisory and Recreation Advisory Committee for comment concerning the open space dedication. The Town Council has traditionally deferred to the advisory committees and has not commented on these referrals.

Under the revised Planning and Zoning regulations, the Council will receive more referrals from the PZC. Unless the Council disagrees, we will list future PZC referrals as a communication, and the Council can add that communication to new business where the need arises.

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach: (1)

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APPLICATION REFERRAL  
MANSFIELD PLANNING AND ZONING COMMISSION

- TO: \_\_\_\_\_ Public Works Dept. c/o Asst. Town Engineer  
 \_\_\_\_\_ Health Officer  
 \_\_\_\_\_ Design Review Panel  
 \_\_\_\_\_ Committee on the Physically & Sensorily Impaired  
 \_\_\_\_\_ Fire Marshal  
 \_\_\_\_\_ Traffic Authority  
 Conservation Commission  
 Open Space Preservation Committee  
 Parks Advisory Committee  
 Recreation Advisory Committee  
 Town Council

The Planning and Zoning Commission has received a subdivision application and will consider the application at a public hearing/~~regular~~ meeting on October 7, 2002. Please review the application and reply with your comments to the Planning and Zoning Office before October 3, 2002. For more information please contact the Planning Office at 429-3330.

APPLICATION DATA

Applicant: L + C. Healey

Owner: same

Agent(s): Healey Associates

Proposed Use: 4 lot subdivision

Location: Mt Hope Rd / Wrenville Rd

Zone Classification: R4R-90

Other pertinent information: This referral is based on <sup>the</sup> ~~an~~ proposed open space dedication (9 acre conservation easement with agricultural rights for portion of property at corner of Mt. Hope Rd /

Signed \_\_\_\_\_ Date \_\_\_\_\_

Wrenville Rd. This area contains an existing barn and has been used agriculturally for many years. The attached portion of my 9/12/02 report on P.45, the attached information provides

TOWN OF MANSFIELD  
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, TOWN PLANNER

Memo to: Planning & Zoning Commission  
From: Gregory J. Padick, Town Planner  
Date: 9/12/02  
Re: "Stephen Estates" subdivision, Mt. Hope/Warrenville Rds., file 1191

General

The following comments are based on the applicant's submissions (including a 3-page set of subdivision plans dated 11/26/01 as revised through 8/31/02 as prepared by Henley & Assocs., LLC, an undated 30-page Natural and Cultural Assessment Report prepared by the Miniutti Group, an onsite visitation, and consideration of applicable subdivision and zoning regulations.

The subject application seeks approval to divide 42.4 acres of land into four (4) lots ranging in size from 2.1 to 25.6 acres, and a 10.6 parcel of other land, labeled Parcel A. The subject property is located at the southwestern corner of Mt. Hope and Warrenville Rds., and is in an RAR-90 zone. The site is a mix of open field and woodlands, and there are existing houses on proposed lots 3 and 4. Wetland areas are located throughout the property and Inland Wetland Agency approval has been granted for development on lots 1 and 2. Overall, the site slopes in an easterly direction and significant portions of the site exceed twenty percent in slope (designated on subdivision plans). The property is not within a designated flood hazard zone, but it is within the drainage basin on the Willimantic Reservoir. Eastern portions of the property (Parcel A) are within Plan of Conservation & Development-designated stratified drift aquifer areas. The aforementioned Natural and Cultural Assessment report prepared for this application provides extensive information on the site's physical characteristics.

The subject application includes a proposed common driveway onto Mt. Hope Rd. to serve lots 1 and 2. This driveway includes drainage and sightline work along a Town-designated "Scenic Road." Based on the provisions of the Town's Scenic Road Ordinance, property-owners along Mt. Hope Rd. within 500 feet of proposed work have been sent certified notice of the 8/17/02 Public Hearing. In reviewing this proposal, the PZC, in addition to subdivision regulation requirements, should consider the criteria contained in the Town's Scenic Road Ordinance.

This report was written prior to the receipt of the Ass't. Town Engineer's report. To date, no comments have been received from neighboring property-owners. The 9/17/02 Public Hearing may be continued for up to 35 days, and an additional 35-day extension can be authorized if requested by the applicant.

Sanitary

- See report from the Dir. of Eastern Highlands Health District. Additional information has been requested for lots 3 and 4, which contain existing houses. This information should be added to the subdivision plans.
- Proposed lots 1 and 2 will be served by individual wells and septic systems designed for 4-bedroom houses. No fill is indicated for the septic system.

Road/Drainage/Driveways

- See report from Ass't. Town Engineer.
- Mt. Hope Rd. is a collector road, and the depicted front lot lines are set back 30 feet from the center of the road, as per regulatory provisions. No dedication is required along Rt. 89. Any approval motion should address the need to deed the right-of-way expansion to the Town.

In an effort to appropriately address regulatory provisions, including the Scenic Road Ordinance criteria, the applicant has proposed a common driveway to serve lots 1 and 2. The originally-submitted plans depicted two driveways and a greater alteration of the existing character along Mt. Hope Rd. As currently proposed, the common driveway will require the removal of 11 trees and the establishment of a 70-ft.-long stone-lined channel to direct water to an existing cross-culvert under Mt. Hope Rd. The driveway plan includes the relocation of the portion of an existing stone wall that will be affected by the driveway work. Details for stone wall reconstruction are provided. Subject to the Ass't. Town Engineer's report and verification that the common drive will have acceptable sight-lines, the proposal is considered to be in compliance with applicable subdivision requirements and the criteria contained in Mansfield's Scenic Road Ordinance.

- The length of driveway sightlines for existing and proposed driveways should be included on the plans as per Section 6.5.1.
- If the proposed common driveway design is acceptable to the Commission, any approval motion should require a common driveway easement to be submitted for review by the Town Planner and Town Attorney and filed on the Land Records at the same time as any final resubdivision plans. This should be addressed in any approval motion.
- The depicted common drive is 15 feet wide. Section 7.10 requires a minimum travel width of 12 feet, with two-foot-wide load-bearing shoulders. A driveway cross-section should be added to the plans to help ensure compliance with regulatory provisions.
- Section 7.10.e requires common driveways to be completed or bonded prior to the filing of a subdivision on the Land Records. This requirement should be incorporated into any approval motion.
- Note 3 on Sheet 2 references the Town's underground utility requirements for new lots and Sheet 3 states that the utilities will be located within the driveway easement. Note 3 on Sheet 2 should be revised to incorporate the more specific provisions of Section 11.1.c.

#### Environmental Impact/Erosion Control

- As previously noted, development on lots 1 and 2 previously was approved by the Inland Wetland Agency. The revised driveway and house layouts may necessitate further review by the IWA once the plans have been approved by the PZC. It also is noted that the depicted development envelope for lot 2 extends closer to wetlands than the site layout previously authorized by the IWA. The proximity of the DAE to wetlands should be reviewed with the applicant, and consideration should be given to shifting it away from wetlands. Any approval motion should consider, as necessary, incorporation of a map note to notify potential purchasers that construction within depicted DAE and BAE may need additional approval from the Inland Wetland Agency.
- The plan contains an acceptable note regarding solar access, and the proposed houses are acceptably oriented. The provision of Section 6.10.a.5 have been addressed adequately.
- In an 8/14/02 report, the Windham Water Works commented that it had no objections subject to proper soil and erosion measures.
- Sheet 2 of the plans includes an Erosion and Sediment Control narrative, and the plans include silt fencing downgradient of driveway, house and septic field construction and an anti-tracking pad adjacent to Mt. Hope Rd. The plan should be revised to include provisions for daily inspection of controls until all disturbed areas are stabilized and identification of the person/party responsible for implementing the plan.
- Eastern portions of the site (parcel A and a small portion of lot 3) are within a DEP-depicted area of potential endangered, threatened or special concern species. This fact is included in the Assessment report and noted on Sheet 1 of the subdivision plans, as required by regulatory provisions. The identified area is either within the applicant's proposed open space dedication or outside of depicted development area envelopes.
- The plan notes that no fill is expected for house construction and that the common driveway is expected to require 100 cubic yards of fill. Depicted grading around the subject house sites is

designed to blend in with existing contours and takes into account identified specimen trees. No fill or grading-related environmental issues are anticipated.

### Subdivision Design Criteria

- As noted, an assessment report has been prepared by a landscape architect and, in this reviewer's opinion, the proposed layout is consistent with the information included in the landscape architect's assessment. Sheet 3 of the subdivision maps has many design notes and recommendations for the development of lots 1 and 2. This sheet, which is signed by the landscape architect, includes delineation of specimen trees within the depicted development area envelopes and specific recommendations for development on these lots. Of particular importance, an undisturbed buffer has been left along Mt. Hope Rd. except for the necessary driveway access, and a majority of depicted specimen trees will be preserved. It also is noted that Sheet 2 appropriately notes that any work outside of depicted development area and building area envelopes requires subsequent planning approvals. Furthermore, it is noted that the depicted building area envelopes for lots 1 and 2 are a minimum of 135 feet from the front property line. In this reviewer's opinion, the submittal appropriately addresses the subdivision design provisions of Section 7 for the new house sites.
- Sheet 1 depicts development area envelopes for lots 3 and 4, which have existing houses. To address regulatory provisions, building area envelopes also need to be included for these lots.
- Sheet 1 notes that specimen trees are located within wooded portions of lots 3 and 4, and that no tree-cutting is proposed. These areas are outside of depicted development area envelopes.
- Sheet 1 notes that Parcel A is noted for its agricultural vista. This area is included in the proposed open space area and would be preserved through an agricultural conservation easement.
- As previously noted, the plan specifies that stone wall areas disturbed by proposed construction will be rebuilt.
- To facilitate future permitting and owner-understanding, the plans should include appropriate notation that the building envelopes serve as setback lines. This can be addressed in any approval motion. Subject to the depiction of a building area envelope for lot 3, no setback waivers need to be documented. If the proposed building area envelope for lot 3 is within standard RAR-90 setbacks, a reduction would need to be addressed pursuant to Sections 7.5 and 7.6.

### Open Space/Recreation

- The proposed subdivision includes as part of parcel A the dedication of a 9-acre conservation easement for land situated at the corner of Mt. Hope Rd. and Rt. 89. This area is predominantly of an open field character and has been used for agricultural purposes for many years. The western portion of the proposed open space includes a steeply-sloped, wooded hillside. The area includes designated wetland areas as well as an existing barn located in close proximity to the Mt. Hope Rd./Rt. 89 intersection. The Natural and Cultural Assessment report provides substantial justification for the proposed open space dedication, and a 7/23/02 letter from the project surveyor documents that the size and character of the proposed open space dedication meets regulatory provisions. If approved, the open space dedication will comprise about 21% of the project area.
- In this reviewer's opinion, the proposed open space dedication is consistent with Plan of Conservation and Development mapping and open space criteria. Based on the current provisions of Section 13, any subdivision with 3 or more lots must propose an open space dedication, and the proposal must be referred to the Town Council, Conservation Commission, Open Space Preservation Committee, Parks Advisory Committee and Recreation Advisory Committee. This referral has not taken place, and it would be appropriate to continue the Public Hearing to allow for the required referral.
- Section 13 provides criteria for judging the suitability of an open space dedication. The PZC must make a final determination based on the criteria and standards of Section 13, particularly subsection 13.1.2. Any approval motion should require the deeds for open space dedications to be finalized before maps are signed. In the subject case, agricultural rights would have to be documented. In addition, any approval should require the perip. 48's of all open space areas to be delineated with the Town's official medallions every 50 to 100 feet.

file # 1191  
filing date 7/30/02

**MANSFIELD PLANNING & ZONING COMMISSION  
APPLICATION FOR SUBDIVISION OR RESUBDIVISION APPROVAL**

Name of subdivision STEPHEN ESTATES

Name of subdivider (applicant)  
CHARLES H. HARAKALY + LORRAINE G. HARAKALY Phone # 429-2283  
(please PRINT)

Address 929 WARRENVILLE ROAD MANSFIELD CT 06250  
(street) (town) (state) (zip)

Signature Charles H. Harakaly (owner )  
(optionee ) Date 2-5-02

**OWNER (IF OTHER THAN SUBDIVIDER)**

Name \_\_\_\_\_ Phone # \_\_\_\_\_  
(please PRINT)

Address \_\_\_\_\_  
(street) (town) (state) (zip)

Signature \_\_\_\_\_ Date \_\_\_\_\_

FEES - See Town Council-approved Fee Schedule and  
Eastern Highlands Health District Plan Review Fee Schedule

**SUBDIVISION DATA**

Location:

\_\_\_\_\_

Zoning district R-90

Total # of acres 42.41

Total # of lots 4

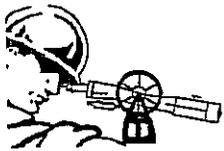
**EXTENSION OF TIME**

Pursuant to Section 8-26d, subsection (b) of the Connecticut General Statutes, the undersigned applicant hereby consents to an extension of time within which the Planning and Zoning Commission is required by law to approve, modify and approve or disapprove a subdivision plan known as

\_\_\_\_\_ and located at/on \_\_\_\_\_

It is agreed that such extension of time shall not exceed 65 days and it is understood that this extension of time is in addition to the first 65-day period after the receipt of the application by the Planning & Zoning Commission.

Signature \_\_\_\_\_ Date \_\_\_\_\_



# HEALEY & ASSOCIATES, LLC

17 MAIN STREET, HEBRON, CT 06248 PHONE (860) 228-8884 • FAX (860) 228-8868 • SURVEYOR-SEZ@SNET.NET

Town of Mansfield  
Planning and Zoning Commission  
Mansfield Town Offices  
4 South Eagleville Road  
Storrs, CT 06268

Date: July 23, 2002

Re: Stephen Estates Open Space Proposal

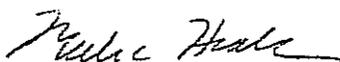
For the Commissions consideration, the plan for Stephen Estates provides for a dedication of open space in accordance with the Mansfield Subdivision Regulations Section 13.5.b Dedication Through Conservation easement.

The easterly portion of the subdivided parcel is currently under an agricultural use and has been informally noted for its scenic agricultural vistas. The owner Mr. Charles Harakaly desires to retain a 10 acre parcel of land for his continued agricultural use, while providing for a future potential house site. As such, Parcel A has been set aside in efforts with satisfying both the Open Space criteria and the Subdivider's objectives. Said parcel consists of 10.643 acres of land (9.039 acres under conservation restriction and 1.604 acres for a potential house site).

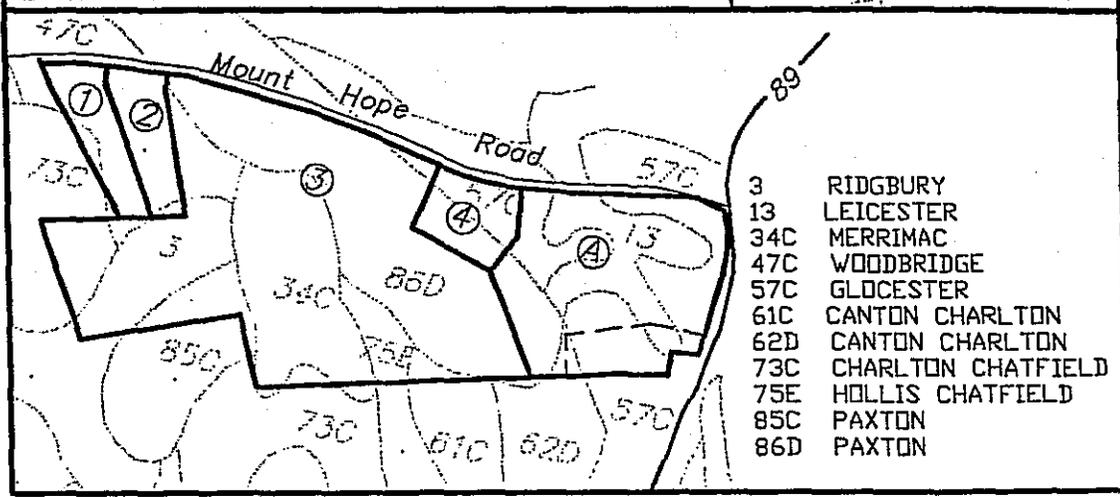
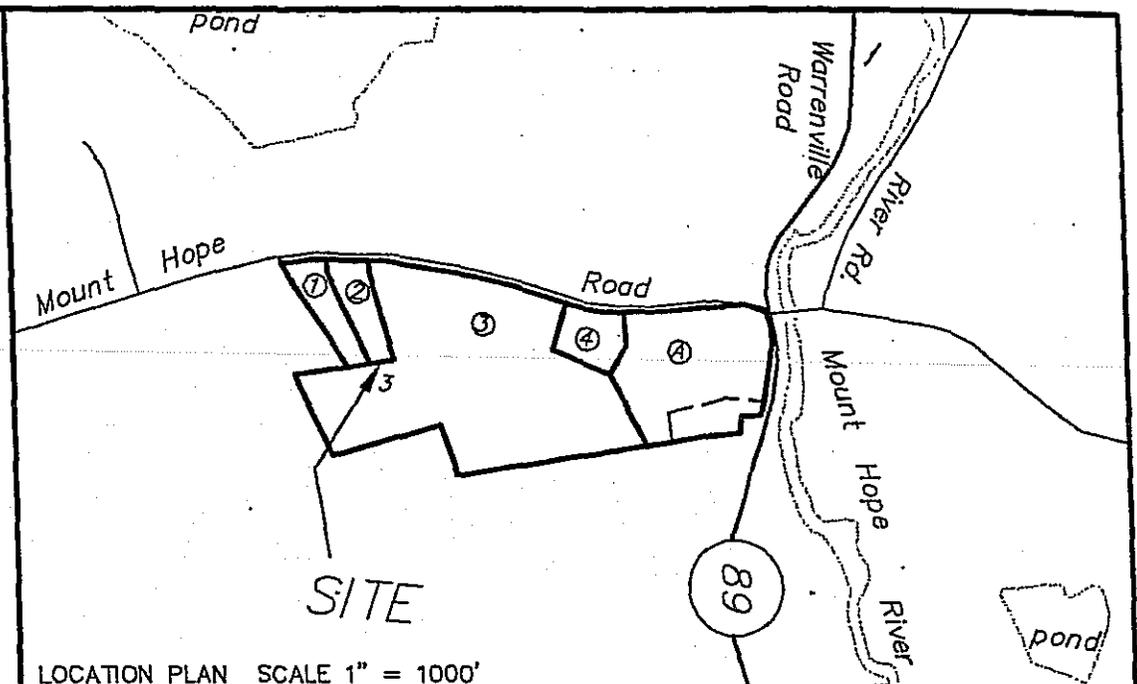
The total subdivided parcel contains 42.364 acres more or less. The undevelopable land consists of 14.54 acres of wetland and or slopes greater than 20 percent. This represents 34% of the entire parcel of land. In compliance with section 13.3 the commission shall have the right to require (0.15x42.364 acres) 6.355 acres for open space dedication of which 4.194 does not include wetlands or slopes greater than 20 %.

Parcel A on Stephen Estates consists of 10.643 acres of land subject to a conservation easement containing 9.039 acres (21.3%). The total area proposed for conservation restriction that does not include wetlands or slopes greater than 20% is approximately 4.63 acres more or less, which is greater than the required 4.194 acres.

Respectfully Submitted,  
Healey & Associates, LLC

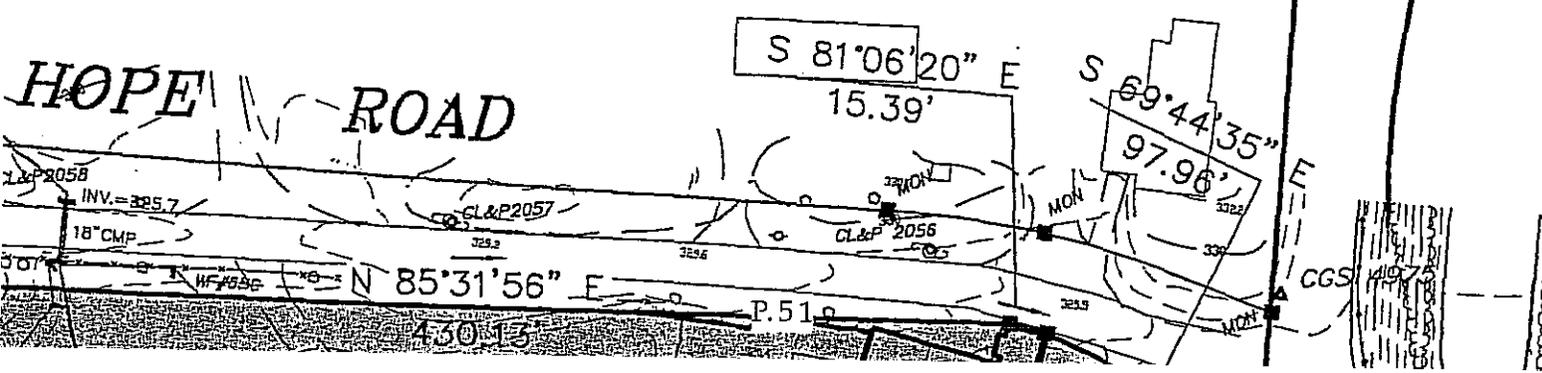
  
Michael C. Healey, L.S.  
Member

TO  
TE 89).



N/F OTHER LAND OF  
S H. & LORRAINE G. HARAKALY  
#929 Warrenville Road  
nsfield CTR., CT. 06250

HOPE ROAD





***Stephen Estates Subdivision***

***Natural & Cultural Assessment***

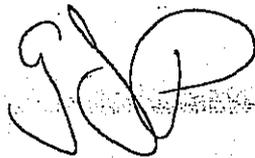
Cover Page of 30 Page (11x17)

report. Copies available upon request but office only has 1 colored file copy. Pertinent data is included

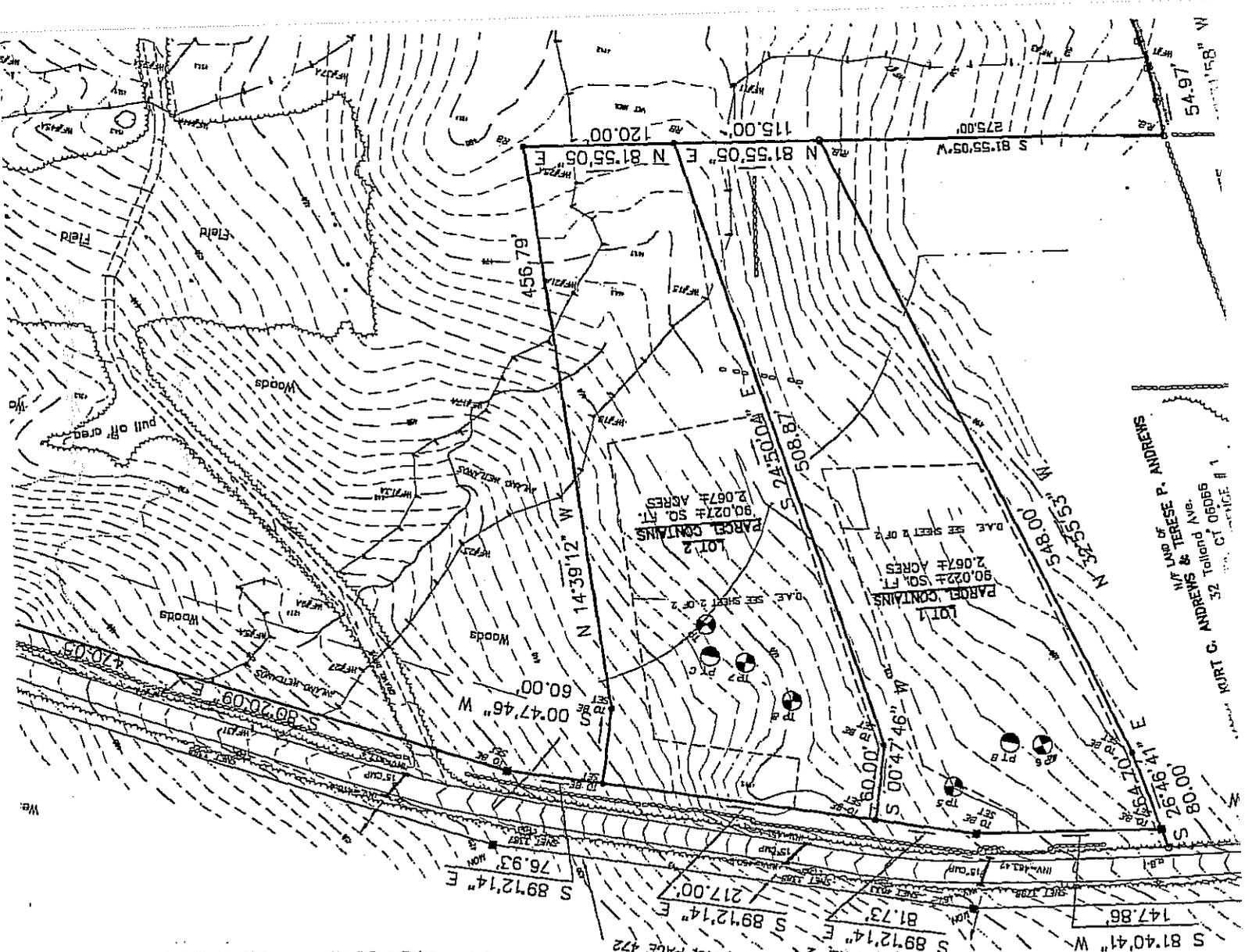
*The Miniutti Group is a multi-disciplinary design firm located in Storrs, Connecticut*

*webpage: [www.miniuttigroup.com](http://www.miniuttigroup.com) phone: 860-429-0696 email: [peter@miniuttigroup.com](mailto:peter@miniuttigroup.com)*

or will be included on subdivision plans







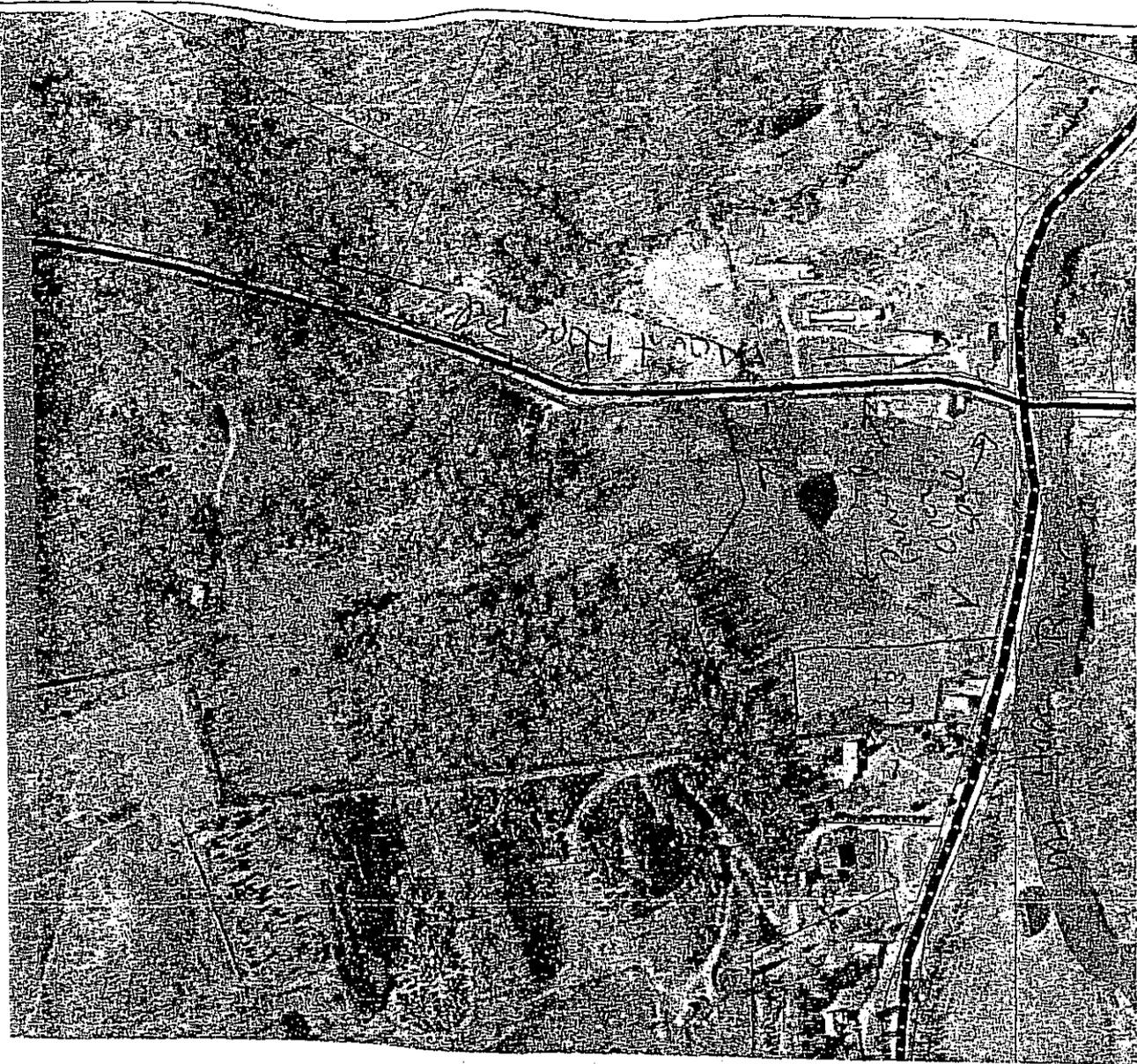
LOT	AREA	DEVELOPMENT AREA ENVELOPE (O.A.E.) LESS STEEP SLOPES LESS WETLANDS
LOT 1	90,022± SQ. FT.	73,000± SQ. FT.
LOT 2	90,027± SQ. FT.	61,000± SQ. FT.
LOT 3	90,022± SQ. FT.	96,900± SQ. FT.
LOT 4	80,027± SQ. FT.	31,000± SQ. FT.

MAP REF 2  
STREET LINE PER VOL. 249, PAGE 472

KURT C. ANDREWS & ASSOCIATES  
32 TOLLAND AVE.  
06065 CT OFFICE # 1  
W/ LINDA P. ANDREWS  
& TERESE P. ANDREWS







***The Miniutti Group L.L.C.***

*Specializing in Landscape Architecture, Land Planning,  
Architecture & Interior Design*

*Stephen  
Estates  
Subdivision*

*Site  
Aerial*

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

September 23, 2002

Town Council  
Town of Mansfield

**Re: Planning and Zoning Referral – Conservation Easement for Subdivision at Corner of Candide Lane and Stearns Road**

Dear Town Council:

Please find attached a referral from the Mansfield Planning and Zoning Commission (PZC) concerning a conservation easement for a three-lot subdivision located in the vicinity of the intersection of Candide Lane and Stearns Road.

It is the policy of the Planning and Zoning Commission to refer such applications to the Town Council, the Open Space, Parks Advisory and Recreation Advisory Committee for comment concerning the open space dedication. The Town Council has traditionally deferred to the advisory committees and has not commented on these referrals.

Under the revised Planning and Zoning regulations, the Council will receive more referrals from the PZC. Unless the Council disagrees, we will list future PZC referrals as a communication, and the Council can add that communication to new business where the need arises.

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach: (1)

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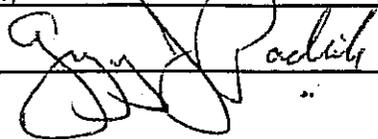
INTENTIONALLY

APPLICATION REFERRAL  
MANSFIELD PLANNING AND ZONING COMMISSION

- TO:  Public Works Dept. c/o Asst. Town Engineer  
 Health Officer  
 Design Review Panel  
 Committee on the Physically & Sensorily Impaired  
 Fire Marshal  
 Traffic Authority  
 Conservation Comm.  
 Open Space Preservation Committee  
 Parks Advisory Comm.  
 Recreation Advisory  
 Town Council

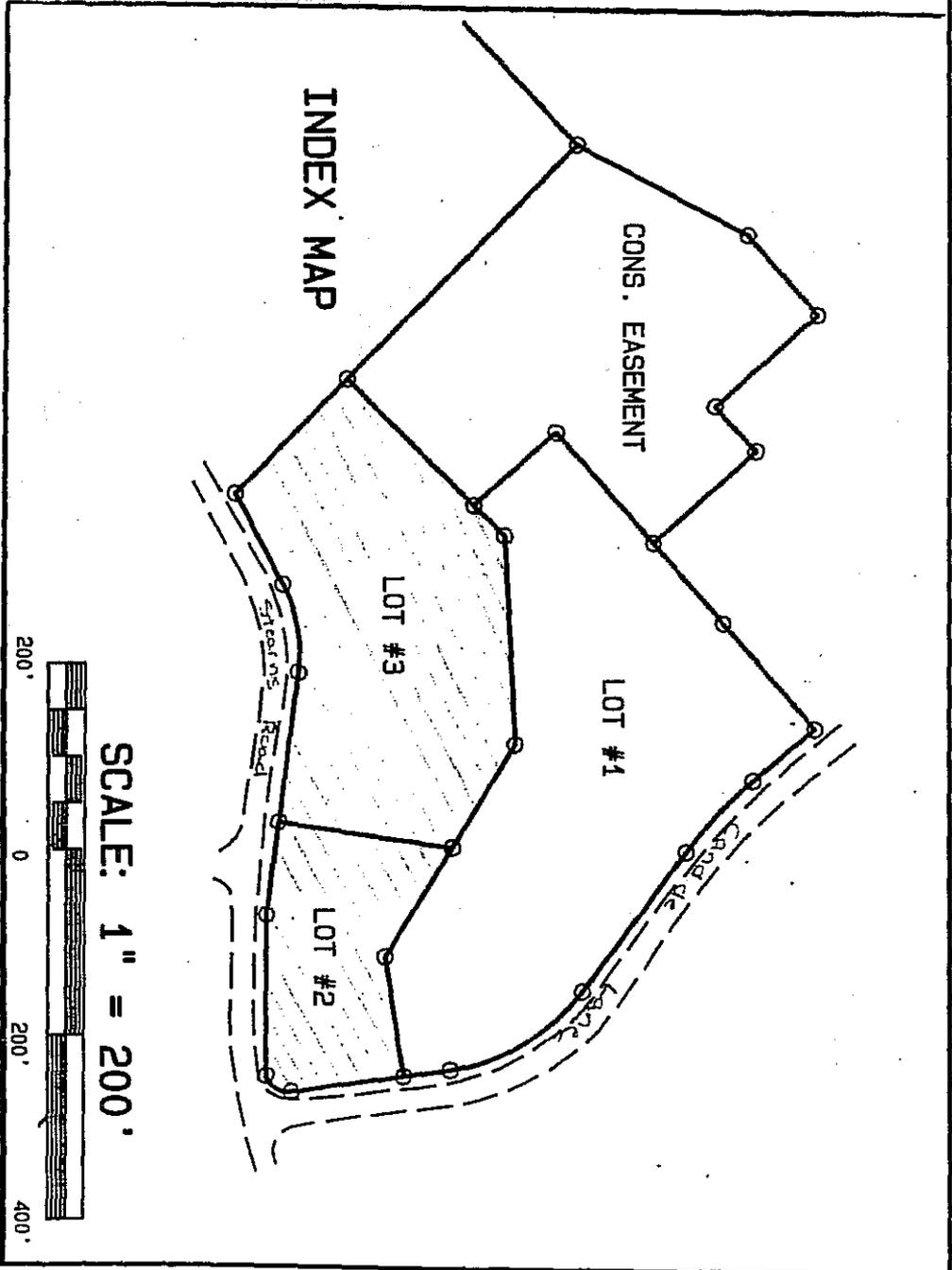
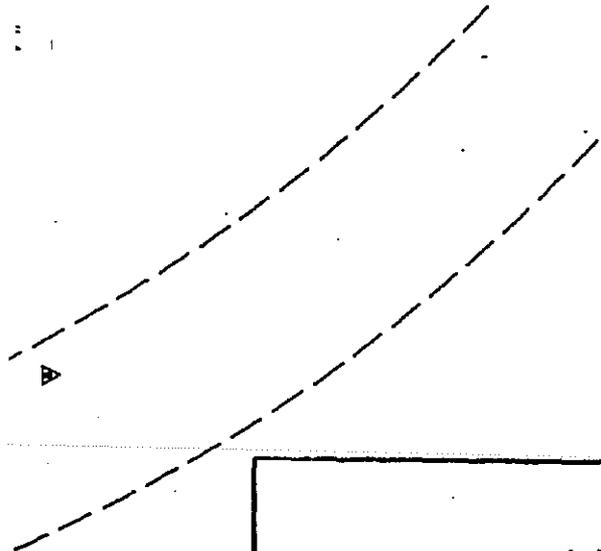
The Planning and Zoning Commission has received a Subdivision Application application and will consider the application at ~~a public hearing~~ regular meetings on 10/17/02 or 10/21/02. Please review the application and reply with your comments to the Planning and Zoning Office before 10/17/02 or ASAP. For more information please contact the Planning Office at 429-3330.

APPLICATION DATA

Applicant: N and J. Boisvert  
Owner: same  
Agent(s): Filip Associates  
Proposed Use: 3 lot subdivision (2 new house lots)  
Location: Corner of Candide Lane / Stearns Rd  
Zone Classification: RAR-40  
Other pertinent information: 2,687 conservation easement proposal  
Revised plans with additional details required by current subdiv.  
Revs. expected the week of 9/23/02. Proposed lot lines are not  
Signed  Date 9/18/02

expected to be revised.





GENE

MAP 31

Existing Town  
owned open space



MAP 31 BLK 84 LOT 15-1

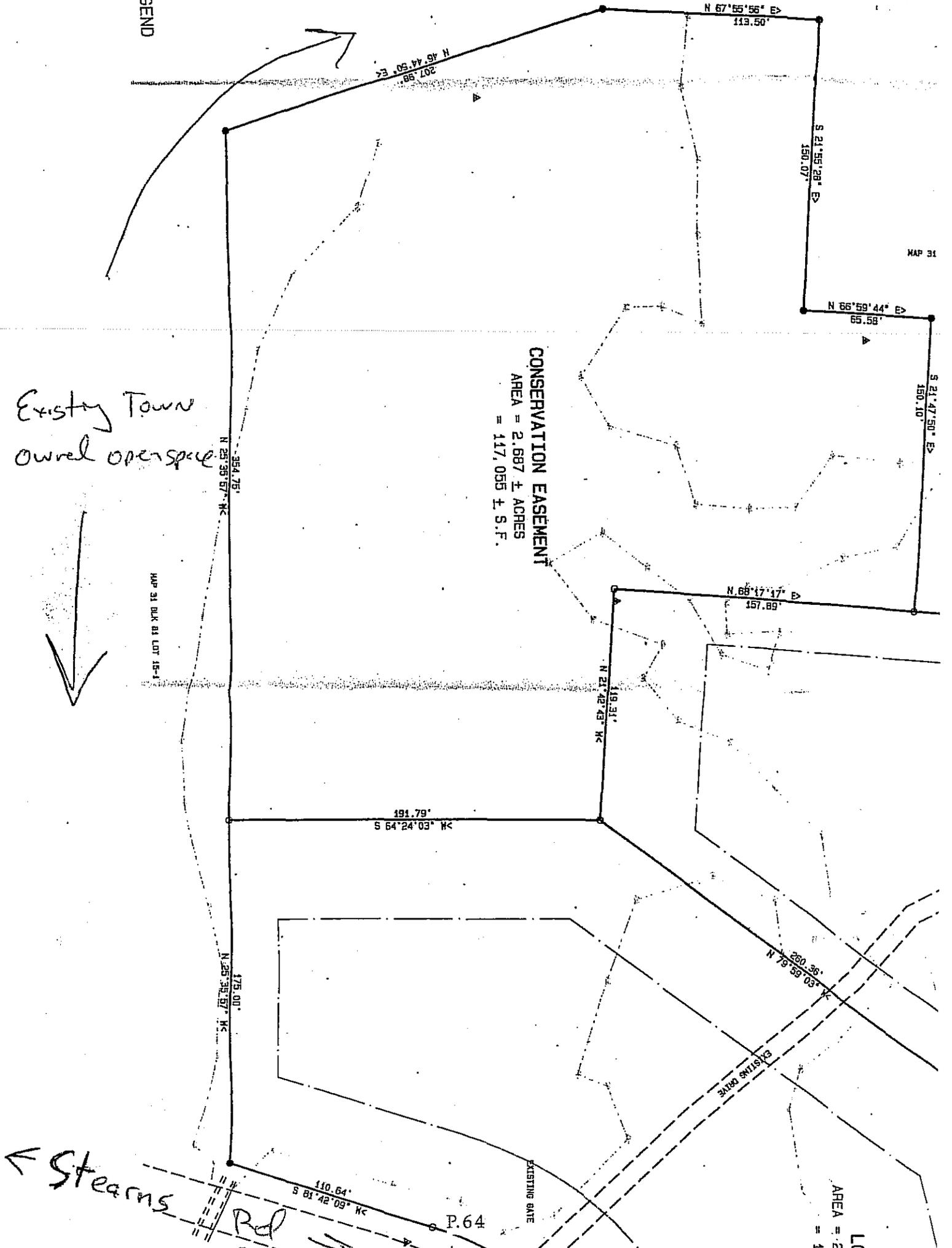
CONSERVATION EASEMENT  
AREA = 2,887 ± ACRES  
= 117,055 ± S.F.

← Stearns Rd

Red

P.64

LO  
AREA = .2  
= 10



WILLIMANTIC RIVER

Route 32

WINDY HILL RD

WINDY HILL RD

TOWN OS

WINDMILL DR

HIGHLAND RD

TOWN OS

Vinton Woods  
Subdivision

Town  
over site

CANDIDE LANE

Proposed  
Conservation  
Easement





**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**

Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

September 23, 2002

Town Council  
Town of Mansfield

**Re: Mansfield Community Center – Preliminary Marketing Plan**

Dear Town Council:

As authorized by the Town Council at its July 16, 2002 meeting, staff initiated a process to recruit a marketing consultant for the Community Center. Based upon the responses we received to our Request for Qualifications (RFQ), we interviewed three different marketing firms.

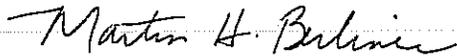
We would like to hire the Enterprise Group, Inc. to prepare a preliminary marketing plan for the Community Center. We are favorably impressed with the experience and qualifications of the Enterprise Group, which provides its clients with integrated marketing, communications and sales improvement services. The firm has previously served as the marketing consultant for a major health and fitness center that offers many of the same programs that our Community Center will provide.

Attached you will find a Preliminary Marketing Plan and Phase One Development Proposal from the Enterprise Group. Staff recommends that the Council authorize the Manager to spend up to \$15,000 from the Recreation Program Fund to complete the services outlined in the Enterprise Group's Preliminary Marketing Plan and Phase One Development Proposal. We wish to emphasize that the services detailed in this agreement are for a phase one project only, and that we would need to implement additional phases of the marketing plan in order to make the Center a success. If authorized to proceed with phase one, we will work with the Enterprise Group to develop a scope of services for the second and third phases of the marketing plan. After the scope of services has been developed, we will then present the additional phases of the marketing plan to the Council for its review and authorization.

If the Council concurs with staff's recommendation, the following motion is in order:

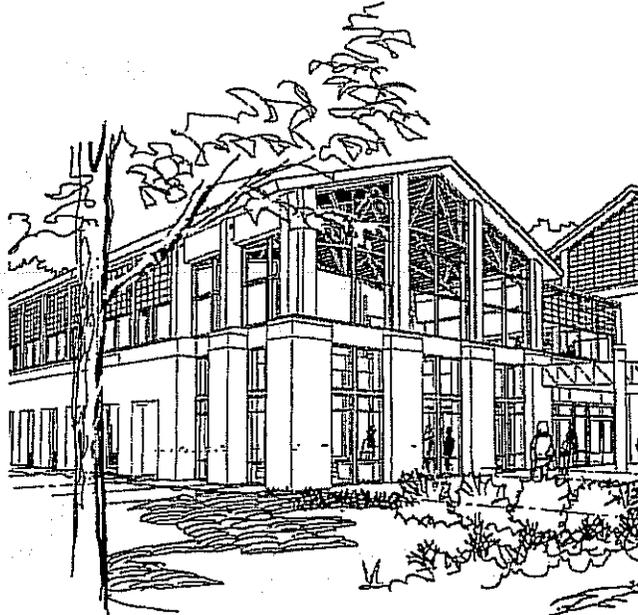
*Move, to authorize the Town Manager to expend up to \$15,000 from the Recreation Program Fund to purchase phase one marketing services for the Community Center, as presented in the Enterprise Group's Preliminary Marketing Plan and Phase One Development Proposal dated September 2002.*

Respectfully submitted,



Martin H. Berliner  
Town Manager

Attach: (1)



# **MANSFIELD COMMUNITY CENTER**

## **Preliminary Marketing Plan Phase One Development Proposal**

**September 2002**



**Enterprise Group, Inc.**

## **Phase One – Research Analysis and Preliminary Plan Development**

### Background

The Town of Mansfield is currently constructing a 37,500 square foot Community Center on South Eagleville Road.

This facility will provide a place for the community to come together and meet the social, recreational, fitness, health improvement, and wellness needs of a growing and involved community. It will include: a state-of-the-art fitness center, multi-use gymnasium, locker rooms and family changing areas, a 6 lane competition swimming pool and therapy pool, teen center, community room, dance/aerobics/group exercise studio, conference room and child care room. In fact, this facility offers most of the amenities that are found in today's most contemporary community and wellness centers across the country.

A community survey was completed in late 1998 in which over 800 residents and non-residents were telephoned and questioned about interest in, and support for, the community center. The study also attempted to gauge the public's attitudes about the actual location of the center and what area residents would be willing to pay for using the center.

The results of the survey provided the impetus for the project to move forward. With construction now in full swing and an anticipated "grand opening" date of July 2003, developing a fully integrated marketing and communications plan now is a critical step in assuring that the center will open successfully and that target membership and usage numbers are met as quickly as possible.

The following is a brief overview of the steps needed to complete the marketing plan in a timely manner and the costs associated with that plan.

## Plan Development and Estimate

The marketing and communications plan developed now will serve as working blueprint for the marketing, advertising, direct mail, public relations, special events, and pre-grand opening elements that will maximize awareness levels and "traffic" to the center – and new memberships.

During this initial phase the following steps will be taken in developing the plan:

- complete analysis of the 1999 study
- identify additional data and information needed
- possible focus groups (seniors and families)
- analyze marketing efforts completed to date and results
- examine fund-raising effort and results
- establish objectives for awareness, inquiries, memberships, and sales goals
- develop specific strategies for marketing, sales, advertising, public relations
- create targeted action plans for marketing the center to specific markets with primary focus on family, senior, and individual markets (both resident and non-resident)
- implementation timetables for strategies in print and electronic media, direct mail, public relations and event promotion
- develop the creative position for the community center and the general look and tone for all the communication elements to be used during the pre-grand opening phase

The plan will carefully examine the basic findings of the survey and compare it against the potential target markets within the greater Mansfield area. Using factors and metrics developed in working with the region's leading health and fitness companies, we will seek to project accurate membership potential of residents and non-residents. This will be a critical piece of the plan since marketing efforts, levels of expenditures, and actual membership income is predicated on these projections.

In addition, the plan will provide a working outline for the second phase (grand opening) since it is very important that the grand opening is a seamless extension of the pre-grand opening efforts.

A third phase will also be addressed in this initial plan. This phase may be the most important because it will focus on keeping the members that join during the pre and grand opening phases. This is important because there will be a high level of interest in the center when it first opens. Even though it is a town facility, we can expect to see familiar trends so prevalent in the fitness industry. Within 6 months you will begin to see attrition. Those members you spent so much time, effort and money to attract will begin to leave. Not only will you need to consistently attract a steady flow of prospects to the center after the grand opening; you will need to replace the members you lose. Member retention will be a key element in the third phase plan.

## **Preliminary Budget Estimates**

The following is a brief overview of the work that needs to be done and a proposed budget and timeline for completion of the Phase One plan.

- Analysis of CSRA study
- Analysis of completed marketing activities to date
- Identify any additional research needed and recommendations on implementation
- Analysis of new information and integration into existing study
- Review of current fund-raising efforts
- Set objectives
- Develop appropriate strategies and positioning for center
- Establish the creative direction for the community center campaign
- Create action plans to be implemented
- Prepare timelines and budgets for each action plan
- Develop a realistic tracking system to determine success of the program

Cost: \$7,900 excluding any additional research needed.

Additional research - with the CRSA study completed and providing quantitative information about how much an area resident might be willing to pay to become a member, it is anticipated that at least two focus groups (families and seniors) will be needed to provide some qualitative information regarding their opinions and attitudes towards the center and possible usage rates.

Estimated costs for two focus groups \$5-6,000\*

We expect to be able to work with CRSA to complete these focus groups. We are currently discussing final costs and should have final numbers momentarily. The costs would include:

- recruitment of participants (10-12 in each group)
- compensation for each participant
- use of focus group facility
- professional moderator
- development of discussion outline and list of desired information
- taping (video and/or audio) of each group
- written report on results of the research
- refreshments for participants

\* This number is being confirmed, and is based on recent focus groups completed in the Hartford market.

## **Preliminary Timeline Estimates**

### **Timeline: 3-4 weeks**

- Analysis of CSRA study
- Analysis of completed marketing activities to date
- Identify any additional research needed and recommendations on implementation
- Analysis of new information and integration into existing study
- Review of current fund-raising efforts

---

### **Timeline: 4 weeks**

- Set objectives
- Develop appropriate strategies and positioning for center
- Establish the creative direction for the community center campaign
- Create action plans to be implemented
- Prepare timelines and budgets for each action plan
- Develop a realistic tracking system to determine success of the program

### **Typical Project Timeline: 2-4 weeks**

- Development of specific program elements, town review, revisions and approvals ready to go into production for the first elements within the pre-grand opening phase.
- Each action plan will have its own timeline and budget as the various elements of the program are developed.

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AGRICULTURE COMMITTEE  
MINUTES OF JULY 10, 2002 MEETING

PRESENT: Bill Palmer, Bob Peters, Charlie Galgowski, Vicky Wetherell

1. Bill Palmer was acting chairman.
2. Minutes of the July 10, 2002 meeting were approved.

---

3. **Farmland Preservation Recommendation**  
The committee discussed a 9-acre agricultural field at the corner of Route 44 and Bone Mill Road and recommended its preservation due to its prime agricultural soils, its location adjacent to two agricultural operations, and its potential as a location for a farm stand.
4. **Agriculture Areas Map**  
The committee reviewed a Cleared Land map produced by UConn's Landscape Architecture Program for the Town's Lands of Unique Value project. Members discussed each parcel in the southern part of town and decided whether to include that parcel in an Agricultural Areas map for the upcoming revision of the Town's Plan of Conservation and Development. The northern part will be reviewed at the next meeting.

There was discussion about three types of information that could be indicated on maps in the Plan: 1) active farmland, 2) open land with potential to return to active use, 3) overgrown (brushy) land with potential to return to active use. The committee will use the All Farm Areas map to identify prime agricultural soils that are not now being farmed.

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MANSFIELD 300<sup>TH</sup> STEERING COMMITTEE  
August 14, 2002

The meeting of the Mansfield 300<sup>th</sup> Steering Committee failed to have a quorum at 7:00 p.m. in Room C of the Audrey P. Beck Municipal building. Present: Fred A. Cazel, Jr., Dona Stratton, Ed Passmore and Michael Gergler (arrived at 7:30 p.m.) Staff present were Joan Gerdson and Maria Capriola.

COMMUNICATIONS

Mr. Cazel received a letter from the Center for Hellenic Studies. They will be having a concert of "Hellenic and Near Eastern Musical Society Ensemble"-25 pieces at VDM on Sept. 14, 2002 at 3:00 p.m.

The Mayor has sent out thank you notes for all the persons who worked so hard on the Homecoming program at the Dam on Aug. 3, 2002.

Know Your Town Fair will be held on September 14. Two tables have been requested.

Fred Cazel and Dona Stratton will be willing to sit at the table.

Dona Stratton said she would speak with new Social Studies teacher at the High School and see if there is any interest in having students participate in another activity of the 300<sup>th</sup> celebration.

Sept. 21, 2002 there will be a Dedication of the Mt. Hope Bridge and a picnic. Bill O'Keefe.

Sept. 14, 2002 there will be a Wild Edibles Walk sponsored by Joshua's Trust.

The Storrs Family will be gathering in August.

Michael Gergler is working on the carnival and fireworks display for 2003.

Fred A. Cazel, Jr.

Joan E. Gerdson, Town Clerk

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# MANSFIELD ARTS ADVISORY COMMITTEE

## MEETING MINUTES

July 23, 2002

**ATTENDING:** Jay Ames, Tim Quinn, Curt Vincente, Derri Owen

**GUESTS:** Steve Pringle and Mary Perry

- A. Call to Order – The meeting was called to order by Chairman Jay Ames
- B. Approval of Minutes – Minutes were approved
- C. Arts 300 – Jay Ames told us he'd confirmed May 31 as the date for the Arts 300 Festival with Michael Jungden of the Mansfield Drive-In and Michael was happy and willing. Arts 300 was approved as the name for the art festival. The committee will consider all proposals by artists to participate in Arts 300.
- D. Derri Owen has drawn up a tentative press release to make people aware of Arts 300, its date and its location, and to begin to make the artists aware of its possibilities. Derri Owen will make changes suggested by the committee. The Rec. Department will type up the press release and send it to committee members. Steve Pringle suggested that the committee then "vote" over the phone on. Derri Owen will call Terese Karmel to encourage her to write about Arts 300. The Town Managers Office has put Arts 300 on the tercentennial calendar. So far it is the only event listed for May 2003.
- Tim Quinn had to leave early. Therefore, we no longer have a quorum for voting purposes.
- E. Business Locations for Displaying Art – Jay Ames will rewrite the Arts Advisory Committee letter to clarify business availability.
- F. Committee Membership – Steve Pringle is "in the works" for committee membership. There was a discussion about inviting Nancy Silander to the next meeting as she had at one point expressed interest in joining the committee.
- G. Mansfield Homecoming – Derri Owen mentioned that Maria Capriola had decided not to include artists in the August 3 Homecoming at Mansfield Hollow Dam because of there not being sufficient time to organize this properly.
- H. Know Your Town Fair – Jay Ames advised having our next meeting on September 10 in order to prepare for the Know Your Town Fair on September 14. The August meeting will not be held because of committee members' vacations. The idea was raised that artists outside the committee might be invited to show a few pieces at the fair, as well as few committee members.

**DRAFT**

News Release

For Immediate Release

MANSFIELD ARTS ADVISORY COMMITTEE ANNOUNCES ARTS 300  
CELEBRATION

Mansfield – The Town of Mansfield’s Arts Advisory Committee has announced plans to hold an art celebration on Saturday May 31, 2003. The one-day event will be part of the town’s tercentennial festivities. Music, fine art, theater and dance artists will be welcomed! The public will be invited!

Michael Jungden, owner of the Mansfield Drive-In, Rte. 32, Mansfield, has graciously offered new open and enclosed space and free parking for the event.

Arts 300 is being planned by Mansfield residents. Volunteers are being sought to organize and help run the event.

Artists from throughout the region are invited to submit proposals for consideration by the committee.

For information please contact Jay O’Keefe, 429-3321, e-mail [okeefejm@mansfieldct.org](mailto:okeefejm@mansfieldct.org).

MANSFIELD ARTS ADVISORY COMMITTEE  
c/o Dept. Parks and Recreation  
Town of Mansfield  
4 South Eagleville Road  
Storrs, CT 06268

**TOWN/UNIVERSITY RELATIONS COMMITTEE  
COMMITTEE MEETING  
Tuesday, July 9, 2002  
Audrey P. Beck Building  
Council Chambers**

**Minutes**

Present: A. Barberet, P. Barry, T. Callahan, A. Finkelstein, E. Paterson, W. Rosen,  
L. Schilling

Absent: M. Berliner, E. Daniels, C. Henry, R. Hudd, A.J. Pappanikou, W. Simpson

Staff: M. Hart, G. Padick

Mayor Betsy Paterson called the meeting to order at 4:08 p.m.

**1. Public Comment**

None.

**2. June 11, 2002 Meeting Minutes**

Phil Barry made a motion to approve the minutes of June 11, 2002. Bill Rosen seconded. the motion passed unanimously.

**3. Update re: Mansfield Downtown Partnership**

Cynthia van Zelm, Executive Director for the Partnership, reported that Town had recently been awarded \$35,000 under the US Department of Agriculture's Rural Business Enterprise Grant Program. Also, the Board of Directors is working on the revision of the Partnership's bylaws and developing its membership recruitment packet. Lastly, the Partnership is busy finalizing the request for proposals (RFP) to solicit a firm to prepare the municipal development plan (MDP) for the Storrs Center area.

**4. Town of Mansfield Water Supply Study**

Greg Padick, Town Planner, stated that the Town Council had recently directed staff to start working on various implementation tasks related to the study. Most of the initial implementation tasks will involve discussions with service providers and other entities.

**5. Separatist Road Detention Pond DEP Permit**

Tom Callahan and Larry Schilling explained that the Department of Environmental Protection (DEP) recently conducted a public information session in which the University's consultants presented a plan for modifications to the detention basin. The

modifications will allow for the construction of the dam at its location and the addition of an enhanced buffer. Several rounds of water testing have been conducted and the Town has requested that the University consider further modifying the design to include a two-stage detention basin. Lastly, at the request of area residents, the DEP plans to conduct a public hearing regarding its permit for this project.

## 6. Other

- a. *Spring Weekend* - Bill Rosen made a motion that representatives of the University of Connecticut and of the Town of Mansfield shall present to each meeting of the Town/University Relations Committee: a) suggestions for improving conditions at UConn's Spring Weekend 2003; and b) progress reports on suggestions already accepted until the final plans have been approved and put into operation.

Phil Barry stated that he is concerned that the motion is too restrictive as the University does not decide upon a plan until a few months prior to the event. Bill answered that he thinks it is a good idea to start the planning process early.

Adam Finkelstein asked who the various representatives would be. Bill replied that he thought the Town and the University would designate representatives.

Betsy Paterson suggested that the committee modify the motion to retain the item on the agenda as a recurring item.

Matt Hart suggested that the committee propose establishing a task force to achieve a coordinated effort. Bill answered that he thinks a task force would result from this process.

Tom Callahan made the following comments: a) the committee should ask itself who owns spring weekend at the end of the day; b) the notion of starting a conversation regarding the subject without first engaging the students is a mistake; and c) when the circle of discussion is broadened and other parties do not take some ownership of the event, responsibility will once again fall upon the University. Tom reiterated a couple of points that he had made the previous month. Namely, the University does not yet have consensus on how to approach spring weekend and no progress has been made toward reaching consensus.

Bill Rosen stated that we are all responsible for spring weekend. Tom responded that accountability for the event falls upon the University. It is appropriate for the committee to continue to push for a consensus approach from the University, but the University must be in the driver's seat. Consequently, he (Tom) cannot support Bill's motion.

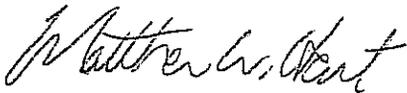
Phil Barry stated that he would vote in support of the motion as long as it refers to "suggestions" as opposed to "official determinations." Bill replied that he had deliberately chosen the word "suggestions."

The motion passed 4-3-0, with Barberet, Barry, Paterson and Rosen voting for and Callahan, Finkelstein and Schilling opposed.

- b. *Director of Environmental Policy Recruitment* - Audrey Barberet asked how the University's search for a Director of Environmental Policy was progressing. Tom Callahan answered that the University would be interviewing a number of candidates tomorrow (June 12, 2002).

Phil Barry made a motion to adjourn at 4:45 p.m. Bill Rosen seconded. The motion passed unanimously.

Respectfully submitted,



Matthew W. Hart  
Assistant Town Manager

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MANSFIELD HISTORIC DISTRICT COMMISSION  
September 10, 2002

Present: I. Atwood, A. Bacon, J. Newmyer, D. Spencer

HEARING: Sandy Lambert of 27 Center Street presented a request for a certificate of appropriateness to install a bulkhead on the east side of her residence to access the basement. The bulkhead would be made of wood with stone veneer at its base. The certificate of appropriateness was approved unanimously.

MEETING:

I. Atwood called the meeting together at 8:20, in the absence of G. Bruhn.

The minutes of the June 11 meeting were approved.

The Mansfield Center streetscape was discussed; members in general agreed that the bus shelters and lights were attractive and that the streetscape gave the Center more of a look of a village. Possibly more small, low trees should be planted on the west side of Rte 195 between Center Street and Cemetery Road.

A. Bacon reported that the wall on her property at 558 Storrs Rd. is complete and pleasing.

New Business:

Shirley Katz has discussed with G. Bruhn the possibility of the Garden Gate Club erecting a sign at the garden next to the Mansfield Center Congregational Church. No action can be taken until an application for a certificate of appropriateness is submitted.

Reprinting applications which created the historic districts as part of the Tercentenary celebration is not possible without funding, which is currently not available.

The next Board meeting will be held October 8.

Respectfully submitted,

Jody Newmyer  
Clerk

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Town of Mansfield  
Transportation Advisory Committee  
Minutes of the Meeting  
June 18, 2002

REC'D SEP 11 2002

Present: Stephens (chair), Zimmer, Nash, Thorkelson, Hultgren (staff), Zolnik (staff)

The meeting was called to order by Chair Stephens at 7:32 p.m.

The Minutes of the May 22, 2002 meeting were approved on a motion by Nash/Zimmer.

Zolnik reported on the APTA meeting he attended in Amherst. He said that common to all successful Town-University area transit systems was student support. Nash said that he will help inform UConn students of the benefits of the Storrs-Willi bus next year, and continue his efforts with area legislators and ECSU. A draft letter to Vice President Drefus asking the university to reconsider their dropping the fare free program was edited. This letter will be sent next week. The Town will be able to continue its participation despite UConn's withdrawal for at least the coming fiscal year (July 1, 2002 - June 30, 2003).

Hultgren updated members on the status of the various enhancement, traffic calming and road projects now in planning or construction.

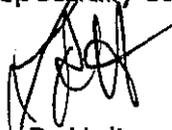
Nash relayed that the bike stop signs on the Hunting Lodge bike path were confusing motorists. Hultgren said he would check into this.

Zolnik said he was completing the bike route brochure/map and it would be ready to print this summer.

The next meeting will take place in August if required, or otherwise in September.

The meeting was adjourned at 8:14 p.m.

Respectfully submitted,



Lory R. Hultgren  
Director of Public Works

cc: ✓ Town Manager, Town Clerk, Town Planner, Assistant Town Engineer, Transportation Planning Aide, Social Services Director, UConn Transportation, H. Koehn, file

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CC Lon  
Greg

**ADMINISTRATION**

- **Audit Update:** Al Rusilowicz, CPA, has just about completed WINCOG's FY 02 audit. Preliminary results should be available at today's meeting, and the final document by the October 4<sup>th</sup> meeting.
- **Technical Assistance Contracts Update:**

Contract #	Description	Date started	Status
Scotland '03-1	join tax assessment data to parcel map	6/20/02	completed
Columbia '03-1	Create new zone boundaries and official zoning map	6/26/02	90% completed; waiting for additional information from town
Scotland '03-2	Mapping for POCD	pending contract signatures	
Scotland '03-3	POCD preparation	pending contract signatures	

- **Employee Evaluations:** Employee evaluations were completed in July and August, and have been sent confidentially to the Personnel Committee, as requested.
- **Congratulations:** Congratulations are in order for Transit Administrator Karen Graber, who has been nominated to serve as one of four representatives from the northeast on the board of the national American Public Transportation Association. Elections for this board will be held at a September conference in Las Vegas. Her attendance at such conferences is paid for by the federal "Rural Transit Assistance Program", which provides each rural transit district with \$3,500 per year for training/professional development for transit administration and operations.

**UPCOMING DATES OF INTEREST**

- September 23<sup>rd</sup> 7:30 p.m. Windham Region Public Hearing on I-395 TIA plan - at ACCESS Agency.
- October 4<sup>th</sup> 8:30 a.m. Next WINCOG Meeting
- October 17<sup>th</sup> 8:30 a.m. Planner's Breakfast at WINCOG
- January 31<sup>st</sup> Transportation Enhancements applications due to WINCOG office. *date change!*

**GRANTS & OPPORTUNITIES FOR TECHNICAL ASSISTANCE:**

- January, 2003 Probable time frame for second round of applications for DEP's Pre-disaster mitigation planning grants for regions.

**ECONOMIC DEVELOPMENT**

- **Northeast Economic Development Partnership:** Staff from the US EDA were in Connecticut on Monday July 29<sup>th</sup>, and the Partnership's Coordinating Committee had the opportunity to meet with them at Windham Mills. Partnership Co-Chair Michael Paulhus was also able to attend the meeting. Cassandra Lightey (EDA) noted that she was extremely pleased with the draft CEDS that the Partnership had submitted in June, and EDA staff have been referencing our plan as they travel throughout the state. The Committee appreciated having the chance to clarify the confusing language of the letter that we had received in response to the draft submission, and learned that there is really nothing more that we need to do other than make the editorial changes suggested by the our own members and re-submit it as a final document with resolutions of endorsement by the two COGs on behalf of their member communities. On the basis of this plan, Windham Mills is moving forward quickly with a preliminary application for funding. WINCOG provided data and analysis to the consultant preparing that application.

Consultants subsequently worked with staff to revise the document for final submission to EDA. One copy of this plan has been distributed to each member town, and the document has been posted on WINCOG's web site. WINCOG's action on the plan is included on today's agenda. After NECCOG's action later in the month, the two COG Chairs, who are also the Co-Chairs for the Steering Committee,

## HOUSING

- Apartment and Condominium Guide, 2002-2003: Staff completed the annual update of the Apartment and Condominium Guide in July, and distributed copies to housing offices at ECSU and UConn; municipal housing authorities in Ashford, Coventry, Mansfield and Windham; town clerks and libraries in the Windham Region. The Guide has also been posted on WINCOG's web site to make it more readily available.

## TRANSPORTATION

- Enhancement projects 2004: ConnDOT has notified RPO's that the deadline has been extended for Enhancement applications. To meet ConnDOT's new deadline of April 1, we are requesting that applications be submitted to WINCOG by January 31, 2003.
- Urbanized Areas: The U.S. Bureau of the Census changed its definition of Urbanized Area (UZA) for the 2000 census. In 1990, population density had to be at least 1,000 people per square mile for a block to be included in the urbanized area; in 2000, that density is required only for the "core" area, with outlying areas required to have only 500 people per square mile. This has greatly expanded the census-defined Storrs Urban Cluster and Willimantic Urban Cluster. Maps showing the changes will be available at today's meeting. Of particular note are the extension of the Storrs urbanized area well into Coventry to the west and into Willington and Tolland to the north, and the extension of the Willimantic urbanized area along the Route 32 corridor (both north and south) and along the Route 14 corridor to the east.

Using the census-defined areas as a base, ConnDOT is now in the process of developing maps of the urbanized areas to be used for its functional classification of roads. This is done as a cooperative effort with the RPO staff. We, in turn, will be discussing the changes with the municipalities involved. Improvement projects on roads in urban areas that are classified as "collector" or above are eligible for funding under the STP - Small Urban program.

- Transportation Strategy Board - Movement of People subcommittee: This committee held an extra meeting in late July to hammer out revisions to a draft report for submission to the TSB, and finalized a report in mid August. This committee met jointly with the Movement of Goods subcommittee in late August to coordinate information and recommendations.
- I-395 Transportation Investment Area: At an extra meeting on August 6<sup>th</sup>, the TIA Committee agreed on the format and content of the full corridor plan. In response to that meeting, the executive directors of SECCOG and WINCOG prepared a draft document for committee review, and this draft was endorsed for public distribution on August 27<sup>th</sup>. Public information meetings have been scheduled in each of the participating planning regions - in the Windham Region, the public meeting will be on Monday September 23<sup>rd</sup> at the ACCESS Agency. A copy of the draft plan has been emailed (or sent) to WINCOG Board member within the past week.

## TRANSIT

### *Transit Planning:*

- Local Share: The use of federal funds for WRTD's transit services requires that participating municipalities provide 17% of the operating deficit (federal share - 50%; state share - 33%). In attempts to get a budget passed for FY 03, the Town of Windham had notified WRTD that the local match that it would provide was being severely reduced - enough to cut City Bus service to less than half of its current level. Thanks to a diligent effort by Transit Administrator Karen Graber, the Town of Windham has assured WRTD that it will provide at least 75% of its requested local match. We will be working on this issue for the next few months to identify possible sources of in-kind local match or funding from other sources to cover the balance needed.

- **Audit:** Carolyn Bonnie Geysen, CPA, was chosen by the WRTD Board to audit WRTD's books for FY 02. She began work on the audit during the last week of August.
- **Jobs Access Services:** Staff have continued to work with the Eastern Connecticut Transportation Collaborative on implementing the next round of funded activities under the Jobs Access programs. Supplemental transit between Hartford and Foxwoods and skeletal bus service along the Route 12 corridor between the Putnam/Danielson area and Norwich are included.

*Transit Administration (See attached Activities Report)*

## PLANNING

- **Regional Planning Commission:** At their August 7<sup>th</sup> meeting, the Regional Planning Commission reviewed and responded to the following referrals:
  - a. #02-06-28-SD: Scotland: Proposal to make various regulation updates affecting the entire town. The commission discussed this referral in detail, focussing primarily on: Home Occupations, Storage and Maintenance of Contractor’s Equipment, Farmland Preservation Businesses, and General Repair Shops. Ms. Holt appointed a referral committee with Ms. Holt, Ms. Lary, Mr. Dolleris, Mr. Manning and Mr. Bowers serving. Ms. Butts will revise the draft response for review by the referral committee. **NOTE: The referral committee determined that the proposed regulations could potentially create negative intermunicipal impacts. They also submitted additional comments.**
  - b. #02-07-08-BN: Bolton: Proposal to make various changes concerning use variances and motor vehicle use in Business Zones. **No Intermunicipal Impact, No Regional Significance.**
  - c. #02-07-15-BH: Bozrah: Proposal to rezone approximately twenty acres of land on the Lebanon town line from Industrial to Rural Residential. **No Intermunicipal Impact, No Regional Significance.**
  - d. #02-07-17-VN: Vernon: Proposal to create a new Mixed-Use Development District with no location at this time. **Potential Intermunicipal Impacts/ Additional comments.**
  - e. #02-07-29-TD: Tolland: Proposal to exclude domestic radio and TV antennas in the definition of building height and to allow agricultural uses to exceed the height requirements by Special Permit. **No Intermunicipal Impact, No Regional Significance.**

At their September 4<sup>th</sup> meeting, the Regional Planning Commission reviewed and responded to the following referrals:

- a. #02-08-12-CY: Coventry: Proposal to modify the regulations concerning commercial greenhouses. **Ms. Holt appointed a referral committee.**
  - b. #02-08-13-CA: Columbia: Proposal to allow manure storage at a distance other than 200’ from a property line by special permit. **No Intermunicipal Impact/Additional comments.**
- **July Planner's Breakfast:** Planners, ZEOs, and other local land use professionals met for the second time this year to discuss issues of local and regional interest. The planners were particularly interested in obtaining 2000 Census data that compares WINCOG towns with each other and with “fringe” towns along the region’s border. WINCOG staff are working on compiling this information, starting with the Towns of Scotland and Columbia.

## CENSUS AFFILIATE ACTIVITIES

- **Data Requests:** to requests for information from: 2 business, 4 non-profits.
- **SE3 Data:** Summary File 3 data, which includes income and poverty data, has recently been released for Connecticut. We expect to be receiving this data on DVD soon, and will generate and distribute updated tables for WINCOG towns at that time.

## LOCAL ASSISTANCE

- Chaplin* - Drafted zoning regulations for commercial vehicle storage in residential zones.  
*Lebanon* - Provided information on water diversion permit to town resident.  
*Mansfield* - Provided letters of support for two Small Cities Block Grant applications.  
- Continued involvement in Lands of Unique Value Study.  
*Scotland* - Provided staff comments on proposed zoning regulation changes.  
*Windham* - Continued to serve on Ad Hoc Economic Development Committee.  
- Provided technical assistance to and created maps for consultant preparing EDA grant application for Windham Mills project.  
*All Towns* - Processed statutory referrals from or affecting various member towns (see Planning, above)  
- Continued working with consultants to revise draft of the CEDS for final submission to EDA.

## OTHER ASSISTANCE

- In response to a request from the CT Department of Public Health, staff coordinated with member towns regarding completion of a survey for the State's Source Water Assessment Program.

## MEETINGS

- July 12 - COG meeting (BB, SG)  
16 - Windham Ad Hoc Economic Development Committee (BB)  
- Willimantic River Alliance River Grant Meeting/Windham (JB)  
17 - TSB Movement of People Subcommittee Meeting /Middletown (BB)  
18 - OPM Technical Coordination Meeting / Rocky Hill (BB)  
- Windham Region Planner's Breakfast (JB)  
22 - Scotland POCD Subcommittee Meeting/Scotland (BB,JB)  
22-28 - GIS Training at UConn (SG)  
23 - I-395 TIA meeting/ Norwich (BB)  
25 - Thames River Basin Partnership Brownfields Conference/New London (JB)  
29 - CEDS Coordinating Committee meeting with EDA representatives (MP, BB)  
30 - TSB Movement of People Subcommittee Meeting/ Middletown (BB)
- August 1 - TSB Movement of People Subcommittee Meeting/ Middletown (BB)  
5 - Willimantic River Alliance River Grant Meeting/Windham (JB)  
6 - I-395 TIA meeting / Norwich (BB)  
- Columbia Zoning Map Contract Meeting/Columbia (JB)  
- Ashford Conservation Commission/Ashford (JB)  
7 - CT RDC board meeting / Rocky Hill (BB)  
- Regional Planning Commission meeting (JB, SG)  
8 - ConnDOT meeting on Urbanized Areas / Newington  
- Willimantic River Alliance River Grant Meeting/Windham (JB)  
14 - Scotland Tax Assessor Contract Meeting/Scotland (JB)  
21 - QSHC Agriculture and Natural Resources meeting/Putnam (JB)  
- Scotland Planning and Zoning Commission Meeting/Scotland (JB)  
26 - TSB Movement of People Subcommittee Meeting /Middletown (BB)  
- TSB meeting to receive input from municipal officials / Middletown (BB)  
27 - I-395 TIA meeting /Norwich (BB)  
- Meeting with RPO's in Hartford Transportation Management Area / Hartford (BB)  
29 - Lands of Unique Value Working Committee/Mansfield (JB)  
30 - Meeting with consultant re CEDS final draft (BB)
- Sept. 3 - Columbia Zoning Map Contract Meeting/Columbia (JB)  
4 - Regional Planning Commission Meeting (JB, SG)  
- WRTD Board meeting (KG)  
5 - Lands of Unique Value Working Committee/Mansfield (JB)

# **TOWN OF MANSFIELD**

## **OPEN SPACE PRESERVATION COMMITTEE**

Minutes of August 20, 2002 Meeting

Members Present: Steve Lowery, Jim Morrow (Chair), Quentin Kessel, and Vicky Wetherell

1. **The meeting was called to order at 7:35 p.m.**
2. **The minutes of the July 16, 2002 meeting were approved corrected and approved.**

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3. Wetherell reviewed a number of items.
  - a) The nine-acre parcel owned by Thompson at the corner of Bone Mill Road and Route 44 was described and discussed. Preservation of this property would protect both Town-owned and University land. It is also part of the Nelson Brook Watershed. The OSPC recommended to the Town Council that this property be acquired for open space following a July 20, 2002 field trip to the property. The Town is having the property appraised and an application to the State is under consideration.
  - b) Padick will be meeting with George Merrow in the near future. The OSPC recommends that Padick discuss with Merrow the future of the Merrow property (extending from Route 44 to 195 and including parts of Nelson Brook). Preservation of portions of this property would be beneficial to the Town for a number of reasons, including access to currently owned Town land.
  - c) Dan Donahue has the forestry management plan for the Fifty-foot property nearly done.
  - d) Filling the membership quota with qualified members having specific skills needed by the OSPC was discussed.
4. Review and recommendations for the update of the 1993 Plan of Conservation and Development: Natural Resource and Open Space Sections. It was agreed that the matrix devised by the Conservation Commission for the prioritization of land to be preserved needs to be updated. In particular, grasslands, forestry resources, and wildlife corridors seemed not to be given adequate consideration in previous plans.
5. **The meeting was adjourned at 9:10 p.m.**

Respectfully submitted,

Quentin Kessel  
Secretary

# **TOWN OF MANSFIELD**

## **OPEN SPACE PRESERVATION COMMITTEE**

CORRECTED Minutes of July 16, 2002 Meeting

Members Present: Ken Feathers, Steve Lowery, Jim Morrow (Chair), Quentin Kessel, and Vicky Wetherell

1. **The meeting was called to order at 7:35 p.m.**
2. **The minutes of the June 18, 2002 meeting were approved.**
3. Wetherell discussed the upcoming "Preserving Family Farms and Forests" meeting to be held on September 26, 2002. It will consist of a presentation by the Green Valley Institute. Also discussed were possible contributions to the Town's Plan of Development. Of particular interest is the setting of priorities for the preservation of open space. Kessel remarked that the Minuitti Natural Resources Inventory was intended to assist the Town with this, but that it is not presently clear Minuitti is including such priorities in his study.
4. The Maplewood Subdivision, Section II, plans were reviewed. It was noted that the building envelope for lot 23 includes a stone wall and the beginning of a steep slope, that perhaps should have been excluded from the envelope. A more appropriate easement for lot 23 might be the steep slope to the south. The larger piece of proposed open space is adjacent to Dunham Pond Forest, but is not very accessible. Wetherell will prepare a letter to the PZC on behalf of the OSPC on this subdivision.
5. **The meeting was adjourned at 9:53 p.m.**

Respectfully submitted,

Quentin Kessel  
Secretary

TOWN OF MANSFIELD  
Solid Waste Advisory Committee  
Minutes of the Meeting  
June 27, 2002

Present: Gogarten (chair), Ames, Kobulnicky, Hultgren (staff), Walton (staff)

The meeting was called to order by Chair Gogarten at 7:35 p.m.

The minutes of May 16, 2002 were revised and no corrections made.

The Mayor's letter to Mr. Barlow thanking Mansfield Supply for their years of support was in the packet.

Walton updated members on the planning efforts for Connecticut Recycles Day.

Hultgren said that the permit for the bulky waste landfill closure had been applied for as well as for the construction of the bulky waste transfer area. He also said bids were received again for the installation of a stationary compactor for the refuse transfer station and were being evaluated.

A worksheet outlining a Pay As You Throw pre-paid bag-system for the Town was presented by staff and discussed at length. Members favored including the refuse delivered to the transfer station as part of the system even if the pre-paid bag fees had to be increased to cover the additional cost. Staff will rework the proposal for a future meeting. Ultimately a power-point presentation and public meetings on the proposal will be sought.

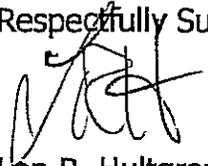
Walton reported that Sara Malady had rejoined the recycling staff for the summer and that she would be working on welcome bags for off-campus students this fall.

Walton said that she needed help with the recycling display at the October 15<sup>th</sup> Downtown Country Fair. Several committee members said they could help staff the display.

The next meeting was set for August 1<sup>st</sup>, if needed.

The meeting was adjourned at 8:40 p.m.

Respectfully Submitted,



Lon R. Hultgren  
Director of Public Works

cc: Town Manager, Town Clerk, Director of Finance, Virginia Walton, Steve Bowen, Dan Austin, file

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To: ~~Town Council~~/Planning & Zoning Commission  
 From: Curt Hirsch, Zoning Agent  
 Date: September 12, 2002



Re: **Monthly Report of Zoning Enforcement Activity**  
*For the month of August, 2002*

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	17	13	24	30	52
Certificates of Compliance issued	20	8	5	28	18
Site Inspections	31	38	59	69	109
Complaints received from the Public	12	3	14	15	28
Complaints requiring inspection	5	3	8	8	16
Potential/Actual violations found	2	2	5	4	8
Enforcement letters	8	7	14	15	22
Notices to issue ZBA forms	5	2	1	7	2
Notices of Zoning Violations issued	3	2	6	5	6
Zoning Citations issued	1	1	0	2	1

Zoning permits issued this month for single family homes = 2, multi-fm =0  
 2002/03 Fiscal year to date: s-fm =3, multi-fm =5

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# TOWN OF MANSFIELD TRAFFIC AUTHORITY

Minutes of Meeting Held September 5, 2002

Present: Lon Hultgren, John Jackman, Grant Meitzler and Greg Padick

1. Hillside Circle/Traffic Gateway – Hultgren circulated a concept plan showing the proposed new configuration of the roads near the new Bolton Road intersection. He said traffic and speeds on both Eastwood and Westwood would be monitored after construction to determine the effects of the new configuration.
2. No Parking Fines – No action taken.
3. Speed Hump Requests – Speed hump locations have been marked out on Dog Lane and Daleville Road. Staff will be contacting neighbors for their approval/disapproval very soon.
4. Speed Limit on Separatist Road – Waiting for traffic data.
5. Baxter Road/Route 195 Intersection – Hultgren received several calls about the safety of this intersection following the recent fatal accident. Members voted to send a letter to the STC asking that this intersection be reviewed for safety.

Respectfully submitted,



Lon R. Hultgren  
Acting Chair, Mansfield Traffic Authority

cc: Traffic Authority File  
Traffic Authority Members  
Mansfield Town Council  
Transportation Advisory Committee

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EASTERN HIGHLANDS HEALTH DISTRICT  
BOARD OF DIRECTORS – REGULAR MEETING  
THURSDAY – June 20, 2002  
COVENTRY TOWN HALL – BOARD ROOM B

Board Members Present: J. Patton, C. Anderson (alternate), R. Knight, K. Bach, E. Paterson, J. Stille,

Board Members Absent: P. Schur (alternate), M. Berliner, J. Elsesser, S. Morianos

Staff Present: R. Miller, Dr. Dardick

The regular meeting of the board was called to order by Robert L. Miller at 4:50pm.

Nominations were opened for Chairperson of the Board. MOVED by C. Anderson, seconded by J. Patton, that E. Paterson be appointed Chairperson of the Board. MOTION PASSED unanimously.

MOVED by E. Paterson, seconded by J. Patton, to approve the minutes of the May 16, 2002 meeting with the following amendments: Dr Dardick was present at that meeting; a correction to spelling of Lyme's Disease to Lyme Disease, and typos in the spelling of E. Paterson's name. MOTION PASSED with C. Anderson, R. Knight, K. Bach and J. Stille abstaining.

PUBLIC COMMENTS – None

OLD BUSINESS – None

NEW BUSINESS

MOVED by J. Patton, seconded by K. Bach, to approve the State of Connecticut Department of Public Health Fiscal Year 2003 Per Capita Funding Application for the Eastern Highlands Health District and authorize the Board Chairperson and the Director of Health to sign the application document. MOTION PASSED unanimously.

TOWN REPORTS

TOLLAND – Tolland Middle School was evacuated. Sewer project discussed.

WILLINGTON – Senior Center funding discussed. Travel Center discussed.

COVENTRY – Sewers are on track. Coventry Pizza expanding it's facilities.

MANSFIELD – Community Center discussed. Staples perhaps opening a store in town. Separatist Road issue discussed. Water study discussed.

BOLTON – Stolen Health District car recovered with minor damage. Sewer issue discussed. Library / town hall project discussed.

DIRECTOR'S REPORT

R. Miller presented Capital Region Emergency Planning Committee information

R. Miller presented the quarterly reports.

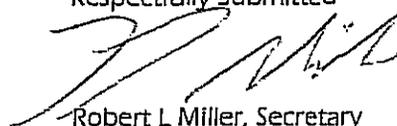
R. Miller presented the financial reports

COMMUNICATIONS

Next meeting is August 22, 2002.

Meeting adjourned at 5:50pm

Respectfully Submitted



Robert L. Miller, Secretary

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**MANSFIELD WELLNESS PROGRAM  
OPERATIONS ADVISORY COMMITTEE**

**MINUTES FOR MEETING HELD APRIL 30, 2002; 1:00 PM**

**Chair:** Allison Breault  
**Recorder:** Bill Kennedy

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**Present:** Carrie Kocher, Allison Breault, Lori O'Connor, Geri Zeni, Waldo Klein,  
**Staff:** Jean Ann Kenny, Matt Hart and Bill Kennedy.

I. **Minutes** from October 2, 2001: Accepted as submitted.

II. **Program update:**

- A. C. Kocher distributed a nursing program report. It was noted that weight loss was identified as a presenting concern for the first quarter at a higher rate than usual. The reason for that was not clear but regardless of the presenting concern a broader perspective on wellness guides the consultation with the nurse.

There has been some reduction in quantity since the hours were reduced from 16 to 12 but more time is being spent with each client. For the first quarter, a process of assessing outcomes is being followed. It is based on the theory that cognitive change results before behavioral change. The process is trust, presentation and discussion of the guidance, cognitive acceptance (or rejection) and behavioral change (or no change). The reasons for change or no change will be explored as well.

There is continual need to market the wellness services though there are some persons with significant needs that require greater outreach time than is currently available. SPARKS articles, educational programs, notices in the Mansfield Record, Chronicle, word of mouth, communication with agencies through the MWP Community Advisory Committee and other means are current ways persons are informed about and invited to make use of the MWP.

- B. Jean Ann Kenny distributed a social service and educational program report. Data was clarified. For Hospital notification it was suggested Liz Jean be given notice of educational programs for the community calendar (456-6700).

III. **New Business:**

- A. MOU: has been reviewed; will be submitted to the Town and Hospital for signatures to continue through 6/30/03.
- B. Removal of "Mansfield" from forms: This is limited to Hospital forms in order to simplify the process by using uniform forms for all Hospital wellness sites in the region. A new program will operate in Ashford.
- C. The JCAHO visit to Mansfield will be Thursday, 5/9/02. The emphasis is on quality. No problems are anticipated.
- D. Community Advisory Committee: It was agreed to convene this group of representatives from agencies and the community at 11:00 AM on Tuesday, May 21, 2002.
- E. Matthew Hart, Assistant to the Town Manager, described the process for selecting a new director for the Dept. of Social Services after B. Kennedy's retirement 5/31/02. Matt requested that suggestions for important work-related factors that should be used in making the selection be given to him as soon as possible.
- F. **Next meeting of the Operations Advisory Committee: Tuesday, September 24, 1:00 PM; Mansfield Senior Center.**

**IV. Meeting adjourned, 2:00 PM.**

Respectfully submitted,

William A. Kennedy

minutes: MWO Operations Advisory Com. 043002

**MANSFIELD QUARTERLY REPORT**

**April 1, 2002 -- June 30, 2002**

**Activity Indicators**

	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>	<u>District Total</u>
<b><u>ENVIRONMENTAL HEALTH ACTIVITIES</u></b>					
<i>Office Service</i>					
Consultations	608	386	472	1466	3409
Correspondence sent	208	29	77	314	572
<i>Complaints</i>					
Food protection	1	1	1	3	4
Housing	2	0	1	3	4
Refuse/garbage	1	0	0	1	2
Rodents/insects	0	0	0	0	1
Water quality	0	0	0	0	3
Air quality	0	0	1	1	3
Sewage disposal	0	0	0	0	7
Other	0	0	0	0	3
<i>Health Inspection</i>					
Group Homes	0	0	0	0	2
Day Care	0	0	0	0	3
Camps	0	0	0	0	0
Mobile Homes	0	0	0	0	0
Motels, rooming homes	0	0	0	0	0
Schools	0	0	0	0	0
Mortgage, FHA, VA	0	0	0	0	1
Public pools/bathing areas	0	0	0	0	2
Other	0	0	0	0	2
<i>On-site Sewage Disposal</i>					
Site inspection -- all site visits	22	8	18	48	604
Deep hole tests -- # of holes	12	8	6	26	486
Percolation tests -- # of holes	2	6	0	8	76
Permits issued, new	8	5	4	17	69
Permits issued, repair	3	1	1	5	38
Site plans reviewed	0	0	0	0	94
B100a	7	14	7	28	273
<i>Wells</i>					
Well sites inspected	1	0	0	1	95
Well permits issued	10	3	10	23	95
<i>Laboratory Activities (samples taken)</i>					
Potable water	24	8	2	34	46
Surface water	0	2	5	7	96
Ground water	0	0	0	0	0
Rabies	0	0	0	0	0
Lead	0	0	0	0	0
Other	0	0	0	0	2



**WINDHAM REGION COUNCIL OF GOVERNMENTS  
REGULAR MEETING  
MINUTES  
July 12, 2002**

A regular meeting of WINCOG was held on July 12, 2002 at the Windham Town Hall, 979 Main Street, Willimantic, CT. Chair Michael Paulhus called the meeting to order at 8:34 a.m.

Voting COG Members Present: John Zulick, Ashford; Adel Urban, Columbia; John Elsesser, Coventry (alt.); Gene Boomer, Chaplin; Margaret Haraghey, Hampton; Dan McGuire, Lebanon; Chris Thorkelson, Mansfield; Elizabeth Wilson, Scotland; and Michael Paulhus, Windham.

Staff Present: Barbara Buddington, Jana Butts, and Suzanne Gustafson.

Others Present: Roberta Dwyer, Northeast Alliance; Grayson Wright, ConnDOT; Dennis Twiss, CT SBDC; Virginia Sampietro, WorkForce One; Roger Adams, Windham Regional Chamber of Commerce.

**PUBLIC COMMENT**

Roberta Dwyer of Northeast Alliance informed the members that the Small Cities Revolving Loan Fund administered by The Alliance, idle for several years, has begun to be activated. The fund has made possible the start of a new small business in Mansfield.

**MINUTES**

MOVED by Mr. Zulick, SECONDED by Ms. Wilson, to approve the minutes of the 6/7/02 meeting as submitted. MOTION CARRIED UNANIMOUSLY.

**OVERVIEW/UPDATE OF NATIVE AMERICAN ISSUES IN NORTHEAST CONNECTICUT**

John Filchak, NECCOG Executive Director, addressed the board on the issues of tribal recognition and casino gambling in the Northeast region, specifically relating to the Nipmuck tribes in CT and Central Massachusetts. These two tribes, each called Nipmuck, are trying to gain Federal recognition. NECCOG retained legal counsel from the firm of Shipman & Goodwin, LLP, in Hartford, which has previous experience in the tribal recognition process. On September 26, 2001, both tribes were denied preliminary recognition by the Bush administration, but were allowed to submit more information for assessment. The Northeast region has taken a stake in this because the tribes are based in Central Massachusetts, in areas near the Connecticut border. There has been talk of a casino or some sort of development following recognition. Connecticut has laws that allow Level 2 gaming where Massachusetts restricts gaming to Level 3. While recognized tribal nations do not have power of eminent domain, profits from gaming would provide resources for the tribe to purchase major tracts of land and request they be put in trust. The economic impact would be far-reaching into the Northeast region. This region is not ready for the kind of growth that the casinos have generated in southeastern Connecticut. NECCOG has taken the position that the problem does not lie with recognition. If all seven criteria are met as per federal standards, then the chances for challenges are less. The issues for the region are federal Land Trust laws and the lack of time local officials are given to react to the plans for development of lands in trust. Also, important are the impacts of the Connecticut gaming laws. Mr. Elsesser asked if there is a way to change Federal law to require impact assessments for tribal lands undergoing development. Mr. Thorkelson asked if it is possible that a third casino in the area would be found to be too much for the market. Mr. Filchak said that a marketing expert has reported that, with the transportation and population hubs in the area, the market has just begun to be tapped.

**APPOINTMENTS TO WORKFORCE ONE BOARD**

Virginia Sampietro, Executive Director of Workforce One, addressed the board on the nominations of new members to the Workforce One Board. MOVED by Mr. Zulick, SECONDED by Mr. Thorkelson to accept Joseph Mack, EASTCONN Senior Aide Program – representing older workers, and Catherine Menounos, District Manager of Talent Tree – representing business. MOTION CARRIED UNANIMOUSLY.

**TRANSPORTATION**

- a. Amendments to 2001 STIP: None.
- b. TIA/TSB Update - Ms. Buddington reported on a trip by Oz Griebel, Transportation Strategy Board Chairman, to the I-395 TIA on June 24<sup>th</sup>. This visit is described in detail in the director's report. She also reported that an I-395 TIA meeting will be held on July 23 to prioritize projects to be submitted to the TSB for consideration.
- c. Enhancement applications - Ms. Buddington reminded members that WINCOG had recently distributed Enhancement applications. Project proposals should be submitted to WINCOG by November 15<sup>th</sup>. Mr. Elsesser asked if there has been any consideration of cutting the amount of paperwork involved in these application processes. A fax was also passed out to members from ConnDOT about safety issues with certain road signage.

**COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY DRAFT REPORT**

Comprehensive Economic Development Strategy was submitted to the U.S. EDA and partial copies were available for members.

Mr. Elsesser reported that towns that submitted projects for inclusion in the Plan were notified that a Federal EDA representative would be arriving in July to assess each project. He called the representative assigned to the Coventry project and was told that the scale of Coventry's project was much smaller than what EDA was looking for. EDA also seeks to fund projects that pay living wages (light industrial and distribution rather than commercial/service.) Ms. Buddington noted that while EDA may have a larger scale, the listing of all potential projects was important for the Plan as funding could be pursued through programs other than EDA's.

**MEMBERS FORUM**

- Mr. Elsesser suggested drafting a letter to state and local leadership expressing the members' dissatisfaction with the amount of money cut from the state budget in PILOT and TAR programs. MOVED by Ms. Urban, SECONDED by Mr. McGuire that staff draft such a letter. MOTION CARRIED UNANIMOUSLY.
- Mr. Thorkelson suggested that this forum be used for ongoing discussions of regionalism, postponed from earlier agendas.
- Members agreed that the "member forum" should be a standing agenda item.

**DIRECTOR'S REPORT**

A written Director's Report was distributed. Ms. Buddington called attention to the sections on the Regional Pre-Disaster Mitigation Planning Process and the Apartment & Condo guide update.

**ADMINISTRATION**

- a. Technical assistance contracts with member towns - WINCOG has entered into contracts with Columbia and Scotland for specific GIS mapping services. Each of these contracts is for \$1000 and has a two-month time frame.
- b. Motion was MOVED to go into Executive Session at 9:46 by Mr. Elsesser, SECONDED by Mr. Boomer to discuss the evaluation of the Executive Director. MOTION CARRIED UNANIMOUSLY. Executive Session ended at 10:00 A.M.
- c. It was MOVED by Mr. Elsesser, SECONDED by Mr. McGuire to grant the director a 3% COLA and a 1.5% increase. MOTION CARRIED UNANIMOUSLY. It was MOVED by Mr. Elsesser, SECONDED by Mr. McGuire to authorize the Chairman to modify and sign the Executive Director's evaluation as discussed. MOTION CARRIED UNANIMOUSLY.

**OTHER BUSINESS**

Items for August 2 meeting – It was agreed by consensus that the Executive Director and Chairman will confer at a time closer to the meeting date to determine if there is any business that needs to be addressed. If not, the meeting will be cancelled.

Ms. Buddington requested that two items be on the agenda for the next meeting:

- a. Revision of WINCOG's procurement policies to change the limit for small purchases from \$1,000 to \$10,000, for consistency with WRTD's procurement policies and with FHWA and FTA guidelines. Small purchases are those that do not require an RFP.
- b. Authorization for the Director to attend the National APA Conference in Denver, late March 2003. (budget to be presented)

There being no further business, motion to adjourn was MOVED by Mr. Elsesser, SECONDED by Mr. McGuire. MOTION CARRIED UNANIMOUSLY. The meeting was adjourned at 10:10 A.M.

Respectfully submitted by,  
Suzanne Gustafson, Planning Assistant, for Liz Wilson, Secretary.



**MINUTES**  
**MANSFIELD PLANNING AND ZONING COMMISSION**

Regular Meeting, Tuesday, September 3, 2002  
Council Chambers, Audrey P. Beck Municipal Building

Members present: A. Barberet (Chairman), R. Favretti, J. Goodwin, R. Hall, K. Holt, P. Kochenburger,  
P. Plante, G. Zimmer  
Members absent: B. Gardner  
Alternates present: B. Mutch, B. Ryan  
Alternates absent: E. Mann  
Staff present: C. Hirsch (Zoning Agent), G. Padick (Town Planner)

Chairman Barberet called the meeting to order at 7:57 p.m., designating Alternate Mutch to act as a voting member.

**Minutes** – 8/5/02 - Holt MOVED, Hall seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Plante and Mutch (disqualified).

8/21/02 – (see 9/3/02 IWA Minutes)

**Zoning Agent's Report** -Monthly activity and enforcement reports were noted.

Mr. Hirsch noted that a citation has been issued to Charter Communications; all landscaping there is now in except for 2 shrubs.

Landscaping at T&B Motors was to be in by this time, but the contractor did not show up on schedule.

The Chairman and he approved a minor modification for Public American Gas at Four Corners for a building expansion to provide more internal counter space for a planned Dunkin' Donuts (without drive-through service).

The Negro court case is scheduled for 9/9/02 hearing before the State Appellate Court in Hartford.

**Public Hearing, special permit application, proposed efficiency unit at 253 Spring Hill Rd., R.&S. Mango, o/a**, file 1192 – The Public Hearing was called to order at 8:05 p.m. Members and Alternates present were Barberet, Favretti, Goodwin, Hall, Holt, Kochenburger, Plante, Zimmer, Mutch and Ryan. The legal notice was read and written comments were noted from the Town Planner (8/30/02) and Health Officer (8/29/02). Mr. Mango explained plans for an efficiency unit inside the existing residential structure. No site work is planned. Mr. Favretti noted that the site visit did not indicate any problematic issues. Members of the audience were then invited to comment.

*R. Pellegrine, neighboring property-owner on Clover Mill Rd.*, sought and received clarification about owner occupancy and the number of permitted residents in an efficiency unit. No one else wished to speak. The Public Hearing was therefore closed, at 8:14 p.m. Mrs. Holt agreed to draft a motion.

**Continued Public Hearing, proposed subdivision, 17 lots off Maple Rd., "Maplewoods, Sec. 2," Depot Assocs., o/a**, file 974-3 – The Public Hearing was called to order at 8:15 p.m. Members and Alternates present were Barberet, Favretti, Goodwin, Hall, Holt, Kochenburger, Plante, Zimmer and Ryan. Mr. Mutch was disqualified from participation. The legal notice was read and written comments were noted from the Town Planner (8/30/02), K. Metzler, Conn. DEP, (re: site's natural diversity, 8/8/02), and A. Kotula (8/6/02). Engineer D. Holmes reported submitting revised plans earlier in the day, which include new notes and the addition of stone walls and ledge outcroppings on lot 17, as a result of a site revisitiation. He added that the stone wall in front of the Kotula house is not the property of Depot Assocs. It was agreed that the Public Hearing would focus mainly on water supply issues and that

map issues would be reviewed at a subsequent meeting, provided an extension of the Hearing period were requested and approved.

R. Miller, Director, Eastern Highlands Health District, who serves as the Town's Health Officer, distributed and discussed current State well-drilling regulations and State standards for compliant yields. Discussion followed regarding the nature of State requirements for well yield and storage and the steps that can be taken to meet State requirements in areas with low-yielding bedrock. Mr. Miller noted that well yields tend to decrease over time and that property-owners who experience low yields can deepen or hydrofracture existing wells, drill new wells, or provide water tank storage. Mr. Miller noted that the EHHD's jurisdiction is tied to State laws and is oriented toward approval of new wells. He was not aware of any situations in Mansfield where a new lot was not able to be served by a new bedrock well, or where a new well directly affected an existing neighboring well. In summary, Mr. Miller related that, based on existing data, he did not anticipate problems in meeting State requirements for new wells on the proposed subdivision lots, but he did recommend appropriate notice that extra conditioning efforts may be necessary to achieve compliant yields for this area. He also noted that fractured bedrock situations are difficult to predict, and no assurance can be provided. Attorney S. Schragger, representing the applicant, submitted a letter requesting a 35-day extension and continuation of the Public Hearing. Public comment was then invited.

R. McNeal, 172 Maple Rd., said that as of 1994, Federal mortgage requirements include 4-hour water flow yield tests. He asked whether, given the number of well problems in the neighborhood, 17 new wells in this area of fractured bedrock would create additional problems. He stated that most homes on Maple Rd. have very low yields, and asked for assurance that existing wells would not be affected.

Mr. Padick was asked about rights under the Subdivision Regulations, and said he would review and address the issue in an update report. Mr. Miller stated there is no meaningful evidence at this time that neighboring wells would be impacted.

M. Taylor, Depot Assocs. partner, felt that the cost of a storage tank would probably be less than drilling a new well, and stated that he knew of no evidence that the proposed subdivision would affect neighboring wells.

J. Galligan, Maple Rd., said the neighborhood has experienced this before; people are losing water and no assessment has been made. He said the Town is backing out of its responsibility to the neighborhood. He felt yield issues should be reinvestigated.

Mrs. Goodwin said this is the first time this issue has been addressed to this degree in recent subdivision applications.

Att'y. Schragger commented that fear has been expressed, but there is no definite way to deal with forecasting impacts. He stressed that this application must be judged based on the existing regulations.

Mr. McNeal said there is no way of saying definitively that there would not be an impact.

Mr. Taylor asked Mr. Miller for his experience with this type of water issue. Mr. Miller again stated that in his 15 years' experience, he has not seen neighboring wells directly impacted. He added that the Health District assesses some 300 to 400 wells per year.

Mr. Galligan said there is anecdotal evidence that yields have decreased and are not expected to increase.

At the 9:20 p.m., Favretti MOVED, Holt seconded to accept a 35-day extension to allow for staff review of revised maps, and to recess the Hearing until 9/17/02. MOTION PASSED unanimously.

### Old Business

Special permit application, proposed Hellenic theatre complex, 28 Dog Ln., "Paideia," o/a – Mr. Zimmer and Mr. Plante were disqualified on this issue and were replaced by Mrs. Ryan and Mr. Mutch. Mr. Padick's 8/29/02 memo, clarifying elevation and wall height issues, was read by Mrs. Barberet, who then MOVED, seconded by Mr. Hall, to approve with conditions the special permit application (file #1049-7) of the Hellenic Society Paideia, Inc., for a theatre complex on property located at 28 Dog Lane, in an RAR-90 zone, as submitted to the Commission and shown on site, architectural and landscape plans

revised through 4/11/02 and as described in the applicant's Statement of Use and other application submissions, and as presented at a Public Hearing on July 15, 2002. Approval is granted because the application as hereby approved is considered to be in compliance with Article V, Section B and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. The applicant's proposal specifies the site will be used for "educational and cultural events only." The subject site is within an RAR-90 zone and immediately adjacent to a Planned Business zone. Educational uses are permitted in the RAR-90 zone, subject to special permit approval. This special permit is granted expressly on the conditions that uses will only be for educational and cultural events, that no commercial uses shall be allowed, and that all uses must be sponsored by and all events managed by the applicant. Any questions regarding potential uses shall be reviewed in advance with the PZC.
2. To minimize neighborhood impact, the applicant shall be limited to five (5) performances a year where attendance exceeds or is reasonably estimated to exceed 150 people, unless specifically authorized otherwise by the PZC. Additional performances may be authorized by the PZC upon submittal of performance details, demonstration that previous events have been managed in accordance with this approval and that inappropriate neighborhood impact has not occurred.
3. The applicant has represented that amplification equipment will not be used, with the exception of individual headsets used to assist hearing-impaired individuals. This special permit is granted expressly on this condition.
4. All events must occur within daylight hours and lighting improvements shall be limited to those depicted on final plans. Only specifically approved security lighting shall be used during nighttime hours.
5. Prior to the signing of final maps and filing of the special permit on the Land Records by the applicant, and prior to the issuance of any permit for site work or construction, the applicant shall provide the following to the PZC for approval:
  - a. Written approval from UConn officials for the proposed water and sewer connections and use of parking facilities.
  - b. Documentation and evidence acceptable to the PZC that the entire project will be completed in a timely manner consistent with the time period provisions of Article XI, Section C.4.
  - c. A revised set of plans, signed and sealed by all responsible professionals that incorporate the following revisions:
    1. revised site lighting that incorporates lower wattage light fixtures on shorter poles and lighting details for the pedestrian area north of the amphitheatre wall;
    2. details of the proposed fountain in the lower plaza
  - d. A specific traffic control plan for construction activities, particularly the delivery of materials to the site. The plan shall direct all delivery vehicles to use State roads up to Dog Lane, and provisions shall be made to promote pedestrian and vehicular safety. This plan shall include notice to Mansfield's Resident State Trooper prior to the delivery of materials to the site;
  - e. A specific traffic control plan and event parking plan. Prior to the signing of final maps or the start of construction, applicants must submit for approval a final parking and traffic control plan that has been reviewed and accepted by Mansfield's Resident State Trooper. For all events where the onsite parking spaces will not be adequate to serve visitors, the applicant shall be responsible for coordinating the events with the Mansfield Resident State Trooper's office, the UConn Police Department and the UConn Parking and Transportation Department. Furthermore, the applicant shall be responsible for arranging and providing adequate personnel to implement vehicular and pedestrian traffic controls and help prevent unauthorized parking on roadways or nearby parking lots. The following suggestions, which are considered preliminary,

should be considered in formulating a comprehensive traffic control and event parking plan;

1. For events where attendance is reasonably anticipated to be under 150 persons, Paideia shall inform the Mansfield Resident Trooper and the University Police Department of the event in writing at least one week prior to the event;
  2. For events where attendance is reasonably anticipated to be 150 persons or over, Paideia shall abide by the following conditions:
    - a. Provide three-week written notice to the Mansfield Resident Trooper, the University Police and the Mansfield Town Planner. This notice shall contain a brief description of the event, an estimate of the number of attendees, and a parking plan in specific detail to accommodate all expected traffic. This notice must include written evidence that UConn has agreed to provide Paideia with all the parking services (such as parking lots and shuttle buses) required by Paideia for that specific event.
    - b. Employ adequate traffic control personnel, with at least one traffic control officer at the corner of Rt. 195 and Dog Lane and another in front of the Center before and after the performance, to ensure that the parking plan is implemented and to prevent any parking on neighboring roads, including Dog Lane and Willowbrook Road.
  3. Written advertisements or promotional material distributed by Paideia must contain instructions on parking to assist attendees and Paideia in complying with the parking plan.
  - f. Written approval from the Mansfield Public Works Department for proposed work within the Town right-of-way (stage access, driveway, etc.)
6. Due to neighborhood nuisance problems which may occur because of unauthorized uses of the property, the applicant shall be responsible for regularly monitoring the site to help prevent neighborhood impact problems;
  7. Prior to any work on the site, a cash site restoration bond in the amount of \$15,000 with written bond agreement, shall be submitted to and approved by the PZC Chairman, with staff assistance;
  8. Any proposed signage on the subject site shall require PZC review and approval;
  9. Prior to the start of any site work or construction, the applicant shall be responsible for meeting all applicable Building and Fire Code provisions and obtaining a building permit. Particular attention shall be given to the adequacy of foundation and support components and meeting accessibility requirements, particularly to stage areas and to the interior exhibit area and toilet facilities. (See 7/10/02 and 12/12/01 letters from Mansfield's Advisory Committee on the Needs of Persons with Disabilities).
  10. All construction activities may only be conducted between the hours of 7 a.m. to 7 p.m., Monday through Saturday. No construction activities are permitted on Sundays. Applicants must regularly inform neighbors of the status of construction efforts, including days when significant vehicular construction traffic is expected.
  11. Prior to any use of the amphitheatre and the issuance of a Certificate of Compliance, all site work shall be satisfactorily completed. Based on the provisions of Article V, Section B.7.c., a variation of this condition may be authorized by the Commission where public health and safety components of the project have been satisfactorily completed.

This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records. This approval waives several provisions of Article V, Section A.3.c, since the information submitted with the application is sufficient to evaluate the project with respect to applicable approval criteria. Additionally, this approval authorizes work within 50 feet of the easterly

property line pursuant to Article VI, Section B.4.q.2, since proposed landscaping will provide a suitable buffer along the adjacent land owned by the University of Connecticut.

Mrs. Barberet then spoke in defense of her motion and her reasons for supporting it. Mr. Favretti felt the use would be too large and too intense for this site, inevitably causing problems for the adjoining residential community, particularly traffic/parking/pedestrian issues, construction timing and site maintenance during construction. He also questioned the Commission's ability to assure that the approval conditions would be adhered to smoothly. Members continued to discuss these and other issues. A friendly amendment from Mrs. Goodwin was agreed to by the maker and seconder of the motion, resulting in the motion as given above. The MOTION WAS then VOTED UPON and CARRIED, with Barberet, Ryan, Mutch, Hall, Goodwin and Kochenburger in favor, Holt and Favretti opposed.

Special permit modification request, proposed addition/site alterations at Oak Grove Montessori School, 132 Pleasant Valley Rd., file 825-2 – Memos were noted from the Town Planner (8/30/02), Ass't. Town Engineer (8/29/02) and Fire Marshal (8/29/02), but the matter was tabled pending receipt of comments from other staff reports. The project had received approval earlier in the evening from the Inland Wetland Agency. Mr. Padick plans to have a draft motion under the modification process ready for Commission consideration after the referral comments are received.

Subdivision application, Stephen Estates, Mt. Hope Rd., file 1191 – As explained in the Town Planner's 8/30/02 memo, the Town's Scenic Road Ordinance requires that a Public Hearing be scheduled by the PZC as part of its consideration of this application, since Mt. Hope Rd. is a Town-designated Scenic Road. Holt MOVED, Ryan seconded that the PZC schedule a Public Hearing on this application for Tuesday, September 17<sup>th</sup>. MOTION PASSED unanimously.

Subdivision application, Douglas Subdivision, 1 lot on Wormwood Hill Rd., file 1189 – tabled pending receipt of further information from the applicants.

Holinko Estates, Ph. II, zone change (RAR-40 to DMR) and special permit applications, 20-unit expansion on Hunting Lodge Rd., Mansfield Housing Auth., o/a, file 884-3 - Public Hearing scheduled for 9/17/02.

Pine Grove Estates, 13 proposed lots off Meadowbrook Ln., Pine Grove Estates, LLC, o/a, file 1187-2 – Mr. Padick informed members that the plans are still being revised and the applicant has requested that the Public Hearing be rescheduled for Oct. 7<sup>th</sup>. Members agreed to this by consensus.

Quail Run, Vinton Woods subdivision, request for bond release, file 1156 – Memos were noted from the Town Planner (8/28/02) and Ass't. Town Engineer (8/28/02). The matter was tabled pending reinspection by the Town Planner and Parks & Recreation Director.

PZC/IWA fee schedule – A draft fee schedule had previously been distributed. After discussion, Mr. Favretti MOVED, Mr. Zimmer seconding, that the PZC approve the draft PZC/IWA Fee Schedule and refer it to the Town Council with the recommendation that it be taken to Public Hearing. MOTION PASSED unanimously.

7/16/02 letter from Jane Ann Bobbitt regarding Historic Village signs – Mrs. Bobbitt's letter again requests that a Historic Village identification sign be allowed in the Atwoodville section of town. After discussion, Mr. Favretti MOVED, Mrs. Barberet seconding, that the Town Planner be asked to write to Mrs. Bobbitt, enclosing a copy of the PZC Minutes of 3/8/01, at which this matter was discussed. MOTION PASSED unanimously.

Verbal Updates – Mr. Padick informed members of the current status of the 2002 Plan of Conservation and Development, Lands of Unique Value project, Mansfield Water Study, the “Downtown” project, and various University projects and issues. Mrs. Barberet reported that she and Mr. Padick had participated in the University’s interview process for its new environmental manager position; no selection has yet been announced.

**New Business**

“Pond View Estates,” 3 proposed lots on Stearns Rd., N. & J. Boisvert, o/a, file 1193 – Goodwin MOVED, Holt seconded to receive the subdivision application (file 1193) submitted by J. and J. Boisvert for 3 subdivision lots, “Pond View Estates,” on property owned by the applicants located at the corner of Stearns Rd. and Candide Ln., as shown on plans dated 8/22/02 and as described in other application submissions, and to refer said application to the staff for review and comments. MOTION PASSED unanimously.

Proposed Zoning Regulations amendment, Art. X, Sec. C.6 (identity signage), Mansfield Eastbrook Development Corp., LLC, applicant, file 1194 – Goodwin MOVED, Favretti seconded to receive the application of Mansfield Eastbrook Development Corp., LLC to amend Art. X, Sec. C.6 of the Zoning Regulations (file 1194), regarding identity signage for shopping centers, as submitted to the Commission, and to refer it to staff, the Town Attorney, WINCOG Regional Planning Commission for review and comments, and to set a Public Hearing for 10/21/02. MOTION PASSED unanimously.

Request for bond release, lot 8, Crossing at Eagle Brook subdivision – An undated letter from applicant T. Morizio requests return of the \$5,000 cash bond; the item was tabled pending staff review and reports.

**Communications and Bills** – as noted on the Agenda.

The meeting was adjourned at 10:58 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

TOWN OF MANSFIELD  
Solid Waste Advisory Committee  
Minutes of the Meeting  
September 12, 2002

Present: Gogarten (chair), Kobulnicky, Ames, Hultgren (staff), Walton (staff)

The meeting was called to order by Chair Gogarten at 7:40 p.m. (Note: The meeting was preceded by the distribution of welcome bags at Carriage House and Orchard Acres apartments).

The minutes of the June 27<sup>th</sup> meeting were corrected to show the date of the Willimantic Downtown Coventry Fair to be September 29<sup>th</sup>.

Walton reported that the MMS Composting CD was available on the web at [DEP.state.ct.us/wst/recycle/school/home.htm](http://DEP.state.ct.us/wst/recycle/school/home.htm).

Hultgren reported that verbal approval of the landfill closure/bulky waste transfer had been received from the DEP and a consent order to formally authorize these activities would be drafted in late September.

A revised Pay-As-You-Throw (P-A-Y-T) bag system proposal for the Town's single-family refuse and recycling collection system was reviewed. Committee members were in favor of this system, but realize considerable public information effort will be required to explain why the changes are needed. Staff will produce a presentation that explains the proposal which can be reviewed at a future SWAC meeting.

Staff reported that they had been unable to derive an equitable volume or unit-based rate to supersede the weight-based system for multi-family collection. Staff recommends staying with the weight-based system for at least another year and trying to make "process" improvements to cut down on staff time to prepare the quarterly bills.

Walton reported that a fall rid litter day was scheduled for October 5<sup>th</sup> and that roadside litter would be accepted free at the transfer station.

Hultgren presented his memo recommending fee increases for bulky waste, single-family and multi-family collection and changes in the regulations dealing with fee waivers. A few edits and changes were made. The memo will now go to the Manager and Council for action.

Walton said she was working with the Recreation Office to get recycling containers placed at the park and recreation areas. The types of recycling containers were discussed. Recreation may have to budget for some of these containers due to their high cost.

Walton reported that she had met with the Mansfield and Region 19 school maintenance people to review their recycling set-ups for the beginning of the year. She

said the K-8 schools were in good shape, and she made recommendations for E.O. Smith.

Walton said that the few welcome bags she had left would be handed out to Clubhouse Apartments.

Walton said a composting workshop would be held this Saturday (Know Your Town Fair day). She also asked if committee members favored setting up a collection program for ink-jet cartridges, which they did. She will work on setting up collection sites. Finally, she said that the Tolland County office of the extension service was going to be sponsoring a workshop on backyard chemical-free home maintenance practices this fall and she offered to work with them to plan and sponsor this program.

Ames reported that the Styrofoam peanut recycling program (that she operates with a client) was going very strong. Walton said she would look into setting up a plastic bag recycling drop-off container at the transfer station (local supermarkets are no longer recycling them).

The next meeting was scheduled for October 10<sup>th</sup>.

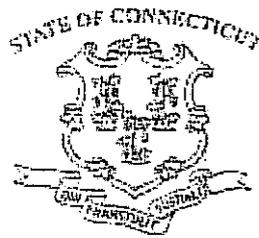
The meeting was adjourned at 9:00 p.m.

Respectfully Submitted,



Lon R. Hultgren  
Director of Public Works

cc: ✓ Town Manager, Town Clerk, Director of Finance, Virginia Walton, Steve Bowen,  
Dan Austin, file



Item #11

**House Bill No. 6003****May 9 Special Session, Public Act No. 02-3****AN ACT CONCERNING 21ST CENTURY UCONN.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Subdivision (10) of subsection (a) of section 10a-109d of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(10) To borrow money and issue securities to finance the acquisition, construction, reconstruction, improvement or equipping of any one project, or more than one, or any combination of projects, or to refund securities issued after June 7, 1995, or to refund any such refunding securities or for any one, or more than one, or all of those purposes, or any combination of those purposes, and to provide for the security and payment of those securities and for the rights of the holders of them, except that the amount of any such borrowing, the special debt service requirements for which are secured by the state debt service commitment, exclusive of the amount of borrowing to refund securities, or to fund issuance costs or necessary reserves, may not exceed the aggregate principal amount of (A) [nine hundred eighty million dollars and (B)] for the fiscal years ending June 30, 1996, to June 30, 2005, inclusive, one billion thirty million dollars, (B) for the fiscal years ending June 30, 2006, to June 30, 2015, inclusive, one billion two hundred fifty million dollars, and (C) such additional amount or amounts: (i) Required from time to time to fund any special capital reserve fund or other debt service reserve fund in accordance with the financing transaction proceedings, and (ii) to pay or provide for the costs of issuance and capitalized interest, if any; the aggregate amounts of subparagraphs [(A) and (B)] (A), (B) and (C) of this subdivision are established as the authorized funding amount, and no borrowing within the authorized funding amount for a project or projects may be effected unless the project or projects are included in accordance with subsection (a) of section 10a-109e, as amended by this act.

Sec. 2. Subsection (a) of section 10a-109e of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(a) The university may administer, manage, schedule, finance, further design and construct UConn 2000, to operate and maintain the components thereof in a prudent and economical manner and to reserve for and make renewals and replacements thereof when appropriate, it being hereby determined and found to be in the best interest of the state and the university to

provide this independent authority to the university along with providing assured revenues therefor as the efficient and cost effective course to achieve the objective of avoiding further decline in the physical infrastructure of the university and to renew, modernize, enhance and maintain such infrastructure, the particular project or projects, each being hereby approved as a project of UConn 2000, and the presently estimated cost thereof being as follows:

UConn 2000 Project	Phase I	Phase II	<u>Phase III</u>
	Fiscal Years	Fiscal Years	<u>Fiscal Years</u>
	1996-1999	2000-2005	<u>2005-2015</u>
Agricultural Biotechnology Facility	9,400,000		
Agricultural Biotechnology Facility Completion		10,000,000	
Alumni Quadrant Renovations		14,338,000	
<u>Arjona and Monteith</u> <u>(new classroom buildings)</u>			<u>66,100,000</u>
<u>Avery Point Campus</u> <u>Undergraduate and</u> <u>Library Building</u>			<u>35,000,000</u>
Avery Point Marine Science Research Center - Phase I	34,000,000		
Avery Point Marine Science Research Center - Phase II		16,682,000	
Avery Point Renovation		5,600,000	
Babbidge Library		0	

Balancing Contingency	5,506,834	
Beach Hall Renovations	[994,000]	<u>10,000,000</u>
[Beach Hall Renovation] [Completion]	[7,758,000]	
[Benton State Art Museum] [Addition]	[3,665,000]	
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Benton State Art Museum [Completion] <u>Addition</u>	1,400,000	<u>3,000,000</u>
<u>Biobehavioral Complex Replacement</u>		<u>4,000,000</u>
<u>Bishop Renovation</u>		<u>8,000,000</u>
Budds Building Renovation	2,805,000	
Business School Renovation	4,803,000	
Chemistry Building	53,700,000	
<u>Commissary Warehouse</u>		<u>1,000,000</u>
Deferred Maintenance/ Code/ ADA Renovation Lump Sum	39,332,000	<u>215,000,000</u>
Deferred Maintenance & Renovation Lump Sum Balance	104,668,000	
East Campus North Renovations	11,820,000	

<u>Engineering Building (with Environmental Research Institute)</u>		<u>42,700,000</u>
Equine Center	1,000,000	
Equipment, Library Collections & Telecommunications	60,500,000	<u>200,000,000</u>
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Equipment, Library Collections & Telecommunications Completion	182,118,146	
<u>Family Studies (DRM) Renovation</u>		<u>6,500,000</u>
<u>Farm Buildings Repairs/ Replacement</u>		<u>6,000,000</u>
<u>Fine Arts Phase II</u>		<u>20,000,000</u>
<u>Floriculture Greenhouse</u>		<u>3,000,000</u>
<u>Gant Building Renovations</u>		<u>40,000,000</u>
Gant Plaza Deck	0	
<u>Gentry Completion</u>		<u>10,000,000</u>
Gentry Renovation	9,299,000	
Grad Dorm Renovations	7,548,000	
Gulley Hall Renovation	1,416,000	
Hartford Relocation Acquisition/Renovation	56,762,020	

Hartford Relocation Design	1,500,000	
Hartford Relocation Feasibility Study	500,000	
Heating Plant Upgrade	10,000,000	
Hilltop Dormitory New	30,000,000	
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Hilltop Dormitory Renovations	3,141,000	
Ice Rink Enclosure	2,616,000	
<u>Incubator Facilities</u>		<u>10,000,000</u>
International House Conversion	800,000	
<u>Intramural, Recreational and Intercollegiate Facilities</u>		<u>31,000,000</u>
<u>Jorgensen Renovation</u>		<u>7,200,000</u>
<u>Koons Hall Renovation/ Addition</u>		<u>7,000,000</u>
<u>Lakeside Renovation</u>		<u>3,800,000</u>
<u>Law School Renovations/ Improvements</u>		<u>15,000,000</u>
<u>Library Storage Facility</u>		<u>5,000,000</u>
Litchfield Agricultural Center- Phase I	1,000,000	
Litchfield Agricultural		

Center-Phase II	700,000	
[Manchester & DRM Hall] [Renovation]	[7,472,000]	
<u>Manchester Hall</u> <u>Renovation</u>		<u>6,000,000</u>
Mansfield Apartments Renovation	2,612,000	
Mansfield Training School Improvements	27,614,000	<u>29,000,000</u>
[Monteith Renovation]	[8,234,000]	
<u>Natural History Museum</u> <u>Completion</u>		<u>4,900,000</u>
North Campus Renovation	2,654,000	
North Campus Renovation Completion	21,049,000	
<u>North Hillside Road</u> <u>Completion</u>		<u>11,500,000</u>
North Superblock Site and Utilities	8,000,000	
Northwest Quadrant Renovation	2,001,000	
Northwest Quadrant Renovation	15,874,000	
<u>Observatory</u>		<u>1,000,000</u>
<u>Parking Garage #3</u>		<u>15,000,000</u>

Parking Garage - North	10,000,000	
Parking Garage - South		15,000,000
Pedestrian Spinepath		2,556,000
Pedestrian Walkways		3,233,000
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<u>Psychology Building</u>		
<u>Renovation/Addition</u>		<u>20,000,000</u>
<u>Residential Life Facilities</u>		<u>90,000,000</u>
Roadways		10,000,000
School of Business	20,000,000	
School of Pharmacy/ <u>Biology</u>	3,856,000	
School of Pharmacy/ <u>Biology</u>		[37,594,000]
Completion		<u>61,058,000</u>
Shippee/Buckley Renovations		6,156,000
Social Science K Building		20,964,000
South Campus Complex	13,127,000	
<u>Stamford Campus</u>		
<u>Improvements</u>		<u>3,000,000</u>
Stamford Downtown Relocation-Phase I	[41,000,000]	<u>45,659,000</u>
Stamford Downtown		

Relocation-Phase II	17,392,000	
<u>Storrs Hall Addition</u>		<u>4,300,000</u>
<u>Student Health Services</u>		<u>12,000,000</u>
Student Union Addition	23,000,000	
<u>Support Facility</u> <u>(Architectural and</u> <u>Engineering Services)</u>		<u>2,000,000</u>
Technology Quadrant- Phase 1A	38,000,000	
Technology Quadrant- Phase IB	16,611,000	
Technology Quadrant- Phase II	72,000,000	
Technology Quadrant- Phase III	15,000,000	
Torrey Life Science Renovation	17,000,000	
<u>Torrey Renovation</u> <u>Completion and Biology</u> <u>Expansion</u>		<u>48,000,000</u>
<u>Torrington Campus</u> <u>Improvements</u>		<u>1,000,000</u>
Towers Renovation	17,794,000	
<u>UConn Products Store</u>		<u>1,000,000</u>
Undergraduate Education		

Center	650,000	
Undergraduate Education Center		7,450,000
Underground Steam & Water Upgrade	3,500,000	
Underground Steam & Water Upgrade Completion		9,000,000
University Programs Building - Phase I	8,750,000	
University Programs Building - Phase II Visitors Center		300,000
Waring Building Conversion	7,888,000	
<u>Waterbury Downtown Campus</u>		<u>3,000,000</u>
Waterbury Property Purchase	325,000	
West Campus Renovations		14,897,000
<u>West Hartford Campus Renovations/ Improvements</u>		<u>25,000,000</u>
White Building Renovation	2,430,000	
Wilbur Cross Building Renovation		3,645,000

<u>Young Building Renovation</u> <u>/Addition</u>	<u>17,000,000</u>
<u>HEALTH CENTER</u>	
<u>CLAC Renovation</u> <u>Biosafety Level 3 Lab</u>	<u>14,000,000</u>
<u>Deferred Maintenance/</u> <u>Code/ADA Renovation</u>	
<u>Sum - Health Center</u>	<u>50,000,000</u>
<u>Dental School Renovation</u>	<u>5,000,000</u>
<u>Equipment, Library</u> <u>Collections and</u> <u>Telecommunications -</u> <u>Health Center</u>	<u>75,000,000</u>
<u>Library/Student Computer</u> <u>Center Renovation</u>	<u>5,000,000</u>
<u>Main Building Renovation</u>	<u>75,000,000</u>
<u>Medical School Academic</u> <u>Building Renovation</u>	<u>9,000,000</u>
<u>Parking Garage - Health</u> <u>Center</u>	<u>8,400,000</u>
<u>Research Tower</u>	<u>60,000,000</u>
<u>Support Building</u> <u>Addition/</u> <u>Renovation</u>	<u>4,000,000</u>
<u>Total - Storrs and Regional</u> <u>Campus Project List</u>	<u>1,043,000,000</u>

Total - Health Center

Project List 305,400,000

TOTAL 382,000,000 868,000,000 1,348,400,000

Sec. 3. Subsection (a) of section 10a-109f of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(a) The university may, when directed by vote of its board of trustees and subject to the limitations in the authorized funding amount, borrow money and enter into financing transactions proceedings in anticipation of assured revenues or project revenues in the name of the university, on behalf of the state, and issue securities in connection with such proceedings, as follows: (1) To finance the cost of UConn 2000 or any one project thereof, or more than one, or any combination of projects thereof; [(2) to finance any temporary cash flow deficit or temporary operating deficit that the board of trustees anticipate will be fully paid with the proceeds of assured revenues or the proceeds of securities dedicated to that purpose; (3)] (2) to refund securities issued pursuant to sections 10a-109a to 10a-109y, inclusive, as amended by this act; [(4)] and (3) to refund any such refunding borrowings. All securities issued in connection with assured revenues or project revenues financing transaction proceedings entered into pursuant to this section shall be authorized by a resolution approved by not less than a majority vote of its board of trustees.

Sec. 4. Subdivision (1) of subsection (a) of section 10a-109g of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(a) (1) The university is authorized to provide by resolution, at one time or from time to time, for the issuance and sale of securities, in its own name on behalf of the state, pursuant to section 10a-109f, as amended by this act. The board of trustees of the university is hereby authorized by such resolution to delegate to its finance committee such matters as it may determine appropriate other than the authorization and maximum amount of the securities to be issued, the nature of the obligation of the securities as established pursuant to subsection (c) of this section and the projects for which the proceeds are to be used. The finance committee may act on such matters unless and until the board of trustees elects to reassume the same. The amount of securities the special debt service requirements which are secured by the state debt service commitment that the board of trustees is authorized to provide for the issuance and sale in accordance with this subsection shall be capped in each fiscal year in the following amounts provided, to the extent the board of trustees does not provide for the issuance of all or a portion of such amount in a fiscal year, all or such portion, as the case may be, may be carried forward to any succeeding fiscal year and provided further, the actual amount for funding, paying or providing for the items described in subparagraph [(B)] (C) of subdivision (10) of subsection (a) of section 10a-109d, as amended by this act, may be added to the capped amount in each fiscal year:

Fiscal Year	Amount
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1996	\$ 112,542,000
1997	112,001,000
1998	93,146,000
1999	64,311,000
2000	130,000,000
2001	100,000,000
2002	100,000,000
2003	100,000,000
2004	100,000,000
[2005	50,000,000]
<u>2005</u>	<u>100,000,000</u>
<u>2006</u>	<u>79,000,000</u>
<u>2007</u>	<u>89,000,000</u>
<u>2008</u>	<u>120,000,000</u>
<u>2009</u>	<u>155,000,000</u>
<u>2010</u>	<u>160,500,000</u>
<u>2011</u>	<u>161,500,000</u>
<u>2012</u>	<u>138,100,000</u>
<u>2013</u>	<u>129,500,000</u>
<u>2014</u>	<u>126,500,000</u>
<u>2015</u>	<u>90,900,000</u>

Sec. 5. Subsection (c) of section 10a-109g of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(c) Securities issued by the university may be issued under an indenture of trust or bond resolution, shall be general obligations of the university, for which its full faith and credit shall be pledged, payable out of any revenues or other assets, receipts, funds or moneys of the university and may be additionally secured by a pledge of revenues to be derived from the operation of a project, by assured revenues and by other assets other than a mortgage, subject only to any agreements with the holders of particular securities pledging any particular assets, revenues, receipts, funds or moneys, unless the university shall otherwise expressly provide by the indenture or resolution that such securities shall be special obligations of the university payable solely from any revenues or other assets, including project revenues, such assured revenues that may be restricted by the terms of receipt thereof to a particular project or projects to be financed by such special obligations subject only to any agreements with the holders of particular securities pledging any particular assets, revenues, receipts, funds or moneys. The form of the master resolution or indenture for securities, the special debt service requirements for which, are secured by the state debt service commitment and containing the state covenant pursuant to section 10a-109u shall be approved by the State Bond Commission prior to the first issue of such securities and any substantive amendment thereof shall also be

approved by the State Bond Commission. At such time as the master resolution or indenture is submitted to the State Bond Commission the university shall file with the State Bond Commission the list of projects to be financed by securities secured by the state debt service commitment for the second phase of UConn 2000. The form of the master resolution or indenture for securities for the third phase of UConn 2000, the special debt requirements for which are secured by the state debt service commitment and containing the state covenant pursuant to section 10a-109u, shall be approved by the State Bond Commission prior to the first issue of such securities and any substantive amendment thereof shall also be approved by the State Bond Commission. At such time as the master resolution or indenture for the third phase of UConn 2000 is submitted to the State Bond Commission, the university shall file with the State Bond Commission the list of projects to be financed by securities secured by the state debt service commitment for the third phase of UConn 2000.

Sec. 6. Subsection (g) of section 10a-109g of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(g) The proceeds of the securities of [each] any issue shall be used solely for the purpose or purposes [for which such securities shall have been authorized] identified in the master indenture, and shall be disbursed in such manner and under such restrictions, if any, as the university may provide in the resolution authorizing the issuance of such securities or in the indenture or resolution securing the same. The university shall not lease or finance or lease-finance any land or building outside the Storrs campus through any other state agency or quasi-public agency other than those leases, financings or lease purchases in the ordinary course of its activities and provided the annual expenditure thereof during the period of agreements related thereto whether expressed as rent, debt service, lease purchase payments or the like does not exceed for each item which is the subject matter of the lease, finance or lease-finance agreement, fifty thousand dollars in any year and such limitation shall apply so long as the university is authorized in accordance with subsection (a) of this section to issue securities under sections 10a-109a to 10a-109y, inclusive, as amended by this act. The resolution providing for the issuance of securities, and any indenture or resolution securing such securities, may contain such limitations upon the issuance of additional securities as the university may deem proper, and such additional securities shall be issued under such restrictions and limitations as may be prescribed by such indenture or resolution provided, no such resolution or indenture shall include a covenant committing the university to the issuance of additional securities secured by a pledge of the state debt service commitment. The university may provide for the replacement of any securities which become mutilated, or are destroyed, stolen or lost. Securities may be issued under sections 10a-109a to 10a-109y, inclusive, as amended by this act, without obtaining the consent of any department, division, commission, board, bureau, or agency of the state and without any other proceedings or the happening of any other conditions or things other than those proceedings, conditions or things which are specifically required by sections 10a-109a to 10a-109y, inclusive, as amended by this act.

Sec. 7. Section 10a-109n of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

[(a) At the request of the university, filed with the Commissioner of Public Works, the university may assume, and thereafter]

(a) Notwithstanding any provision of chapter 59 or 60, for the period from July 1, 2001, to June 30, 2015, the university shall, have charge and supervision of the design, planning, acquisition, remodeling, alteration, repair, enlargement, demolition of any real asset or any other project [, which is authorized and underway as of June 7, 1995] on its campuses.

(b) (1) The university shall cause to be prepared, proposed construction standards for all projects. The proposed standards shall, subject to applicable law, include, among other things, provisions relating to the quality and type of materials to be used, provisions for safety, fire protection, health and sanitation, provisions for the installation of fixtures, furnishings, equipment, machinery and apparatus, and construction features.

(2) Pursuant to such construction standards in effect at such time, the university shall cause to be prepared, within the costs available therefor, the detailed plans and specifications for each project. The university may from time to time modify, or authorize modifications to, such detailed plans and specifications, provided the plans and specifications as so modified shall comply with the construction standards, if any, adopted pursuant to sections 10a-109a to 10a-109y, inclusive, and in effect at the time of the modifications, and the provisions of section 10a-109e, as amended by this act, are complied with.

(3) The university shall identify the scope of work and hire, and contract with persons with the necessary experience and capability to perform such scope of work.

(4) The university may contract with a design professional for the design of any project, with a general contractor for the construction of any project; and with one or more prime trade contractors with respect to such construction work if the university determines that to do so will be in the public interest of the state.

(c) (1) Any construction contract to which the university is a party may include a provision that the design professional who designed the project, or an architect or professional engineer or construction manager retained or employed specifically for the purpose of supervision, may supervise the work to be performed through to completion and ensure that the materials furnished and the work performed are in accordance with the drawings, plans, specifications and contracts therefor.

(2) With respect to any construction contract that is to be publicly let, the university shall identify a list of potentially responsible qualified bidders for the particular contract. Thereafter, the university shall give notice to those on the list of the work required and of the invitation to prequalify. The invitation to prequalify shall contain such information as the university shall deem appropriate and a statement of the time and place where the responses shall be received. Upon receipt of such responses, the university shall select each bidder which has shown itself able to post surety bonds required by such contract and has demonstrated that it possesses the financial, managerial and technical ability and the integrity necessary and without conflict of interest for faithful and efficient performance of the work provided for

therein. The university shall evaluate whether a bidder is responsible and qualified based on its experience with projects similar to that for which the bid is to be submitted and based on objective written criteria and included in the request for prequalification with respect to such contract. The university shall also consider whether a bidder, and any subcontractor on the bidder's previous projects, has been in compliance with the provisions of part III of chapter 557 and chapter 558 during the previous five calendar years.

(3) The university shall thereafter give notice to those so prequalified of the time and place where the public letting shall occur and shall include in such notice such information of the work required as appropriate. Each bid shall be kept sealed until opened publicly at the time and place as set forth in the notice soliciting such bid. The university shall not award any construction contract after public letting, except to the responsible qualified bidder, submitting the lowest bid in compliance with the bid requirements. The university may, however, waive any informality in a bid, and may either reject all bids and again advertise for bids or interview at least three responsible qualified bidders and negotiate and enter into with any one of such bidders that construction contract which is both fair and reasonable to the university.

(4) The invitation to bid and the construction contract awarded by the university shall contain such other terms and conditions, and such provisions for penalties as the university may deem appropriate.

(5) No payments shall be made by the university on account of any contract for the project awarded by or for the university until the bills or estimates presented for such payment shall have been duly certified to be correct by the university. No payments shall be made from any other fund on account of any contract for any project awarded by or for the university until the bills or estimates presented for such payment shall have been duly certified to be correct by the university.

(6) Provision shall be made in each contract to the effect that payment is limited to the amount provided therein and that no liability of the university or state shall and may be incurred beyond such amount.

(7) The university shall require, for the protection of the state and the university, such deposits, bonds and security in connection with the submission of bids, the award of construction contracts and the performance of work as the university shall determine to be appropriate and in the public interest of the state.

(8) Any contract awarded by the university shall be a contract with the state acting through the university.

(d) For the purposes of part III of chapter 557, a project undertaken by the university shall be deemed to be a state public works project and consist of public buildings.

(e) (1) Notwithstanding any provision of the general statutes, [to the contrary,] any license, permit, and approval required or permitted to be issued and any administrative action

required or permitted to be taken pursuant to the general statutes in connection with any project by the university shall be issued or taken upon application to the particular commissioner or commissioners having jurisdiction over such license, permit, approval or other administrative action or such other state official as such commissioner shall designate. As used in this section, the term commissioner shall mean commissioners if more than one commissioner has jurisdiction over the subject matter and their designee, if any. No agency, commission, council, committee, panel or other body whatsoever other than such commissioner shall have jurisdiction over or cognizance of any licenses, permits, approvals or administrative actions concerning any project and no notice of any tentative determination or any final determination regarding any such license, permit, approval or administrative action and no notice of any such license, permit, approval or administrative action shall be required except as expressly provided pursuant to this subsection. For purposes of sections 10a-109a to 10a-109y, inclusive, as amended by this act, a capital project is a state facility and accordingly, no ordinance, law or regulation promulgated by or any authority granted to any municipality or any other political subdivision of the state shall apply to a capital project. The State Properties Review Board shall have jurisdiction over any project in the same manner as provided in chapter 60 for a priority higher education facility project. Such commissioner may issue licenses and permits, give such approval and take such administrative action as shall be necessary or desirable.

(2) All applications, supporting documentation and other records submitted to the commissioner and pertaining to any application for any license, permit, approval or other administrative action, together with all records of the proceedings of the commissioner relating to any license, permit, approval or administrative action shall be a public record and shall be made, maintained and disclosed in accordance with the Freedom of Information Act, as defined in section 1-200, as amended.

(3) All applications for licenses, permits, approvals and other administrative action required by any applicable provision of the general statutes shall be submitted to the commissioner as provided in subdivision (1) of this subsection. [The commissioner shall adopt a master process to consider multiple licenses, permits, approvals and administrative actions to the extent practicable. Each license or permit shall be issued, approval shall be granted and administrative action shall be taken not later than ten business days after the date of submission of any application for such license, permit, approval or administrative action to the commissioner. Each application for a license or permit shall be deemed to have been issued, approval shall be deemed to have been granted and administrative action shall be deemed to have been taken as requested unless such application has been denied, or conditionally issued prior to the close of business on the tenth business day after either the date of submission of such application, or a hearing is held on such application pursuant to this section. ]

(4) (A) Any hearing regarding all or any part of any project, provided for by this section, shall be conducted by the particular commissioner having jurisdiction over the applicable license, permit, approval or other administrative action. Legal notice of such hearing shall be published in a newspaper having general circulation in an area which includes the municipality in which the particular part of such project is proposed to be built or is being

built not more than ten nor less than five days in advance of such hearing.

(B) In rendering any decision in connection with any project, the commissioner shall weigh all competent material and substantial evidence presented by the applicant and the public in accordance with the applicable statute. The commissioner shall issue written findings and determinations upon which its decision is based. Such findings and determinations shall consist of evidence presented including such matters as the commissioner deems appropriate, provided such matters, to the extent applicable to the particular permit, shall include the nature of any major adverse health and environmental impact of any project. The commissioner may reverse or modify any order or action at any time on the commissioner's own motion. The procedure for such reversal or modification shall be the same as the procedure for the original proceeding.

(C) Any administrative action taken by any commissioner in connection with any project may be appealed by an aggrieved party to the superior court for the judicial district of New Britain in accordance with the provisions of section 4-183, except as otherwise provided in sections 10a-109a to 10a-109y, inclusive, as amended by this act. Such appeal shall be brought within ten days of the date of mailing to the parties to the proceeding of a notice of such order, decision or action by certified mail, return receipt requested, and the appellant shall serve a copy of the appeal on each party listed in the final decision at the address shown in such decision. Failure to make such service within such ten days on parties other than the commissioner who rendered the final decision may not, in the discretion of the court, deprive the court of jurisdiction over such appeal. Within ten days after the service of such appeal, or within such further time as may be allowed by the court, the commissioner which rendered such decision shall cause any portion of the record that had not been transcribed to be transcribed and shall cause either the original or a certified copy of the entire record of the proceeding appealed from to be transmitted to the reviewing court. Such record shall include the commissioner's findings of fact and conclusions of law, separately stated. If more than one commissioner has jurisdiction over the matter, such commissioners shall issue joint findings of fact and conclusions of law. Such appeal shall state the reasons upon which it is predicated and, notwithstanding any provisions of the general statutes to the contrary, shall not stay the development of any project. The commissioner which rendered such decision shall appear as the respondent. Such appeals to the superior court shall each be privileged matters and shall be heard as soon after the return date as practicable. A court shall render its decision not later than twenty-one days after the date that the entire record, with the transcript, is filed with the court by the commissioner who rendered the decision.

(D) The court shall not substitute its judgment for that of the commissioner as to the weight of the evidence presented on a question of fact. The court shall affirm the decision of the commissioner unless the court finds that substantial rights of the party appealing such decision have been materially prejudiced because the findings, inferences, conclusions or decisions of the commissioner are: (i) In violation of constitutional or statutory provisions, (ii) in excess of the statutory authority of the commissioner, (iii) made upon unlawful procedure, (iv) affected by an error of law, (v) clearly erroneous in view of the reliable, probative and substantial evidence on the whole record, or (vi) arbitrary, capricious or characterized by

abuse of discretion or clearly unwarranted exercise of discretion.

(E) If the court finds material prejudice, it may sustain the appeal. Upon sustaining an appeal, the court may render a judgment which modifies the decision of the commissioner, orders particular action of the commissioner or orders the commissioner to take such action as may be necessary to effect a particular action and the commissioner may issue a permit consistent with such judgment. Notwithstanding the foregoing, an applicant may file an amended application and the commissioner may, pursuant to the procedures set forth in sections 10a-109a to 10a-109y, inclusive, consider an amended application for an order, permit or other administrative action following court action.

(F) Notwithstanding the provisions of section 3-125, in consultation with the Attorney General, the university is authorized and may use the legal services of any private attorney, in connection with the construction, operation and maintenance of any project. The board of trustees shall determine the effective and efficient method or methods of legal services to accomplish the construction, operation and maintenance of all projects, taking into account the capacity, cost and expense of private counsel for such services and the capacity and direct and indirect cost and expense of and identified by the Attorney General for such services.

(f) On or before December thirty-first and June thirtieth of each year, the university shall submit a report to the joint standing committee of the General Assembly having cognizance of matters relating to finance, revenue and bonding. Such report shall include the following information: (1) The names and addresses of contractors and subcontractors performing repair, addition, alteration and new construction on the university's campuses in the previous six calendar months, (2) the extent to which such contractors and subcontractors have been in compliance with the provisions of part III of chapter 557 and the provisions of chapter 558, and (3) any actions taken by the university to cooperate with the Labor Department in the enforcement of said provisions.

Sec. 8. Section 10a-109x of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(a) Not later than October 1, 1995, and semiannually thereafter, the university shall report to the Governor and the joint standing committees of the General Assembly having cognizance of matters relating to the Department of Education, to finance, revenue and bonding, and to appropriations and the budgets of state agencies on the status and progress of UConn 2000. Each report shall include, but not be limited to: (1) Information on the number of projects and securities authorized, approved and issued hereunder including, relative to such projects, project costs, timeliness of completion and any problems which have developed in implementation, and a schedule of projects remaining and their expected costs; (2) the amount of revenue available from all sources for such remaining projects and expected receipts for such remaining projects for the succeeding four quarters; (3) the amount of money raised from private sources for the capital and endowment programs and the progress made in the development and implementation of the fund-raising program; and (4) any cooperative activities with other public and independent institutions of higher education commenced in the preceding six months. Each such report shall, for the preceding six-month period, (A)

specify the moneys credited to such fund on account of, or derived from, each source of state and federal revenue, (B) specify the amount of investment earnings from the fund, (C) specify the moneys from such fund applied and expended for (i) the payment of debt service requirements, (ii) the payment of the principal of and interest on securities issued hereunder and general obligation bonds of the state issued for university capital improvement purposes, and (iii) each budgeted account under the annual budget appropriation made to the university.

(b) Commencing January 1, 2000, the first semiannual report in each year submitted in accordance with subsection [(b)] (a) of this section shall include such information as requested by the bonding subcommittee of the joint standing committee of the General Assembly having cognizance of matters relating to finance, revenue and bonding, including but not limited to: (1) The use of bond funds in the current fiscal year, (2) projected use of bond funds for the next succeeding fiscal year, (3) an updated master plan for the balance of the project, and (4) the use of Connecticut-owned businesses, including businesses owned by women and minorities. In the event that said bonding subcommittee determines that there has been a significant change in the economic circumstances of the state sufficient to warrant recommendations for modification of the program, the subcommittee may make recommendations for appropriate action to said committee.

Sec. 9. Section 10a-109y of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

On January 15, [1999] 2006, and January 15, 2011, the university shall submit to the Governor and to the joint standing committees of the General Assembly having cognizance of matters relating to education and finance, revenue and bonding, a [four-year] five-year UConn 2000 performance review report detailing for each project undertaken to date under the program the progress made and the actual expenditures compared to original estimated costs. In addition, the report shall include a summary of programs, services and facilities which the university coordinates with other public and independent institutions of higher education. Not later than sixty calendar days after receipt of said report, such joint committees shall consider the report and determine whether there has been insufficient progress in implementation of UConn 2000 or whether there has been significant cost increases over original estimates as a result of actions taken by the university. If so, the committees may make recommendations for appropriate action to the university and to the General Assembly.

Sec. 10. Section 16a-30 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(a) The continuing legislative committee on state planning and development shall within thirty-five days of the convening of the next regularly scheduled session of the General Assembly and after public hearing submit the plan with its recommendation for approval or disapproval to the General Assembly. The plan shall become effective when adopted by the General Assembly as the plan of conservation and development for the state.

(b) In the event that the General Assembly disapproves the plan in whole or in part the plan

shall be deemed to be rejected and shall be returned to the committee for appropriate action.

(c) Any project included in the first or second phase of UConn 2000, as defined in subdivision (25) of section 10a-109c, shall constitute part of the state plan of conservation and development approved by the General Assembly.

Sec. 11. Section 16a-31 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2002*):

(a) The following actions when undertaken by any state agency, with state or federal funds, shall be consistent with the plan:

(1) The acquisition of real property when the acquisition costs are in excess of one hundred thousand dollars;

(2) The development or improvement of real property when the development costs are in excess of one hundred thousand dollars;

(3) The acquisition of public transportation equipment or facilities when the acquisition costs are in excess of one hundred thousand dollars; and

(4) The authorization of each state grant, any application for which is not pending on July 1, 1991, for an amount in excess of one hundred thousand dollars, for the acquisition or development or improvement of real property or for the acquisition of public transportation equipment or facilities.

(b) A state agency shall request, and the secretary shall provide, an advisory statement commenting on the extent to which any of the actions specified in subsection (a) of this section conforms to the plan and any agency may request and the secretary shall provide such other advisory reports as the state agency deems advisable.

(c) The secretary shall submit and the State Bond Commission shall consider prior to the allocation of any bond funds for any of the actions specified in subsection (a) an advisory statement commenting on the extent to which such action is in conformity with the plan of conservation and development.

(d) Notwithstanding subsection (b) of this section, The University of Connecticut shall request, and the secretary shall provide, an advisory statement commenting on the extent the projects included in the third phase of UConn 2000, as defined in subdivision (25) of section 10a-109c, conform to the plan and the university may request and the secretary shall provide such other advisory reports as the university deems advisable. Notwithstanding subsection (c) of this section, the secretary shall submit and the State Bond Commission shall consider prior to the approval of the master resolution or indenture for securities for the third phase of UConn 2000, pursuant to subsection (c) of section 10a-109g, as amended by this act, the advisory statement prepared under this subsection.

[(d)] (e) Whenever a state agency is required by state or federal law to prepare a plan, it shall consider the state plan of conservation and development in the preparation of such plan. A draft of such plan shall be submitted to the secretary who shall provide for the preparer of the plan an advisory report commenting on the extent to which the proposed plan conforms to the state plan of conservation and development.

Sec. 12. (*Effective July 1, 2002*) Section 34 of public act 01-173 is repealed.

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**Town of Mansfield  
Conservation  
Commission**

# Memo

**To:** Audrey Barbaret, Chair, Planning and Zoning Commission  
**From:** Robert Dahn, Mary Rogers, and Jennifer Kaufman, Conservation Commission Member  
**Date:** 9/12/2002  
**Re:** Maplewoods Subdivision

---

After reviewing the subdivision map, revised on 8/30/02, the Conservation Commission feels that it is still applicable to endorse the Open Space Preservation Committee Comments put forth at their meeting of July 16, 2002. The Commission is disappointed that these recommendations were not considered in the 8/30/02 subdivision map revision.

In addition, it has come to the Conservation Commissions attention that there are concerns about low groundwater yield in the area of the proposed subdivision. The Conservation Commission asks that you look at these concerns carefully.



## Town of Mansfield Parks Advisory Committee

# Memo

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**To:** Audrey Barbaret, Chair, Planning and Zoning Commission  
**From:** Parks Advisory Committee  
**Date:** 9/12/2002  
**Re:** Maplewoods Subdivision

---

After reviewing the subdivision map, revised on 8/30/02, the Parks Advisory Committee feels that it is still applicable to endorse the Open Space Preservation Committee Comments put forth at their meeting of July 16, 2002.

TOWN OF MANSFIELD  
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, TOWN PLANNER

Item #13

Memo to: Planning & Zoning Commission  
From: Gregory J. Padick, Town Planner  
Date: 9/11/02



Re: 8-24 referral: Request for bond release, Quail Run, Vinton Woods subdivision, file 1156

Following my site inspection on 9/6/02, I have communicated to the subdivider a number of issues that remain to be addressed prior to recommending to the Town Council acceptance of Quail Run road. These issues are expected to be addressed prior to October 7, 2002.

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**TOWN OF MANSFIELD**  
**DEPARTMENT OF PUBLIC WORKS**

Lon R. Hultgren, P.E., Director

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CONNECTICUT 06268-2599  
(860) 429-3331 TELEPHONE  
(860) 429-6863 FACSIMILE

TO: Mansfield Residents near  
the Mt. Hope Road/Route 89 Intersection  
FROM: Lon R. Hultgren, Director of Public Works  
DATE: September 10, 2002

***SUBJECT: Dehumpping project – Route 89 near Mt. Hope Road***

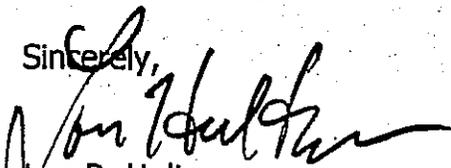
As you may or may not know, the Mansfield Town Council recently voted to ask the Connecticut Department of Transportation to proceed with the design of a project to remove the hump in Route 89 just north of the Mt. Hope Road intersection. As this project has to compete with other projects in the region, it would be several years until it is designed and built. The letter the Town sent to the DOT is attached.

Last month, DOT maintenance forces actually removed part of this hump as part of their Route 89 reclamation project. As a result, the Town Council has placed the dehumpping project on its October 15<sup>th</sup> agenda to discuss whether the full dehumpping project is still needed given the work that has already been done.

If you would like to voice your opinion on this subject, you may write the Town Manager or Council or come speak at the audience of citizens at the beginning of the October 15<sup>th</sup> Council meeting (7:30 p.m. in the Town office building).

In the interim if you have any questions you can reach me at 429-3332.

Sincerely,

  
Lon R. Hultgren  
Director of Public Works

Encl: 1

cc: Martin H. Berliner, Town Manager  
Grant Meitzler, Assistant Town Engineer  
Gregory J. Padick, Town Planner  
file

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

August 13, 2002

Bradley J. Smith, P.E.  
Manager of State Design  
Bureau of Engineering and Highway Operations  
Connecticut DOT  
PO Box 317546  
Newington, CT 06131-7546

Dear Mr. Smith:

**RE: Route 89 Near Mt. Hope Road in Mansfield**

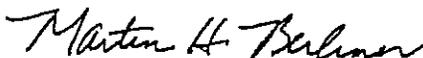
Thank you for your reply letter of July 18, 2002.

While disappointed that the proposed project to remove the hump from Route 89 near its intersection with Mt. Hope road will use a higher design speed, the Town remains in favor of the project as outline in your presentation to our Town Council on November 12, 2001.

Given your assurances (in your May 8, 2002 letter) that you will consider 11-foot lanes and 4-foot shoulders for this project and the Department will make every effort to provide mitigation measures to minimize the effect that the project will have on adjacent properties, the Town Council approved proceeding with this project at its August 12, 2002 meeting with the request that you make every effort to minimize the projects impacts on the neighborhood.

We will by copy of this letter to the Windham Region Council of Governments request that this project be added to the regional and state transportation improvement plans/project lists for design and construction at the earliest opportunity.

Sincerely,

  
Martin H. Berliner  
Town Manager

MHB:sml

cc: Barbara Buddington, Executive Director, WINCOG  
Lon R. Hultgren, Director of Public Works  
Mansfield Town Council  
File



# WINDHAM REGION COUNCIL OF GOVERNMENTS

968 Main Street Willimantic, CT 06226 Phone: (860) 456-2221  
Fax: (860) 456-1235 E-mail: [wincog@snet.net](mailto:wincog@snet.net)

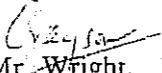
ashford chaplin columbia coventry hampton lebanon mansfield scotland windham

REC'D SEP 11 2002

September 6, 2002

Grayson Wright  
Bureau of Policy and Planning  
Connecticut Department of Transportation  
PO Box 317546  
Newington, CT 06131-7546

RE: Improvements on Route 89, Mansfield,  
near Mt. Hope Rd.

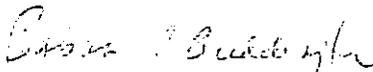
  
Dear Mr. Wright,

In response to the attached correspondence from the Town of Mansfield, WINCOG took action today to endorse improvements to Route 89 in Mansfield near Mt. Hope Road and to request that ConnDOT add the design and construction of this project to the TIP for the Windham Region and to the STIP

This project was included in Mansfield's section of our most recently adopted Regional Transportation Plan (8/2001). We concur with the town that the removal of the hump at this location is necessary for safety.

Thank you for our consideration.

Sincerely,

  
Barbara C. Buddington  
Executive Director

Attachment: as noted

cc: Martin Berliner, Mansfield Town Manager  
Lon Hultgren, Mansfield Director of Public Works  
Bradley J. Smith, ConnDOT  
Michael Pruchas, WINCOG Chairman

TOWN OF MANSFIELD  
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

August 13, 2002

Bradley J. Smith, P.E.  
Manager of State Design  
Bureau of Engineering and Highway Operations  
Connecticut DOT  
PO Box 317546  
Newington, CT 06131-7546

Dear Mr. Smith:

**RE: Route 89 Near Mt. Hope Road in Mansfield**

Thank you for your reply letter of July 18, 2002.

While disappointed that the proposed project to remove the hump from Route 89 near its intersection with Mt. Hope road will use a higher design speed, the Town remains in favor of the project as outline in your presentation to our Town Council on November 12, 2001.

Given your assurances (in your May 8, 2002 letter) that you will consider 11-foot lanes and 4-foot shoulders for this project and the Department will make every effort to provide mitigation measures to minimize the effect that the project will have on adjacent properties, the Town Council approved proceeding with this project at its August 12, 2002 meeting with the request that you make every effort to minimize the projects impacts on the neighborhood.

We will by copy of this letter to the Windham Region Council of Governments request that this project be added to the regional and state transportation improvement plans/project lists for design and construction at the earliest opportunity.

Sincerely,

Martin H. Berliner  
Town Manager

MHB:sml

cc: Barbara Buddington, Executive Director, WINCOG  
Lon R. Hultgren, Director of Public Works  
Mansfield Town Council  
File

RECEIVED

AUG 19 2002

WINDHAM REGION C.O.G.

Memo to: Citizens interested in helping with Mansfield's 2003 Plan of Conservation and Development update  
From: Gregory J. Padick, Town Planner  
Date: September 11, 2002

**RE: *Fall committee meetings***

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**Plan of Conservation & Development  
Tuesday, September 24, 2002  
7:30 P.M.**

The first fall citizen committee meeting for Mansfield's Plan of Conservation and Development Update has been scheduled for **Tuesday, September 24<sup>th</sup> at 7:30 p.m.** in the Audrey P. Beck Municipal Building, Council Chambers, 4 South Eagleville Road.

At this meeting, **Jana Butts**, WinCOG Regional Planner, will provide an overview of the recently updated Windham Region land use plan. Additionally, **Susan Westa** of the Green Valley Institute will provide her perspective on the importance of a Plan of Conservation and Development and comment on the potential resources available to assist the Town with its update effort. As time allows, Gregory J. Padick, Town Planner, will comment on the 2000 census information that has been received and provide some insight on land use changes that have occurred since the current 1993 Plan.

After addressing any questions, we will break into individual subcommittees for a brief orientation and scheduling of future meetings. Portions of the 1993 Plan will be mailed out during the week of 9/16/02 to committee members who have designated a subcommittee(s). Potential future committee dates are **October 1, 3, 8, 22, 23, 30 and 31<sup>st</sup> and November 6, 7, 19 and 26<sup>th</sup>**.

It also is important to note that the Lands of Unique Value study for Mansfield will be completed this fall and that the 3<sup>rd</sup> public session, which will include recommendations for future land use, will soon be scheduled for the end of October or early November. Potential dates are October 22, 23, 24 and 30<sup>th</sup>.

On **November 7<sup>th</sup>**, Jim Gibbons of the UConn Cooperative Extension Service, has agreed to make a presentation, on economic development in small towns. Jim has extensive experience in working with Connecticut communities on both open space planning and economic development and his comments are expected to be helpful.

All citizens are invited to participate in Mansfield's Plan of Conservation and Development update process. Please feel free to invite friends and neighbors to any of our meetings. Updated information will be posted on the Town's web page ([www.mansfieldct.org](http://www.mansfieldct.org)) under "Departments" and "Plan of Conservation and Development". Please contact the Planning Office (429-3330) if you have questions or want to be added to our distribution list.

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September 10, 2002

Town of Mansfield  
Attn: Town Manager, Martin Berliner  
4 South Eagleville Road  
Mansfield, CT 06268

REC'D SEP 11 2002

Dear Mr. Berliner:

Notification has been received that the request for a \$50,000 Rural Business Opportunity Grant (RBOG) from the Town of Mansfield was not funded from the final cycle of reserve funding for FY 2002.

The Town of Mansfield's application for the \$50,000 RBO can be held over for FY 2003. At this time we do not expect individual State allocations of RBOG funds for FY 03. If this is the case, this RBOG application would again have to compete Nationally for funding, and the results could be the same as they were this year.

No further action is needed on your part at this time. We will advise you as the situation changes.

Sincerely,

SUSAN D. BURNS  
Rural Development Specialist

Cc: Mansfield Downtown Partnership

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HELLENIC SOCIETY PAIDEIA Item #18  
ΕΛΛΗΝΙΚΗ ΕΤΑΙΡΕΙΑ ΠΑΙΔΕΙΑ

September 12, 2002

To the residents of Dog Lane and Willowbrook Road:

Dear neighbors:

We of the Hellenic Society "Paideia" have always been concerned to maintain good relations with our neighbors. That is why our satisfaction at the Planning and Zoning Commission's recent conditional approval of our classical theater project has been tempered by the awareness that, even after the modifications introduced in the course of our five applications, some of you still have sincere reservations about aspects of the plan and its execution.

Be assured that the Society will comply with the PZC's conditions and stand by its own representations at the public hearings. Most importantly:

1. There will be no seating beyond that provided for in the fifth application.
2. The theater will be used for cultural and educational events only.
3. There will be relatively few performances each year.
4. No electronic amplification will be used except in personal devices for the hearing-impaired.
5. There will be no lights except for security lighting.

We hope that ultimately, when the project has been brought to completion, you too will come to regard it as a positive addition to the community. It is our intention to include representatives of the neighborhood on an advisory committee charged with overseeing programs for the new theater.

In the meantime, we ask that you bear with us during the construction period itself. We will do everything we can to keep that period as short as possible and inconveniences to a minimum.

Yours sincerely,

Ilias Tomazos  
President, Hellenic Society "Paideia"

CC: Planning and Zoning Commission

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**TOWN OF ASHFORD**  
**OFFICE OF THE SELECTMEN**  
JOHN M. ZULICK, FIRST SELECTMAN  
25 POMPEY HOLLOW ROAD  
ASHFORD, CONNECTICUT 06278

REC'D SEP 11 2002

Phone: (860) 429-2750

Fax: (860) 429-1291

30 August 2002

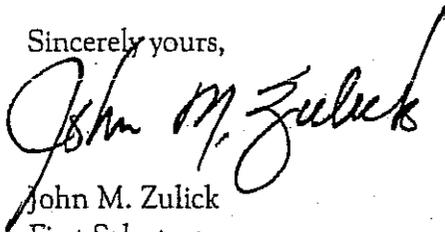
Chief Tony Noel  
Mansfield Fire Company  
999 Storrs Road  
Storrs, CT 06268

Dear Chief Noel:

Over the many years that I have served as First Selectman of the Town of Ashford I have been privileged to offer assistance and support of many of the activities of the Ashford Volunteer Fire Department. On Tuesday, August 27<sup>th</sup> my family and I witnessed the destruction of our barn and the saving of the farmhouse that I was raised in. Your participation in the mutual aid system contributed greatly to that save.

On behalf of myself and my family, I would like to thank the members of your department who responded so quickly providing manpower and equipment to Westford Hill Road. I am continually impressed that so many people and so much equipment can end up in the right place at the right time. That is surely the meaning of mutual aid.

Sincerely yours,



John M. Zulick  
First Selectman

Cc: Martin Berliner, Town Manager, Town of Mansfield  
Bruce Fletcher, Chief, Ashford Volunteer Fire Department  
William Morrison, President, Tolland County Mutual Aid Fire Service

**TOWN OF ASHFORD**  
**OFFICE OF THE SELECTMEN**  
JOHN M. ZULICK, FIRST SELECTMAN  
25 POMPEY HOLLOW ROAD  
ASHFORD, CONNECTICUT 06278  
Phone: (860) 429-2750  
Fax: (860) 429-1291

30 August 2002

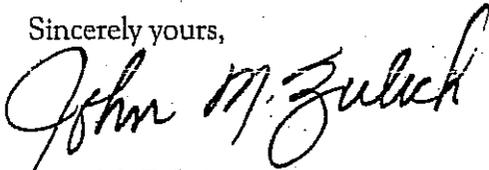
Chief Chip Jordan  
Eagleville Fire Department  
879 Stafford Road  
Storrs, CT 06268

Dear Chief Jordan:

Over the many years that I have served as First Selectman of the Town of Ashford I have been privileged to offer assistance and support of many of the activities of the Ashford Volunteer Fire Department. On Tuesday, August 27<sup>th</sup> my family and I witnessed the destruction of our barn and the saving of the farmhouse that I was raised in. Your participation in the mutual aid system contributed greatly to that save.

On behalf of myself and my family, I would like to thank the members of your department who responded so quickly providing manpower and equipment to Westford Hill Road. I am continually impressed that so many people and so much equipment can end up in the right place at the right time. That is surely the meaning of mutual aid.

Sincerely yours,



John M. Zulick  
First Selectman

Cc: Martin Berliner, Town Manager, Town of Mansfield  
Bruce Fletcher, Chief, Ashford Volunteer Fire Department  
William Morrison, President, Tolland County Mutual Aid Fire Service

# Lands of Unique Value

## Mansfield, Connecticut

Item #20

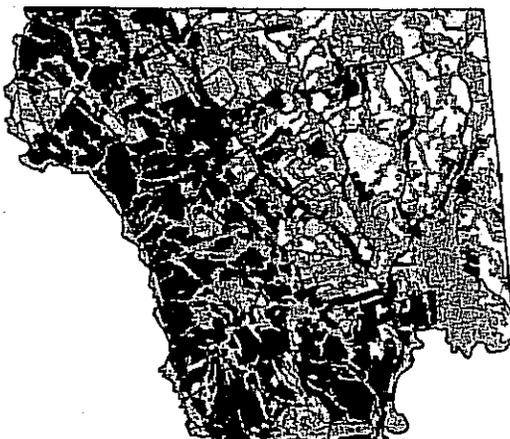
**Final Public Presentation**

**October 30, 7:30**

**Room 100 W.B. Young Building, University of Connecticut**

### Topics:

- *What is the pattern of land preservation/conservation which will best protect our natural and cultural features?*
- *What lands are best suited for future development? What makes land "good" for development? Where are these lands?*
- *Results of town-wide survey on land use issues.*



*Plan, "Maximum Future Development"*



*How should we design our roads?*

The Town of Mansfield invites interested citizens to participate in a public presentation on an ongoing "Lands of Unique Value" analysis for Mansfield. The study is being conducted under contract with University Associate Professor Peter Miniutti, of UConn's Landscape Architecture Department. This cooperative project, which includes a coordination committee of town, University and Regional Planning Agency representatives, will create and update inventory of Mansfield's natural, cultural and visual features and provide recommendations for future land uses and associated regulatory revisions for land under municipal regulatory jurisdiction. The generated mapping information, which will be coordinated with the town's new computer base mapping will be an important data source for Mansfield's Plan of Conservation and Development update, which is scheduled to be completed by the end of 2005.

A public presentation has been scheduled for Wednesday, October 30<sup>th</sup>, 2002 at 7:30 p.m. in Room 100, W.B. Young Building @ the University of Connecticut. At this meeting, the project elements will be explained, inventory mapping will be displayed, final recommendations will be presented and discussed, and public questions and comments will be addressed. All residents and interested citizens are encouraged to attend. The public is invited to share the vision of Mansfield's future.

Contact for information/questions/comments:

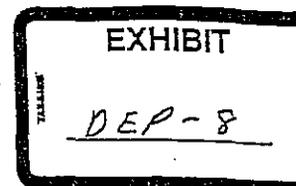
Gregory J. Padick, Mansfield Town Planner 4 South Eagleville Rd. Mansfield, CT 06268  
Padickg@mansfield.ct 429-3330

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INTENTIONALLY



DRAFT 9/17/02

PERMIT

Permittee: University of Connecticut  
c/o Larry Schilling  
31 LeDoyt Road, U-38  
Storrs, CT 06269-3038

Permit No: DS-01-17  
CT Dam Inventory No.: 7841  
Town: Mansfield

Pursuant to Section 22a-403 of the Connecticut General Statutes, the University of Connecticut, c/o Larry Schilling ("permittee") is hereby permitted to conduct activities at the Separatist Road Detention Basin ("the dam") located on the northern corner of the intersection of Stadium Road and Separatist Road in Mansfield, Connecticut as set forth in application #DS-01-17 prepared by Lenard Engineering, Inc., which includes plans entitled "Hilltop Apartments Detention Basin Improvements, dated August 30, 2002 revised September 10, 2002.

Authorized Activity

Specifically, the permittee is authorized to construct new reinforced concrete retaining wall and modify the detention basin floor as depicted in the above referenced plans.

This permit is subject to and does not derogate any present or future property rights or other rights and all public and private rights and to any federal, state, or local laws or regulations pertinent to the property or activity hereby. This authorization is subject to the following conditions:

Special Conditions

1. All plantings for the subject project shall be installed as depicted on plans entitled "Hilltop Apartments Detention Basin Improvements, University of Connecticut, Storrs, Connecticut." Referenced above.

PERMITTEE'S FAILURE TO COMPLY WITH THE TERMS AND CONDITIONS OF THIS PERMIT MAY SUBJECT PERMITTEE AND PERMITTEE'S CONTRACTOR(S) TO ENFORCEMENT ACTIONS AND PENALTIES AS PROVIDED BY LAW

2. The permittee shall retain a qualified wetland scientist approved by the department to oversee the implementation of the proposed wetland planting plan and perform surveys as necessary. For the first two growing seasons after installation, the permittee through their approved wetland scientist shall conduct a survey of the planting areas to determine plant and shrub survivorship and the occurrence of invasive species. The permittee shall submit a report within 45 days of the survey to the Commissioner for review and approval, such report shall contain survey findings and recommendations for plant replacement or reestablishment and invasive plant control or removal. The permittee shall undertake any remedial action as directed by the Commissioner to assure the persistence of the wetland vegetative communities.
3. The permittee shall implement and maintain in effect thereafter, the emergency operation plan procedures submitted as part of application DS-01-17.
4. The permittee shall submit for review and approved by DEP an Operations and Maintenance Plan. This Operation and Maintenance Plan shall include provisions detailing the inspection procedures and frequencies of the dam and outlet structure after construction is complete. This plan shall be submitted within 30 days of the issuance of this permit.
5. The permittee shall revise Drawings #3 of 9, entitled "Proposed Site Plan," to include the temporary installation of a stone check dam immediately upgradient of the detention basin outlet to minimize downstream turbidity until all disturbed soils in the basin have adequately stabilized.
6. The permittee shall revise Drawing #3 of 9, entitled "Proposed Site Plan," to include any construction access points from Separatist Road and Stadium Road to the project site. These construction access points shall include anti-tracking pads to minimize sedimentation to the two roads.
7. The permittee shall revise Drawing #3 of 9, entitled "Proposed Site Plan," to include the extension of the proposed row silt fence easterly approximately 60 linear feet (along the northern shoulder of Stadium Road) to fully encompass the limits of disturbance at the intersection of Separatist Road and Stadium Road.
8. The permittee shall revise Drawing #9 of 9, entitled "Erosion Control Narrative," to reflect the newly revised "Connecticut Guidelines for Soil Erosion and Sediment Control" dated May 2002. All detailed stabilization measures shall be consistent with the latest guideline revision.
9. The permittee shall submit plan revisions enumerated in special condition number 4 through 7 to the Commissioner for review and approval prior to initiation of any construction activities.

General Conditions

1. Initiation and Completion of Construction

Permittee shall notify the Commissioner in writing no less than two (2) days prior to commencement of permitted activities and no less than seven (7) days following completion of permitted activities.

2. Expiration of Permit

- A. The construction activities authorized herein shall be completed on or before November 15, 2003 unless this permit is specifically renewed.
- B. This permit may be revoked, suspended, or modified in accordance with law, including but not limited to the Regulations of Connecticut State Agencies Section 22a-3a-5(d).
- C. This permit shall expire 3 years after the date of issuance.

3. Permit Compliance

- A. This permit and a copy of the approved plans and specifications shall be kept at the project site and made available to the Commissioner at any time during the construction of permitted activities.
- B. Permitted activities shall be performed under the supervision of an engineer who is licensed to practice in the State of Connecticut and who is familiar with dam construction. Said engineer shall, upon completion of the permitted activities, certify to the Commissioner in writing that the permitted activities have been completed according to the approved plans and specifications.
- C. The permittee may not modify the permitted plans without the prior written approval of the Commissioner.
- D. Within thirty (30) days of completion of the permitted activities, permittee shall submit to the Commissioner record drawings depicting the dam construction and associated activities as completed, including any deviations from the approved plans. Said drawings shall be prepared and sealed by the engineer who oversaw the construction.

4. Fishway Requirements

The Commissioner has determined in accordance with Section 26-136 of the Connecticut General Statutes that, as of the date this permit is issued, a fishway is not required at this structure.

5. Reliance on Application

In evaluating the permittee's application, the Commissioner has relied on information provided by the permittee. If such information subsequently proves to have been false, deceptive, incomplete or inaccurate, this permit may be modified, suspended or revoked.

6. Best Management Practices

In constructing the activities authorized herein, the permittee shall use construction methods that minimize sedimentation and erosion and prevent pollution. Such practices include but are not necessarily limited to the following:

- A. All authorized activities shall be performed in such a manner as to minimize resuspension of sediments and subsequent siltation, and to prevent construction materials and debris from entering wetlands or watercourses.
- B. No construction vehicles shall be stored, serviced, washed or flushed out in a location where leaks, spillage, waste materials, cleaners or waters will be introduced or flow into wetlands or watercourses.
- C. Haybales, mulch, sedimentation basins or other temporary sedimentation controls, including silt fences, shall be used as necessary to control erosion and sedimentation.
- D. Except as provided in this permit, no material storage or stockpiling of construction materials shall occur in any wetland or watercourses.
- E. Fill, without limitation, or construction debris, shall not be placed in wetlands or watercourses unless authorized by this permit.

7. Certification of Documents

Any document, including but not limited to any notice, which is required to be submitted to the Commissioner pursuant to this permit shall be signed by the permittee, a responsible corporate officer of the permittee, or a duly authorized representative of such person, as those terms are defined in Section 22a-430-3(b)(2) of the Regulations of Connecticut State Agencies, and by the individual or individuals responsible for actually preparing such document, each of whom shall certify in writing as follows:

"I have personally examined and am familiar with the information submitted in this document and all attachments and certify that based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate, and complete to the best of my knowledge and belief, and I understand that any false statement made in this document or its attachments may be punishable as a criminal offense".

8. Submission of Documents

Any document required to be submitted to the Commissioner pursuant to this permit shall, unless otherwise specified in writing by the Commissioner, be directed to:

Mr. Arthur Christian, Supervising Civil Engineer  
DEP/Bureau of Water Management  
Inland Water Resources Division  
79 Elm Street  
Hartford, CT 06106-5127

The date of submission to the Commissioner of any document required by this permit shall be the date such document is received by the Commissioner. The date of any notice by the Commissioner under this permit, including but not limited to notice of approval or disapproval on any document or other action, shall be the date such notice is personally delivered or the date three days after it is mailed by the Commissioner, whichever is earlier. Except as otherwise specified by this permit, the word "day" as used in this permit means one calendar year. Any document or action which is required by this permit to be submitted or performed by a date which falls on a Saturday, Sunday or a Connecticut or federal holiday shall be submitted or performed before the next day which is not a Saturday, Sunday or a Connecticut or federal holiday.

9. Dam Owner/Operator Liability

Your attention is further directed to Section 22a-406 of the General Statutes: "Nothing in this chapter and no order, approval or advice of the Commissioner, shall relieve any owner or operator of (a dam) from his legal duties, obligations and liabilities resulting from such ownership or operation. No action for damages sustained through the partial failure of any structure or its maintenance shall be brought or maintained against the state, the Commissioner of Environmental Protection, or his employees or agents."

This authorization constitutes the permit required by Section 22a-403 of the Connecticut General Statutes.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Arthur J. Rocque, Jr., Commissioner

