



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, February 24, 2003
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

	PAGE
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES.....	1
PUBLIC HEARING (7:30 p.m.)	
1. Mt. Hope Road Culvert Replacement.....	7
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
OLD BUSINESS	
2. Appointment of Member to Regional School District #19 Board of Education (Item #7, 02-10-03 Agenda).....	11
3. University Spring Weekend (Item #4, 02-10-03 Agenda) (No Attachment)	
NEW BUSINESS	
4. Paperwork Reduction.....	23
5. Fiscal Year 2003/04 Budget Review Calendar	25
6. Fiscal Year 2002/03 Budget Transfers.....	27
7. Proposed Amendments to Solid Waste Regulations.....	35
8. Proposed "Hearing Procedure for Citations Ordinance"	55
9. Proposed AT&T Telecommunication Tower between Baxter and Cedar Swamp Roads	61
DEPARTMENTAL REPORTS	65
REPORTS OF COUNCIL COMMITTEES	
REPORTS OF COUNCIL MEMBERS	
TOWN MANAGER'S REPORT	
FUTURE AGENDAS	

PETITIONS, REQUESTS AND COMMUNICATIONS

10. J. Gerdson re: Resolution on the War in Iraq.....91
11. Regional School District No. 19 – Salary Comparison Data.....93
12. Council of Small Towns (COST) – February 18, 2003 Legislative Alert111
13. M. Beckert re: Resignation from Mansfield Conservation Commission.....113

EXECUTIVE SESSION

REGULAR MEETING-MANSFIELD TOWN COUNCIL-FEBRUARY 10, 2003

The regular meeting of the Mansfield Town Council was called to order by Mayor Elizabeth Paterson at 7:40 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Bellm, Haddad, Hawkins, Paterson, Schaefer, Thorkelson

Absent: Holinko called in ill, Martin and Rosen, out of Town

II. APPROVAL OF MINUTES

Mr. Hawkins moved and Mr. Thorkelson seconded to approve the minutes of February 1, 2003.

So passed with Mr. Haddad and Mr. Schaefer abstaining.

Mr. Thorkelson moved and Mr. Hawkins seconded to approve the minutes of January 27, 2003.

So passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ann Koultly, 98 Fern Road spoke in favor of the proposed resolution against the war with Iraq.

Richard Pellegrine read a letter regarding the vacancy on the District #19 Board of Education. He urged the Town Council to interview any interested people regardless of their political affiliation. He also felt that there were many persons in town, which may want to discuss the issue of the proposed resolution on the War with Iraq.

Jennifer Stone, 657 Chaffeeville Road, spoke on the issue of the War with Iraq. She would not like the United States to go to War at this time. She urged a public hearing to get a sense of how the residents feel on this issue of War.

Joseph Koutly, 98 Fern Road, urged passage of the resolution against the War with Iraq.

Mary Barry, 117 Spring Hill Road, supports the resolution against the war with Iraq.

Richard Sherman, Pinewoods Lane, spoke as Chairman of the Democratic Town Committee. He assured the Council that the Democratic Town Committee had four

The resignation of Paul Brody from the District 19 Board of Education is an important position, which needs to be filled. In the Mansfield tradition, I sincerely hope that the Mansfield Town Council fills this vacancy with the best-qualified person. The quotation by Richard Sherman in *The Chronicle* was very distressful to me. To say that the democratic-controlled council will certainly appoint a democrat to fill this position is overlooking the opportunity the Council has to elect a new type of person to District 19.

I think that the kind of representative to this Board that Mansfield needs at this time, is one who is able to juggle the perceived needs of the Secondary students with the fiscal limitations of Mansfield and the other sending towns. I think the replacement should be willing to be a liaison between District 19 and the Council and the elementary board of education. We don't seem to hear anything from Region 19 now, except at budget time. In addition, the selected representative should have a "real world" view about student accountability and should be willing to work to develop a student code of conduct that is applied fairly and uniformly.

At any rate, I think that the democratically controlled Town Council owes it to the citizens of Mansfield to interview any interested people and choose from that pool.

Richard Pellegrine

429-9598

excellent candidates for the vacancy of the Region #19 Board of Education. He also supported the resolution against the War with Iraq.

Ayla Kardestuncer, Storrs Road, spoke in favor of the resolution against the war with Iraq.

The audience with the public concluded at 8: 08 p.m.

IV. OLD BUSINESS

2. Issues Regarding the UConn Landfill including the UConn Consent Order, Public Participation Relative to the Consent Order and Well Testing.

There will be a landfill public meeting at 7:00 p.m. on February 25, 2003 to discuss an update.

3. Comprehensive Annual Financial Report (CAFR) for Year Ending June 30, 2002

Mr. Hawkins moved and Mr. Schaefer seconded to refer the Town of Mansfield Comprehensive Annual Financial Report for Year Ending June 30, 2002 to the Finance Committee.

So passed unanimously

4. University Spring Weekend

No comments

V. NEW BUSINESS

5. Resolution Expressing Opposition to a Preemptive War with the Country of Iraq.

Mr. Bellm moved and Mr. Thorkelson seconded to adopt the proposed resolution against Iraq with two minor corrections.

So passed unanimously.

6. Financial Statements Dated December 31, 2002

Mr. Schaefer moved and Mr. Thorkelson seconded to accept the Financial Statements Dated December 31, 2002, as presented by the Director of Finance.

So passed unanimously.

7. Appointment of Member to Regional School District #19 Board of Education

Mr. Thorkelson moved and Mr. Schaefer seconded to table this item.

8. Mansfield Community Center Membership Fees for Residents of Ashford and Willington

Mr. Hawkins moved and Mr. Schaefer seconded to move, effective February 10, 2003, to adopt the Community Center membership fees for the residents of Ashford and Willington, as presented by the Town Manager in his memorandum dated January 29, 2003; and to add the fees to the town's fee schedule.

So passed unanimously.

9. Mansfield Community Center-Phase One Marketing Plan

Mr. Schaefer moved and Mr. Thorkelson seconded to authorize the Town Manager to expend up to \$46,000 from the Capital and Non-recurring Reserve Fund towards the purchase of Pre-Sell Phase marketing services for the Mansfield Community Center.

So passed unanimously.

10. Nomination of Quinebaug-Shetucket Heritage Corridor to National Trust for Historic Preservation's Eleven Most Endangered Historic Places List for 2003.

Mr. Thorkelson moved and Mr. Bellm seconded to authorize the Mayor to transmit a letter in support of the nomination of the Quinebaug-Shetucket Heritage Corridor to the National Trust for Historic Preservation's "Eleven Most Endangered Places List for 2003".

So passed unanimously.

VI. DEPARTMENTAL REPORTS

No comments.

VII. REPORTS OF COUNCIL COMMITTEES

No comments.

VIII. REPORTS OF COUNCIL MEMBERS

No comments

IX. TOWN MANAGER'S REPORT

Meeting on the UConn Landfill February 25, 2003 at 7:00 p.m. in the Council Chamber

Twenty persons have used credit cards to pay their taxes.

Municipal Action Day is February 18 at the State Capitol.

There will be a reception for the New Director of Emergency on Monday, February 24th at 6:45 p.m. in the Council Chamber.

There will be a Fire Management meeting at the Firehouse at 5:30p.m. on Thursday

There is a Town/Gown Meeting tomorrow at UConn at 4:00 p.m.

There will be a Cardiac-Health Smart Breakfast meeting at 8:30 a.m. in Coventry,

The Friends of the Library took in \$14,000 at their February book sale.

The Town Manager attended the meeting of the Task Force on Substance Abuse at UConn.

Jeff Smith, Director of Finance, the Town Manager and the Comptroller met with Denise Merrill regarding municipal retirement board and urged that a municipal person be placed on the pension board.

Community Center-working with the building enclosed now, although the weather has caused lost time, hopefully the project will be completed on time.

Town Manager asked the Council members if they would like to have budget hearings on Saturdays. No decision.

X. FUTURE AGENDAS

No comments

XI. PETITIONS, REQUESTS AND COMMUNICATIONS

11. M. Berliner re: Legislation concerning Recycling Practices in Connecticut
12. Sgt. Darcey Re: Uniform Crime Reporting (UCR) statistics for calendar year 2002
13. C. Pellegrine re: Vacancy at Regional School District #19 Board of Education
14. H. Raphaelson re: Level of Mansfield Services
15. Storrs Monthly Meeting of the Religious Society of Friends re: Resolution Opposing a War against Iraq
16. Eleanor and John Plank re: War in Iraq
17. Connecticut Department of Social Services re: Branch Closings
18. L. Schilling re: Level A Aquifer Mapping for the Fenton River Well Field
19. Council of Small Towns(COST) Town Leader's Bulletin

20. Cuddy and Feder and Worby LLP re: Proposed AT & T Wireless Communications Tower Facility

XII. EXECUTIVE SESSION

Not needed.

XII. ADJOURNMENT

At 9:00 p.m. Mr. Bellm moved and Mr. Schaefer seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

PUBLIC INFORMATION MEETING

TOWN OF MANSFIELD

MT. HOPE ROAD CULVERT REPLACEMENT

The Mansfield Town council will hold a public information meeting on February 24, 2003 at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building to discuss and hear comment on the replacement of the large culvert on Mt. Hope Road near the Mansfield/Chaplin Town line in the Town of Mansfield. At this hearing interested persons may appear, ask questions and give written communications.

Preliminary plans for the culvert replacement are available for inspection in the Engineering office at 4 South Eagleville Road.

Dated at Mansfield, Connecticut, this 10th day of February, 2003

Joan E. Gerdson
Mansfield Town Clerk



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 Planning and Zoning Commission
FROM: Lon R. Hultgren, Director of Public Works
DATE: February 4, 2003
RE: Replacement of Mt. Hope Road Culvert near the Town Line

The existing corrugated metal pipe on Mt. Hope Road near the Chaplin Town Line has deteriorated and a project has been designed to replace this pipe with a concrete box culvert. The existing road width will not be changed by the project and the pipe/culvert is not visible from the road. There will be 20 to 30 feet of broken fieldstone placed in the streambed upstream and downstream of the culvert for streambed protection. Additionally, the existing fieldstone headwalls will be removed and replaced with concrete walls capped with fieldstones.

Under the Town's Scenic Road Ordinance the correction of drainage problems does not require a scenic road permit; however, we wish to inform the PZC of this project and invite any comments (A public information meeting will be held at the February 24th Town Council meeting).

Plans for this project are available for review in the Engineering office. You will also be reviewing these plans as the Wetlands Agency as we are applying for a wetlands permit in March.

Please contact me if you have questions or comments or need more information on this project (429-3332; HultgrenLR@Mansfieldct.org).

cc: ✓ Martin H. Berliner, Town Manager
Gregory J. Padick, Town Planner
Grant Meitzler, Inland Wetland Agent
Curt B. Hirsch, Zoning Agent
Stephen T. Bowen, Project Engineer
file



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

February 7, 2003

Mt. Hope Road Residents near the
Chaplin Town Line:

**Re: *Public Information meeting February 24th for the
proposed culvert replacement – on the last hill
on Mt. Hope Road in Mansfield***

The Town has plans to replace the large corrugated metal culvert pipe on Mt. Hope Road (between River Road and the Chaplin Town line) this coming construction season (most likely during the summer months).

The culvert will be replaced with a concrete box culvert and the road will be restored to its existing width. The road will be closed for the construction project which should take about two months.

Preliminary plans for the culvert replacement are available in the Engineering office in the Town Office Building.

A public information meeting has been scheduled for February 24th at 7:30 p.m. in the Council Chambers of the Mansfield Town Office Building, 4 South Eagleville Road, at which time we will outline the project and field questions and comments.

Please feel free to come to the public information meeting, stop by the engineering office to review the plans or call me to discuss this project.

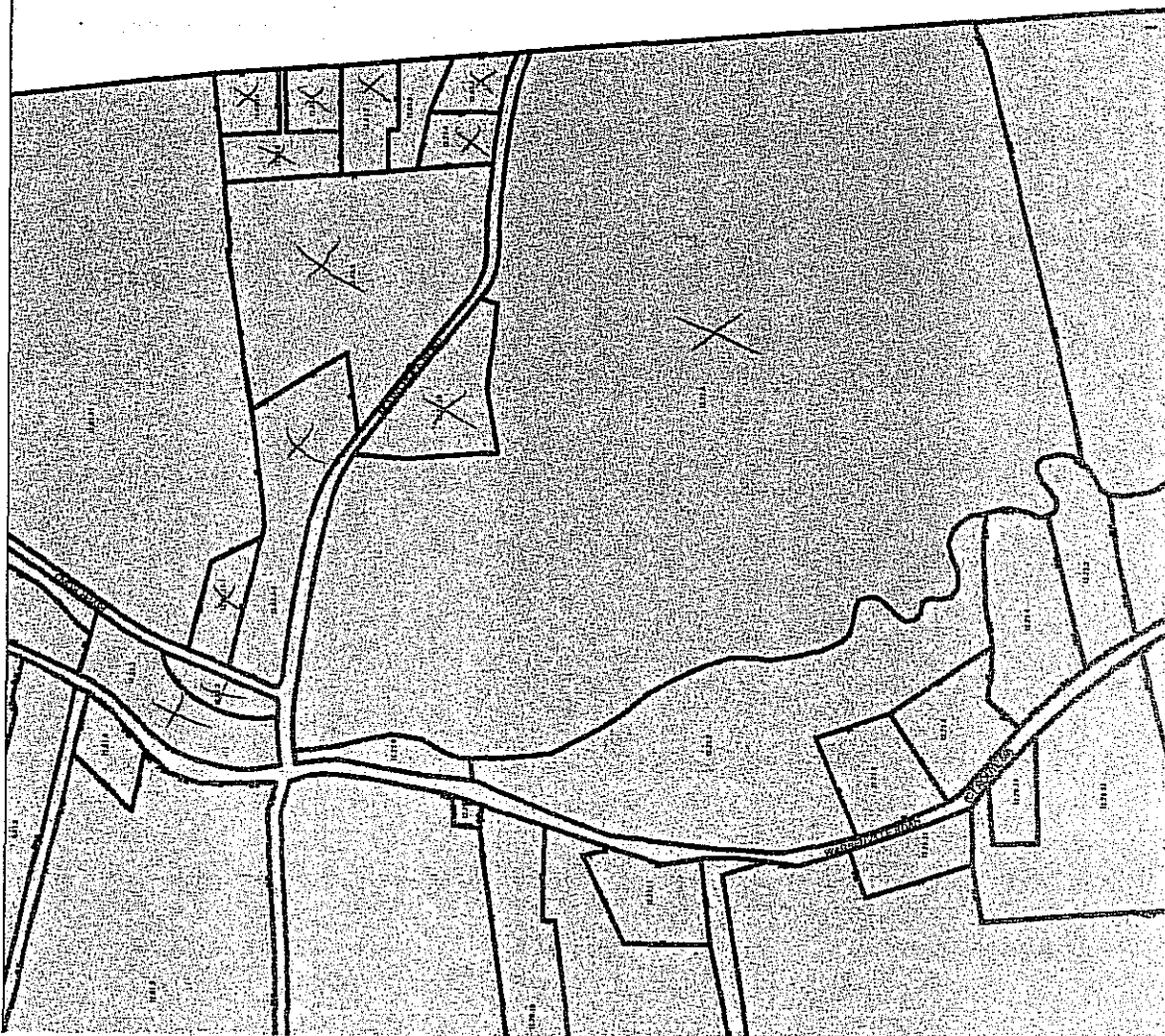
Sincerely,

Lon R. Hultgren
Director of Public Works
(860) 429-3332

Encl: Reduced plan view

cc: ✓ Martin H. Berliner, Town Manager
Timothy M. Webb, Superintendent of Public Works
Grant Meitzler, Assistant Town Engineer
Gregory J. Padick, Town Planner
Stephen T. Bowen, Project Engineer
File

X = affected property owners - W



Text Tax Map Info Parcel Lines Parcels

General Map
Date Printed: January 29, 2003



Disclaimer

Town of Mansfield
Connecticut

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

February 24, 2003

Town Council
Town of Mansfield

Re: Appointment of Member to Regional School District #19 Board of Education

Dear Town Council:

As the Council had requested at its last meeting, attached please find an opinion from the Town Attorney outlining the course of action that the Council may follow in appointing someone to fill the vacancy on the Regional School District #19 Board of Education.

Respectfully submitted,

A handwritten signature in cursive script that reads "Martin H. Berliner".

Martin H. Berliner
Town Manager

Attach:(7)

Attorney Dennis O'Brien

120 Bolivia Street, Willimantic, Connecticut 06226 Tel (860) 423-2860 Fax (860) 423-1533

February 17, 2003

Matthew W. Hart
Assistant to the Town Manager
Town of Mansfield
Four South Eagleville Road
Mansfield, CT 06268

Re: Vacancy on Region 19 Board of Education

Dear Matt:

In your E-mail to me dated February 14, 2003, you asked me to "provide a recommendation to [the Town Council] outlining the appropriate course of action that they should follow in making the appointment [to fill a vacancy on the Region 19 Board of Education]."

The governing law is Connecticut General Statutes section 10-46 regarding "Regional board of education." A copy is attached hereto. Subsection (a) of that provision begins by mandating the administration of a regional school district by a regional board of education, and then requires that charter members of a newly constituted regional board be elected by the legislative body of each member town. Subsection (a) concludes by providing, "Thereafter, members of the board shall be nominated and elected in their respective towns in accordance with subsection (b) or (c) of this section as determined by the legislative body of each town."

The first option, C.G.S. section 10-46(b), provides for the election of board members by a town choosing this option by a town meeting. Under subsection (b), any vacancy that arises also has to be filled by a town meeting vote. The second option, stated in C.G.S. 10-46(c), calls for election of any town representative to the regional board of education by a vote of the electors of the town at the polls. It makes sense that a town like Mansfield, in which the legislative authority is vested in the Town Council rather than a town meeting, elects its representatives to the Region 19 Board of Education under subsection (c), in the biennial election held in November of each odd numbered year.

Subsection © also provides that "If a vacancy occurs in the office of any member of the regional board of education, the legislative body of the town affected shall elect a successor to serve until the next general election, at which time a successor shall be elected to serve any unexpired portion of such term . . ." The "Vacancies" section of the Mansfield Charter, section C206, follows the section 10-46© rule for filling a vacancy. It says that "Except as otherwise provided by statute, any vacancy in any elective office, except in the Board of Education and Planning and Zoning Commission, for whatever cause arising, shall be filled by appointment by the Town Council for the unexpired portion of the term or until the next biennial election, whichever shall be sooner."

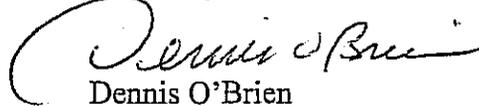
Matthew W. Hart
Assistant to the Town Manager
Re: Vacancy on Region 19 Board of Education
February 17, 2003

So, under state law and section C206 of the Mansfield Charter, the Town Council has the legal responsibility to choose an elector of the town to fill the current vacancy until the next municipal election this fall. Furthermore, as also required by section C206, the "Vacancies" section of the Town Charter, "If the person vacating the office shall have been elected as a member of a political party, the vacancy shall be filled by the appointment of a member of the same political party." Since, section 10-46© is silent on this type of local rule while expressly providing that the only two minority party representation requirements contained in our statutes are inapplicable, section C206 is controlling. As stated in Charter section C103 regarding "General grant of powers," In addition to all powers granted to towns under the constitution and general law, the town shall have all powers granted by this charter. . ."

The Council must fill the vacancy on the Region 19 Board of Education with an elector registered as a member of the same political party the member who resigned was enrolled in.

Let me know if you or any Council members have any questions.

Very truly yours,



Dennis O'Brien
Attorney at Law

§ 10-46

General Statutes

TITLE 10 EDUCATION AND CULTURE

CHAPTER 164

10-46

Sec. 10-46. Regional board of education.

(a) The affairs of the regional school district shall be administered by a regional board of education, which shall consist of not fewer than five members. Each member town shall elect at least one member. The committee report shall determine the number of members of such regional board and the representation of each town. The first members of such regional board of education shall be nominated and elected at a meeting of the legislative body of each town held within thirty days after the referendum creating the district. The regional board of education at its first meeting, called by the Commissioner of Education within ten days from the time the last member town to appoint members to the regional board has done so, shall organize and the members shall serve until their successors are elected and qualify. At such meeting, the board shall determine the term of office of each member according to the following principles: (1) The term of office of each successor shall be four years; (2) to establish a continuity of membership, a system of rotation shall be used; if the board has an even number of members, one-half of such number shall be elected every two years and if the board has an uneven number of members, no more than a bare majority or a bare minority shall be elected every two years, except when the unexpired portion of the term of a vacated office must be filled; (3) the same system of rotation shall be used for election of the representatives of each member town, if possible; (4) if necessary, it shall be determined by lot which of the initial members shall serve the short terms; (5) at the first election of members in accordance with subsection (b) or (c) of this section, no more than half the offices held by initial board members shall be filled; (6) the offices held by the remaining initial board members shall be filled at the second election held in accordance with subsection (b) or (c) of this section. Thereafter, members of the board shall be nominated and elected in their respective towns in accordance with subsection (b) or (c) of this section as determined by the legislative body of each town.

(b) (1) At least thirty days before the expiration of the term of office of any board member, a town meeting shall be held in accordance with chapter 90 to nominate and elect a successor. Any person who is an elector of such town may vote at such meeting. If a vacancy occurs in the office of any member of the regional board of education, the town affected, at a town meeting called within thirty days from the beginning of such vacancy, shall nominate and elect a successor to serve for the unexpired portion of the term in accordance with the above procedure. (2) Where members of the regional school board are to be elected at-large under a plan for reapportionment recommended under subdivision (2) of subsection (a) of section 10-63l, and approved under sections 10-63m and 10-63n, at least thirty days before the expiration of the term of office of any board member, a meeting of the voters of the entire regional school district shall be held to nominate and elect successors in accordance with subsection (e) of this section. Any person who is an elector of any member town may vote at such regional meeting. Vacancies shall be filled by a regional meeting called within thirty days from the beginning of such vacancy.

(c) Board members shall be nominated and elected in the same manner as town officers in accordance with the provisions of title 9 except that (1) section 9-167a and parts II and III of chapter 146 shall not apply, (2) the board members so elected shall take office in accordance with subsection (d) of this section and if members of the regional school board are elected at-large under a plan for reapportionment recommended under subdivision (2) of subsection (a) of section 10-63l, and approved under sections 10-63m and 10-63n, a caucus of the voters of the entire regional school district shall be

held to nominate candidates for election to the board in accordance with subsection (e) of this section. At such caucus, any person who is an elector of any member town may vote. If a vacancy occurs in the office of any member of the regional board of education, the legislative body of the town affected shall elect a successor to serve until the next general election, at which time a successor shall be elected to serve any unexpired portion of such term, except that if members are elected at-large, such successor shall be nominated and elected at a meeting of the entire regional school district held as provided in subsection (b) of this section.

(d) All members of a regional board of education, except those members regularly elected in the month of May, shall take office on the first day of the month following their election. Those members of a regional board of education regularly elected in the month of May shall take office on the first day of July. Such board shall hold an organizational meeting in the month following the last election of members thereof held in the member towns in any calendar year at which time the board shall elect by ballot from its membership a chairperson, a secretary, a treasurer and any other officer deemed necessary and may annually thereafter elect such officers. In the case of a tie vote in the balloting for any officer, such tie shall be broke by lot. The treasurer shall give bond to the regional board of education in an amount determined by the members thereof. The cost of such bond shall be borne by the district.

(e) Each regional school district meeting and caucus held pursuant to subsection (b) and (c) of this section shall be conducted in accordance with standard parliamentary practice. A moderator shall be chosen to preside over such meeting or caucus. A majority of those present and eligible to vote at such meeting or caucus shall determine the manner in which any vote shall be taken. The moderator shall certify all results of such meeting or caucus to the secretary of the state who shall then officially notify each town within the regional school district of the result.

(1949 Rev., S. 1376; 1951, 1953, 1955, S. 901d; February, 1965, P.A. 470; 1967, P.A. 333, S. 1; 1969, P.A. 698, S. 8; 1971, P.A. 679, S. 1; P.A. 75-644, S. 11, 14; P.A. 77-614, S. 302, 610; P.A. 78-124, S. 1−4; 78-218, S. 33; P.A. 82-184, S. 1, 2.)

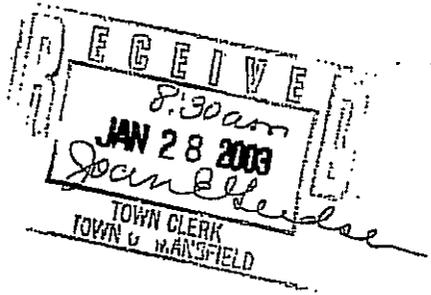
History: 1965 act allowed initial regional board to serve until each member town has held a regular election rather than "until the first meeting in July next succeeding", deleted references to one and three-year terms of office, provided that not more than a bare majority of terms on odd-numbered board expire in any one year and made nomination and election the same as for town board of education members unless done in special town meeting by ordinance; 1967 act returned section to provisions existing before 1965 act except that provisions for two or four year terms were deleted as was provision for half of terms expiring in one year for even-numbered board memberships; 1969 act divided section into subsections, made size of board and representation of towns determined in final committee report rather than by joint vote of town boards comprising district, made secretary of state board responsible for calling first meeting rather than the chairman of the study committee, provided complex guidelines for determining terms of initial members and added Subsecs. (b) to (d) regarding election of members after first appointed members' terms expire; 1971 act amended Subsec. (d) to provide for annual election of officers; P.A. 75-644 deleted provision limiting boards to not more than nine members; P.A. 77-614 substituted commissioner of education for secretary of the state board of education, effective January 1, 1979; P.A. 78- 124 amended Subsecs. (b) and (c) to allow nominations and elections of members at-large and added Subsec. (e) re meetings and caucuses for nomination and election of members at-large; P.A. 78-218 substituted "chairperson" for "chairman" in Subsec. (d); P.A. 82-184 provided that board members regularly elected in May shall take office in July, rather than one month following their election where previously all members, regardless of election date, took office one month following the election.

THIS PAGE LEFT

BLANK

INTENTIONALLY

January 27, 2003



To Joan Gerdson
Mansfield Town Clerk

Please be advised that this letter shall serve as my resignation from the
Regional District #19 Board of Education, effective immediately.

Very Truly Yours,

Paul I. Brody

Mansfield Republican Town Committee
P.O.Box 32
Mansfield Center, CT 06250

February 5, 2003

To Members of the Town Council and Martin Berliner;

We do not believe that the vacancy on the Region 19 Board of Education should be filled in "the usual way" as Mr. Berliner was quoted in The Chronicle.

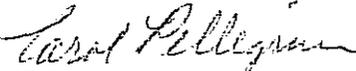
The Regional Board of Education is a statutory board (CGS 10-46). CGS Section 10-46(c) states that "if a vacancy occurs... the legislative body of the town... shall elect a successor to serve until the next general election...". There is no mention that the person replacing the resigned person belong to the same political party. The manner prescribed in our Town Charter (Section 206) is "the usual way" and does state that the person replacing the resigned person belong to the same political party. However, our Charter specifically excludes vacancies in positions created under the State Statutes.

It would appear that the intention of the legislature creating regional boards was to make them less political, thus the specific elimination of chapter 146 (minority representation).

The Mansfield Republican Town Committee recommend that the Council as a committee or the Committee on Committees, publicize the fact that there is a vacancy on Region 19, set a date to hear from persons interested in serving on this important board, and then elect the individual who would best serve the Town of Mansfield and District 19.

Thank you for your kind consideration.

Sincerely,


Carol L. Pellegrine, chair
429-9598

shall organize and the members shall serve until their successors are elected and qualify. At such meeting, the board shall determine the term of office of each member according to the following principles: (1) The term of office of each successor shall be four years; (2) to establish a continuity of membership, a system of rotation shall be used: if the board has an even number of members, one-half of such number shall be elected every two years and if the board has an uneven number of members, no more than a bare majority or a bare minority shall be elected every two years, except when the unexpired portion of the term of a vacated office must be filled; (3) the same system of rotation shall be used for election of the representatives of each member town, if possible; (4) if necessary, it shall be determined by lot which of the initial members shall serve the short terms; (5) at the first election of members in accordance with subsection (b) or (c) of this section, no more than half the offices held by initial board members shall be filled; (6) the offices held by the remaining initial board members shall be filled at the second election held in accordance with subsection (b) or (c) of this section. Thereafter, members of the board shall be nominated and elected in their respective towns in accordance with subsection (b) or (c) of this section as determined by the legislative body of each town.

(b) (1) At least thirty days before the expiration of the term of office of any board member, a town meeting shall be held in accordance with chapter 90 to nominate and elect a successor. Any person who is an elector of such town may vote at such meeting. If a vacancy occurs in the office of any member of the regional board of education, the town affected, at a town meeting called within thirty days from the beginning of such vacancy, shall nominate and elect a successor to serve for the unexpired portion of the term in accordance with the above procedure. (2) Where members of the regional school board are to be elected at-large under a plan for reapportionment recommended under subdivision (2) of subsection (a) of section 10-63i, and approved under sections 10-63m and 10-63n, at least thirty days before the expiration of the term of office of any board member, a meeting of the voters of the entire regional school district shall be held to nominate and elect successors in accordance with subsection (e) of this section. Any person who is an elector of any member town may vote at such regional meeting. Vacancies shall be filled by a regional meeting called within thirty days from the beginning of such vacancy.

(c) Board members shall be nominated and elected in the same manner as town officers in accordance with the provisions of title 9 except that (1) section 9-167a and parts II and III of chapter 146 shall not apply. (2) the board members so elected shall take office in accordance with subsection (d) of this section and if members of the regional school board are elected at-large under a plan for reapportionment recommended under subdivision (2) of subsection (a) of section 10-63i, and approved under sections 10-63m and 10-63n, a caucus of the voters of the entire regional school district shall be held to nominate candidates for election to the board in accordance with subsection (e) of this section. At such caucus, any person who is an elector of any member town may vote. If a vacancy occurs in the office of any member of the regional board of education, the legislative body of the town affected shall elect a successor to serve until the next general election, at which time a successor shall be elected to serve any unexpired portion of such term, except that if members are elected at-large, such successor shall be nominated and elected at a meeting of the entire regional school district held as provided in subsection (b) of this section.

(d) All members of a regional board of education, except those members regularly elected in the month of May, shall take office on the first day of the month following

The resignation of Paul Brody from the District 19 Board of Education is an important position, which needs to be filled. In the Mansfield tradition, I sincerely hope that the Mansfield Town Council fills this vacancy with the best-qualified person. The quotation by Richard Sherman in *The Chronicle* was very distressful to me. To say that the democratic-controlled council will certainly appoint a democrat to fill this position is overlooking the opportunity the Council has to elect a new type of person to District 19.

I think that the kind of representative to this Board that Mansfield needs at this time, is one who is able to juggle the perceived needs of the Secondary students with the fiscal limitations of Mansfield and the other sending towns. I think the replacement should be willing to be a liaison between District 19 and the Council and the elementary board of education. We don't seem to hear anything from Region 19 now, except at budget time. In addition, the selected representative should have a "real world" view about student accountability and should be willing to work to develop a student code of conduct that is applied fairly and uniformly.

At any rate, I think that the democratically controlled Town Council owes it to the citizens of Mansfield to interview any interested people and choose from that pool.

Richard Pellegrine

429-9598

THIS PAGE LEFT

BLANK

INTENTIONALLY

Item #4

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

February 24, 2003

Town Council
Town of Mansfield

Re: Paperwork Reduction

Dear Town Council:

Council member Thorkelson had requested that we include this item as part of the next Council agenda.

Respectfully submitted,

Martin H. Berliner

Martin H. Berliner
Town Manager

THIS PAGE LEFT

BLANK

INTENTIONALLY

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

February 24, 2003

Town Council
Town of Mansfield

Re: Fiscal Year 2003/04 Budget Review Calendar

Dear Town Council:

Attached please find a proposed schedule to review the upcoming fiscal year 2003/04 budget.

The following motion is suggested:

Move, to adopt the fiscal year 2003/04 budget review calendar dated February 24, 2003, as proposed by town staff.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(1)

TOWN OF MANSFIELD
 PROPOSED BUDGET REVIEW CALENDAR
 BY TOWN COUNCIL
 FEBRUARY 24, 2003

DATE	SUBJECT	LOCATION
Mar. 24 (Mon.) 7:30 p.m.	Budget Presented to Town Council	Council Chambers
Mar. 31 (Mon.) 6:00 p.m.	Issues and Options General Government Mansfield Board of Education Public Safety Public Works Solid Waste	Council Chambers
Apr. 7 (Mon.) 6:00 p.m.	Internal Service Funds Daycare Capital Projects Town Aid CNR Operating Transfers Out Revenues Debt Service Town-Wide	Conference Room C
Apr. 14 (Mon.) 7:30 p.m.	Public Hearing	Council Chambers
Apr. 16 (Wed.) 6:00 p.m.	Community Development Community Services Health and Social Services Area Agency Contributions Library Recreation	Conference Room C
Apr. 28 (Mon.) 7:30 p.m.	Adoption of Budget and Recommended Appropriations	Council Chambers
Apr. 30 (Wed.) 6:00 p.m.	Adoption of Budget and Recommended Appropriations (if necessary)	Conference Room C
May 13 (Tues.) (8:00 p.m.)	Town Meeting	Mansfield Middle School

Item #6

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

February 24, 2003

Town Council
Town of Mansfield

Re: Fiscal Year 2002/03 Budget Transfers

Dear Town Council:

Attached please find requested budget transfers and an increase in the appropriated budget for the current fiscal year. The net impact of the proposed transfers is a reduction in the contingency account by \$9,210 from \$40,000 to \$30,790. The net impact in the total approved general fund budget is an increase of \$25,070 to fund the new Emergency Services Administrator position through the remainder of the fiscal year. If approved, staff will transfer the \$25,070 from the capital non-recurring fund to the general fund.

Staff recommends that the Council approve the transfers and adjustment as presented. If the Council supports this recommendation, the following motion is in order:

Move, to approve the fiscal year 2002/03 budget transfers and adjustments, as presented by the Director of Finance in his memorandum dated February 12, 2003.

Sincerely,

Martin H. Berliner
Town Manager

Attach:(2)

INTEROFFICE MEMORANDUM

TO: MANSFIELD TOWN COUNCIL
FROM: JEFFREY H. SMITH 
SUBJECT: BUDGET TRANSFERS 2002/2003
DATE: 2/12/2003

The items listed below are for requested budget transfers for the fiscal year 2002/2003. A brief description of the requested transfers over \$1,000 is detailed below.

- Municipal Management Regular – Increase \$6,010 – Town Manager's salary increase had not been approved by council at the time the budget was prepared. Also the amount budgeted for the pension agreement for the Town Manager did not include the increase for calendar year 2003.
- Municipal Management Temporary - Increase \$3,000 – Additional hours required by Temporary Help than anticipated.
- Personnel Management Regular – Increase \$2,880 – Increase due to promotion in position to Assistant Town Manager.
- Town Clerk – Regular CSEA – Increase \$ 1,040 – Increase due to a change in personnel, payout of unused sick and vacation time.
- Finance Administration Regular CSEA-- Decrease \$2,360 – Decrease due to vacant Secretary position being filled at a lower salary than budgeted.
- Finance Administration Overtime – Time & ½ – Decrease \$1,000 – Less Overtime hours than anticipated.

- Property Assessment – Regular CSEA – Decrease \$3,380 – Decrease due to Assessor’s position not being filled until September.
- Information Technology Regular – Increase \$2,910 – Increase due to upgrade for Information Technology Manager that was not budgeted.
- Patrol Services Part-time – Increase \$1,770 – Increase due to more part-time hours required than anticipated.
- Patrol Services Overtime Time & ½ - Increase \$5,000 – Based on dollars spent to date for current fiscal year, more overtime hours required than anticipated.
- Patrol Services Reimbursable Overtime – Decrease \$4,700 – Decrease due to less reimbursable overtime anticipated than budgeted.
- Animal Control – Part-time CSEA – Increase \$1,040 – Part-time Animal Control Officer working more hours than anticipated.
- Mansfield Fire Dept Regular – Increase \$10,980 – Based on dollars spent to date for current fiscal year, Regular Full Time hours will be more than anticipated.
- Mansfield Fire Dept Overtime – Increase \$8,100– Based on dollars spent to date for current fiscal year, Overtime hours will be more than anticipated.
- Eagleville Fire Dept Regular – Increase \$7,290 – Based on dollars spent to date for current fiscal year, Regular Full-time hours worked will be more than anticipated.
-

- Eagleville Fire Dept Bunker – Decrease \$2,180 – Based on dollars spent to date for current fiscal year, Bunker hours will be less than anticipated.
- Eagleville Fire Dept Part-time – Increase \$4,160 – Based on dollars spent to date for current fiscal year, Part-time hours will be more than anticipated.
- Eagleville Fire Dept Overtime – Increase \$11,300– Based on dollars spent to date for current fiscal year, more Overtime hours will be required than anticipated.
- Road Services Regular – Decrease \$11,500 – Vacant Laborer position not filled until October.
- Road Services – Overtime – Time & ½ - Decrease \$2,500 – Less Overtime hours required than anticipated.
- Grounds Maintenance – Regular – Decrease \$12,200 – Vacant Laborer position not filled until October.
- Grounds Maintenance – Overtime Time & ½ – Increase \$8,000 – Due to the coverage by several grounds positions for snow and ice control.
- Grounds Maintenance – Temporary - Increase \$12,300 – Increase due to more Temporary hours than anticipated, this is offset by the anticipated decrease to Grounds Maintenance Regular.
- Equipment Maintenance – Overtime – Time & ½ - Increase \$2,000- Additional Overtime hours required due to storms.
- Engineering Part-Time – Decrease \$1,700 – Less hours required by Transportation Planning Assistant than anticipated.

- Building Inspection Regular – Increase \$5,570 - When budget was prepared it was anticipated that the Building Inspector would be retiring at the end of last fiscal year and the budget was decreased. The Building Inspector postponed retirement.
- Building Maintenance Regular – Decrease \$5,220 – Due to position changes, the Custodians paid for by the Town were paid at lower rates than the custodians that were budgeted.
- Social Services Regular – Decrease \$12,100 – Decrease due to Social Services Director vacancy not filled until December.
- Youth Services Regular CSEA – Decrease \$25,090 – Full time Secretary position was eliminated.
- Library Administration Regular – Decrease \$23,620 – Public Services Librarian vacant position is not anticipated to be filled until April.
- Library Administration Part Time – Increase \$8,640- Library Pages wage scale increased due to increase in minimum wage and additional hours required.
- Library Administration Substitutes – Increase \$12,600 – Additional Substitute hours required due to vacant Librarian position.
- Fire & Emergency Services Administration Regular – Increase \$25,070 – New position, not included in budget. This amount is being covered by a transfer in from the CNR fund.

ALL ACCOUNTS

TOWN OF MANSFIELD
SALARY BUDGET TRANSFERS
FY 2002/03

ACCOUNT NUMBER	DEPT	OBJECT	APPROP	ESTIMATED	INCREASE (DECREASE)	ADJUSTED APPROP
111 12100 51601 06	Municipal	Regular	166,090	172,100	6,010	172,100
111 12100 51603 06	Municipal	Temporary	5,000	8,000	3,000	8,000
111 12200 51601 06	Personnel	Regular	29,820	32,700	2,880	32,700
111 14200 51604 06	Registrars	Elected Officials	24,600	24,600		24,600
111 14200 51605 06	Registrars	Part time	500		(500)	
111 15100 51201 06	Town Clerk	Regular - CSEA	80,860	81,900	1,040	81,900
111 15100 51205 06	Town Clerk	OT - ST- CSEA	100	750	650	750
111 15100 51601 06	Town Clerk	Regular	65,990	65,990		65,990
111 15200 51605 06	Gen Elections	Part time	2,290	1,420	(870)	1,420
111 16100 51201 06	Finance Adm	Regular - CSEA	19,500	17,140	(2,360)	17,140
111 16100 51204 06	Finance Adm	OT - 1 1/2 - CSEA	1,000		(1,000)	
111 16100 51601 06	Finance Adm	Regular	57,400	57,400		57,400
111 16200 51201 06	Acctg & Disb.	Regular - CSEA	90,490	90,490		90,490
111 16200 51205 06	Acctg & Disb.	OT - ST- CSEA	200	100	(100)	100
111 16200 51601 06	Acctg & Disb.	Regular	112,400	112,400		112,400
111 16300 51201 06	Revenue Coll	Regular - CSEA	119,280	119,280		119,280
111 16300 51603 06	Revenue Coll	Temporary	2,870	2,000	(870)	2,000
111 16402 51201 06	Assessment	Regular - CSEA	134,340	130,960	(3,380)	130,960
111 16402 51204 06	Assessment	OT - 1 1/2 - CSEA	1,000	1,000		1,000
111 16600 51601 06	Info. Tech.	Regular	28,670	31,580	2,910	31,580
111 21100 51201 06	Police Supr	Regular - CSEA	35,330	35,330		35,330
111 21200 51301 06	Patrol Serv	Regular	203,050	203,050		203,050
111 21200 51302 06	Patrol Serv	Part time	54,230	56,000	1,770	56,000
111 21200 51303 06	Patrol Serv	Overtime - 1 1/2	18,000	23,000	5,000	23,000
111 21200 51304 06	Patrol Serv	Reimb. ST	1,000	1,000		1,000
111 21200 51305 06	Patrol Serv	Reimb. OT	19,700	15,000	(4,700)	15,000
111 21200 51306 06	Patrol Serv	Overtime - Training	750	750		750
111 21200 51307 06	Patrol Serv	PT - Training	1,500	1,500		1,500
111 21300 51201 13	Animal Cntrl	Regular - CSEA	44,330	44,330		44,330
111 21300 51203 13	Animal Cntrl	PT - NB - CSEA	16,410	17,450	1,040	17,450
111 21300 51204 13	Animal Cntrl	OT - 1 1/2 - CSEA		800	800	800
111 21300 51205 13	Animal Cntrl	OT Straight Time		250	250	250
111 21300 51605 13	Animal Cntrl	Part time	11,350	12,280	930	12,280
111 22101 51201 06	Fire Marshall	Regular - CSEA	8,630	8,630		8,630
111 22101 51601 06	Fire Marshall	Regular	59,930	59,930		59,930
111 22200 51501 14	Mnsfld Fire	Regular	302,700	313,680	10,980	313,680
111 22200 51503 14	Mnsfld Fire	Part time	56,080	55,810	(270)	55,810
111 22200 51504 14	Mnsfld Fire	Training	3,200	3,200		3,200
111 22200 51505 14	Mnsfld Fire	OT - 1 1/2	56,800	64,900	8,100	64,900
111 22300 51501 15	Eagleville	Regular	191,000	198,290	7,290	198,290
111 22300 51502 15	Eagleville	Bunker	67,700	65,520	(2,180)	65,520
111 22300 51503 15	Eagleville	Part time	47,900	52,060	4,160	52,060
111 22300 51504 15	Eagleville	Training	2,000	2,000		2,000
111 22300 51505 15	Eagleville	OT - 1 1/2	46,000	57,300	11,300	57,300
111 23100 51601 06	Civil Prep.	Regular	25,200	25,200		25,200
111 30100 51201 06	PW Admn.	Regular - CSEA	47,370	47,370		47,370
111 30100 51601 06	PW Admn.	Regular	95,820	95,820		95,820

**TOWN OF MANSFIELD
SALARY BUDGET TRANSFERS
FY 2002/03**

								ADJUSTED
ACCOUNT NUMBER	DEPT	OBJECT	APPROP	ESTIMATED	INCREASE (DECREASE)	APPROP		
111 30100 51603 06	PW Admin	Temporary		560	560		560	
111 30200 51601 07	PW Oper.	Regular	68,430	68,430			68,430	
111 30300 51401 07	Road Serv.	Regular	518,290	506,790	(11,500)		506,790	
111 30300 51402 07	Road Serv.	OT - 1 1/2	50,000	47,500	(2,500)		47,500	
111 30300 51603 07	Road Serv.	Temporary	15,200	15,200			15,200	
111 30400 51401 07	Grounds Maint	Regular	208,730	196,530	(12,200)		196,530	
111 30400 51402 07	Grounds Maint	OT - 1 1/2	7,000	15,000	8,000		15,000	
111 30400 51603 07	Grounds Maint	Temporary	25,000	37,300	12,300		37,300	
111 30600 51401 07	Equip. Maint	Regular	136,520	136,520			136,520	
111 30600 51402 07	Equip. Maint	OT - 1 1/2	4,000	6,000	2,000		6,000	
111 30700 51201 06	Engineering	Regular - CSEA	174,780	174,780			174,780	
111 30700 51605 06	Engineering	Part Time	4,000	2,300	(1,700)		2,300	
111 30800 51201 06	Building Insp	Regular - CSEA	8,630	8,630			8,630	
111 30800 51601 06	Building Insp	Regular	98,230	103,800	5,570		103,800	
111 30900 51103 06	Bldg. Maint	Maint. Personnel	122,800	117,580	(5,220)		117,580	
111 30900 51113 06	Bldg. Maint	Substitutes	1,500	1,500			1,500	
111 30900 51122 06	Bldg. Maint	OT.- 1 1/2	10,320	10,320			10,320	
111 30900 51123 06	Bldg. Maint	Summer Help	6,500	6,500			6,500	
111 30900 51601 06	Bldg. Maint	Regular	74,190	74,190			74,190	
111 42100 51201 06	Social Serv	Regular - CSEA	85,720	86,200	480		86,200	
111 42100 51601 06	Social Serv	Regular	55,540	43,440	(12,100)		43,440	
111 42202 51111 06	Winter Chall.	Other Salaries	970	970			970	
111 42210 51027 06	Youth Serv	YS Grant	(16,400)	(16,400)			(16,400)	
111 42210 51201 06	Youth Serv	Regular - CSEA	150,420	125,330	(25,090)		125,330	
111 42210 51605 06	Youth Serv	Part time	9,300	9,300			9,300	
111 42300 51201 12	Senior Serv	Regular - CSEA	155,590	156,450	860		156,450	
111 43100 51201 08	Library Adm	Regular - CSEA	96,730	96,730			96,730	
111 43100 51202 08	Library Adm	Part time-B-CSEA	48,520	48,520			48,520	
111 43100 51601 08	Library Adm	Regular	190,710	167,090	(23,620)		167,090	
111 43100 51605 08	Library Adm	Part time	47,620	56,260	8,640		56,260	
111 43100 51606 08	Library Adm	PT Substitutes	3,000	15,600	12,600		15,600	
111 44100 51201 06	Recr. Admn	Regular - CSEA	35,080	35,080			35,080	
111 44100 51601 06	Recr. Admn	Regular	69,300	69,300			69,300	
111 44100 51603 06	Recr. Admn	Temporary	3,500	4,000	500		4,000	
111 51100 51201 06	Planning Adm	Regular - CSEA	108,690	108,690			108,690	
111 51100 51601 06	Planning Adm	Regular	82,910	82,910			82,910	
111 52100 51205 06	Plan/Zoning	OT - ST- CSEA	250		(250)			
111 73000 56312 06	Contingency		40,000		(9,210)		30,790	
			<u>5,059,950</u>	<u>5,029,160</u>	<u>119,620</u>	<u>(119,620)</u>	<u>5,059,950</u>	
111 22155 51601 06	Fire & ES Adm	Regular		25,070	25,070		25,070	
111 73000 56312 06	Contingency					(25,070)	(25,070)	
111 73000 56312 06	Contingency				25,070		25,070	
250 88000 58110 00	CNR - Transfers Out		885,023		25,070		910,093	
TOTAL			<u><u>5,944,973</u></u>	<u><u>5,054,230</u></u>	<u><u>194,830</u></u>	<u><u>(144,690)</u></u>	<u><u>5,995,113</u></u>	

**THIS PAGE LEFT
BLANK
INTENTIONALLY**

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

February 24, 2003

Town Council
Town of Mansfield

Re: Proposed Amendments to Solid Waste Regulations

Dear Town Council:

Staff has prepared the attached proposed amendments to the solid waste regulations in order to address several issues. A summary of the proposed amendments is as follows:

- A196-1 and A196-11: eliminate references to the bulky waste landfill since it is no longer operating
- A196-5: Add microwave ovens as a mandated item for recycling. Historically, ovens have been recycled with scrap metal (a mandated recyclable) but it is less expensive to recycle it with electronics
- A196-8: Add clean lumber as an item to be kept separate from bulky waste since the town may acquire a recycling market for lumber in the future
- A196-12: Increase transfer station fees for stumps, tires and electronics to reflect true recycling costs
- A196-13: Streamline enforcement process to: 1) address persistent curbside trash, litter and illegal dumping; 2) raise fines to create a stronger incentive for compliance; and 3) expedite the process to correct violations in a more timely manner

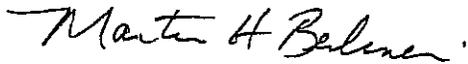
The proposed new language is in **bold** and in [brackets]. We have also attached a copy of the current section A196-13, which is the focus of most of our proposed changes.

Following our customary procedure, staff recommends that the council schedule a public hearing at its next meeting to solicit public comment regarding the proposed changes.

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

Move, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on March 10, 2003 to solicit public comment regarding the proposed changes to the Mansfield Solid Waste Regulations.

Respectfully submitted,



Martin H. Berliner
Town Manager

Attach:(3)

§ A196-13

Enforcement provision.

Pursuant to § 161-12 of the Chapter 161, Solid Waste, enforcement of the ordinance and these regulations shall be as follows:

A. Recycling violations.

(1) Any person who fails to separate and recycle or cause to have recycled all designated recyclable materials from other solid waste, as defined by Chapter 161, Solid Waste, and these regulations, shall be notified of his or her violation(s) and given an opportunity to correct said violation(s). Said notification may take the form of a verbal instruction, a written notice or a tag or sticker placed on the refuse or recyclables or the containers used for same by the responsible person.

(2) The Town, or its agents or contractors, reserve the right to refuse to collect or accept for disposal refuse or recyclables that have not been separated and/or recycled in accordance with these regulations.

(3) In addition, persons failing to separate and recycle or to have recycled all designated recyclable materials in accordance with these regulations shall be in violation of Chapter 161, Solid Waste, and shall be subject to the penalties and fines outlined therein, provided that notification has been given as given in Subsection A(1) above, and further provided that the fines for said violations shall be as follows:

(a) First offense or violation: notification as per Subsection A(1).

(b) Second offense: \$25 for each separate violation and each day of continuing violation. Collection/disposal services may be discontinued.

(c) Third offense or repeated offense or violation: \$50 for each separate violation and each day of continuing violation. Collection/disposal services discontinued.

(4) In addition to the penalties provided for in Subsection (f) of Section 22a-220a of the Connecticut General Statutes, any solid waste collector who knowingly mixes other solid waste with items designated for recycling in Mansfield (per § A196-5 of these regulations) shall be in violation of Chapter 161, Solid Waste, and shall be subject to the following penalties:

(a) First offense: notification as per Subsection A(1).

(b) Second offense: suspension of collector's permit for 30 days.

(c) Subsequent offense: revocation of collector's permit.

(5) Any owner of a multifamily residential establishment who fails to cause to have separated and recycled all designated recyclable materials from other solid waste as defined in § A196-6A above at said residences shall be notified of his or her violation(s) and given an opportunity to have said violations corrected. Said notification shall be by written notice. Subsequent and repeated violations shall be subject to the following penalties:

(a) Second offense or violation: \$25 for each separate violation and each day of continuing violation. Collection/disposal services may be discontinued.

B. Refuse violations. Any person violating sections of Chapter 161, Solid Waste, or regulations having to do with the collection of refuse shall be subject to the following penalties and fines:

- (1) Placing more refuse out for collection than allowed by current service level for that specific location or establishment: \$10 per occurrence.
- (2) Placing or allowing refuse to create an unsanitary or nuisance condition at the location specified for collection: \$25 for each separate occurrence and each day of continuing violation.
- (3) Depositing or causing to have deposited in any designated Mansfield solid waste or recycling facility any refuse or recyclables not generated within the Town of Mansfield: \$100 for each occurrence and each day of continued violation and revocation of dumping privileges and/or collector's permit.
- (4) Depositing or causing to have deposited in any designated Mansfield solid waste or recycling facility any commercial refuse or recyclables not so designated as commercial and subject to the tipping fees charged therefor: \$100 for each separate occurrence and each day of continued violation and suspension of dumping privileges and/or collector's permit. One hundred dollars for each subsequent occurrence and each day of continued violation and revocation of dumping privileges and/or collector's permit.
- (5) Utilizing other than the Town's designated solid waste collector for residential collection after October 1, 1990, except as provided for in §§ A196-6C and A196-9C above: \$25 for each occurrence and each day of continuing violation and suspension of collector's permit. Fifty dollars for each subsequent occurrence and each day of continued violation and revocation of collector's permit.



TOWN OF MANSFIELD

Code of Ordinances/Regulations

Routing Procedure for Additions, Amendments and Revisions

Amendments to Solid Waste Regulations – February 24, 2003 Draft

Submitted to Town Attorney for review:	02/07/03
Submitted to Town Council for review:	02/24/03
Public hearing scheduled for:	
Adopted by Town Council:	
Effective date:	
Submitted for codification:	

Chapter A196, SOLID WASTE REGULATIONS

[HISTORY: Adopted by the Mansfield Resource Recovery Authority of the Town of Mansfield 5-27-1994, amended 10-1-1995. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Solid Waste -- See Ch. 161.

§ A196-1. Facilities for use by residents and permitted collectors only.

All Mansfield solid waste facilities, including the Town transfer station, recycling area or other disposal or processing facilities are exclusively for and shall be used only by the residents and businesses of the Town, and upon request, the driver of any private or commercial vehicle must satisfactorily demonstrate to the person in charge that he or she is a resident of the Town of Mansfield or a permitted solid waste collector. The Town Manager may issue and require the use of vehicle stickers to be displayed by the Town residents (other than solid waste collectors) in lieu of the above.

§ A196-2. Proof of refuse; contractor delivery and transportation.

A. All persons employed by a resident of the Town of Mansfield to dispose of refuse must show dated proof of refuse source demonstrating that said refuse was generated in the Town of Mansfield.

B. Contractors (tree services, demolition companies, etc.) must make arrangements with the Town Department of Public Works in advance of delivering refuse or bulky waste to any Town solid waste facility; otherwise, a delay in unloading may result. Dated proof of refuse source and prepayment of disposal fees shall be required for everyone other than licensed collectors.

C. All vehicles must transport all refuse in a closed, covered or secure manner. Unless the vehicle is capable of being completely closed, all cans, barrels or other containers must be tightly covered. Littering of the highways, including the access road to any Town solid waste facility, shall be considered as a violation of Chapter 161, Solid Waste, and Chapter 179, Vehicles, Abandoned.

§ A196-3. All collectors to be licensed; Mansfield trash only.

All solid waste collectors must obtain and hold a current permit to collect solid waste in the Town. Application for a permit must be made to the Town Health Department. Solid waste collectors shall not deposit any solid waste that is not collected in Mansfield in any Mansfield solid waste facility.

§ A196-4. Facility use regulations and prohibitions.

A. The following materials are prohibited from any Town solid waste facility:

- (1) Dead animals of any kind.
- (2) Live ammunition.
- (3) Hazardous waste as defined by the United States Environmental Protection Agency pursuant to 42 U.S.C.S. Section 6903(5) of the Resource Conservation and Recovery Act of 1976, chemicals including large quantities of insecticides, paint, oil, etc., or radioactive waste.
- (4) Motor vehicles or equipment (cars, trucks, whole or otherwise).

- (5) Burning ashes.
 - (6) Liquid waste, including septic tank pumpings, sewage or sludge.
 - (7) Mercury batteries.
- B. The speed limit in all solid waste facilities is a maximum of 20 miles per hour.
 - C. Smoking is prohibited in all solid waste facilities.
 - D. Children under 12 years of age must remain inside vehicle at all times.
 - E. Pets of any kind are prohibited in Town solid waste facilities unless confined inside a vehicle at all times.
 - F. No scavenging, picking or salvaging operations are permitted at Town solid waste facilities.
 - G. All Connecticut State Department of Environmental Protection and Department of Health regulations regarding the use of the solid waste facilities must be complied with at all times.

§ A196-5. Designated materials for source separation and recycling.

The following major types of materials shall be separated from other refuse for recycling by all persons or establishments in the Town of Mansfield. These materials shall not be placed in the same garbage can as or otherwise mixed with other forms of solid waste for collection, removal or disposal.

- A. Newspaper and magazines.
- B. Corrugated cardboard.
- C. Glass and metal food and beverage containers.
- D. Scrap metal.
- E. Waste oil and oil filters.
- F. Yard waste.
- G. Storage batteries.
- H. Office paper.
- I. Antifreeze (automobile).
- J. Household cardboard.
- K. PETE No. 1 and HDPE No. 2 plastic containers.
- L. Fluorescent lights. [Added 9-24-2001, effective 11-1-2001]
- M. Computers. [Added 9-24-2001, effective 11-1-2001]
- N. Televisions. [Added 9-24-2001, effective 11-1-2001]
- O. [Microwave ovens]

§ A196-6. Residential recycling.

- A. It shall be mandatory for all persons, except those physically disabled, who are owners, lessees or

occupants of residential property, single-family or multifamily, to separate or cause to have separated from other solid waste all materials designated as recyclable in § A196-5 above. Cause to have separated for each rental property having collection service shall include:

- (1) Beginning 60 days after the effective date of this amendment, causing to have all lessees and/or principal occupants sign and date a document stating the lessee and/or principal occupant has received and read the Town's current recycling information, been informed of the day and place of recycling collection and has a recycling bin in their unit (if pertinent), and thereafter requiring notification of the responsibilities of Chapter 161, Solid Waste, and regulations to be included in each lease.
- (2) Providing for the collection and removal of recyclables.
- (3) Providing individual recycling bins for each unit for the term of the lease or providing centralized containers with a prominent description of mandated items on or near the containers.
- (4) Disseminating current recycling information, provided by the Town, to each unit no more than twice yearly.
- (5) Instructing on-site managers in recycling procedures.
- (6) Assisting and cooperating with Town enforcement personnel in determining recycling compliance.

B. Residential recycling collection of newspaper, magazines, household cardboard, glass and metal food containers and other paper shall be only as authorized by the MRRA utilizing the recycling/refuse collector under contract with the Authority.

C. Residential recycling collection shall be available to the owners of all single-family and multifamily residences only at such times, schedules, fees and service levels as shall be designated by the MRRA. At the owner's option, said collection may be refused in favor of self-hauling one's own recyclables to the Town's designated recycling facility.

D. Effective October 1, 1990, the provisions of this section shall apply to all residences in Mansfield, with the exception of multifamily residences (apartments and condominiums) where owners have current collection contracts that extend past October 1, 1990. The owners of said establishments shall, at their option, continue with their contract collection until such time as their current contract expires, at which time the full provisions of this section shall become effective.

E. Clean and unsoiled newspaper and magazines shall be tightly placed in standard grocery shopping bags, placed in corrugated boxes or securely tied in flat bundles, none of which shall weigh more than 35 pounds. Junk mail may also be included in said bags, boxes or bundles, provided that all plastics are removed. Plastic bags shall not be used to contain recyclables.

F. Corrugated cardboard and boxes shall have all packing materials removed and shall be collapsed and placed in paper grocery shopping bags or tied in bundles not weighing more than 35 pounds. Flattened household cardboard shall also be included in said bundles, provided that all plastic materials, inner liners and packing materials have been removed.

G. Unbroken glass and metal food and beverage containers shall be separated from other refuse and recyclables and combined in one or more upright containers used only for this category of recyclables and containing no paper or other rubbish. These recyclables should not be flattened or processed in any way, but should be rinsed. Labels, lids and neck rings need not be removed. Container(s) must be kept clean and in such a place as not to constitute a nuisance or be otherwise objectionable. PETE No. 1 and HDPE No. 2 plastic containers shall be included with said food containers as per Subsection M below.

H. Yard waste shall be separated from all other refuse and recyclable materials and either composted or disposed of on the property from which it was generated. Yard waste may also be taken to the Town's recycling area after first being further separated into brush and trees, leaves, grass clippings and stumps. Yard waste shall not be disposed of with other refuse or recyclables.

I. Storage batteries shall be separated from all other refuse and recyclable materials and taken to the designated drop off area at the Town's solid waste/recycling area, or otherwise recycled, reused or sold for scrap in a manner consistent with these regulations and Connecticut DEP requirements.

J. Waste oil, used oil filters and antifreeze shall be collected in clean, covered containers and taken to the designated drop off area at the Town's solid waste/recycling area or otherwise recycled, reused or sold to a state-licensed waste oil collector in a manner consistent with these regulations and Connecticut DEP requirements.

K. Scrap metals shall be separated by type from all other refuse and recyclable materials and taken to the Town's solid waste/recycling area or otherwise recycled, reused or sold for scrap in a manner consistent with these regulations and Connecticut DEP requirements.

L. For the purposes of these regulations only, multifamily residential establishments shall refer to apartments, trailer parks and condominiums which include three or more dwelling units owned or managed by a common entity as well as buildings or parts thereof containing three or more dwelling units, including apartments, row houses and townhouses. Dormitories (including fraternity and sorority houses) shall also be considered multifamily residential establishments.

M. PETE No. 1 and HDPE No. 2 plastic containers excepting motor oil containers shall be separated from other refuse and included with the glass and metal food and beverage containers, provided that they are clean. Labels, lids and neck rings need not be removed.

N. Unbroken fluorescent lights shall be separated from all other refuse and recyclable materials and taken to the designated drop-off area at the Town's solid waste/recycling area, or otherwise recycled in a manner consistent with these regulations and Connecticut DEP requirements. [Added 9-24-2001, effective 11-1-2001]

O. Computer monitors, computer accessories, microwave ovens and televisions shall be separated from all other refuse and recyclable materials and taken to the designated drop-off area at the Town's solid waste/recycling area, or otherwise recycled or reused in a manner consistent with these regulations and Connecticut DEP requirements. [Added 9-24-2001, effective 11-1-2001]

§ A196-7. Commercial recycling.

A. Effective October 1, 1990 it shall be mandatory for all persons who are owners, lessees or occupants of nonresidential establishments and public institutions or facilities to establish recycling programs and to separate from other solid wastes or arrange to separate, collect, transport and market all materials so designated as recyclable in § A196-5 of these regulations.

B. This section shall also apply to multifamily residential establishments having a current collection contract that extends past October 1, 1990, until said contract expires.

C. All solid waste collectors permitted to collect refuse and recyclables in Mansfield under Code § 161-11 who collect refuse or recyclables from nonresidential establishments or public institutions are required by this section to: [Added 9-24-2001, effective 11-1-2001]

- (1) Distribute the Town's current recycling brochure to each new customer.
- (2) Report to the Town's Refuse/Recycling Coordinator recycling violations, including a lack of recycling and the mixing of recyclables with trash.
- (3) Where the solid waste collector has assumed responsibility for providing recycling containers, provide clear, accurate labeling on containers.

§ A196-8. Separation of other materials for disposal at the Town solid waste facility.

The following other types of materials shall be separated from other refuse and deposited in the locations specifically designated for such materials:

- A. Demolition materials.
- B. Stumps.
- C. Mattresses, sofas, other furniture, tires, etc.
- D. Tires.
- E. [Clean lumber, with or without nails, but free from any dry-wall or other contaminants.]

§ A196-9. Residential refuse collection.

- A. Residential refuse collection shall be only as authorized by the MRRA utilizing the recycling/refuse collector under contract with the Authority.
- B. Residential refuse collection shall be available to the owners of all single-family and multifamily residences only at such times, schedules, fees and service levels as shall be designated by the MRRA. At the owner's or occupant's option, said collection may be refused in favor of self-hauling one's own refuse to the Town's transfer station in accordance with these regulations.
- C. The provisions of this section shall apply to all residences in Mansfield effective October 1, 1990, with the exception of multifamily residences (apartments and condominiums) whose owners have current collection contracts that extend past October 1, 1990. The owners of said establishments shall at their option continue with their contract collection until such time as their current contract expires, at which time the full provisions of this section shall become effective.

§ A196-10. Commercial refuse collection.

- A. It shall be the responsibility of all persons who are owners, lessees or occupants of nonresidential establishments and public institutions or facilities to arrange for the collection of refuse and its transportation to and disposal in the Town-designated refuse disposal facility in accordance with these regulations.
- B. This section shall also apply to multifamily residential establishments having a current collection contract that extends past October 1, 1990 until said contract expires.

§ A196-11. Designation of solid waste and recycling facilities.

- A. The Southeast Regional Resource Recovery facility located in the Town of Preston shall be the designated Mansfield refuse disposal area for all solid waste generated and collected in the Town of Mansfield.
- B. The transfer station located on Route 89 in Mansfield shall be the designated Mansfield refuse disposal area for residents hauling their own refuse in their own vehicles.
- C. The transfer station located on Route 89 in Mansfield shall be the designated Mansfield disposal area for residential quantities of bulky wastes.
- D. The Town recycling area located at the transfer station on Route 89 in Mansfield shall be the

designated recycling facility for residents hauling their own recyclables in their own vehicles.

E. The Willimantic Waste Paper Company located in Windham shall be the designated recycling facility for paper, corrugated and mixed cans and bottles collected in the Town of Mansfield.

§ A196-12. Fees and service levels.

A. The fee for a commercial collection vehicle permit for collecting, hauling or transporting refuse or recyclables within the Town shall be \$10 for each vehicle per year.

B. The application fees for filing an application for a solid waste collector's permit shall be:

- (1) Three hundred dollars for a new or renewed permit.
- (2) One hundred fifty dollars for a modification to an existing permit.

C. 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.

D. Fees and hours for the Town transfer station and recycling area.

- (1) Hours: Tuesday 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 July 1, 1994: [Amended 8-25-1997, effective 10-1-1997; 11-9-1998, effective 1-1-1999; 9-24-2001, effective 11-1-2001]

Item	Charge
Garbage bags	\$3.00 each
Up to 35-gallon garbage can	\$6.00 each
55-gallon drum (full)	\$8.00
55-gallon drum (less than 1/2 full)	\$4.00
Compact pickup (1 cubic yard)	\$30.00
Flat loaded pickup (2 cubic yards)	\$60.00
High loaded pickup (4 cubic yards)	\$120.00
All other garbage	\$30.00 per cubic yard, as measured on site
Stumps	\$12.00 [\$20.00] per cubic yard
Capacitor	\$2.00 each
Passenger car tires (up to 19 1/2" on or off rims)	\$1.50
Large truck tires (off rims)	\$3.50 [\$6.00]
Large truck tires (on rims)	\$3.50 [\$16.00]
Large off-road tires	\$7.00 [\$20.00]
Bulky waste/brush construction debris [Amended 12-11-2000, effective 4-1-2001]	\$20.00 per cubic yard

(3) Fees for recycling. [Amended 11-9-1998, effective 1-1-1999]

Scrap metal	\$2.00 per cubic yard
CFC appliances	\$10.00 each
Capacitors or	\$2.00 each

ballasts	
Stumps	\$12.00 per cubic yard
Wood grindings	\$5.00 per scoop (when available only)
[Computers/televisions (up to 19"screen)	\$5 each]
[Computers/televisions (20"screen and up)	\$10 each]
[Microwave ovens	\$10 each]

E. 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.

F. Fees and service levels for single-family refuse and recycling collection shall be as follows: [Amended 5-10-1999, effective 7-1-1999]

Level of Service	Description	Monthly Fee
Mini-mini	Weekly curbside pickup of 1 kitchen-size (15-gallon) garbage bag.	\$10.50
	Curbside pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers every week	
	Unlimited curbside refuse pickup on the regular pickup day 1 week in the spring and 1 week in the winter, as designated by the Town.	
Mini-service	Weekly curbside pickup of 1 small garbage can (up to 20 gallons) or 1 standard size (35-gallon) garbage bag.	\$ 13.50
	Curbside pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers every week.	
	Unlimited curbside refuse pickup on the regular pickup day 1 week in the spring and 1 week in the winter, as designated by the Town.	

1-can service	<p>Weekly curbside pickup of 1 standard size garbage can (35-gallon) or 2 standard size (35-gallon) garbage bags.</p> <p>Curbside pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers every week.</p> <p>Unlimited curbside refuse pickup on the regular pickup day 1 week in the spring and 1 week in the winter, as designated by the Town.</p>	\$19.00
Standard service	<p>Weekly curbside pickup of 2 standard size garbage cans (35-gallon) or 4 standard size (35-gallon) garbage bags.</p> <p>Curbside pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers every week.</p> <p>Unlimited curbside refuse pickup on the regular pickup day 1 week in the spring and 1 week in the winter, as designated by the Town.</p>	\$ 24.00
Maxi-service	<p>Weekly curbside pickup of 4 standard size garbage cans (35-gallon) or 8 standard size (35 gallon) garbage bags of refuse.</p> <p>Curbside pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers every week.</p>	\$ 30.00
Backyard service	<p>Additional cost to have 1 can, standard or full service, provided in the yard, adjacent to the house or location (other than curb) designated by the subscriber. (Maximum off-road distance: 100 yards.)</p>	\$ 5.50
Backyard service for long or unusual driveways	<p>Additional cost for service provided at a location designated by the subscriber for long (greater than 100 yards) or unusual driveways.</p>	As negotiated on a case-by-case basis
Extra bag tags	<p>Pickup of tagged standard sized garbage bags (33-gallon) over</p>	\$3.00

and above the selected level of service for the single-family residence

G. Fees and service levels for multifamily refuse and recycling collection shall be as follows: [Amended 4-24-2000, effective 7-1-2000; 9-24-2001, effective 11-1-2001]

Level of Service	Description	Monthly Fee
Mini-service	Weekly pickup of 1 small garbage can (up to 20 gallons) or 1 standard size (35-gallon) garbage bag per dwelling unit at a designated enclosure area for said can or bag. Pickup of tied or bagged newspaper and magazines, flattened cardboard and commingled glass and metal food containers at the same designated enclosure area every week.	\$13.00
Individual can	Weekly pickup of 1 standard-size garbage can (35-gallon) per dwelling unit at a designated enclosure area for said can. Pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers at the same designated enclosure, area every week.	\$16.75
1-cubic-yard container	Providing and emptying a 1-cubic-yard covered refuse container once per week. Pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers at or adjacent to the refuse container every week.	\$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse collected
2-cubic-yard container	Providing and emptying a 2-cubic-yard covered refuse container once per week.	\$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse

collected

	Pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers at or adjacent to the refuse container every week.	
3-cubic-yard container	Providing and emptying a 3-cubic-yard covered refuse container once per week.	\$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse collected
	Pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers at or adjacent to the refuse container every week.	
4-cubic-yard container	Providing and emptying a 4-cubic-yard covered refuse container once per week.	\$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse collected
	Pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers at or adjacent to the refuse container every week.	
6-cubic-yard container	Providing and emptying a 6-cubic-yard covered refuse container once per week.	\$3.40 per quarter, plus \$0.10 per pound of refuse collected
	Pickup of tied or bagged newspaper and magazines, flattened corrugated cardboard and commingled glass and metal food containers at or adjacent to the refuse container every week.	
6-cubic-yard container (twice a	Providing and emptying a 6-cubic-yard covered refuse container twice per week.	\$3.40 per residential unit per

week)

quarter, plus
\$0.10 per
pound of
refuse
collected,
plus a
surcharge of
\$2.00 per
unit for
those units
receiving
pickup the
second time
during the
week

Pickup of tied or bagged
newspaper and magazines,
flattened corrugated cardboard
and commingled glass and metal
food containers at or adjacent
to the refuse container every week.

8-cubic-yard
container

Providing and emptying a
8-cubic-yard covered refuse
container once per week.

\$3.40 per
quarter, plus
\$0.10 per
pound of
refuse
collected

Pickup of tied or bagged
newspaper and magazines,
flattened corrugated cardboard
and commingled glass and metal
food containers at or adjacent
to the refuse container every week.

10-cubic-yard
container

Providing and emptying a
10-cubic-yard covered refuse
container once per week.

\$3.40 per
quarter, plus
\$0.10 per
pound of
refuse
collected

Pickup of tied or bagged
newspaper and magazines,
flattened corrugated cardboard
and commingled glass and metal
food containers at or adjacent to
the refuse container every week.

Containers
greater than
10 cubic yards

Providing and emptying a
greater-than-10-cubic-yards
covered refuse container once
per week.

As
negotiat-
ed on a
case-by-
case
basis

Pickup of tied or bagged
newspaper and magazines, flattened
corrugated cardboard and
commingled glass and metal food
containers at or adjacent to

the refuse container every week.

Extra bag tags	Pickup of tagged standard sized garbage bags (33-gallon) over and above the selected level of service for the multifamily residence.	\$3.00
----------------	--	--------

H. Fee waivers.

(1) Service fee waivers for curbside refuse collection and/or normal household quantities of refuse, 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) For persons who are physically impaired and have no household members able to make it feasible for them to get refuse to the curbside, fee waivers shall be available to enable them to subscribe to backyard service at curbside fees. Applications for waivers shall be made to the Town's Social Services Department. Medical documentation will be required.

§ A196-13. Enforcement provision.

Pursuant to § 161-12 of the Solid Waste Ordinance, enforcement of the ordinance and these regulations shall be as follows:

A. The Director of Public Works, the Recycling/Refuse Coordinator and/or other individuals designated by the Town Manager are responsible for the enforcement of these regulations. Said individuals are hereby authorized to take such enforcement actions as authorized in these regulations.

B. The Town of Mansfield, through its designated enforcement officer, shall serve written notice of the violation(s) of this ordinance to any person responsible for the violation. The notice may be hand delivered or mailed by certified mail, return receipt requested, to the last known address of each responsible person.

C. Such notice shall state the violation(s) as outlined hereinafter and demand its correction within 10 calendar days or, if applicable, the next scheduled refuse/recycling collection date. If the person cited fails to correct the violation before the deadline the Town of Mansfield may issue a citation. Said citation shall inform the responsible person of the allegations against him or her, the amount of the fine due, and the date on which payment of the fine is due, which shall be no later than 10 days after the date of the citation.

D. Citations shall be punishable with a fine ranging from \$50 to \$100 for each violation.

E. If any such fine is unpaid beyond the due date, the Town may initiate proceedings to collect such fine pursuant to the Hearing Procedure for Citations Ordinance enacted pursuant to Connecticut General Statutes section 7-152c.]

F. Recycling violations.

(1) Any person who fails to separate and recycle or cause to have recycled all designated recyclable materials from other solid waste, as defined by Chapter 161, the Solid Waste Ordinance, and these regulations [shall be subject to the following penalties:

(a) \$50 fine for the first citation; and

(b) \$100 fine for any second or subsequent citation.]

(2) The Town, or its agents or contractors, reserves the right to refuse to collect or accept for disposal refuse or recyclables that have not been separated and/or recycled in accordance with these regulations.

(3) [In addition to the penalties provided for in Subsection (f) of Section 22a-220a of the Connecticut General Statutes, any solid waste collector who mixes other solid waste with items designated for recycling in Mansfield (per § A196-5 of these regulations) shall be subject to the following penalties:

(a) \$100 fine for the first citation;

(b) 30 day suspension of his/her collector's permit for any second citation; and

(c) Revocation of his/her collector's permit for any subsequent citation.]

(4) [Any owner of a single-family or multifamily residential establishment who fails to cause to have separated and recycled all designated recyclable materials from other solid waste as defined in § A196-6A above shall be subject to the following penalties:

(a) \$50 fine for the first citation; and

(b) \$100 fine for any second or subsequent citation.]

G. Refuse violations.

(1) [The Town, or its agents or contractors, reserves the right to refuse to accept for disposal any refuse set out for collection that exceeds or otherwise does not comply with the requirements of the current service level for that specific location or establishment.

(2) Any person who, intentionally or unintentionally, places or allows the placement of persistent refuse or recyclables on their property creating an unsanitary or nuisance condition shall be assessed a \$100 fine for any first and/or subsequent citation.

(3) Any person who places or allows refuse and/or recyclables to be located at the curb for more than 24 hours before and/or after trash collection shall be assessed a \$50 fine for any first and/or subsequent citation.

(4) Any person who deposits or causes to have deposited in any designated Mansfield solid waste or recycling facility any refuse or recyclables not generated within the Town of Mansfield shall be subject to the following penalties:

(a) \$100 fine for the first citation; and

(b) Revocation of his/her dumping privileges and/or collector's permit for any second or subsequent citation.

(5) Any person who deposits or causes to have deposited in any designated Mansfield solid waste or recycling facility any commercial refuse or recyclables not so designated as commercial refuse, shall be subject to the applicable tipping fees and the following penalties:

(a) \$100 fine for the first citation; and

(b) Revocation of his/her dumping privileges and/or collector's permit for any second or subsequent citation.

(6) After October 1, 1990, except as provided for in §§ A196-6C and A196-9C above, any person who utilizes a vendor or source other than the Town's designated solid waste collector for residential collection shall be assessed a \$100 fine for any first and/or subsequent citation.

(7) Any person who throws or deposits any discarded, used or unconsumed substance or waste material (litter) in or upon any road or sidewalk, in any catch basin, drain or watercourse, or other public place within the Town, except in public receptacles, in authorized private receptacles for collection, or in any designated Mansfield solid waste or recycling facility, shall be assessed a \$100 fine for any first or subsequent citation.

(8) Any person who throws or deposits any household refuse, bulky waste or recyclables in or upon any road or sidewalk, in any catch basin, drain or watercourse, public place or unauthorized private property within the Town, or in unauthorized private receptacles for collection, shall be assessed a \$100 fine for any first or subsequent citation.]

§ A196-14. Recycling containers.

A. The Town will facilitate residential recycling by providing, at no cost, one recycling container for use by each residential household. Recycling containers can be obtained from the Town Department of Public Works. Containers shall be marked with a recycling decal and will remain the property of the Town.

B. The owner or occupant of each household shall label the recycling container or cause said container to be labeled with the address where the container shall be used. All containers must be so labeled by the first time they are set out at the curb for collection.

C. If the resident or occupant moves, the container shall remain at the address for use by the next occupant. Replacement containers shall be purchased for \$5 from the Town and are the responsibility of the owner of the residence.

D. Recycling containers must be kept clean and placed so as not to constitute a nuisance or otherwise objectionable condition. Recyclables shall not be placed in plastic bags.

E. Multifamily residences that have private refuse and recycling collectors under contracts existing prior to October 1, 1990 (as provided for in §§ A196-7 and A196-9 of these regulations) shall be provided with recycling containers when their existing private collection contracts expire and they begin refuse and recycling pickup with the Town's contracted collector.

F. Owners of multifamily residences will be required to sign recycling container agreements with the Town Department of Public works prior to receiving recycling containers.

G. After said recycling containers are available and distributed, residents shall have 90 days to claim their recycling container from the Town. After this ninety-day period (the date which shall be published in the local papers), residents will be required to purchase bins from the Town for \$5.

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

February 24, 2003

Town Council
Town of Mansfield

Re: Proposed Hearing Procedure for Citations Ordinance

Dear Town Council:

Except for zoning violations, the town currently does not have a uniform procedure in place to conduct hearings for citations issued for violations of town ordinances and regulations. Consequently, staff and the Town Attorney have prepared the attached proposed ordinance to correct this deficiency. If adopted by the council, the ordinance will be used to conduct hearings for persons who wish to appeal a citation such as a parking ticket or litter violation.

Staff recommends that the council schedule a public hearing at its next meeting to solicit public comment regarding the proposed ordinance. If the council support this recommendation, the following motion is in order:

Move, to schedule a public hearing for 7:45 p.m. at the Town Council's regular meeting on March 10, 2003 to solicit public comment regarding the proposed "Hearing Procedure for Citations Ordinance."

Respectfully submitted,

A handwritten signature in cursive script that reads "Martin H. Berliner".

Martin H. Berliner
Town Manager

Attach:(2)



TOWN OF MANSFIELD

Code of Ordinances/Regulations

Routing Procedure for Additions, Amendments and Revisions

Hearing Procedure for Citations Ordinance – February 24, 2003 Draft

Submitted to Town Attorney for review:	02/18/03
Submitted to Town Council for review:	02/24/03
Public hearing scheduled for:	
Adopted by Town Council:	
Effective date:	
Submitted for codification:	

"AN ORDINANCE ESTABLISHING A HEARING PROCEDURE FOR CITATIONS
RESULTING FROM THE ENFORCEMENT OF MUNICIPAL ORDINANCES"

February 24, 2003 Draft

HEARING PROCEDURE FOR CITATIONS

§ 1. Title.

This chapter shall be known and may be cited as the "Hearing Procedure for Citations Ordinance."

§ 2. Legislative Authority.

This chapter is enacted pursuant to the provisions of Sections 7-148(c)(10)(A) and 7-152c of the Connecticut General Statutes, as such sections may be amended from time to time.

§ 3. Intent.

This chapter is designed to set a hearing procedure for the enforcement of fines, penalties, costs and fees for citations issued for violations of town ordinances.

§ 4. Appointment of Hearing Officers.

The Town Manager shall appoint one or more persons who are electors of the town to serve as citation hearing officers to conduct hearings concerning the violation of town ordinances. No police officer or any town employee or person authorized to issue citations for the violation of any town ordinance shall be permitted to serve as a citation hearing officer.

§ 5. Notice of Violation.

Within twelve (12) months from the expiration of the final period for the uncontested payment of fines, penalties, costs or fees for any citation issued under any town ordinance for a violation thereof, the town shall send notice to the cited person. Such notice shall inform the cited person: (i) of the allegations against the cited person and the amount of the fines, penalties, costs or fees due; (ii) that the cited person may contest liability before a citation hearing officer by delivering in person or by mail written notice within ten (10) days of the date thereof; (iii) that if a hearing is not demanded, an assessment and judgment shall be entered against the cited person; and (iv) that such judgment may issue without further notice.

§ 6. Admission of Liability.

If a cited person who is sent notice pursuant to section 5, above, wishes to admit liability for an alleged violation, the cited person may, without requesting a hearing, pay the full amount of the fines, penalties, costs or fees in person or by mail to the Collector of Revenue at the address specified in the notice. Such payment shall be inadmissible in any proceeding, civil or criminal, to establish the conduct of the cited person or other person making the payment. Any cited person who does not deliver or mail written demand for a hearing with ten (10) days of the date of the notice provided for in section 5 above shall be deemed to have admitted liability, and the Town Manager shall certify the cited person's failure to respond to the hearing officer. The hearing officer shall thereupon enter and assess the fines, penalties, costs or fees provided for by the applicable ordinance and shall follow the procedures set forth in section 7 below.

§ 7. Hearing Procedure.

Any cited person who requests a hearing shall be given written notice of the date, time and place for the hearing. The hearing shall be held not less than fifteen (15) days, nor more than thirty (30) days from the date of the mailing of the notice, provided the hearing officer shall grant, upon good cause shown, any reasonable request by any interested party for postponement or continuance. An original or certified copy of the initial notice of violation issued by the issuing municipal officer or employee shall be filed and retained by the town and shall be deemed to be a business record within the scope of section 52-180 of the Connecticut General Statutes and evidence of the facts contained therein. The hearing officer shall conduct the hearing in the order and form and with such methods of proof as the hearing officer deems fair and appropriate. The rules regarding the admissibility of evidence shall not be strictly applied, but all testimony shall be given under oath or affirmation. The hearing officer shall announce a decision at the end of the hearing. If the hearing officer determines that the cited person is not liable, then the matter shall be dismissed and the hearing officer's determination shall be entered in writing accordingly. If the cited person is found liable for the violation, the hearing officer shall forthwith enter and assess the fines, penalties, costs or fees against the cited person as provided by the applicable ordinance.

§ 8. Attendance at Hearing.

At the request of the cited person, the presence of the issuing municipal officer or employee shall be required at the hearing. A designated town official, other than the hearing officer, may present evidence on behalf of the town. The cited person wishing to contest liability shall appear at the hearing and may present evidence in his or her behalf. The hearing officer may, however, accept by mail from the cited person copies of police reports, investigatory and citation reports and other official documents, and may determine thereby that the appearance of the cited person at the hearing is unnecessary. If the cited person fails to appear and such appearance has not been determined by the hearing officer to be unnecessary, the hearing officer may enter an assessment by default against the cited person upon a finding of: (1) proper notice; and (2) liability under the applicable ordinance.

§ 9. Notice of Assessment and Judgment.

If such assessment is not paid on the date of its entry, the hearing officer shall send by first class mail a notice of the assessment to the cited person and shall file, not less than thirty (30) days nor more than twelve (12) months after such mailing, a certified copy of the notice of assessment with the clerk of the Superior Court for Tolland County together with such entry fee as may be required by the Superior Court. The certified copy of the notice of assessment shall constitute a record of assessment. Within such twelve-month period, assessments against the same cited person may be accrued and filed as one record of assessment. The clerk shall enter judgment, in the amount of such record of assessment and court costs, against the cited person in favor of the town. Notwithstanding any other provision of the Connecticut General Statutes, the hearing officer's assessment, when so entered as a judgment, shall have the effect of a civil money judgment and a levy of execution of such judgment may issue without further notice to the cited person.

§ 10. Appeal.

A cited person against whom an assessment has been entered pursuant to this ordinance is entitled to judicial review by way of appeal. An appeal shall be instituted within thirty (30) days of the mailing of notice of such assessment by filing a petition to reopen assessment, together with an entry fee in an amount equal to the entry fee for a small claims case pursuant to section 52-259 of the Connecticut General Statutes, in the Superior Court at Tolland County, which shall entitle the cited person to a hearing in accordance with the rules of the judges of the Superior Court.

THIS PAGE LEFT

BLANK

INTENTIONALLY

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

February 24, 2003

Town Council
Town of Mansfield

Re: Proposed AT&T Telecommunication Tower between Baxter and Cedar Swamp Roads

Dear Town Council:

At its February 18, 2003 meeting, the Planning and Zoning Commission authorized its chairman to submit a letter to the Connecticut Siting Council to express the town's appreciation for AT&T's cooperation in providing the town with information concerning its planned telecommunication tower. In addition, the PZC would like to acknowledge AT&T's efforts to consider alternative locations and its decision to eliminate a potential tower site off of Baxter Road that was objectionable to neighboring residents.

The PZC has asked the Council to co-endorse a letter to be prepared by staff. If the Town Council supports this request, the following motion is in order:

Move, to authorize the Mayor to co-endorse the Planning and Zoning Commission's letter to the Connecticut Siting Council to express the town's appreciation for AT&T's cooperation in providing information and addressing various issues concerning its planned telecommunication tower between Baxter and Cedar Swamp Roads.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(2)

TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, TOWN PLANNER

Memo to: Town Council
From: Planning and Zoning Commission
Audrey H. Barberet, Chairman *A. H. Barberet (jpw)*
Date: February 19, 2003

Re: Proposed AT&T telecommunication tower between Baxter and Cedar Swamp Roads

At its meeting on February 18, 2003, the Planning and Zoning Commission unanimously adopted the following motion:

“that the PZC authorize its Chairman to submit a letter to the Connecticut Siting Council expressing the Town’s appreciation for AT&T’s cooperation in providing information to the Town about a planned telecommunication tower in Mansfield; considering alternative locations, and eliminating a potential tower site off Baxter Road that was objectionable to neighboring residents.”

If there are any questions regarding this action, the Planning Office may be contacted.

Memo to: Planning and Zoning Commission
Town Council
From: Gregory J. Padick, Town Planner
Date: 2/14/03

Re: Proposed AT&T telecommunication tower between Baxter and Cedar Swamp Roads

As noted in a 2/2/03 letter from C. Fisher, representing AT&T Wireless, an application for a telecommunication tower between Baxter and Cedar Swamp Roads (about midway between Routes 44 and 195) soon will be submitted to the State Siting Council. On September 30, 2002, Mansfield was given notice of the pending submittal and subsequently, after conducting a public information session on 11/19/02, AT&T studied potential alternative locations and eliminated a potential tower site closer to Baxter Road. The two tower sites that will be submitted to the Siting Council are situated in close proximity to each other and are not immediately adjacent to existing residential uses. Sightline and viewshed information has been submitted by AT&T to help Town officials and nearby property-owners assess visual impacts.

As part of the CT Siting Council application process, a formal Public Hearing will be held in Mansfield. It is anticipated that the Hearing will be held in April or May. The Town has the opportunity to forward comments to the Siting Council at or near the time of application submittal or at any future time prior to the close of the formal Hearing process. It is recommended that the Town not take a formal position regarding the proposed tower sites at this time, as more information may be available prior to the Siting Council's Public Hearing. However, it is considered appropriate at this time to communicate to the Siting Council that AT&T Wireless has been cooperative with Town officials in providing requested information, including a supplemental viewshed report, and has appropriately studied suggested alternative locations, which resulted in the elimination of a potential site proximate to numerous existing residences. The eliminated site also would have been more visible from public roadways.

Accordingly, it is recommended that the PZC (Town Council) authorize its Chairman (Mayor) to submit a letter to the Connecticut Siting Council expressing the Town's appreciation for AT&T's cooperation in providing information to the Town about a planned telecommunication tower in Mansfield, considering alternative locations, and eliminating a potential tower site off Baxter Road that was objectionable to neighboring residents.

THIS PAGE LEFT

BLANK

INTENTIONALLY

TOWN OF MANSFIELD

OPEN SPACE PRESERVATION COMMITTEE

Minutes of January 21, 2003 Meeting

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

1. The meeting was called to order at 7:36 p.m.
2. **The minutes of the December 17, 2002 meeting were not available for approval.**
3. A communication (January 16, 2003) from Kaufman of Parks and Recreation concerning a 2003 Recreational Trails Program Grant to develop an electronic trail guide was reviewed. Feathers moved and Lowery seconded, to endorse this proposal. The motion passed unanimously.
4. Morrow reported on the public hearing on the Vernon and Larkins properties.
5. Wetherell reported on a meeting with Mr. Merrow at which the possible purchase of a portion of his property was discussed. She is awaiting a reply from Mr. Merrow. Possible trail routes starting from either Town or Depot Campus land to and from the Willimantic River Greenway were discussed.
6. The OSPC reviewed its January 15, 2003 meeting with the Conservation Commission at which priorities and criteria for the preservation of open space were discussed. Wetherell distributed a draft with headings: Preserves Aesthetic Feature, Protects Natural Resources, Creates Connections, Preserves Agricultural Land and Creates Recreational Access.
7. **The meeting was adjourned at 8:45 p.m.**

Respectfully submitted,

Quentin Kessel
Secretary

TOWN OF MANSFIELD

OPEN SPACE PRESERVATION COMMITTEE

Minutes of December 17, 2002 Meeting

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

Town Representative: Curt Vincente

1. **The minutes of the November 19, 2002 meeting were approved.**
2. Curt Vincente announced that there will be a public hearing January 13, 2002 on the possible purchase of the Larkins and Vernon properties. A five-acre parcel owned by Mansfield Auto Parts between the Willimantic River and the railroad tracks was discussed. It was agreed that this tract with nearly 2000 feet of frontage along the Willimantic River might be attractive for open space acquisition. Steve Lowery agreed to check out the property. Town officials have met with George Merrow and his son to investigate the possibility of the Town purchasing a portion of the Merrow property. The southern portion along Route 44 and adjacent to the prison and Town property, including a portion of Nelson Brook, would be a valuable addition to the Town's open space holding. The OSPC would like to see the southern portion purchased to extend Shelter Falls Park, protect the wetlands, protect the wood turtle nesting area, and to protect that portion of Nelson Brook. This would also establish an essential trail connection from Shelter Falls Park to the Willimantic River Greenway. Steve Lowery moved the above. The motion was seconded by Ken Feathers and passed unanimously.

The Windswept Manor subdivision plans were reviewed. The OSPC sees little value to either the Town or the future residents of the subdivision of the proposed conservation easement. It was suggested that a contribution to the Town's Open Space Acquisition Fund would be of more value to the Town than the proposed easement. Concern was also expressed that Greg Padick's 12/13/02 letter to PZC made no reference to lighting restrictions to protect the usefulness of the nearby UConn astronomical observatory.

Morrow suggested that he compose an OSPC letter supporting the Willimantic Greenway concept. It will be addressed to the Town Council with copies to be sent to appropriate individuals, committees and commissions. The OSPC approved the writing of this letter.

Morrow also pointed out the value of having an historian on the OSPC.

3. **The meeting was adjourned at 8:45 p.m.**

Respectfully submitted,

Quentin Kessel
Secretary

**WINDHAM REGION COUNCIL OF GOVERNMENTS
REGULAR MEETING
MINUTES
January 17, 2003**

A special meeting of WINCOG was held on January 17, 2003 at the Coventry Town Hall Annex, 1712 Main Street, Coventry, CT. Chairman Michael Paulhus called the meeting to order at 8:30 a.m.

Voting COG Members Present: Eugene Boomer, Chaplin; Adel Urban, Columbia; John Elsesser, Coventry (alt.); Margaret Haraghey, Hampton; Daniel McGuire, Lebanon; Martin Berliner, Mansfield (alt.); Liz Wilson, Scotland; and Michael Paulhus, Windham.

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

Others Present: Chief John Walsh, Willimantic Fire Department; Assistant Chief Edward D'Agata, Willington Hill Fire Department; John Patton, Town of Willington; Kevin McDonald; Hampton Chaplin Ambulance Corp.; Anthony Scalora, State Office of Emergency Management, Area 4; Frances Sullivan, Columbia Emergency Management; John H. Lyon, Assistant Director Lebanon Emergency Management; Chief Noel Waste, Hampton Fire Company & Fire Marshall Town of Coventry; Rosemary Salerno, DPS/Homeland Security; John P. Vaz, DPS/Homeland Security; Robert Miller, Eastern Highland Health District; Richard Palmer, Town of Willington; Fran Williams, University of CT Fire Department; Christine Abikoff, Town of Ashford, Ashford Volunteer Fire Department; Diane Potvin, CT Community for Addiction Recovery; Daniel Syme, Town of Scotland; Beau Thurnauer, Coventry Police Department; Don Muirhead, Town of Windham EOC; John Jackman, Town of Mansfield.

MINUTES - MOVED by Ms. Wilson, **SECONDED** by Ms. Haraghey, to approve the minutes of the 1/3/02 meeting as submitted. **MOTION CARRIED UNANIMOUSLY.**

PUBLIC COMMENT - none

RESOLUTION - Regarding State Revenue Enhancements / Tax Cut Recisions *

MOVED by Mr. Berliner, **SECONDED** by Mr. McGuire, to endorse the resolution as presented. **MOTION CARRIED UNANIMOUSLY.**

CONNECTICUT EASTERN REGIONAL RESPONSE INTEGRATED TEAM

Windham fire chief John Walsh discussed the formation, jointly with the Norwich and New London fire departments, of a regional response team for events involving hazardous. Response had been provided by the Naval Sub base in Groton until 9/11/01. When the base was in a lock-down because of the terrorism attacks, emergency responders throughout the region realized that they would need to develop their own HAZMAT response team to assure that responders would be available when needed. Any local fire department is welcome and encouraged to join the team. A fee will be assessed for participation. The next meeting is Tuesday January 21, 2003 at the Foxwoods Public Safety Building, 7:00 p.m.

PLANNING GRANTS TO RPO's

Chuck Beck, Office of Emergency Management, described the first of two FEMA planning grants which RPO's will be receiving soon. The scope of work for the first grant includes: a review of municipalities' emergency operating plans (EOP), coordination and assistance to towns in revising the plans as appropriate to assure that they are in the required standard FEMA format and include an annex to address terrorism incidents with weapons of mass destruction, and assuring that the municipal plans are regionally consistent and compatible. The work is to be completed within 12 months. Sargent John Vaz & Rosemary Salerno, Division of Homeland Security, explained a second grant to be used for Citizens Corps programs, and particularly CERT (Community Emergency Response Team). RPO's are asked to provide regional coordination to encourage these volunteer programs, publicize training opportunities, and track and report data documenting participation.

During the discussions, COG members and others noted (1) the current lack of coordination between the State police communication system and local police systems, (2) the need for a better effort to include volunteer fire chiefs, (3) liability issues with volunteer programs, (4) the need for better communication among emergency responders and chief elected officials; and (5) the challenges of inspiring the public to participate.

* indicates attachment to file copy of minutes

NEW BUSINESS

The following four items were suggested for inclusion on the agenda for the next meeting:

- a. Peter Dibble, Stonington First Selectman (at his request) regarding unfunded mandates.
- b. TEA 21 Enhancements – Presentations on projects to be prioritized.
- c. Paramedic Services – Hospital staff will be asked to provide an update
- d. TSB Report update: I-395 TIA recommendation regarding Hartford - Providence corridor vs. recommendation of TSB.

There being no further business, the meeting adjourned at 10:00 A.M.

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

Attachments to file copy:

Sign-in sheet

Resolution regarding state revenue enhancements

**MANSFIELD DEPARTMENT OF SOCIAL SERVICES
ADVISORY COMMITTEE
MINUTES**

Tuesday, January 7, 2003; 2:30 PM

REC'D FEB 7 2003

AUDREY P. BECK BUILDING, CONFERENCE ROOM A

PLEASE CALL 429-3315 ASAP IF YOU CANNOT ATTEND

PRESENT: B. Lehmann, J. Heald, E. Passmore, J. Peters, M. Hauslaib, K. Grunwald (staff).

I. COMMUNICATIONS:

- A. Discussion with SSD Director, Kevin Grunwald**
Kevin shared some of his initial impressions with the Committee including a review of existing programs, staffing, and funding issues. He has been meeting with staff and community representatives to become oriented to departmental and program operations. He has also begun to explore potential grant opportunities to expand and subsidize some of the services that the Department is currently offering.
- B. Review of Department activity and other items in packet**
No minutes from other advisory committee meetings were enclosed. They will be included in subsequent packet.
- C. Program funding updates**
- **Graustein Foundation**
The Town submitted a Statement of Continuing Interest to the Graustein Foundation, requesting \$40,000 in funding for 2003 for the Discovery Grant. We received a call from Graustein indicating that the program will only be funded at the level of \$10,000 for this year. There was some concern raised by members of the committee that this does not bode well for the future of what was hoped to be a seven year grant. Conversations with Graustein suggest that we are not meeting their goals of focusing on parent empowerment and building of an active coalition to focus on the educational needs of children. We have requested a meeting with representatives of the Foundation, and intend to submit an aggressive strategic plan for this program that is consistent with their priorities and expectations.
 - **School Readiness Grant**

We received notification from the State Department of Education that there has been a reduction of \$4132 in this grant for the balance of this fiscal year. We will review options for absorbing this reduction, including the possibility of not providing services for the final month. There is some question as to whether or not Mansfield still qualifies for this grant by having a "severe needs" school. Becky Lehmann will check with Beth Gankofskie to determine our continued eligibility.

- Senior Services Nurse/Wellness Center

Lori O'Connor of Windham Hospital will discontinue her services at the end of January due to financial problems that the hospital is experiencing. We will explore whether or not the VNA would like to submit an Agency Funding request in exchange for providing wellness services through the balance of the fiscal year. We are also exploring other options for staffing this service including the UCONN School of Nursing and the Eastern CT Health Care Network.

- General impact of State budget cuts/closure of Willimantic DSS office

While we have not seen an immediate impact yet resulting from the anticipated closing of this office, we expect that we will see an increase in the number of residents seeking services through the Social Services Department. The office is slated to close 1/17.

D. Other

II. **MINUTES:**

Minutes of December 9, 2002 meeting

The minutes of the meeting of December 9, 2002 were approved.

III. **OLD BUSINESS:**

A. Update on SSAC collaboration with Recreation Advisory Committee on Community Center fee waiver policy/schedule

This meeting has not taken place, so there is no report at this time. Becky Lehmann will follow up and report at next meeting.

B. Review of Legislative Meeting/recommendations for next year

The meeting was cancelled due to inclement weather and the unavailability of Senator Don Williams. Becky Lehmann will follow-up

with other agency representatives and the state legislators to explore whether or not these meetings are helpful. We will also explore whether or not this meeting can be held on a regional basis.

C. FY '04 Budget update

Kevin will be meeting with the finance office on Thursday of this week to present a preliminary budget. At this time he is proposing that the department maintain all existing positions.

D. Other

IV. NEW BUSINESS:

A. Report on agency funding requests:

At this time not all of the agency funding requests have been received. Kevin will contact the agencies that have not responded to determine whether or not they will be submitting a request, and to let them know that they will be hearing from an advisory committee member. The Committee will look at establishing new standards for deadlines and accountability for future funding requests. We will consider using a standard evaluation format (provided by Becky Lehmann) for all agency funding requests. The request was made that all summaries of funding requests be sent to the Social Services office one week prior to our meeting for distribution and review. There was a suggestion that the Committee invite the Town Manager to the next SSAC meeting to get a sense of the budgetary situation to understand how this might impact the Town's ability to respond to agency funding requests. It was decided that Kevin will meet with him prior to next meeting to get a sense of what the impact will be.

WAIM (reported by J. Heald): They requested \$2000 last year towards the purchase of a truck, and have now requested \$3000 to subsidize the salary of the truck driver. Judy provided a written analysis of the agency and their request (see attachment). Use of services of the truck by Mansfield residents has almost doubled in the past year. The recommendation is to grant their request.

Veteran's Advisory Center/WRCC (E. Passmore): Ed distributed written analysis of the program and their request (see attachment). They offer outreach, referral, and advocacy for veterans in the greater Windham area. Mansfield is being asked to contribute a pro-rated share of the cost of the services provided. The recommendation is that we grant their request at the full amount requested.

It was decided that Committee members will review these requests and will act on them at our next meeting.

B. Review of the At Risk Program

Call lists were handed out along with program procedures to Becky, Judy, Ed and Jim. Thank you to Sheila Thompson for creating these. Callers agreed to introduce themselves by phone to any new assignments on the list as soon as possible. The Department will be responsible for activating the At Risk Program. Please call Kevin if you are going to be away for an extended period of time.

C. Discussion of mission and purpose of Social Service Advisory Committee

In the interest of time it was decided to defer this discussion to our next meeting.

V. PLANS FOR FUTURE MEETINGS

- February 13: Complete agency funding requests
- March 6: Mission and Purpose of SSAC
- April 3: Assisted Living presentations
- May 1: Marilyn Gerling
- June 5: tbd

VI. ADJOURNMENT

Meeting adjourned 4:56

Respectfully submitted,

Kevin Grunwald
Director of Social Services

**Town of Mansfield
Mansfield 300th Steering Committee
January 8, 2003**

Minutes

I. Roll Call

Fred Cazal, Rudy Favretti, Kay Holt, Donna Stratton and Pat Ferrigno were present for the meeting. In the absence of Joan Gerdson, Matt Hart volunteered to take the minutes.

II. Approval of Minutes

The Committee approved the minutes of the October 2002 meeting.

III. Communications

1. Meeting Dates – Due to a conflict with a UConn sporting event, the Committee decided to change its February meeting date from February 12 to February 11, 2003.
2. Fire Department Carnival – Matt Hart read Mike Gergler's report: the fire department has a committee of 12 planning the event, but is concerned about a possible conflict with other weekend events during that time of year. Mike's other concern is that the Mansfield Volunteer Fire Company may not have sufficient volunteer personnel to assist with the event, so the carnival may be sponsored by Eagleville alone. Mike will have more information in the near future.
3. Matt Hart reviewed a proposal by Art Kostapappas to conduct a "Mansfield 300 Anniversary Photo Contest." The Committee endorsed the proposal.

IV. Committee Reports

1. Beating Bounds – Pat Ferrigno is having some difficulty attracting volunteers to his sub-committee. However, he has decided to combine UConn's usual Mt. Laurel road race with a run/walk to commemorate the 300th. This event will occur on Saturday, May 3, 2003. Also, the sub-committee is contemplating whether or not to sponsor other track and field events, which could be held at E.O. Smith High School. Regardless of the events, Pat hopes to keep the costs as low as possible for the participants.

Matt Hart stated that he would volunteer to assist Pat, particularly with respect to adding a cycling component to the day. Matt will also ask Curt Vincente to

assign someone from the Parks and Recreation Department to serve on the sub-committee.

In addition, the Committee decided to attempt to sponsor a traditional Beating the Bounds event for May 3rd, possibly with the Boy Scouts.

Pat will hold a meeting of his sub-committee and provide another report at the next meeting.

V. Old Business

1. Speaking Program – Fred Cazel explained that he hoped to model this event on the Town of Windham's tercentennial speaking program. The event would be held at a significant location in town, and we would invite a number of speakers to commemorate Mansfield's incorporation as a separate town. Possible speakers could include the Mayor of Mansfield, first selectmen/mayors of surrounding towns, state representative, state senator, governor, US representative and US senators. Matt Hart stated that town staff would assist in planning this event.

VI. New Business

1. Mansfield Tercentenary Song - Kay Holt made a motion to adopt Nancy Tomastik's song as the official song of the tercentenary. Donna Stratton seconded and the motion passed unanimously.
2. Mansfield Chamber Players and Mansfield Senior Center Chorus "Concert in Honor of Mansfield's 300th" – Nancy Tomastik reviewed a proposal from the Mansfield Chamber Players and the Mansfield Senior Center Chorus to conduct a concert on Sunday, June 8, 2003 in honor of the 300th. The event will be held at the Mansfield Middle School Auditorium and will begin at 1:00 p.m. Nancy requested a donation of \$150 to be used towards building use fees. Kay Holt moved to appropriate \$150 toward the event. Rudy Favretti seconded and the motion passed unanimously.

VII. Adjournment

At 8:25 p.m., Kay Holt made a motion to adjourn. Pat Ferrigno seconded and the motion passed unanimously.

Respectfully submitted,



Matthew W. Hart
Assistant Town Manager

**TOWN/UNIVERSITY RELATIONS COMMITTEE
COMMITTEE MEETING
Tuesday, December 10, 2002
Audrey P. Beck Municipal Building
Council Chambers**

Minutes

Present: A. Barberet, P. Barry, M. Berliner, T. Callahan, E. Daniels, C. Henry, R. Hudd, A. J. Pappanikou, W. Rosen

Absent: G. Muccilli, E. Paterson, L. Schilling, W. Simpson

Staff: M. Hart, G. Padick

1. Opportunity for Public to Address the Committee

Matt Hart introduced Kevin Grunwald, the town's new Director of Social Services.

2. November 12, 2002 Meeting Minutes

Bill Rosen made a motion to accept the minutes. Phil Barry seconded and the motion passed unanimously.

3. Update re: Mansfield Downtown Partnership

Phil Barry announced that the Partnership's Finance and Administration Committee had selected the firm of Looney, Ricks & Kiss to prepare the municipal development plan for the Storrs Center project. The project should now move along at a faster pace, and developers will assist with fleshing out the details. Tom Callahan announced that the university had presented the environmental impact evaluation (EIE) for the project, and the comment period is now closed.

4. Separatist Road Detention Pond DEP Progress

Tom Callahan reported that the university had planted a significant number of trees on the uphill grade, and was in the process of excavating the berm. The work is progressing well and the university projects the project to be completed this spring.

5. Spring Weekend

Bill Rosen cited the Chronicle editorial that he had read at the town council meeting. He hopes that the town and university can work together on this issue. Tom Callahan noted that university was continuing its deliberations and that he should have more information following the New Year.

6. Meeting Schedule for 2003

The committee decided to continue to meet the 2nd Tuesday of each month, alternating the location between the town hall and the university's public safety complex

7. UConn Projects Update

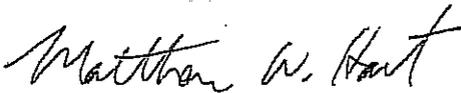
The committee decided to postpone its discussion of this item until the following month, when Larry Schilling would be in attendance.

8. Other Business

A. J. Pappanikou asked if the university had a planned use for the recently renovated Farwell barn. Tom Callahan responded that there were no plans right now, but the issue is being discussed.

Bill Rosen made a motion to adjourn the meeting at 5:00 p.m. A. J. Pappanikou seconded and the motion passed unanimously.

Respectfully submitted,



Matthew Hart
Assistant Town Manager

MINUTES
MANSFIELD PLANNING AND ZONING COMMISSION
Regular Meeting, Monday, February 3, 2003
Council Chambers, Audrey P. Beck Municipal Building

Members present: A. Barberet (Chairman), R. Favretti, B. Gardner, J. Goodwin, R. Hall, K. Holt
G. Zimmer
Members absent: P. Kochenburger, P. Plante
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 7:50 p.m., appointing Alternates Mutch and Ryan to act as voting members.

Minutes – 1/27/03 – Favretti MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Goodwin (disqualified).

Public Hearing, special permit application for efficiency unit, Shafer, 45 Echo Rd., file 1201 – The Public Hearing was called to order at 7:52 p.m. Members and Alternates present were Barberet, Favretti, Gardner, Goodwin, Hall, Holt, Zimmer, Mutch and Ryan. The legal notice was read and communications from the Town Planner (1/28/03) and Eastern Highlands Health District (H. Hood, 1/22/03) were noted. The applicant was represented by M. Dilaj, who submitted all neighborhood notification receipts and confirmed that the small studio apartment over the garage would comply with our regulations and the State Health Code. It would have interior access from a side door in the garage. There was no public comment, and the Hearing was closed at 7:55 p.m.

Public Hearing, “Windswept Manor”, proposed 4-lot subdivision off East Rd., file 1198 – This continued Public Hearing was called to order at 7:55 p.m. Members and Alternates present were Barberet, Favretti, Gardner, Goodwin, Hall, Holt, Zimmer, Mutch and Ryan. The legal notice was read and communications from the Town Planner and Ass’t. Town Engineer (both 1/30/03) were noted. The applicant was represented by engineer M. Mazzola, who submitted revised plans dated 1/27/03, and landscape engineer J. Alexopoulos, who noted significant views to be preserved, proposed plans for tree-removal and replanting, and retention of an old stone wall by rebuilding it after road construction is finished. S. Filip, project engineer, had met with CL&P representatives, and discussed possible underground and aboveground utilities installation with the Commission. It was recommended that he supply a written statement justifying his proposal for overhead utilities installation from Rt. 195 into the proposed subdivision, and underground from there on. Retention of specimen trees on Windswept Lane and tree removal along East Rd. must also be added to the plans. Revised open space dedication proposals and drainage were also discussed.

O. Kessel, Codfish Falls Rd., asked that the Commission take note of the previous comments of the Conservation Commission regarding lighting. He read and submitted a letter from C. Peterson, Director of the Univ. of CT East Road Observatory, urging use of “full cutoff fixtures” as an aid to preserving the dark skies in the area of the East Road Observatory.

Further information on specimen trees/underground utilities, additional map details and adequate time for review by other Town boards of the revised open space dedication proposal are all still needed, and, at 8:35 p.m., the Public Hearing was recessed until 2/18/03. The Public Hearing must be closed by 2/27/03 because additional extensions cannot be granted.

Zoning Agent’s Report – The January Monthly Activity Report was noted. Mr. Hirsch mentioned a few of the known present or anticipated future businesses in town. He also reported that a court date has not yet been set for the pending Town/Negro case. He has written to the owners of the Public Petroleum filling station at Four Corners, directing them to remove or replace all their tattered American flags, and may confer with the Town Attorney on how best to enforce his directive. The presence of an old school bus in the woods across from the Post Office in Mansfield Center was mentioned, and Mr. Hirsch will investigate.

Old Business

2003 Plan of Conservation & Development Update – The conclusions of the recent Citizens' Committee meetings on items for consideration in the Update were provided to members, who were asked to jot down any helpful thoughts and changes from the 1993 Plan they feel may be appropriate. The next PZC PCD committee meeting is scheduled for 2:30 p.m. on 2/5/03. A final version of the Plan Update is anticipated by the end of this year.

Verbal Updates – Town Planner

Lands of Unique Value Study – A draft of the final report and recommendations is expected by mid-February and distributed by the end of March.

Storrs Downtown project – A meeting of the Downtown Partnership is scheduled for Tuesday, 2/4/03. The Partnership Board hopes to have a final plan by the end of the summer.

Proposed telecommunications tower between Baxter and Cedar Swamp Rds. – The Villa Hills Golf Course site and the Cedar Swamp Rd. site are now the preferred sites; the site closest to Baxter Rd. has been dropped. The Siting Council will hold a Public Hearing after it receives an application from AT&T. The Town may wish to comment after it has more information.

UConn Landfill – A public session on the report is scheduled for 2/25/03. The Town plans to comment to the DEP on issues raised by its consultants and concerns expressed by PZC members.

Town/University Relations Committee – A meeting is scheduled for Tuesday, 2/11/03, at 4 p.m.

Meeting on Economic Development – A meeting was held on 1/30/03, at which generic information was presented on how a community can assess its economic development possibilities.

New Business

Application to amend the Zoning Regulations (Art. X.C) regarding temporary sponsorship signs/banners. Town of Mansfield, applicant, file 1202 – Mr. Padick reviewed the circumstances which led to this application. Recreation Dir. C. Vincente discussed the proposal, which would allow signs and banners to be displayed during game times, and said the Town would work with sign-sponsors to devise a way to prevent display of the banners when there are no games in progress. Members recommended that the Town address how such a revised regulation could be enforced. At the end of discussion, Holt MOVED and Hall seconded to receive the application of Matthew Hart to amend Article X, Sections C.2.b and C.4.a of the Zoning Regulations (file 1202), regarding temporary sponsorship of signs/banners in Town parks, as submitted to the Commission, to refer it to the Town Planner and Town Attorney for review and comment, and to set a Public Hearing for March 3, 2003. MOTION PASSED unanimously.

Request to modify approval conditions for Stephen Estates (Harakaly), file 1191 – Att'y. S. Schragar presented a request to modify condition 3.D of the Commission's 11/12/02 approval for the Stephen Estates subdivision, at Mt. Hope and Warrenville Rds., saying he felt the condition would make it virtually impossible for the owners ever to sell the lot, because no bank would finance it under the existing condition, which mandates that the subject lot be permanently maintained in its present state. Members discussed the possibility of future Town takeover or Town ownership with a yearly lease arrangement with the owner. Members reminded Att'y. Schragar of their concerns for preservation of the significant man-made scenic vista and protection of wetlands. While Att'y. Schragar felt the current condition could lead to litigation at some point in the future, Mr. Padick said that our Town Attorney feels the PZC conditions are defensible in court. After further discussion, which included other suggestions, Mr. Schragar said he would confer with the Harakalys regarding possible options and report to the PZC at its next meeting.

Communications and Bills – As noted on the Agenda or distributed at the meeting. Particular attention was drawn by Mr. Padick to item #1, regarding DEP approval of Level A aquifer mapping for the Fenton River Univ. of CT wellfield. In addition, Hall MOVED, Gardner seconded to approve payment of the Town Attorney's 1/31/03 bill in the amount of \$2,268.00; MOTION PASSED unanimously. The meeting was adjourned at 9:55 p.m.

Respectfully submitted.

Katherine K. Holt, Secretary

ADMINISTRATION

- EY 04 State Grant in Aid: No word yet on the status of this grant to RPO’s.

Technical Assistance Current Contracts Update:

Contract #	Description	Date started	Status
Scotland '03-2	Mapping for POCD	<i>pending finalization of contract</i>	
Scotland '03-3	POCD preparation	9/9/02	<i>anticipated completion March 03</i>
Chaplin '03-1	Specified Zoning regulation modifications	9/19/02	<i>complete except for staff participation in public hearing - date to be set by PZC.</i>

UPCOMING DATES OF INTEREST

- March 5 **Regional Planning Commission Meeting**
- March 7 **QSHC annual breakfast**
- March 7 **Next WINCOG Meeting**
- April 1 **Deadline for submitting Local Road Accident Reduction projects to WINCOG.**

TRANSPORTATION

- Transportation Enhancement Projects: Five transportation enhancement projects have been submitted to WINCOG - one from Coventry, and four from Mansfield.

Coventry:	Town Center Connecting Streetscapes -	\$1,389,358
Mansfield #1:	Downtown Streetscape and Pedestrian Improvements	\$1,607,805
Mansfield #2:	Four Corners/Entrance to Mansfield	\$515,000
Mansfield #3:	East Brook Mall Area Streetscape and Ped. Improve.	\$900,305
Mansfield #4:	Mansfield Center and North Eagleville Rd.	\$774,600

Brief descriptions of these projects and a packet of additional background information have been provided in a Board packet. Staff have been reviewing the applications for completeness and conformance to the program guidelines. Town staff will make brief presentations on the projects at today’s meeting, and either today or at the March meeting, the Board needs to prioritize the projects for submission to ConnDOT.

- Transportation Strategy Board: TSB Chairman Oz Griebel has asked for a meeting with the co-chairs of the five Transportation Investment Areas to discuss the future role of the TIA’s (and of the RPO’s as conveners of the TIA’s). This meeting is scheduled for February 13, immediately following our OPM/RPO technical coordination meeting. Your executive director has served as co-chair of the I-395 Corridor TIA, along with Charlene Cutler, QSHC executive director.
- One MPO for the state? The Transportation Committee of the General Assembly has been asked to raise a bill that would designate the Transportation Strategy Board as the one Metropolitan Planning Organization (MPO) for the state. We have noted that this is not a recommendation of the Transportation Strategy Board - it was not included in the TSB’s report submitted to the General Assembly last month. Background: Of the 15 regional planning organizations in the state, 10 are MPO’s and 4 rural regional planning organizations. (That adds up to only fourteen because one MPO was formed by a combination of two regional planning organizations). The state is required by federal regulations to have a structure of MPO’s in place for transportation planning purposes. In addition to transportation planning funds, the MPO’s actually receive dollars to implement transportation projects important to their regions, and so they prepare their own “TIP’s” to schedule the obligation of these funds. In contrast, the rurals receive planning dollars, but no project dollars. Transportation projects in our region are scheduled by ConnDOT using our Regional Transportation Plan as an advisory document. As you may be aware, most of WINCOG’s funding comes from ConnDOT for transportation and transit planning. If the TSB

planning funds that we now receive.

TRANSIT (*See attached Transit Administrator's Activities Report*)

Transit Planning:

Record-keeping: Staff have been assisting the transit administrator to develop an improved database for vehicle maintenance and passenger ridership records.

RFP for Hybrid Vehicle Purchase: Staff assisted WRTD in the issuing of an RFP for a “trolley-type” hybrid vehicle, which will be used to replace the current City Bus. While the purchase is in keeping with WRTD’s normal vehicle replacement schedule, the type of vehicle was chosen in response to a request from the Town of Windham, to provide more of an attraction in Willimantic’s downtown area and to support the Town’s efforts to revitalize the downtown.

Statewide Bus Transit Governance, Management and Finance Study: This study, completed in November of 2002, recommends a larger role for the state in transit management and governance, particularly for inter-regional transit services. It suggests, but does not actually recommend, that regional transit decisions might be more appropriate if made by using the Transportation Investment Area geography. This would combine the Windham Region with the Northeastern CT and Southeastern CT regions.

Storrs /Willimantic Fixed Route Saturday Service: We are pleased to report that Saturday service on the Storrs/Willi route will be available all year round for the next 18 months (approximately). This is being funded through a special DSS /Jobs Access High Performance award. The Storrs/Willi service reverts to a reduced vacation schedule whenever UConn is not in session, and in the past this vacation schedule has not included any Saturday service.

PLANNING

- **Regional Planning Commission:** The January meeting of the RPC was cancelled; the Reference Committee reviewed and responded to the following referrals:
 - a. #02-12-04-EN: Ellington: Proposal to modify the expiration dates of excavation permits from the 1st Monday of November to the 4th Monday of March. **No comment.**
 - b. #02-12-16-EN: Ellington: Proposal to modify the definition of home occupation and remove the special permit criterion. **No comment.**
 - c. #02-12-20-WM: Windham: Proposal to create a 31-lot subdivision off Pennywood Ln. and Lynwood Dr. in Willimantic on the Mansfield town boundary. **Conformance to Regional Plan/Potential drainage impacts.**
 - d. #02-12-30-BN: Bolton: A proposal to reduce the maximum size of signs, to prohibit parking between the building and the street, to reduce the minimum # of parking spaces needed to trigger landscaping requirements, and to create architectural and design requirements for all site plans. **Conformance to Regional Plan/No intermunicipal impacts.**

At their February 5th meeting, the Regional Planning Commission reviewed and responded to the following referral:

- a. #03-01-30-WM: Windham: Proposal to clarify the language pertaining the Zoning Commission’s authority in approving special permits. **No regional significance/No intermunicipal impacts.**

Also at the February meeting, the commission heard a presentation by Prof. Robert M. Thorson, author of *Stone by Stone: The magnificent history in New England's stone walls*. Stone walls are an important cultural resource and an integral part of Connecticut’s landscape. They are increasingly at risk of being sold and shipped to other areas. The Commission discussed possible local actions to help protect stone walls such as subdivision regulations and stone wall easements.

- **Scotland Plan of Conservation and Development:** The January 13 meeting of the Scotland POCD subcommittee focused on developing actions to encourage commercial development that fits in with the look and feel of Scotland today. The next meeting will be held on February 10 and will focus on municipal facilities and infrastructure.

According to the distribution formula agreed upon by the regional planning organizations, the Office of Emergency Management, and the Department of Public Safety/Homeland Security Division, WINCOG’s funding for the Emergency Operations Plans revisions will be \$41,855, and for Citizens Corps activities, \$12,120. Contract authorization for these grants is on the agenda for today’s meeting. We have obtained digital copies of the EOP’s for WINCOG municipalities in Windham County, and are in the process of getting those for the other towns. One difficulty in this region will be coordination with the simultaneous bio-hazard planning, for which funding went to the health districts. As you may know, five WINCOG towns participate in three different health districts, and four towns are unaffiliated. These towns have been encouraged to affiliate with one of the health district for the purposes of this planning process. We will be working closely with the health districts to make sure that we are not duplicating efforts and that the plans are consistent with each other. Technically, the bio-hazard plans are one component of the terrorism annex in each EOP, and it is the terrorism annex that the regional planning organizations are directed to focus on under this work program. Coordination at the regional level may be less difficult than the coordination required at the state level.

CENSUS AFFILIATE ACTIVITIES

- Sample Data: WINCOG has received on CD detailed profile reports of the sample data from the 2003 census for each town. Each town’s report is 30 pages long. We can provide the file to you either in print or in digital form if you are interested in delving into the very minute details of your population. These profiles are available only at the town level, not by census tract or block group.
- Data Requests: Responded to requests for information from: 1 municipal staff, 1 student, and two businesses.

LOCAL ASSISTANCE

- Chaplin* - Provided technical assistance to PZC Chair regarding subdivision/resubdivision criteria.
- Columbia* - Provided Town Planner with proposed legislation regarding cell towers.
- Mansfield* - Provided letter of support for Recreation Trails Grant application.
- Scotland* - Worked on Town POCD under contract.
- Windham* - Researched cell tower jurisdiction issues for Town Planner.
 - Prepared population density maps for Recreation Department.
 - Continued to serve on Ad Hoc Economic Development Committee.
 - Met with and provided data and information to Blue Ribbon Task Force committee members.
- All Towns* - Processed statutory referrals from or affecting various member towns (see Planning, above).

OTHER ASSISTANCE

- Provided information to Brooklyn staff member on recommendations of the Northeast Partnership’s comprehensive economic development strategy (for grant application).

MEETINGS

- Jan. 3 - WINCOG (BB, JB, SG)
- 8 - FTA Emergency Response Forum / Hartford (BB, KG)
- 9 - FTA Emergency Response Forum / Hartford (BB, KG)
- 13 - Scotland POCD Committee / Scotland (JB, SG)
- 14 - MGIC GIS Census Data Workshop/Worcester (JB, SG)
- 15 - Agriculture and Natural Resources Committee of QSHC/Putnam (JB)
 - With emergency planning consultant (BB)
- 16 - Planners Breakfast (JB, SG)
 - Strategic Questioning Workshop/Boston (JB)
- 17 - WINCOG special meeting / Coventry (BB, JB, SG)
- 21 - Technology Transfer Advisory Board /Newington (BB)
 - Windham Ad Hoc Econ. Dev. Advisory Committee (BB)
- 22 - COST Town Meeting / Rocky Hill (BB)
- 24 - Conference Call CT RDC Board (BB)
 - Smart Growth Seminar Meeting/Brooklyn (JB)

- 27 - Charter Cable Annual Dinner /Mansfield (BB)*
- 29 - CT RDC Board /Berlin (BB)
- 31 - With Windham Blue Ribbon Task Force on Substance Abuse subcommittee members (BB)

* Time not charged to WINCOG.

dirreport01-3-03 #47

Activities

- Completed and put out for bid the RFP for a WRTD hybrid trolley vehicle.
- Continued work on FY '04 budget for local match requests.
- Prepared and executed contracts for operation of services with subcontractors for the remainder of FY '03.
- Working with the Eastern Collaborative/Job Access program for current and proposed job access services in the region.
- Continued work with DSS for funding to operate the Storrs/Willi bus on Saturdays during the vacation schedule through the DSS High Performance Grant award.
- Working with ConnDOT for a feasibility study for a WRTD garage facility.
- Continued working with ConnDOT and FTA on funding for FY '03 and now FY '04 budgets and capital equipment.
- Continued correspondence with the Town of Mansfield Transportation Advisory Subcommittee for pre-paid fares program.
- Worked on maintenance issues with contractors and repair shop.
- Continued marketing and advertising in local media.
- Compiled documents, quarterly reports, surveys, statistical data and invoices for FTA/ConnDOT as requested.

Meetings

January 2003

- 3 J/A mtg. for ECTAP funding
- 7 Transp/CACT educ. Mtg @ Norwich
- 8&9 FTA Emergency & Security Training
- 14 Windham Hmsch Ntwk. Educ program
- 16 CACT Mtg @ Hartford
- 21 Transp Strategy Hearing @ Hartford
- 22 J/A Eastern Region Mtg
- 25-28 APTA Gen Mgr Seminar
- 30 ConnDOT Qrtly Transit Mtg

THIS PAGE LEFT
BLANK
INTENTIONALLY

AGRICULTURE COMMITTEE
MINUTES OF JANUARY 8, 2003 MEETING

PRESENT: Bob Peters, Charlie Galgowski, Gary Zimmer, Al Cyr, Carol Stearns, Vicky Wetherell

1. Charlie Galgowski was acting chairman.
2. Minutes of the November 13, 2002 meeting were approved (the December meeting was cancelled due to bad weather).
3. **Farmland Preservation**
Options for preserving a portion of the former Baxter Farm were discussed.
4. **Update of the Town's Plan of Conservation and Development**
The Committee continued discussion about updating the Agricultural Resources section of the Town plan. Goals and actions for preserving farmland and agricultural operation were proposed. A draft of this material will be reviewed at the next meeting.
5. **Meeting dates for 2003**
The committee will meet on the second Wednesday of the month in 2003.

THIS PAGE LEFT

BLANK

INTENTIONALLY

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: February 7, 2003



Re: **Monthly Report of Zoning Enforcement Activity**
For the month of January 2003

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	6	7	3	79	123
Certificates of Compliance issued	46	46	19	154	97
Site inspections	48	72	18	312	311
Complaints received from the Public	3	0	5	28	54
Complaints requiring inspection	3	0	3	18	38
Potential/Actual violations found	9	11	2	29	31
Enforcement letters	7	15	3	65	72
Notices to issue ZBA forms	2	0	1	10	5
Notices of Zoning Violations issued	3	1	4	18	30
Zoning Citations issued	0	1	0	6	9

Zoning permits issued this month for single family homes = 3, multi-fm = 0
 2002/03 Fiscal year to date: s-fm =12, multi-fm =9

THIS PAGE LEFT

BLANK

INTENTIONALLY

TOWN OF MANSFIELD

TRAFFIC AUTHORITY

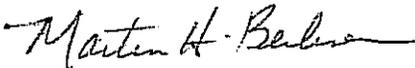
Minutes of Meeting Held February 6, 2003

Present: Lon Hultgren, John Jackman, Grant Meitzler, Greg Padick, Mike Darcy and Martin Berliner

Guest: Dick Norgaard

1. No Parking Fines – No action taken.
2. Speed Hump Requests & Studies – Nothing new to report. Several requests are still under consideration.
3. Speed Limit on Separatist Road – Will continue to investigate. Will do additional speed and volume studies in the spring.
4. Baxter Road/Route 195 Intersection – Still waiting for DOT response.
5. Request for Intersection Warning Sign on Route 195 at Rockridge Road – Waiting for state response.
6. Traffic Signals on Route 195 – 195/N. Eagleville signal rephrasing is not yet complete.
7. SLOSSS – Reviewed last meeting, no further action required.
8. Intersection of Wormwood Hill and Gurleyville Roads – Discussed with neighborhood representative. “T” intersection will not be pursued at this time. Staff will contact CL&P regarding tree removal near the green.
9. Route 195 at Mansfield Supply – Grant will assemble accident data with injuries for review at the next Traffic Authority meeting.
10. Accident at 229 Hanks Hill Road – Refer to DPW to check for advanced warning signs.
11. Speed on Old Turnpike Road – Refer to DPW for study.

Respectfully submitted,



Martin H. Berliner
Chair, Mansfield Traffic Authority

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

THIS PAGE LEFT

BLANK

INTENTIONALLY



TOWN OF MANSFIELD
TOWN CLERK'S OFFICE

Joan E. Gerdson, Town Clerk

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

February 13, 2003

President George W. Bush
The White House
1600 Pennsylvania Avenue, NW
Washington, D.C. 20500

Dear President Bush:

Enclosed please find a copy of a Town of Mansfield resolution concerning the potential war in Iraq. The Mansfield Town Council adopted the resolution by unanimous vote at its February 10, 2003 meeting.

Sincerely,

Joan E. Gerdson
Town Clerk

CC: Mansfield Town Council
President George W. Bush
Vice President Richard B. Cheney
Senator Christopher J. Dodd
Senator Joseph Lieberman
Representative Robert R. Simmons
Representative Rosa DeLauro
Representative John B. Larson
Representative Nancy L. Johnson
Representative Christopher Shays

*Mansfield Town Council: Elizabeth Paterson (Mayor), Gregory Haddad (Deputy Mayor), Bruce Bellm,
Eric Holinko, Alan Hawkins, J.C. Martin, William Rosen, Carl Schaefer, Chris Thorkelson*



Town of Mansfield
RESOLUTION ON THE WAR IN IRAQ

WHEREAS, the people of the United States have already suffered grievous loss of life and well-being as a result of the terrorist attack on September 11, 2001; and

WHEREAS, based on current information no proven linkage has been made between the horrific terrorist attack on the World Trade Center on September 11, 2001 and the government of Iraq, and

WHEREAS, there is an urgent need for genuine multilateral action to eliminate weapons of mass destruction worldwide,

WHEREAS, governments around the world oppose U.S. unilateral action in regards to Iraq and support the full pursuit of diplomatic resolutions and weapons inspections before any further military action is taken against Iraq,

WHEREAS, a war with Iraq will jeopardize the lives of American soldiers and will kill many innocent Iraqi civilians, who have already suffered enormously under Saddam Hussein's rule and United Nations sanctions, and

WHEREAS, a war with Iraq would threaten to further destabilize the Middle East, possibly leading to a wider, regional war and increased support for Al Qaeda and other groups dedicated to terrorism, making the citizens of the United States and the world less safe, and

WHEREAS, past military conflict in the region resulted in widespread environmental destruction, the effects of which have not yet been mitigated or understood; and

WHEREAS, past military conflict in the region resulted in widespread damage to the civilian infrastructure of Iraq and widespread suffering and death of Iraqi civilians; and

WHEREAS, most United States cities and states are suffering fiscal crises where programs that benefit working people and the poor are being threatened by severe budget cuts. And it has been estimated that a war in Iraq would cost the U.S. Government hundreds of billions of dollars, an amount that could go a long way to meeting our health and education needs,

NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN OF MANSFIELD:

HEREBY, opposes a unilateral U.S. invasion of Iraq, but supports instead a genuinely multilateral diplomatic approach to the Iraq situation, sanctioned and directed by the United Nations; and

RESOLVED, that the Mansfield Town Clerk shall forward copies of this resolution to President Bush, Senators Dodd and Lieberman and to all members of the Connecticut U.S. Congressional delegation.

REGIONAL SCHOOL DISTRICT No. 19
TOLLAND COUNTY

BACHELORS DEGREE

BOARD OF EDUCATION	MINIMUM
MANSFIELD	\$33,456
REGION #19	\$32,724
ANDOVER #8	\$31,783
REGION #8	\$31,073
SOMERS	\$31,067
HEBRON #8	\$30,992
ELLINGTON	\$30,800
VERNON	\$30,675
STAFFORD	\$30,067
TOLLAND	\$28,629
WILLINGTON	\$28,357
COVENTRY	\$28,286
COLUMBIA	\$27,899
UNION	\$27,815
BOLTON	\$27,466
AVERAGE	\$30,073

REGIONAL SCHOOL DISTRICT No. 19
TOLLAND COUNTY
BACHELORS DEGREE

BOARD OF EDUCATION	MAXIMUM
VERNON	\$54,295
REGION #19	\$52,192
SOMERS	\$52,192
ELLINGTON	\$52,019
MANSFIELD	\$51,893
HEBRON #8	\$50,941
COVENTRY	\$50,547
ANDOVER #8	\$49,366
STAFFORD	\$48,518
COLUMBIA	\$47,306
WILLINGTON	\$47,077
BOLTON	\$45,001
UNION	\$44,808
REGION #8	\$44,562
TOLLAND	\$36,275
AVERAGE	\$48,466

REGIONAL SCHOOL DISTRICT No. 19
TOLLAND COUNTY
MASTER'S DEGREE

BOARD OF EDUCATION	MINIMUM
REGION #19	\$34,850
MANSFIELD	\$34,850
HEBRON #8	\$33,989
ANDOVER #8	\$33,634
REGION #8	\$32,651
VERNON	\$32,209
SOMERS	\$32,132
STAFFORD	\$32,073
ELLINGTON	\$32,000
BOLTON	\$31,330
WILLINGTON	\$30,502
COVENTRY	\$30,481
TOLLAND	\$29,549
UNION	\$29,027
COLUMBIA	\$28,702
AVERAGE	\$31,865

REGIONAL SCHOOL DISTRICT No. 19
1999-2000 ERG Group C
SIXTH YEAR

BOARD OF EDUCATION	MINIMUM
PRESTON	\$40,653
SHERMAN	\$39,821
EAST GRANBY	\$39,389
REGION #19	\$36,856
REGION #7	\$36,790
BARKHAMSTED #7	\$36,765
MANSFIELD	\$36,710
ANDOVER #8	\$35,481
LEDYARD	\$35,439
REGION #13	\$35,381
REGION #18	\$35,363
HEBRON #8	\$34,984
SOMERS	\$34,794
SALEM	\$34,658
REGION #15	\$34,538
REGION #8	\$34,069
CANTON	\$34,014
BOLTON	\$33,678
WOODSTOCK	\$33,657
LITCHFIELD	\$33,630
ELLINGTON	\$33,600
REGION #17	\$33,329
REGION #10	\$33,100
SUFFIELD	\$32,970
NEW HARTFORD #7	\$32,945
REGION #14	\$32,849
BETHANY #5	\$32,020
BOZRAH	\$31,902
DEEP RIVER #4	\$31,836
ESSEX #4	\$31,836
REGION #4	\$31,836
POMFRET	\$31,341
WILLINGTON	\$31,340
SALISBURY #1	\$31,123
WESTBROOK	\$30,742
REGION #6	\$30,400
CORNWALL #1	\$29,980
OXFORD	\$28,624
AVERAGE	\$33,906

REGIONAL SCHOOL DISTRICT No. 19
1999-2000 ERG Group C

MASTER'S DEGREE

BOARD OF EDUCATION	MINIMUM
SHERMAN	\$38,196
PRESTON	\$35,652
MANSFIELD	\$34,850
REGION #19	\$34,790
EAST GRANBY	\$34,139
HEBRON #8	\$33,989
ANDOVER #8	\$33,634
REGION #18	\$33,413
REGION #13	\$33,362
BARKHAMSTED #7	\$32,990
SALEM	\$32,982
REGION #8	\$32,651
REGION #7	\$32,620
REGION #15	\$32,529
CANTON	\$32,474
LEDYARD	\$32,231
SOMERS	\$32,132
ELLINGTON	\$32,000
SUFFIELD	\$31,995
LITCHFIELD	\$31,782
REGION #17	\$31,639
BOLTON	\$31,330
REGION #10	\$31,200
BOZRAH	\$30,928
WOODSTOCK	\$30,905
REGION #14	\$30,879
WILLINGTON	\$30,502
SALISBURY #1	\$30,171
DEEP RIVER #4	\$30,166
ESSEX #4	\$30,166
REGION #4	\$30,166
NEW HARTFORD #7	\$30,101
BETHANY #5	\$30,020
POMFRET	\$29,676
WESTBROOK	\$29,473
REGION #6	\$29,400
CORNWALL #1	\$29,068
OXFORD	\$28,410
AVERAGE	\$31,911

Union Data - 10-18-00

**BA MIN
TOLLAND COUNTY
2000 - 2001**

TOWN	BA MIN	AENGLC
Mansfield	\$34,135	163
Region 19	\$33,299	---
Andover	\$32,140	102
Region 8	\$31,718	---
Somers	\$31,614	113
Hebron	\$31,511	96
Ellington	\$31,400	114
Vernon	\$30,950	141
Stafford	\$30,878	149
Bolton	\$28,949	88
Tolland	\$28,829	100
Coventry	\$28,784	128
Willington	\$28,490	140
Columbia	\$28,399	77
Union	\$28,178	84
AVERAGE	\$30,618	

Source: CEA Research
June 21, 2000

**BA MIN
TOLLAND COUNTY**

TOWN	2000 – 2001	2001 - 2002	2002 – 2003
Mansfield	\$34,135	\$34,828	B
Region 19	\$33,299	B	
Andover	\$32,140	\$32,461	B
Region 8	\$31,718	\$32,444	\$33,179
Somers	\$31,614	\$32,217	B
Hebron	\$31,511	\$32,233	B
Ellington	\$31,400	B	
Vernon	\$30,950	–	B
Stafford	\$30,878	B	
Bolton	\$28,949	\$30,122	\$31,529
Tolland	\$28,829	\$29,029	B
Coventry	\$28,784	\$30,303	B
Willington	\$28,490	\$29,316	B
Columbia	\$28,399	B	
Union	\$28,178	B	
AVERAGE	\$30,618		

Source: CEA Research
June 21, 2000

**MA MAX
TOLLAND COUNTY
2000 - 2001**

TOWN	MA MAX	AENGLC
Vernon	\$60,662	141
Mansfield	\$60,308	163
Region 19	\$59,637	---
Ellington	\$58,239	114
Tolland	\$57,047	100
Somers	\$56,940	113
Willington	\$56,707	140
Stafford	\$56,420	149
Region 8	\$55,866	---
Coventry	\$55,625	128
Hebron	\$55,251	96
Bolton	\$55,199	88
Columbia	\$53,653	77
Andover	\$52,137	102
Union	\$48,932	84
AVERAGE	\$56,174	

Source: CEA Research
June 21, 2000

**MA MAX
TOLLAND COUNTY**

TOWN	2000 – 2001	2001 – 2002	2002 - 2003
Vernon	\$60,662	--	B
Mansfield	\$60,308	\$61,532	B
Region 19	\$59,637	B	
Ellington	\$58,239	B	
Tolland	\$57,047	\$57,847	B
Somers	\$56,940	\$58,026	B
Willington	\$56,707	\$58,351	B
Stafford	\$56,420	B	
Region 8	\$55,866	\$57,145	\$58,439
Coventry	\$55,625	\$56,757	B
Hebron	\$55,251	\$56,519	B
Bolton	\$55,199	\$57,167	\$59,505
Columbia	\$53,653	B	
Andover	\$52,137	\$52,658	B
Union	\$48,932	B	
AVERAGE	\$56,174		

Source: CEA Research
June 21, 2000

**6TH YEAR MAX
TOLLAND COUNTY
2000 - 2001**

TOWN	6TH YEAR MAX	AENGLC
Vernon	\$63,447	141
Mansfield	\$63,326	163
Ellington	\$62,613	114
Region 19	\$61,740	---
Region 8	\$60,960	---
Stafford	\$60,807	149
Tolland	\$60,805	100
Somers	\$60,345	113
Coventry	\$60,164	128
Willington	\$59,265	140
Hebron	\$58,683	96
Bolton	\$58,491	88
Columbia	\$54,735	77
Andover	\$54,331	102
Union	--	84
AVERAGE	\$59,979	

Source: CEA Research
June 21, 2000

**6TH YEAR MAX
TOLLAND COUNTY**

TOWN	2000 – 2001	2001 – 2002	2002 - 2003
Vernon	\$63,447	--	B
Mansfield	\$63,326	\$64,612	B
Ellington	\$62,613	B	
Region 19	\$61,740	B	
Region 8	\$60,960	\$62,355	\$63,767
Stafford	\$60,807	B	
Tolland	\$60,805	\$61,605	B
Somers	\$60,345	\$61,495	B
Coventry	\$60,164	\$61,388	B
Willington	\$59,265	\$60,998	B
Hebron	\$58,683	\$60,029	B
Bolton	\$58,491	\$60,459	\$62,694
Columbia	\$54,735	B	
Andover	\$54,331	\$54,873	B
Union	--	B	
AVERAGE	\$59,979		

Source: CEA Research
June 21, 2000

**BA MIN
ERG C
2000 - 2001**

TOWN	BA MIN	AENGLC
Sherman	\$34,286	14
Mansfield	\$34,135	163
Region 19	\$33,299	---
East Granby	\$32,864	41
Preston	\$32,212	136
Andover	\$32,140	102
Region 8	\$31,718	---
Region 13	\$31,704	---
Ledyard	\$31,695	122
Somers	\$31,614	113
Hebron	\$31,511	96
Ellington	\$31,400	114
Suffield	\$31,345	59
Region 17	\$31,151	---
Region 18	\$30,897	---
Litchfield	\$30,771	58
Region 7	\$30,500	---
Barkhamsted	\$30,294	76
Region 10	\$30,225	---
Region 15	\$30,196	---
Woodstock	\$30,032	105
Deep River	\$30,000	81
Essex	\$30,000	26
Region 4	\$30,000	---
Salem	\$29,777	103
Region 14	\$29,747	---
Region 6	\$29,500	---
Bethany	\$29,500	50
Canton	\$29,381	56
Bozrah	\$28,962	108
Bolton	\$28,949	88
Oxford	\$28,703	80
Westbrook	\$28,550	32
Pomfret	\$28,512	94
Willington	\$28,490	140
New Hartford	\$28,369	86
Salisbury	\$28,261	13
Cornwall	\$28,261	8
AVERAGE	\$30,499	

Source: CEA Research
August 2, 2000

**BA MIN
ERG C**

TOWN	2000 - 2001	2001 - 2002	2002 - 2003
Sherman	\$34,286	\$35,380	\$36,424
Mansfield	\$34,135	\$34,828	B
Region 19	\$33,299	B	
East Granby	\$32,864	B	
Preston	\$32,212	\$32,987	B
Andover	\$32,140	\$32,461	B
Region 8	\$31,718	\$32,444	\$33,179
Region 13	\$31,704	\$32,186	B
Ledyard	\$31,695	\$33,150	\$35,040
Somers	\$31,614	\$32,217	B
Hebron	\$31,511	\$32,233	B
Ellington	\$31,400	B	
Suffield	\$31,345	B	
Region 17	\$31,151	\$31,929	\$32,728
Region 18	\$30,897	\$32,360	\$33,360
Litchfield	\$30,771	B	
Region 7	\$30,500	\$31,500	B
Barkhamsted	\$30,294	--	--
Region 10	\$30,225	B	
Region 15	\$30,196	B	
Woodstock	\$30,032	\$30,587	\$31,160
Deep River	\$30,000	B	
Essex	\$30,000	B	
Region 4	\$30,000	B	
Salem	\$29,777	B	
Region 14	\$29,747	\$30,720	\$30,828
Region 6	\$29,500	\$29,750	\$30,000
Bethany	\$29,500	\$30,000	B
Canton	\$29,381	\$30,977	B
Bozrah	\$28,962	B	
Bolton	\$28,949	\$30,122	\$31,529
Oxford	\$28,703	\$29,464	B
Westbrook	\$28,550	\$29,156	\$29,801
Pomfret	\$28,512	\$28,585	B
Willington	\$28,490	\$29,316	B
New Hartford	\$28,369	\$28,869	B
Salisbury	\$28,261	\$29,878	\$30,440
Cornwall	\$28,261	\$29,878	\$30,440
AVERAGE	\$30,499		

Source: CEA Research
June 12, 2000

**MA MAX
ERG C
2000 - 2001**

TOWN	MA MAX	AENGLC
Mansfield	\$60,308	163
Ledyard	\$59,944	122
Sherman	\$59,694	14
Region 19	\$59,637	---
Oxford	\$58,945	80
Region 17	\$58,808	---
Westbrook	\$58,618	32
Canton	\$58,536	56
East Granby	\$58,345	41
Region 18	\$58,247	---
Ellington	\$58,239	114
Region 15	\$58,119	---
Litchfield	\$57,825	58
Region 13	\$57,665	---
Region 7	\$57,648	---
Region 10	\$57,625	---
Suffield	\$57,514	59
Bethany	\$57,300	50
Barkhamsted	\$57,276	76
Deep River	\$57,060	81
Essex	\$57,060	26
Region 4	\$57,060	---
Somers	\$56,940	113
Region 6	\$56,725	---
Willington	\$56,707	140
Region 8	\$55,866	---
Salem	\$55,486	103
Region 14	\$55,475	---
Salisbury	\$55,447	13
Cornwall	\$55,447	8
Hebron	\$55,251	96
Bolton	\$55,199	88
Bozrah	\$54,923	108
New Hartford	\$54,156	86
Preston	\$54,151	136
Woodstock	\$53,735	105
Pomfret	\$53,488	94
Andover	\$52,137	102
AVERAGE	\$56,911	

Source: CEA Research
August 2, 2000

**MA MAX
ERG C**

TOWN	2000 -2001	2001 - 2002	2002 - 2003
Mansfield	\$60,308	\$61,532	B
Ledyard	\$59,944	\$61,424	\$62,904
Sherman	\$59,694	\$61,599	\$63,416
Region 19	\$59,637	B	
Oxford	\$58,945	\$60,507	B
Region 17	\$58,808	\$60,278	\$61,785
Westbrook	\$58,618	\$59,863	\$61,187
Canton	\$58,536	\$60,216	B
East Granby	\$58,345	B	
Region 18	\$58,247	\$59,347	\$60,247
Ellington	\$58,239	B	
Region 15	\$58,119	B	
Litchfield	\$57,825	B	
Region 13	\$57,665	\$58,543	B
Region 7	\$57,648	\$58,675	B
Region 10	\$57,625	B	
Suffield	\$57,514	B	
Bethany	\$57,300	\$58,400	B
Barkhamsted	\$57,276	--	--
Deep River	\$57,060	B	
Essex	\$57,060	B	
Region 4	\$57,060	B	
Somers	\$56,940	\$58,026	B
Region 6	\$56,725	\$58,325	\$60,125
Willington	\$56,707	\$58,351	B
Region 8	\$55,866	\$57,145	\$58,439
Salem	\$55,486	B	
Region 14	\$55,475	\$57,139	\$58,858
Salisbury	\$55,447	\$56,839	\$58,255
Cornwall	\$55,447	\$56,839	\$58,255
Hebron	\$55,251	\$56,519	B
Bolton	\$55,199	\$57,167	\$59,505
Bozrah	\$54,923	B	
New Hartford	\$54,156	\$55,949	B
Preston	\$54,151	\$55,396	B
Woodstock	\$53,735	\$54,728	\$55,753
Pomfret	\$53,488	\$54,243	B
Andover	\$52,137	\$52,658	B
AVERAGE	\$56,911		

Source: CEA Research
June 12, 2000

**6th YEAR MAX
ERG C
2000 - 2001**

TOWN	6TH YEAR MAX	AENGLC
Mansfield	\$63,326	163
Ledyard	\$63,067	122
East Granby	\$63,037	41
Canton	\$62,989	56
Sherman	\$62,834	14
Ellington	\$62,613	114
Oxford	\$62,375	80
Region 15	\$62,288	---
Region 17	\$62,161	---
Region 18	\$62,075	---
Region 19	\$61,740	---
Region 7	\$61,636	---
Westbrook	\$61,473	32
Litchfield	\$61,452	58
Region 10	\$61,225	---
Region 8	\$60,960	---
Barkhamsted	\$60,743	76
Suffield	\$60,548	59
Somers	\$60,345	113
Region 14	\$59,926	---
Deep River	\$59,914	81
Essex	\$59,914	26
Region 4	\$59,914	---
Preston	\$59,815	136
Region 6	\$59,700	---
Salisbury	\$59,543	13
Cornwall	\$59,543	8
Bethany	\$59,300	50
Willington	\$59,265	140
Region 13	\$59,031	---
Hebron	\$58,683	96
Bolton	\$58,491	88
Salem	\$57,231	103
New Hartford	\$56,833	86
Woodstock	\$56,665	105
Bozrah	\$55,962	108
Pomfret	\$55,369	94
Andover	\$54,331	102
AVERAGE	\$60,166	

Source: CEA Research
August 2, 2000

**6th YEAR MAX
ERG C**

TOWN	2000 – 2001	2001 – 2002	2002 – 2003
Mansfield	\$63,326	\$64,612	B
Ledyard	\$63,067	\$64,547	\$66,027
East Granby	\$63,037	B	
Canton	\$62,989	\$64,669	B
Sherman	\$62,834	\$64,838	\$66,751
Ellington	\$62,613	B	
Oxford	\$62,375	\$64,028	B
Region 15	\$62,288	B	
Region 17	\$62,161	\$63,715	\$65,308
Region 18	\$62,075	\$63,176	\$64,068
Region 19	\$61,740	B	
Region 7	\$61,636	\$62,783	B
Westbrook	\$61,473	\$62,778	\$64,167
Litchfield	\$61,452	B	
Region 10	\$61,225	B	
Region 8	\$60,960	\$62,355	\$63,767
Barkhamsted	\$60,743	--	--
Suffield	\$60,548	B	
Somers	\$60,345	\$61,495	B
Region 14	\$59,926	\$61,724	\$63,576
Deep River	\$59,914	B	
Essex	\$59,914	B	
Region 4	\$59,914	B	
Preston	\$59,815	\$61,191	B
Region 6	\$59,700	\$61,300	\$63,100
Salisbury	\$59,543	\$61,038	\$62,559
Cornwall	\$59,543	\$61,038	\$62,559
Bethany	\$59,300	\$60,400	B
Willington	\$59,265	\$60,998	B
Region 13	\$59,031	\$59,929	B
Hebron	\$58,683	\$60,029	B
Bolton	\$58,491	\$60,459	\$62,694
Salem	\$57,231	B	
New Hartford	\$56,833	\$59,146	B
Woodstock	\$56,665	\$57,712	\$58,793
Bozrah	\$55,962	B	
Pomfret	\$55,369	\$56,158	B
Andover	\$54,331	\$54,873	B
AVERAGE	\$60,166		

Source: CEA Research
June 12, 2000

THIS PAGE LEFT

BLANK

INTENTIONALLY

Capitol Watch

PLEASE RUSH TO CEO



CONNECTICUT COUNCIL OF SMALL TOWNS

LEGISLATIVE ALERT • FEBRUARY 18, 2003

CONFUSION REIGNS AT THE CAPITOL...

LEGISLATORS STILL UNCERTAIN ABOUT BUDGET CRISIS ANSWER

The following text is excerpted from recent newspaper articles about the budget crisis:

DEFICIT CREATES WEALTH OF FUTILE TALK

New Haven Register Capitol Notebook

Gregory B. Hladky, Capitol Bureau Chief - February 17, 2003

Last week's legislative debates over a Democratic deficit reduction plan won't have much impact in the long run because Republican Gov. John G. Rowland is promising to veto the proposal. In fact, lawmakers sometimes are inspired to even greater rhetorical heights (or depths) by the knowledge that what they are saying and doing has no real meaning. Take, for example, state Rep. William R. Dyson's response to Republican questions about why the Democratic plan called for making additional spending (cuts) of a type that has already proven unpopular.

Dyson is co-chairman of the legislature's Appropriations Committee and was clearly less than enthusiastic about the details of the Democratic plan. "Just because we've done something and didn't like it doesn't mean we're not going to do it again," said the New Haven Democrat. "When people get together, they do funny things."

During the debate, Democrats chastised Republicans for refusing to discuss the need for increasing state taxes or even support their own governor's tax increase proposals.

But state Senate Minority Leader Louis C. DeLuca, R-Woodbury, later denied GOP lawmakers were sitting this one out. "We are not

on the sidelines," he insisted. Unfortunately, DeLuca appeared to contradict his denial by adding moments later: "We will get back in the game when Democrats meet us halfway."

LAWMAKERS GUESS AT WHAT'S NEXT AFTER A BUDGET VETO

Norwich Bulletin

Ray Hackett - February 16, 2003

The State Senate is scheduled to take up a Democratic budget deficit plan Tuesday that was approved by the House of Representatives last week.

Senate President Pro Tem Kevin Sullivan maintains he has the votes to approve the measure, sending it on to the governor for his signature. Republican Gov. John G. Rowland, however, has indicated he will veto the bill, sending the budget negotiations back to square one.

Eastern Connecticut lawmakers responded to the question "where we do go from here" if the governor vetoes the plan and the state's \$650 million shortfall this year and \$2 billion in the next fiscal year remains unresolved.

SEN. EDITH PRAGUE, D-COLUMBIA:

"There are some awfully big holes in this plan. It's great

getting the state workers back to work, but there are some very real concerns here. It doesn't restore cuts made to cities and towns, and the 29,000 who are being pushed off the HUSKY plan, where are they going to get health insurance? Those are two very big issues for me."

WHAT YOU SHOULD DO NOW

Proposed mid-year cuts in state aid to towns will merely shift the burden of the state government's budget problems to local governments. The result? These cuts will require towns to either increase property taxes, cut municipal services, or both. The only way that municipalities can hope to avoid these steep cuts in state aid is for town leaders to speak out and make this case to their state legislators. Please call your state legislators today. Otherwise, TAR, education aid, PILOT money and Pequot grants, among other assistance, will be slashed!

For further information contact: Barton D. Russell, Executive Director
CT Council of Small Towns (COST), 1245 Farmington Avenue, 101, West Hartford, CT 06107
Phone (860) 231-7100 • Fax (860) 233-1982 • E-Mail: smalltowns@erals.com

SEN. DONALD WILLIAMS, D-KILLINGLY:

"That's the \$2 billion question. It's going to take compromise from all sides, the governor, the Legislature, the unions, everybody will have to work together. It's not going to be easy and will require labor and the governor to come to a resolution. Hopefully they can."

SEN. CATHY COOK, R-MYSTIC:

"I always hoped, and wished it would have happened sooner, that a moderate budget could be done. But the proposal adopted by the Democrats in the House isn't anywhere near that. We're willing to sit down and talk, but the Democrats have shoved the Republicans right out of the process. Maybe now we can do something."

REP. MICHAEL CARON, R-PLAINFIELD:

"That's a very simple question to a very complicated answer. The House Democrats had so much trouble trying to cobble together anything, that they were happy to vote for something that clearly doesn't address the issues. On the other hand, many of them had serious concerns and maybe this was something they just needed to work through. We were left out of the discussions. We said we'd accept tax increases but asked if they trimmed budget all they could before increasing taxes. They've increased the taxes first and then looked at what they had to trim. Now comes the real difficulty, coming up with a bipartisan plan that includes input from Democrats, Republicans and the governor."

REP. WALTER PAWELKIEWICZ, D-WINDHAM:

"We need to identify what are the important issues. I'm very proud that we brought back the 2,800 state workers. And if the governor doesn't approve this, I think rather than continue cutting services, we should restore cuts and find other sources of revenues. If he does veto it, I think we need to draw a line in the sand and stick to our stand. I would up the ante."

REP. ROBERT CONGDON, R-PRESTON:

"I think we finally get to a point, at least I hope we do, that everyone elected to represent 23,000 people gets a chance to participate. The Democrats don't have the votes to override the veto, so I would hope we would now be invited to the table where moderate Democrats and moderate Republicans can hammer out a moderate plan. I think that should happen. I think that should have happened a long time ago."

REP. STEVE MIKUTEL, D-GRISWOLD:

"We go to Plan B. And that's the proposal we had last week that the governor indicated he would support. The one that does not include rehiring the state workers back."

REP. JEFFERSON DAVIS, D-POMFRET:

I don't think we go backward. There are still unacceptable cuts in municipal aid as well as over 20,000 working adults who've been knocked off HUSKY health insurance. Those issues still need to be addressed." State Reps. Shawn Johnston, D-Thompson, and Kevin Ryan, D-Montville, did not return calls for comment.

NEWS FLASH**AP Reports FOI Commission Getting Pressure to Act on E-Mail/Voice Mail Proposal**

The Associated Press reported today that the CT Freedom of Information Commission is getting pressure to act on a recent proposed ruling that would require municipalities and other public entities to treat e-mail and voice mail messages the same as all other public documents.

"Interest is building in a (FOI) proposal that would require local and state governments to open e-mail and voice mail to the public...The plan, initially proposed last fall, has generated more interest than perhaps any other issue in the commission's 28 year history...More than 50 public agencies and individuals (including the CT Council of Small Towns) have been granted intervenor status in the proceedings. 'I think we understand what the FOI is trying to prevent,'" Paul Eccard, Waterford's first selectman said recently. 'But the question is are the steps they plan reasonable?'" COST is closely monitoring the issue.

**Board of Directors****Officers****President**

Howard Dean, First Selectman
Town of Marlborough

Secretary

Nick Mullane, First Selectman
Town of North Stonington

Vice President

Adel Urban, First Selectman
Town of Columbia

Treasurer

Bill Smith, Town Manager
Town of Granby

Directors

Alan Bergren, Town Manager
Town of East Hampton

Dale Clark, First Selectman
Town of Sterling

Ed Kallinowski, First Selectman
Town of Portland

Richard Crane, First Selectman
Town of Woodbury

Jenny Contois, First Selectman
Town of Colchester

Gordon Ridgeway, First Selectman
Town of Cornwall

Herbert Rosenthal, First Selectman
Town of Newtown

Linda Roberts, First Selectman
Town of East Windsor

Peter Sielman, First Selectman
Town of Salem

Martin Hest, First Selectman
Town of Chester

George Wilber, First Selectman
Town of Colebrook

Marie Knudsen, First Selectman
Town of Harwinton

Martin Berliner, Town Manager
Town of Adamsfield

Bonnie Therrien, Town Manager
Town of Berlin

Ivonne Wentworth, Mayor
Town of North Branford

Dolores Schiesel, First Selectman
Town of Kent

David Denvir, First Selectman
Town of Killingworth

Of Counsel: Bruce Chudwick, Shipman & Goodwin

Of the 169 local governments in the State of Connecticut, 130 are smaller jurisdictions under 25,000 in population. Small towns are home to more than one million of the state's citizens and taxpayers. The Connecticut Council of Small Towns (COST) was founded in 1975 in the belief that the local governments of these smaller communities, and their residents, needed a strong voice within the legislative and regulatory arenas, both in Hartford and in Washington, D.C. Since its establishment 27

Mary Rogers Beckert
264 Storrs Rd
Mansfield Center, Ct 06250
February 15, 2003

Martin Berliner, Town Manager
Beck Building
Mansfield, Ct, 06268

Dear Mr. Berliner

Please accept my resignation from the Mansfield Conservation Commission.

I have enjoyed my tenure on the Commission, and hope that I have been of some service to the town during that period. However, it seems that there are more than the seven prescribed members currently on the Commission.

It is also apparent that it is important for members of the Commission to possess certain areas of specialized knowledge. It is probable that my knowledge of geology, earth sciences, and ecology in general is more extensive than that of the average citizen. Yet it seems that the work of the Commission demands that its members be people with various specializations in biology, geology, and ecology.

Hydrologists and soil scientists can be particularly useful in the work of the Commission. Knowledge of both vertebrate and invertebrate biology is also valuable, since recognition of a variety of life forms both plant and animal with knowledge of their habitat requirements can contribute to a member's usefulness to the Commission. I know enough of much of this material to contribute to many of the discussions, but am not an expert in any of those areas.

Thank you for the opportunity to serve and to become acquainted with the "working parts" of town government. I believe that my resignation will reduce the number of members to the correct legal amount.



Copies: Robert Dahn, Chair, Conservation Commission
Jennifer Kaufman, Parks Coordinator
Mary Stanton, Nominating Committee

