



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, June 23, 2003**  
**COUNCIL CHAMBERS**  
**AUDREY P. BECK MUNICIPAL BUILDING**  
**7:30 p.m.**

**AGENDA**

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ROLL CALL	
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EXECUTIVE SESSION

22. Personnel

REGULAR MEETING-MANSFIELD TOWN COUNCIL-JUNE 9, 2003

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

I. ROLL CALL

Present: Bellm, Haddad, Hawkins, Holinko, Paterson, Rosen, Schaefer, Martin, Thorkelson

II. APPROVAL OF MINUTES

Mr. Martin moved and Mr. Schaefer seconded to approve the minutes of May 12, 2003 as presented.

So passed unanimously.

Mr. Schaefer moved and Mr. Bellm seconded to approve the minutes of May 13, 2003, a Special Meeting, as presented.

So passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mr. Quentin Kessell, 97 Codfish Falls Road, a member of the Conservation Commission, supports the purchase of the Mullane property with Joshua's Trust.

Mr. Hill Bullard, President of Joshua's Trust, requested the Council to be supportive of the partnership with Joshua's Trust, to purchase the Mullane property. He read a letter regarding this proposal.

Mr. Jim Morrow, speaking for the Open Space Committee, enthusiastically endorses the partnership with Joshua's Trust in the purchase of the Mullane property.

Mr. Schaefer moved and Mr. Martin seconded to move item #11 up on the agenda.

So passed unanimously.

NEW BUSINESS Item #11 Open Space Acquisition-Mullane Property.

Mr. Schaefer moved and Mr. Bellm seconded to schedule a public hearing at 7:30 p.m. at the Town Council's regular meeting on June 23, 2003, to solicit public comment



Conservation Commission

# Memo

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To: Mansfield Town Council  
From: Mansfield Conservation Commission  
Date: June 5, 2003  
Re: Mullane Property

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The Conservation unanimously supports the acquisition of the Mullane property, which lies on both sides of the abandoned (or discontinued) portion of Woodland Road (just north of the junction with Mulberry Road). We urge the Town Council to support Joshua's Trust with the necessary financial contribution to complete this purchase.

# Joshua's Tract

## Conservation and Historic Trust, Inc.

P.O. Box 4, Mansfield Center, Connecticut 06250-0004

To: Town Council, Mansfield, CT

Date: June 2, 2003

Re: Request for Partnership-Open Space Planning

In 2001, the Town of Mansfield and Joshua's Trust collaborated on the acquisition of two properties: the Olsen parcel on Mulberry/Conantville Roads and the Ferguson Parcel, at the entrance to Wolf Rock on Crane Hill Road. In both cases, Mansfield took title with the Trust contributing \$5,000 cash plus \$5,000 in-kind services towards the Olsen acquisition and \$20,000 cash toward the Ferguson property. The Olsen purchase was made by Mansfield with the understanding that Joshua's Trust would acquire the adjacent Coney Rock property to form a 194 acre Preserve consistent with Mansfield's 1993 Plan of Conservation and Development. The Trust took title to Coney Rock in December of 2002 as scheduled and continues to provide trail and signage maintenance of the adjacent Town owned parcel.

Now the Trust has been given the opportunity to purchase the Mullane properties, two adjacent parcels totaling 17 acres, abutting the Coney Rock Preserve to the East, and which is bisected by the abandoned portion of Woodland Road. These properties are offered at the bargain sale price of \$35,000 versus an independent market appraisal of \$46,000. The acquisition would not only increase the area of the jointly managed Coney Rock/Olsen preserve, but would also add diversity of habitat to an otherwise upland landscape. The Easternmost 10 acres is a scenic marsh supporting diverse flora and fauna with a cold flowing brook supporting a native trout population. All of the Mullane property is within an Open Space classification in Mansfield's 1993 Plan of Conservation and Development.

The Trust would like to continue its collaboration with the Town of Mansfield on this Preserve and respectfully asks the Council if they would consider a contribution of \$10,000 toward the purchase of the Mullane properties. Assumption of the full purchase price by the Trust would deplete  $\frac{3}{4}$  of its land acquisition fund, preventing meaningful dollars from being available for future open space purchases in the Mansfield area.

Thank you for your consideration,



Hill Bullard  
President



JOSHUA'S MARK

regarding the town's contribution of \$10,000 towards the purchase of the 17-acre Mullane property.

So passed unanimously.

#### IV. OLD BUSINESS

##### 1. Town Acceptance of Quail Run Road, Vinton Woods Subdivision

Mr. Haddad moved and Mr. Holinko seconded to accept Quail Run road as part of the Town of Mansfield road system, contingent upon the developer's compliance with all necessary regulatory requirements.

So passed unanimously.

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

Information only, no action taken.

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

Town Manager reminded the Council that there would be a Technical Review Committee Meeting on June 25.

##### 4. Financial Statements dated March 31, 2003.

Mr. Schaefer moved and Mr. Bellm seconded to accept effective June 9, 2003, the financial statements dated March 31, 2003 as presented.

So passed unanimously.

#### V. NEW BUSINESS

##### 5. Plan of Conservation and Development Update

Town Planner, Mr. Greg Padick, made a brief presentation concerning the plan of conservation and development update and discussed the potential revisions to the plan. There will be a public hearing on June 16, 2003 at 8:00 p.m. in the Audrey P. Beck Municipal Building. These revisions are an update of the Town's 1993 of Conservation and Development. The General goal was to retain the 1993 goals with modifications that incorporate more specific references to preserving water resources/important water supply watersheds, undeveloped hilltops/ridge lines and important agricultural areas and interior forest areas. The Town Council will be

receiving a copy of the study, Lands of Unique Value, when it is completed in July. Councilperson, Mr. Rosen asked if the University and Town could possibly form a joint review committee to discuss matters before the public and urged a real cooperation between the two groups.

6. Proposed AT &T Telecommunications Towers

Mr. Martin moved and Mr. Rosen seconded to, effective June 9, 2003, to authorize the Mayor to co-endorse comments prepared by the Planning and Zoning Commission for submission to the Connecticut Siting Council concerning proposed AT &T telecommunication tower sites in the vicinity of the Four Corners area in Mansfield.

So passed unanimously.

7. Youth Services Bureau Grant Application to State Department of Education

Mr. Martin moved and Mr. Hawkins seconded to adopt the following resolution:

Resolved, that the Town Manager, Martin H. Berliner, be authorized to submit an application to the Connecticut Department of education for the operation of the Mansfield Youth Services Bureau for the period beginning July 1, 2003 and ending June 30, 2004.

So passed unanimously.

8. Property Tax Suspense List

Mr. Schaefer moved and Mr. Hawkins seconded that effective June 9, 2003 to transfer \$40, 802.49 in outstanding property taxes to the Mansfield Property Tax List, as recommended by the Collector of Revenue.

So passed unanimously.

9. Personal Service Agreement-Day Care Support at Mansfield Discovery Depot

Mr. Rosen moved and Mr. Hawkins seconded to adopt the following resolution:

Resolved, effective June 9, 2003, to authorize the Town Manager, Martin H. Berliner, to execute a personal service agreement between the town and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of university employees and students.

So passed unanimously.

COLLECTOR OF REVENUE  
TOWN OF MANSFIELD  
Suspense Write Offs per C. G. S. 12-165 June 2003

<u>GRAND LIST</u>	<u>Personal Property</u>	<u>Motor Vehicle</u>	<u>Supplemental M.V.</u>	<u>TOTAL</u>
OCT. 1989	1579.72	0.00	0.00	1579.72
OCT. 1990	1789.20	0.00	0.00	1789.2
OCT. 1991	2486.99	0.00	0.00	2486.99
OCT. 1992	876.71	0.00	0.00	876.71
OCT. 1996	0.00	31.36	56.00	87.36
OCT. 1997	17.89	165.36	230.80	414.05
OCT. 1998	17.89	178.75	205.61	402.25
OCT. 1999	22.99	4535.28	2288.48	6846.75
OCT. 2000	<u>0.00</u>	<u>22419.90</u>	<u>3899.56</u>	<u>26319.46</u>
TOTAL ALL YEARS	<u>6791.39</u>	<u>27330.65</u>	<u>6680.45</u>	<u>40802.49</u>

TOWN OF MANSFIELD - SUSPENSE ACCOUNTS  
TRANSFER DATE: 06/09/2003

LIST#	NAME	ADDRESS	GRAND LIST		AMOUNT	REASON
			YEAR	DUE DATE		
TAX YEAR 1989						
40444	STORRS COMMONS LAUNDRY CE	1244 STORRS ROAD, STORRS CT 06268 00000	10011989	07011990	1,579.72	OUT OF BUSINESS
			TOTAL	1989 - 1	<u>1,579.72</u>	
TAX YEAR 1990						
40496	STORRS COMMONS LAUNDRY CE	1244 STORRS ROAD, STORRS CT 06268 00000	10011990	07011991	1,789.20	OUT OF BUSINESS
			TOTAL	1990 - 1	<u>1,789.20</u>	
TAX YEAR 1991						
40405	RASCAL'S	STORRS ROAD, WILLIMANTIC CT 06226 00000	10011991	07011992	1,234.55	OUT OF BUSINESS
40476	STORRS COMMONS LAUNDRY CE	1244 STORRS ROAD, STORRS CT 06268 00000	10011991	07011992	1,252.44	OUT OF BUSINESS
			TOTAL	1991 - 2	<u>2,486.99</u>	
TAX YEAR 1992						
40415	RASCAL'S	13 ARNOLD LANE, DAYVILLE CT 06241-1515 00000	10011992	07011993	876.71	OUT OF BUSINESS
			TOTAL	1992 - 1	<u>876.71</u>	
TAX YEAR 1996						
50931	BOULARES ABDEL HAMID	6143 LEESBURG PIKE, FALLS CHURCH 22041	10011996	07011997	3.60	CANNOT LOCATE
59999	YANG YU CHEN	114 S EAGLEVILLE RD, STORRS CT 06268	10011996	07011997	27.76	CANNOT LOCATE
89742	TIBERIO EMILY M	87 HUNTINGLODGE RD, STORRS CT 06268	10011996	01011998	56.00	CANNOT LOCATE
			TOTAL	1996 - 3	<u>87.36</u>	
TAX YEAR 1997						
50127	ALLARD WILLIAM V	457 STORRS RD, MANSFIELD CT 06250	10011997	07011998	44.30	CANNOT LOCATE
52233	DIAZ SILVERIO M	264 MOUNT HOPE RD 29, MANSFIELD CNTR CT 06250	10011997	07011998	14.72	OUT OF STATE
52234	DIAZ SILVERIO M	264 MT HOPE RD, MANSFIELD CNTR CT 06250	10011997	07011998	43.84	OUT OF STATE
56482	MUZYKOSKI JOSEPH S JR	171 S PARK ST, WILLIMANTIC 06226	10011997	07011998	2.56	CANNOT LOCATE
56483	MUZYKOSKI JOSEPH S JR	171 S PARK ST, WILLIMANTIC 06226	10011997	07011998	38.47	CANNOT LOCATE
56484	MUZYKOSKI JOSEPH S JR	171 S PARK ST, WILLIMANTIC 06226	10011997	07011998	21.47	CANNOT LOCATE
40095	CLOTHES CONNECTION THE	1733 STORRS RD, STORRS CT 06268 00000	10011997	07011998	17.89	OUT OF BUSINESS
88601	FREY JAMES A	1 WINDSAP RUN, BETHEL 06801	10011997	01011999	79.47	CANNOT LOCATE
88646	GEMME CATHERINE E	468 STAFFORD RD, MANSFIELD 06250	10011997	01011999	37.24	CANNOT LOCATE
88827	HOWLETT KURT S	138 CONANTVILLE RD, MANSFIELD 06250	10011997	01011999	28.88	CANNOT LOCATE
88844	HULTGREN MELODY A	192 DAVIS RD, STORRS 06268	10011997	01011999	31.69	CANNOT LOCATE
89356	OMALLEY PAMELA L	514 STAFFORD RD, MANSFIELD CNTR 06250	10011997	01011999	41.43	CANNOT LOCATE
89405	PENNINGTON CABLE J	102 DEPOT RD, MANSFIELD DPT 06251	10011997	01011999	12.09	CANNOT LOCATE

TOWN OF MANSFIELD - SUSPENSE ACCOUNTS  
TRANSFER DATE: 06/09/2003

LIST#	NAME	ADDRESS	GRAND LIST		AMOUNT	REASON
			YEAR	DUE DATE		
			TOTAL	1997 - 13	414.05	
TAX YEAR 1998						
50279	AUSBURGER REIC J	16 THORNBUSH EXT, MANSFIELD CNTR 06250	10011998	07011999	2.56	CANNOT LOCATE
50376	BAKER STAFFORD A	38 EAGLE CT, STORRS 06268	10011998	07011999	72.90	CANNOT LOCATE
50761	BIRD DOG LIQUORS LLC	1019 STAFFORD RD, STORRS 06268	10011998	07011999	43.78	OUT OF BUSINESS
56519	MUZYKOSKI JOSEPH S JR	171 S PARK ST, WILLIMANTIC 06226	10011998	07011999	20.40	CANNOT LOCATE
56520	MUZYKOSKI JOSEPH S JR	171 S PARK ST, WILLIMANTIC 06226	10011998	07011999	36.55	CANNOT LOCATE
56521	MUZYKOSKI JOSEPH S JR	171 S PARK ST, WILLIMANTIC 06226	10011998	07011999	2.56	CANNOT LOCATE
40097	CLOTHES CONNECTION THE	1733 STORRS RD, STORRS CT 06268 00000	10011998	07011999	17.89	OUT OF BUSINESS
88071	BAKER STAFFORD A	38 EAGLE CT, STORRS 06268	10011998	01012000	26.17	CANNOT LOCATE
88673	GAO ZHIQIANG	DEPT OF CHEMISTRY, STORRS 06269	10011998	01012000	34.89	CANNOT LOCATE
88830	HENCEY TAHIR	BOX 602, STORRS 06268	10011998	01012000	10.30	CANNOT LOCATE
89026	KUNLAYAVINAI TIRASAK TK	310 G FOSTER DR, WILLIMANTIC 06226	10011998	01012000	49.46	OUT OF COUNTRY
89401	PARDO OSVALDO F	51A MIDDLE TPKE, STORRS 06268	10011998	01012000	22.60	OUT OF STATE
89954	XIAH QING	#103 FUXINGMENNEI AV, BEIJING 100800 CHINA 00	10011998	01012000	42.00	OUT OF STATE
89962	XUHUI ZHAO	#106 445 WHITNEY RD, STORRS 06268	10011998	01012000	20.19	OUT OF STATE
			TOTAL	1998 - 14	402.25	
TAX YEAR 1999						
50390	BAKER STAFFORD A	38 EAGLE CT, STORRS 06268	10011999	07012000	94.20	CANNOT LOCATE
50391	BAKER STAFFORD A	468A S EAGLEVILLE RD, STORRS 06268	10011999	07012000	70.79	CANNOT LOCATE
50782	BIRD DOG LIQUORS LLC	1019 STAFFORD RD, STORRS 06268	10011999	07012000	45.73	OUT OF BUSINESS
51196	BURGOS HECTOR	727A STAFFORD RD, STORRS 06268	10011999	07012000	194.35	CANNOT LOCATE
51654	CHEN XRAOQUANG	33-28 147TH STREET, FLUSHING 11354	10011999	07012000	27.91	OUT OF STATE
51702	CHORTAREAS GEORGIOS AND	42 CANDLEWOOD DR, S WINDSOR * 06074	10011999	07012000	47.11	CANNOT LOCATE
51735	CHU HONG	808 CHANG DONG, DOBONG KU SEOUL KOREA 00000	10011999	07012000	28.82	CANNOT LOCATE
51738	CHU NINGSHIANG	188 CEDAR SWAMP RD, STORRS 06268	10011999	07012000	53.96	CANNOT LOCATE
51927	CORBIN KIJANA A	170 SPRING HILL RD, STORRS 06268	10011999	07012000	110.66	CANNOT LOCATE
52431	DIOP OUMAR C	3705 BERLEIGH HILL C, BURTONSVILLE 20866	10011999	07012000	161.88	CANNOT LOCATE
52693	EAUVOENGKUL ONUSA	310 APT3 FOSTER DR, WILLIMANTIC 06226	10011999	07012000	34.41	OUT OF COUNTRY
53255	GAGNON ABBEY B	229 SO WATER ST, E WINDSOR * 06088	10011999	07012000	69.98	CANNOT LOCATE
53554	GOGINA PAWAN	31 CHENEY DR, STORRS 06268	10011999	07012000	112.96	OUT OF STATE
53774	GUO CHUNLEI	2152 HILLSIDE RD, STORRS * 06269	10011999	07012000	105.64	OUT OF STATE
54370	IBRAHIM FARAH A	721 MIDDLE TPKE, STORRS 06268	10011999	07012000	199.84	CANNOT LOCATE
55385	LEE DONG JUN	3047 W CHERYL LN, ANAHEIM 92804	10011999	07012000	310.03	CANNOT LOCATE
55546	LIM JEONGSEOK	48 ZYGMUNT DR, STORRS 06268	10011999	07012000	68.59	CANNOT LOCATE
55547	LIM JEONGSEOK DR	48 ZYGMUNT DR, STORRS 06268	10011999	07012000	138.10	CANNOT LOCATE
55590	LIU LIMING	34900 PARK EAST DR, SOLON * 44139	10011999	07012000	29.79	OUT OF STATE
55693	LUGO CAMACHO FERNANDO L	U200 BOX 324 UCONN, STORRS 06268	10011999	07012000	38.41	OUT OF STATE
55819	MAJOR JOSEPH C	23 WHITE OAK RD 8C, STORRS 06268	10011999	07012000	56.70	CANNOT LOCATE
56465	MOLAPO QUARSHIE THAKANE	986 STORRS RD, STORRS 06268	10011999	07012000	132.17	OUT OF STATE
56682	MUZYKOSKI JOSEPH S JR	171 S PARK ST, WILLIMANTIC 06226	10011999	07012000	35.22	CANNOT LOCATE
56686	MYERS DANETTE M	84 WILDWOOD RD, STORRS 06268	10011999	07012000	195.37	CANNOT LOCATE
56740	NASS DELIA A	828 STAFFORD RD, STORRS 06268	10011999	07012000	37.05	CANNOT LOCATE
56791	NEILSON TIMOTHY M	13 SEMINOLE ST, HAMDEN 06518	10011999	07012000	157.30	CANNOT LOCATE

TOWN OF MANSFIELD - SUSPENSE ACCOUNTS  
TRANSFER DATE: 06/09/2003

LIST#	NAME	ADDRESS	GRAND LIST			
			YEAR	DUE DATE	AMOUNT	REASON
56936	NOECHER JULIE ANN	11 HUNTING LODGE RD, STORRS 06268	10011999	07012000	32.48	CANNOT LOCATE
57683	RAHUL HARDOOLA	631 MCMAHONY, STORRS 06269	10011999	07012000	55.34	OUT OF STATE
57709	RAPONE NICHOLAS G AND	TEMPLE 108 MCGONIGLE, PHILADELPHIA * 19122	10011999	07012000	61.75	CANNOT LOCATE
57974	RODRIGUEZ SANTIAGO	BOX 111, MANSFIELD CNTR 06250	10011999	07012000	69.98	CANNOT LOCATE
58046	ROSSI HELEN	1 SILO RD, STORRS 06268	10011999	07012000	69.51	CANNOT LOCATE
58204	SANABRIA MARIA J	34 HANKS HILL RD, STORRS 06268	10011999	07012000	73.63	OUT OF STATE
58408	SENDAWULA GODFREY S	28A ANTON ST, STORRS 06268	10011999	07012000	80.95	CANNOT LOCATE
58409	SENDAWULA ROSALIND	28A ANTON RD, STORRS 06268	10011999	07012000	74.99	CANNOT LOCATE
58487	SHEHAN JOE	47 BOSTON BPKE, WILLINGTON 06279	10011999	07012000	75.46	CANNOT LOCATE
58488	SHEHAN JOE L	47 BOSTON TPKE, WILLINGTON * 06279	10011999	07012000	30.18	CANNOT LOCATE
58495	SHEN MINYI	15C YALE RD, STORRS 06268	10011999	07012000	61.27	OUT OF STATE
58517	SHIM HOJAE OR	13 PATRIOTS SQ FRD GR, MANSFIELD CNTR 06250	10011999	07012000	250.59	CANNOT LOCATE
59276	TARAEDAR RAIHAN M	105 MILK ST APT 4, WILLIMANTIC * 06226	10011999	07012000	35.22	OUT OF COUNTRY
59346	TEVELDE MATTHEW S	260 AVERY SHORES, COVENTRY 06238	10011999	07012000	280.77	CANNOT LOCATE
59803	VILLAFANE LUIS R JR AND	1 S EAGLEVILLE RD 49, STORRS 06268	10011999	07012000	35.67	CANNOT LOCATE
60339	XIAOHONG XU	101 S EAGLEVILLE RD, STORRS 06268	10011999	07012000	53.04	OUT OF STATE
60343	XING ZHAO	1 NORTHWOOD RD 116, STORRS 06268	10011999	07012000	48.94	OUT OF STATE
60427	YU DONG OR	64A LINDEN AV, SPRINGFIELD 07081	10011999	07012000	433.50	CANNOT LOCATE
60483	ZHANG DINGHAO	U200 BX 365 UCONN, STORRS 06269	10011999	07012000	47.56	CANNOT LOCATE
60559	ZU JIANWEI	ONE NORTHWOOD RD A15, STORRS 06268	10011999	07012000	58.09	OUT OF STATE
60569	LICHALK (CHAIX) JEAN P	425 MIDDLE TPKE, STORRS 06268	10011999	07012000	49.39	CANNOT LOCATE
40099	CLOTHES CONNECTION THE	1733 STORRS RD, STORRS, CT 06268 00000	10011999	07012000	22.99	OUT OF BUSINESS
88013	ALFARSI EISA SALEM	CLUB HOUSE CIR A33C, STORRS 06268	10011999	01012001	179.25	OUT OF STATE
88017	ALMANSOORI MATAR S	33C CLUB HOUSE CIR, STORRS 06268	10011999	01012001	108.70	OUT OF STATE
88637	FEI GUIHUA	1 NORTHWOOD RD A52, STORRS 06268	10011999	01012001	2.00	CANNOT LOCATE
88831	GYENIZS GLENN E	1308 STAFFORD RD, MANSFIELD 06268	10011999	01012001	237.21	CANNOT LOCATE
88951	HUANG CHIYU	22 SPRING ST, E HARTFORD 06106	10011999	01012001	59.34	OUT OF STATE
89150	LI YI	9 MAIN ST, WESTPORT 06880	10011999	01012001	122.45	OUT OF STATE
89163	LIU BIAO	U-41 MBA, STORRS 06269	10011999	01012001	68.96	OUT OF COUNTRY
89193	MADDEN KENT	40A WILLINGTON HILL, STORRS 06268	10011999	01012001	265.85	CANNOT LOCATE
89296	MIN SE H	28 EAGLEVILLE RD, STORRS 06268	10011999	01012001	18.06	CANNOT LOCATE
89338	MOUSSA MOUSTAFA	101 S EAGLEVILL RD 8B, STORRS 06268	10011999	01012001	90.54	CANNOT LOCATE
89339	MOXLEY LYNN M	51 MARY BELLE DR, MANSFIELD 06268	10011999	01012001	115.60	CANNOT LOCATE
89500	PLUMERI PATRIZIA C	BOX 465, MANSFIELD CNTR 06250	10011999	01012001	12.57	CANNOT LOCATE
89514	POTNIS ANIRUDDHA A	101 S EAGLEVILLE RD, STORRS 06268	10011999	01012001	88.92	OUT OF STATE
89585	ROBICHAUD ANGELIQUE Y OR	40A EASTBROOK, MANSFIELD CNTR 06250	10011999	01012001	3.19	CANNOT LOCATE
89598	ROMANO SAMUEL J	BOX 465, MANSFIELD CNTR 06250	10011999	01012001	36.50	CANNOT LOCATE
89673	SENDAWULA GODFREY	28A ANTON RD, STORRS 06268	10011999	01012001	2.00	CANNOT LOCATE
89919	VASZIL ROBERT D	80 CISAR RD, WILLINGTON 06279	10011999	01012001	171.13	CANNOT LOCATE
89929	VILLAFANE LUIS R	1 S EAGLEVILLE RD 85, STORRS 06268	10011999	01012001	125.29	CANNOT LOCATE
89947	WALLER JOSEPH R	BOX 44, POMFRET 06258	10011999	01012001	48.65	CANNOT LOCATE
90028	XU TAO AND	181C FOSTER DR, WILLIMANTIC 06226	10011999	01012001	97.73	CANNOT LOCATE
90038	YANG QINGHAI	210 BRANDFORD HALL, STORRS 06269	10011999	01012001	32.92	CANNOT LOCATE
90064	ZHAO XING	1 NORTHWOOD RD A116, STORRS 06268	10011999	01012001	401.62	CANNOT LOCATE
			TOTAL	1999 - 70	6,846.75	

TAX YEAR 2000

50077	AHMAD MOHAMMAD T	305 GUINEBANG, STORRS CT 06268 06268	10012000	07012001	55.81	CANNOT LOCATE
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TOWN OF MANSFIELD - SUSPENSE ACCOUNTS  
TRANSFER DATE: 06/09/2003

LIST#	NAME	ADDRESS	GRAND LIST			
			YEAR	DUE DATE	AMOUNT	REASON
60601	XIONG YUN AND	22 NORTHWOOD APTS, STORRS CT 06268 1926 06268	10012000	07012001	120.81	OUT OF STATE
60604	XU TAO AND	1 S EAGLEVILLE RD A24, STORRS CT 06268 2502 0	10012000	07012001	90.38	CANNOT LOCATE
60619	YANG JIE	203 RIDGEFIELD HALL, STORRS CT 06269 7437 062	10012000	07012001	74.70	CANNOT LOCATE
60623	YANG QINGHAI	210 BRANDFORD HALL, STORRS CT 06269 7403 0626	10012000	07012001	60.87	CANNOT LOCATE
60631	YANG ZHENGUO	U136 IMS, STORRS CT 06268 06268	10012000	07012001	50.72	CANNOT LOCATE
60652	YIN ZHANG	BOX 87, STORRS CT 06268 0087 06268	10012000	07012001	48.43	CANNOT LOCATE
60667	YOUNG CHRISTOPER M	1310 STORRS RD, STORRS CT 06268 2227 06268	10012000	07012001	41.05	CANNOT LOCATE
60679	YU DONG OR	64A LINDEIN AV, SPRINGFIELD NJ 07081 1806 0708	10012000	07012001	366.61	CANNOT LOCATE
60680	YUAN JEKANG	1 S EAGLEVILLE RD, STORRS CT 06268 2502 06268	10012000	07012001	69.64	CANNOT LOCATE
60687	YUSOF AMINUDDIN	75 CHENEY DR, STORRS CT 06268 2034 06268	10012000	07012001	78.87	CANNOT LOCATE
60694	YOUNGSON SON	282 FOSTER DR, WILLIMANTIC CT 06226 1559 0622	10012000	07012001	49.01	CANNOT LOCATE
60739	ZHANG DINGHAO	U200 BX 365 UCONN, STORRS CT 06269 9012 06269	10012000	07012001	44.27	OUT OF STATE
60756	ZHANG ZELTUA	11E N EAGLEVILLE RD, STORRS CT 06268 1712 062	10012000	07012001	23.98	CANNOT LOCATE
60769	ZHU LIANG	330 E FOSTER DR, WILLIMANTIC CT 06226 1544 06	10012000	07012001	6.54	CANNOT LOCATE
60815	ZU JIANWEI	ONE NORTHWOOD RD A15, STORRS CT 06268 1925 06	10012000	07012001	49.80	CANNOT LOCATE
60841	HUANG, XUN	GUILFORD 2001, STORRS CT 06269 06269	10012000	07012001	63.24	OUT OF COUNTRY
60847	SWEET, MARGARET A.	9A COLLEGE PARK, STORRS CT 06268 06268	10012000	07012001	235.57	CANNOT LOCATE
88017	AGARWAL DEEPAK K	33 CHENNEY DR, STORRS CT 06268 06268	10012000	01012002	103.87	CANNOT LOCATE
88030	ALMOHMEED ABDULAZIZ M	1 EASTWOOD RD, STORRS CT 06268 06268	10012000	01012002	41.90	CANNOT LOCATE
88033	ALVERIO ROMAN GERARDO	BOX 309, MANSFIELD CT 06250 06250	10012000	01012002	149.40	CANNOT LOCATE
88390	CORL RYAN J	56 BROOKSIDE LN, MANSFIELD CT 06250 06250	10012000	01012002	94.75	CANNOT LOCATE
88579	FARODQI SHAHID MUNIR DR	3 S EAGLEVILLE RD 85, STORRS CT 06268 06268	10012000	01012002	20.97	CANNOT LOCATE
88585	FENG ZHENGQUAN	5 EAGLEVILLE RD A18, STORRS CT 06268 06268	10012000	01012002	63.19	OUT OF STATE
88639	FRIZZELL KAY L	16D YALE RD, STORRS CT 06268 06268	10012000	01012002	49.56	OUT OF STATE
88749	GRILLO GUILIO	66B STORRS RD, MANSFIELD CT 06250 06250	10012000	01012002	34.12	CANNOT LOCATE
88770	GYENIZS GLENN E	1308 STAFFORD RD, STORRS CT 06268 06268	10012000	01012002	6.93	CANNOT LOCATE
88771	GYENIZS GLENN E OR	1308 STAFFORD RD, STORRS CT 06268 06268	10012000	01012002	151.75	CANNOT LOCATE
88775	HAN JEONGHYUN	39 BUCKLAND ST 1124, MANCHESTER CT 06040 0604	10012000	01012002	228.16	CANNOT LOCATE
88800	HATFIELD CHARLES W	85A OLD TPKE, STORRS CT 06268 06268	10012000	01012002	66.64	OUT OF STATE
88821	HENLEY TAHIR S AND	1MD CARRIAGE HOUSE DR, STORRS CT 06268 06268	10012000	01012002	227.08	CANNOT LOCATE
88825	HILBERT HEINE	107 FARMINGTON, STORRS CT 06269 06269	10012000	01012002	68.51	CANNOT LOCATE
88887	HUYNH PHONG A	UCONN 203 JEWITT CITY, STORRS CT 06269 06269	10012000	01012002	103.85	CANNOT LOCATE
88914	JANG SANG IL	42 WETZEL CELERON 4C, STORRS CT 06268 06268	10012000	01012002	652.95	CANNOT LOCATE
88924	JEDNG SEUNG PIL	20A DARTMURTH RD, STORRS CT 06268 06268	10012000	01012002	182.61	CANNOT LOCATE
88960	KANO TOMOKO	25 41 34ST, ASTORIA NY 11103 11103	10012000	01012002	70.62	CANNOT LOCATE
88965	KARUHARTNE SANJEEWA C	101 S EAGLEVILLE RD 8D, STORRS CT 06268 06268	10012000	01012002	25.19	CANNOT LOCATE
88991	KIM HYUN CHEUL	48 WEAVER RD, STORRS CT 06269 06269	10012000	01012002	52.65	CANNOT LOCATE
89029	KOO YONGHOI	101 S EAGLEVILLE RD, STORRS CT 06268 06268	10012000	01012002	63.98	CANNOT LOCATE
89051	KUEBER CAROLINE E	118 COURTYARD LN, STORRS CT 06268 06268	10012000	01012002	230.88	CANNOT LOCATE
89157	LO YI PIH	680 MIDDLE TPKE, STORRS CT 06268 06268	10012000	01012002	121.39	CANNOT LOCATE
89172	LOZADA ROSA M	77 S ST A 3, WILLIMANTIC CT 06226 06226	10012000	01012002	8.27	CANNOT LOCATE
89205	MACLAREN ERIK S	15B MANSFIELD CITY RD, STORRS CT 06268 06268	10012000	01012002	143.84	CANNOT LOCATE
89206	MACLAREN ERIK S	15B MANSFIELD CITY RD, STORRS CT 06268 06268	10012000	01012002	54.89	CANNOT LOCATE
89352	MOREIRA JOSIMAR	345 STAFFORD RD A1, STORRS CT 06268 06268	10012000	01012002	84.87	CANNOT LOCATE
89498	PERRIN DANA C	6 FORT GRISWOLD, MANSFIELD CT 06250 06250	10012000	01012002	49.46	CANNOT LOCATE
89610	ROCHA MAURIZIO S	146 HUNTING LODGE RD, STORRS CT 06268 06268	10012000	01012002	107.35	CANNOT LOCATE
89795	SONG CHANG SOO	398 E CHESTNUT 109A, OXFORD OH 45056 45056	10012000	01012002	58.10	CANNOT LOCATE
89835	STOCKER CAROLIN	UCONN HEBRON HALL 207, STORRS CT 06269 06269	10012000	01012002	15.05	CANNOT LOCATE
89937	TRIOMPHE EMMANUEL	713 MACMAHEN NORTH, STORRS CT 06269 06269	10012000	01012002	44.29	CANNOT LOCATE
89945	TUNÇER ALI B	UNIV OF CT MCCONAU412, STORRS CT 06269 06269	10012000	01012002	256.25	CANNOT LOCATE

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LIST#	NAME	ADDRESS	GRAND LIST		AMOUNT	REASON
			YEAR	DUE DATE		
90101	YANG BAOCHENG	166 FOSTER DR, WILLIMANTIC CT 06226 06226	10012000	01012002	236.91	CANNOT LOCATE
90112	YUE HONGTAO	R307 445 WHITNEY RD, STORRS CT 06268 06268	10012000	01012002	29.33	CANNOT LOCATE
			TOTAL	2000 - 253	<u>26,319.46</u>	
			GRAND TOTAL - 358		<u>40,802.49</u>	

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LIST#	NAME	ADDRESS	GRAND LIST			
			YEAR	DUE DATE	AMOUNT	REASON
50079	AHMED IKRAMUDDIN	65 RIVERVIEW RD, MANSFIELD CNTR CT 06250 1633	10012000	07012001	105.14	OUT OF STATE
50098	AL HOSANI KHALID AHMED	CHENEY DR A49, STORRS CT 06268 06268	10012000	07012001	127.74	OUT OF STATE
50116	ALFARSI EISA SALEM	CLUB HOUSE CIR A33C, STORRS CT 06268 06268	10012000	07012001	167.85	CANNOT LOCATE
50117	ALHOSANI KHALID A	CLUBHOUSE CIR 13A, STORRS CT 06268 06268	10012000	07012001	232.41	OUT OF STATE
50147	ALMANSDORI MATAR S	33C CLUB HOUSE CIR, STORRS CT 06268 1644 0626	10012000	07012001	227.80	CANNOT LOCATE
50154	ALVERIO ROMAN GERARDO	BOX 309, MANSFIELD CT 06250 0309 06250	10012000	07012001	175.70	CANNOT LOCATE
50155	ALVERIO ROMAN GERARDO	162 FOSTER, WILLIMANTIC CT 06226 1558 06226	10012000	07012001	67.32	CANNOT LOCATE
50212	ANSQUER HELENE	UCONN NORWALK206 BX33B, STORRS CT 06268 0338 0	10012000	07012001	23.53	CANNOT LOCATE
50223	ARAYE JOSEPH M	UNIV OF CT ASHFRD 210, STORRS CT 06268 06268	10012000	07012001	55.81	OUT OF STATE
50330	ALEXIS MOLINA	310 FOSTER DR, WILLIMANTIC CT 06226 06226	10012000	07012001	26.35	CANNOT LOCATE
50449	BARNUM DEANNA M	224 SPRING HILL RD, STORRS CT 06268 2801 0626	10012000	07012001	83.00	CANNOT LOCATE
50480	BARTLETT JAKE	318 BROWN RD, STORRS CT 06268 06268	10012000	07012001	175.70	CANNOT LOCATE
50508	BASTIAANSE MARK W	16 B YALE RD, STORRS CT 06268 1242 06268	10012000	07012001	65.03	CANNOT LOCATE
50530	BAUTISTA JAMES A	445 WHITNEY RD EXT, STORRS CT 06268 06268	10012000	07012001	124.98	OUT OF STATE
50686	BENTLEY KENAJUAN A	52 STORRS HGHTS RD, STORRS CT 06268 2322 0626	10012000	07012001	47.03	CANNOT LOCATE
50703	BERGER WALTER L	204 N EAGLEVILLE RD, STORRS CT 06268 1917 062	10012000	07012001	35.97	CANNOT LOCATE
50868	BLUE WILLIAM III	286 FOSTER DR, WILLIMANTIC CT 06226 1559 0622	10012000	07012001	28.14	CANNOT LOCATE
50961	BOUGUERRO AMIRE	UNIV OF CT 107 LYME, STORRS CT 06268 06268	10012000	07012001	41.11	CANNOT LOCATE
51002	BRADLEY FENTON P	BOX 132, COVENTRY CT 06238 0132 06238	10012000	07012001	69.64	CANNOT LOCATE
51213	BURGOS HECTOR	727A STAFFORD RD, STORRS CT 06268 2753 06268	10012000	07012001	168.77	CANNOT LOCATE
51340	CAMPBELL COLIN J	305 GULEYVILLE RD, STORRS CT 06268 1403 06268	10012000	07012001	5.27	CANNOT LOCATE
51350	CAMPUS VIDEO AND PHOTO	BOX 135, TOLLAND CT 06084 0135 06084	10012000	07012001	203.82	OUT OF BUSINESS
51351	CAMPUS VIDEO AND PHOTO	1232 STORRS RD, STORRS CT 06268 2232 06268	10012000	07012001	177.55	OUT OF BUSINESS
51466	CARR CANDRA J	105 WILLINGTON HL RD, MANSFIELD CT 06268 0626	10012000	07012001	95.91	CANNOT LOCATE
51508	CATALAN JOSE R	213 GOODYEAL HALL, STORRS CT 06268 06268	10012000	07012001	45.66	CANNOT LOCATE
51510	CAUL PAMELA D	PO BOX 0664, MANSFIELD CT 06250 0664 06250	10012000	07012001	19.74	CANNOT LOCATE
51572	CHANG JIU	MILFORD 203 UCONN, STORRS CT 06268 06268	10012000	07012001	91.30	OUT OF COUNTRY
51670	CHEN JIQUAN	518 STORRS RD A3, MANSFIELD CNTR CT 06250 124	10012000	07012001	45.19	OUT OF COUNTRY
51680	CHEN XIAD	1 SO EGVL RD MANFD 69, STORRS CT 06268 06268	10012000	07012001	254.54	OUT OF STATE
51688	CHENG CHIA YIN	12C CLUB HOUSE CIR, STORRS CT 06268 1639 0626	10012000	07012001	63.64	CANNOT LOCATE
51689	CHER XIAD	MANSFIELD APT 69, STORRS CT 06268 06268	10012000	07012001	29.64	OUT OF STATE
51723	CHOUHURY NILOY	BOX 242 U200 UCONN, STORRS CT 06268 0242 0626	10012000	07012001	53.04	CANNOT LOCATE
51768	CHU NINGSHIANG	188 CEDAR SWAMP RD, STORRS CT 06268 1228 0626	10012000	07012001	47.96	CANNOT LOCATE
51839	CLARKE CLAIRE S L	414 HURLEY HALL, STORRS CT 06269 6038 06269	10012000	07012001	68.72	CANNOT LOCATE
51942	CONRAD KEVIN W	UCONN 112 HEBRON, STORRS CT 06268 06268	10012000	07012001	160.95	CANNOT LOCATE
51968	COOPER DARIEN S	206 KELLER HALL, STORRS CT 06269 6524 06269	10012000	07012001	44.27	CANNOT LOCATE
51976	CORBIN KIJANA A	19 BROOKSIDE LN, MANSFIELD CT 06250 1109 0625	10012000	07012001	97.76	CANNOT LOCATE
52270	DAVIS EUGENE W	701 WRIGHTS WAY, STORRS CT 06268 2068 06268	10012000	07012001	53.04	BANKRUPTCY
52286	DAYAG LAMIO CARIJANE C	56 CHENEY DR, STORRS CT 06268 2030 06268	10012000	07012001	20.29	CANNOT LOCATE
52348	DENG XIHAN	101 S EAGLVILLE RD 24B, MANSFIELD CT 06268 062	10012000	07012001	72.86	CANNOT LOCATE
52353	DEPIANTE MARCELA A	U200 BOX 213 UCONN, STORRS CT 06268 0213 0626	10012000	07012001	79.31	CANNOT LOCATE
52412	DEVARAKONDA RAO S	39D BIRCH RD, STORRS CT 06268 1635 06268	10012000	07012001	80.71	CANNOT LOCATE
52429	DEY JAYANT K	15 CHENEY DR, STORRS CT 06268 2045 06268	10012000	07012001	52.57	CANNOT LOCATE
52431	DIALLO BOUBACAR	BOX 286 U200, STORRS CT 06268 0286 06268	10012000	07012001	33.20	CANNOT LOCATE
52484	DIOP OUMAR C	115 GURLEYVILLE RD, STORRS CT 06268 1417 0626	10012000	07012001	97.76	OUT OF STATE
52502	DIXIEANNE JAMES AND	400 BALDWIN, STORRS CT 06269 6041 06269	10012000	07012001	134.20	OUT OF STATE
52599	DOLVIS JOHN	110 UCONN, MANSFIELD CT 06269 06269	10012000	07012001	41.50	OUT OF COUNTRY
52606	DR GARAD SUDHAKAR D	24A KNOLLWOOD, STORRS CT 06268 2527 06268	10012000	07012001	148.96	OUT OF STATE
52747	DENG MAN QI	346B FOSTER DR, WILLIMANTIC CT 06226 1545 062	10012000	07012001	27.19	OUT OF STATE
52817	ELEY ONEAL	84 C BAXTER RD, STORRS CT 06268 1189 06268	10012000	07012001	57.65	CANNOT LOCATE

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LIST#	NAME	ADDRESS	GRAND LIST			
			YEAR	DUE DATE	AMOUNT	REASON
52818	ELEY ONEAL L	84C BAXTER RD, MANSFIELD CT 06250 06250	10012000	07012001	326.03	CANNOT LOCATE
53024	FEI GUIHUA	1 NORTHWOOD RD A52, STORRS CT 06268 1925 0626	10012000	07012001	134.20	CANNOT LOCATE
53348	FYFEE RICHARD C OR	BOX 451, STORRS CT 06268 0451 06268	10012000	07012001	74.70	OUT OF STATE
53352	FARFAN JUAN H	112 FOSTER DR, WILLIMANTIC CT 06226 1500 0622	10012000	07012001	83.00	CANNOT LOCATE
53353	FELICIANO DAVID J	214G FOSTER DR, WILLIMANTIC CT 06226 1537 062	10012000	07012001	168.38	OUT OF COUNTRY
53377	GAGNON ABBEY B	224 PUDDIN LN, MANSFIELD CNTR CT 06250 1646 0	10012000	07012001	61.79	CANNOT LOCATE
53444	GAO ZHIQIANG	DEPT OF CHEMISTRY, STORRS CT 06268 06268	10012000	07012001	50.72	OUT OF STATE
53504	GE RONGDE	1 S EAGLEVILLE RD, STORRS CT 06268 2502 06268	10012000	07012001	73.78	CANNOT LOCATE
53684	GOGINA PAWAN	31 CHENEY DR, STORRS CT 06268 2048 06268	10012000	07012001	94.54	CANNOT LOCATE
53799	GRAVEL AARON J	1632 STORRS RD, STORRS CT 06268 1326 06268	10012000	07012001	101.45	CANNOT LOCATE
53828	GREENWOOD ALINE	C 304 ALDER LA, STORRS CT 06268 06268	10012000	07012001	34.12	CANNOT LOCATE
53838	GRIFFIN DARRYL	74A BAXTER RD, STORRS CT 06268 1194 06268	10012000	07012001	82.55	OUT OF STATE
53856	GROUETTE RENEE M	160 YALE RD, STORRS CT 06268 06268	10012000	07012001	43.35	CANNOT LOCATE
53873	GU MING DR	8 CHENEY DR, STORRS CT 06268 2045 06268	10012000	07012001	218.13	CANNOT LOCATE
53893	GULACK SUSAN F	BOX 34, MANSFIELD CNTR CT 06250 0034 06250	10012000	07012001	70.57	CANNOT LOCATE
53898	GUO CHUNLEI	U200 BOX 158, STORRS CT 06268 06268	10012000	07012001	95.91	OUT OF STATE
53924	GYENIZS GLENN E	1308 STAFFORD RD, MANSFIELD CT 06268 06268	10012000	07012001	384.18	CANNOT LOCATE
54222	HENCEY TAHIR	BOX 602, STORRS CT 06268 0602 06268	10012000	07012001	35.52	CANNOT LOCATE
54237	HERMAN ROB W	137A FOREST RD, STORRS CT 06268 1126 06268	10012000	07012001	250.40	CANNOT LOCATE
54443	HOWLETT KURT S	138 CONANTVILLE RD, MANSFIELD CT 06250 1610 0	10012000	07012001	64.11	CANNOT LOCATE
54469	HUANG CHIYU	109 GUILFORD, STORRS CT 06269 7415 06269	10012000	07012001	69.64	CANNOT LOCATE
54477	HUBER ACHIM W	306 PRESTON HALL, STORRS CT 06269 7432 06269	10012000	07012001	48.88	CANNOT LOCATE
54485	HUGHES SAMUEL E	24 BALL HILL RD A6, STORRS CT 06268 2004 0626	10012000	07012001	23.06	OUT OF STATE
54494	HUMKISTON KIM R	BOX 542, MANSFIELD CNTR CT 06250 0542 06250	10012000	07012001	54.89	CANNOT LOCATE
54559	IRIARTE SILVIA V B	UCONN TLS BOX U43, STORRS CT 06268 06268	10012000	07012001	40.58	OUT OF COUNTRY
54693	JOHNSON APRIL E	476 STORRS RD, MANSFIELD CNTR CT 06250 1220 0	10012000	07012001	195.07	CANNOT LOCATE
54699	JOHNSON GARY J OR	504 MIDDLE TPK, STORRS CT 06268 1664 06268	10012000	07012001	247.64	CANNOT LOCATE
54700	JOHNSON GARY J OR	504 MIDDLE TPKE, STORRS CT 06268 1664 06268	10012000	07012001	12.54	CANNOT LOCATE
54701	JOHNSON GARY J OR	504 MIDDLE TPKE, STORRS CT 06268 1664 06268	10012000	07012001	12.54	CANNOT LOCATE
54800	JUNG WOO JIN	48 WEAVER RD, STORRS CT 06269 5105 06269	10012000	07012001	77.02	CANNOT LOCATE
54905	KEIZO SAKUDA	178 SPRINGHILL RD 2D, STORRS CT 06268 2818 06	10012000	07012001	88.54	CANNOT LOCATE
54914	KELLEY MAUREEN D	50 STAFFORD RD, MANSFIELD CT 06250 1417 06250	10012000	07012001	33.68	CANNOT LOCATE
55013	KIM JIYUN	38 CARLTON RD, STORRS CT 06268 2560 06268	10012000	07012001	237.02	OUT OF STATE
55014	KIM JONG H	107 HEBRON UNIV OF CT, STORRS CT 06269 7417 0	10012000	07012001	118.52	CANNOT LOCATE
55161	KOOS ANTHONY A	101 S EAGLEVILLE 25B, STORRS CT 06268 2527 06	10012000	07012001	48.64	CANNOT LOCATE
55172	KOSEN MASAHIKO	294 S HANKS HILL RD, STORRS CT 06268 2316 062	10012000	07012001	56.73	CANNOT LOCATE
55258	KUDO YUTAKA	445 WHITNEY RD EXT, STORRS CT 06268 06268	10012000	07012001	74.70	CANNOT LOCATE
55261	KUETHER ANDREW L	29 D BIRCH RD, STORRS CT 06268 1633 06268	10012000	07012001	38.87	CANNOT LOCATE
55267	KUNLAYAVINAI TIRASAK TK	310 G FOSTER DR, WILLIMANTIC CT 06226 1541 06	10012000	07012001	91.30	OUT OF STATE
55290	KIM EUR H	196E FOSTER DR, WILLIMANTIC CT 06226 1533 062	10012000	07012001	111.20	CANNOT LOCATE
55546	LEE CHANG H	135 HUNTING LODGE RD, MANSFIELD CT 06268 0626	10012000	07012001	112.51	CANNOT LOCATE
55556	LEE KI HAN DR	1 S EAGLEVILLE RD 36, STORRS CT 06268 2502 06	10012000	07012001	194.59	CANNOT LOCATE
55565	LEE SOO KWAR	UCONN 302 QUINEBURY, STORRS CT 06268 06268	10012000	07012001	90.38	CANNOT LOCATE
55578	LEFOR MICHAEL W	146 S EAGLEVILLE RD, STORRS CT 06268 2027 062	10012000	07012001	152.17	CANNOT LOCATE
55669	LI ERCHENG	33D CORNELL RD, STORRS CT 06268 1239 06268	10012000	07012001	58.10	CANNOT LOCATE
55670	LI HE	234 FOSTER DR, WILLIMANTIC CT 06226 1559 0622	10012000	07012001	63.64	OUT OF STATE
55672	LI JUN	37 NORTHWOOD APTS, STORRS CT 06268 1925 06268	10012000	07012001	149.40	CANNOT LOCATE
55678	LI WEI	354 MANSFIELD RD U148, STORRS CT 06269 9000 0	10012000	07012001	72.86	OUT OF STATE
55679	LI WEIWEI	U156 PNB 3107 HRS H R, STORRS CT 06268 06268	10012000	07012001	18.87	OUT OF STATE
55712	LIM JEONGSEOK DR	48 ZYGMUNT DR, STORRS CT 06268 1561 06268	10012000	07012001	109.30	CANNOT LOCATE

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LIST#	NAME	ADDRESS	GRAND LIST			
			YEAR	DUE DATE	AMOUNT	REASON
55764	LIU YUMIN OR	137 BIRCH RD, STORRS CT 06268 1505 06268	10012000	07012001	252.70	OUT OF STATE
55829	LOZADA ROSA MARIA	4 EAGLEVILLE CT, STORRS CT 06268 06268	10012000	07012001	51.65	CANNOT LOCATE
55904	LI HE	234 FOSTER DR, WILLIMANTIC CT 06226 1559 0622	10012000	07012001	43.48	OUT OF STATE
55937	MACLAREN ERIK S	15B MANSFIELD CITY RD, STORRS CT 06268 06268	10012000	07012001	3.88	CANNOT LOCATE
55984	MAJOR JOSEPH C	23 WHITE OAK RD 8C, STORRS CT 06268 2746 0626	10012000	07012001	47.96	CANNOT LOCATE
56069	MANTELL DANIEL	32C CLUBHOUSE CIR, STORRS CT 06268 1643 06268	10012000	07012001	187.69	CANNOT LOCATE
56079	MANZUR TARIQ OR	668 STORRS ROAD, MANSFIELD CT 06268 06268	10012000	07012001	477.73	CANNOT LOCATE
56080	MANZUR TARIO OR	668 STORRS RD, STORRS CT 06268 2632 06268	10012000	07012001	225.03	CANNOT LOCATE
56081	MANZUR TARIQ OR	668 STORRS RD, STORRS CT 06268 2632 06268	10012000	07012001	64.11	CANNOT LOCATE
56199	MASSARDO CRISTINA	101 S EAGLEVILLE A14A, STORRS CT 06268 2551 0	10012000	07012001	51.65	CANNOT LOCATE
56314	MCGOVERN ERIN E	13A BEECHWOOD DR, STORRS CT 06268 2635 06268	10012000	07012001	213.04	CANNOT LOCATE
56315	MCGOVERN MICHAEL T	13A BEECHWOOD DR, STORRS CT 06268 2635 06268	10012000	07012001	251.77	CANNOT LOCATE
56531	MCKENNA MICHAEL K	P O BOX 521, MANSFIELD CNTR CT 06250 0521 062	10012000	07012001	74.25	CANNOT LOCATE
56562	MCMAHON DAVINE	102 COURTYARD LN, STORRS CT 06268 2285 06268	10012000	07012001	22.40	CANNOT LOCATE
56470	METZLER JENNIFER L	BOX 371, MANSFIELD CNTR CT 06250 0371 06250	10012000	07012001	25.38	CANNOT LOCATE
56480	MICHAUD MARK S	101 SGLVLL ROAD, STORRS CT 06268 06268	10012000	07012001	30.91	CANNOT LOCATE
56489	MICHAUD ROBERT	1440 STAFFORD RD, STORRS CT 06268 2915 06268	10012000	07012001	394.99	CANNOT LOCATE
56516	MILHOMME RICHARD F	305 STORRS RD, MANSFIELD CT 06250 1216 06250	10012000	07012001	57.18	CANNOT LOCATE
56582	MIN SE H	28 EAGLEVILLE RD, STORRS CT 06268 06268	10012000	07012001	63.19	CANNOT LOCATE
56584	MINDEK JENNIFER A	BOX 421, TOLLAND CT 06084 0421 06084	10012000	07012001	39.21	CANNOT LOCATE
56618	MITCHELL MICHAEL J	1029 STORRS RD, STORRS CT 06268 2615 06268	10012000	07012001	55.81	CANNOT LOCATE
56644	MOLAPO QUARSHIE THAKANE	986 STORRS RD, MANSFIELD CT 06268 06268	10012000	07012001	116.20	OUT OF STATE
56655	MONGEAU STEVEN	227 FORREST RD, STORRS CT 06268 1116 06268	10012000	07012001	191.38	CANNOT LOCATE
56656	MONGEAU STEVEN G	227 FOREST RD, STORRS CT 06268 1116 06268	10012000	07012001	41.50	CANNOT LOCATE
56703	MORE JARED E	101 S EAGLEVILLE RD, STORRS CT 06268 2551 0626	10012000	07012001	68.25	OUT OF STATE
56790	MOXLEY LYNN M	51 MARY BELLE DR, STORRS CT 06268 06268	10012000	07012001	95.91	CANNOT LOCATE
56791	MOXLEY LYNN M	51 MARY BELLE DR, MANSFIELD CT 06268 06268	10012000	07012001	160.47	CANNOT LOCATE
56811	MULDOON WILLIAM F	131 BASSET BRIDGE RD, MANSFIELD CT 06250 0625	10012000	07012001	89.46	CANNOT LOCATE
56820	MULLIEN ROBERT III	13 PATRIOT SQ, MANSFIELD CT 06250 1517 06250	10012000	07012001	35.97	CANNOT LOCATE
56868	MYERS DANETTE AND	84 WILDWOOD RD, STORRS CT 06268 2339 06268	10012000	07012001	366.13	CANNOT LOCATE
56869	MYERS DANETTE M	84 WILDWOOD RD, STORRS CT 06268 2339 06268	10012000	07012001	187.16	CANNOT LOCATE
56974	NEALON MICHAEL B	64 LOCUST ST, MILFORD CT 06460 06460	10012000	07012001	323.71	BANKRUPTCY
56986	NEILSON TIMOTHY M	101 SOUTH EAGLEVILLE, MANSFIELD CT 06268 0626	10012000	07012001	134.65	CANNOT LOCATE
57257	ONYANGO BENJAMIN M	U200 BOX 122 UCONN, STORRS CT 06268 0122 0626	10012000	07012001	63.64	CANNOT LOCATE
57327	OZDEMIR MUSTAFA	191 AUDITRN RD U139ME, STORRS CT 06268 06268	10012000	07012001	30.91	CANNOT LOCATE
57329	OBERT MARIE	198C FOSTER DR, WILLIMANTIC CT 06226 1558 062	10012000	07012001	38.73	CANNOT LOCATE
57436	PASTULE STEPHEN D	560 CHAFFEVILLE RD, STORRS CT 06268 2311 0626	10012000	07012001	68.25	CANNOT LOCATE
57593	PFISTERER THOMAS F	101 NORWALK, STORRS CT 06269 7428 06269	10012000	07012001	55.34	CANNOT LOCATE
57649	PLANTE ALAIN	101 S EAGLEVL RD A28B, STORRS CT 06268 06268	10012000	07012001	31.83	CANNOT LOCATE
57656	PLANTZ WILLIAM	BOX 665 149 CONANTVLL, MANSFIELD CNTR CT 0625	10012000	07012001	238.41	CANNOT LOCATE
57673	PLUMERI PATRIZIA C	BOX 465, MANSFIELD CNTR CT 06250 0465 06250	10012000	07012001	48.88	CANNOT LOCATE
57721	POTHIS ANIRUDDHA A	101 S EAGLEVILLE RD, STORRS CT 06268 2551 062	10012000	07012001	239.79	CANNOT LOCATE
57789	PUJADAS GABRIEL	148 HUNTING LODGE RD, STORRS CT 06268 1525 06	10012000	07012001	49.35	CANNOT LOCATE
57826	PLENGCHINDARUANG PIYAKAR	214H FOSTER DR, WILLIMANTIC CT 06226 1537 062	10012000	07012001	161.00	OUT OF STATE
57828	QI JUI	1 S EAGLEVILLE RD A27, STORRS CT 06268 2502 0	10012000	07012001	94.99	CANNOT LOCATE
57832	QUAGLIATA ELISE A	419 S BUILDING B, STORRS CT 06268 06268	10012000	07012001	113.91	CANNOT LOCATE
57888	RAMOS MARISELA J	UCONN FARMINGTON 101, STORRS CT 06268 06268	10012000	07012001	34.12	CANNOT LOCATE
57905	RAPONE NICHOLAS G AND	2111 HILLSIDE RD U7B, STORRS CT 06269 3078 06	10012000	07012001	53.96	OUT OF STATE
57910	RASOANAIVO GUY R	611 MIDDLE TPKE U9A, STORRS CT 06268 1631 062	10012000	07012001	46.11	CANNOT LOCATE
57941	RAYNOR MICHELLE S	2016 HUSD RD 401 SHKS, STORRS CT 06269 9024 0	10012000	07012001	231.48	CANNOT LOCATE

TOWN OF MANSFIELD - SUSPENSE ACCOUNTS  
TRANSFER DATE: 06/09/2003

LIST#	NAME	ADDRESS	YEAR	DUE DATE	AMOUNT	REASON
57983	REN HUIMING	344 MNSFLD RD 103 MNC, STORRS CT 06269 9000 0	10012000	07012001	30.91	CANNOT LOCATE
57996	RESZETYLO JEFFERSON	88 CARRIAGE HOUSE DR, STORRS CT 06268 1514 06	10012000	07012001	230.11	CANNOT LOCATE
58033	RICCI BRIAN C	135 HANKS HILL RD, STORRS CT 06268 2315 06268	10012000	07012001	152.65	CANNOT LOCATE
58073	RIMANY JOSHUA H	986 MIDDLE TPK, STORRS CT 06268 1426 06268	10012000	07012001	243.03	CANNOT LOCATE
58124	ROBICHAUD ANGELIQUE Y OR	40A EASTBROOK, MANSFIELD CNTR CT 06250 1653 0	10012000	07012001	111.28	OUT OF STATE
58155	RODRIGUEZ DAMARIS	BOX 856, STORRS CT 06268 0856 06268	10012000	07012001	22.13	CANNOT LOCATE
58159	RODRIGUEZ ELSIE	BOX 856, STORRS CT 06268 0856 06268	10012000	07012001	124.50	CANNOT LOCATE
58160	RODRIGUEZ ELSIE	24D KNOLLWOOD ACRES, STORRS CT 06268 06268	10012000	07012001	24.45	CANNOT LOCATE
58161	RODRIGUEZ ELSIE	24D KNOLLWOOD ACRES, STORRS CT 06268 06268	10012000	07012001	43.82	CANNOT LOCATE
58187	ROMANO SAMUEL J	BOX 465, MANSFIELD CNTR CT 06250 0465 06250	10012000	07012001	37.36	CANNOT LOCATE
58223	ROSENSTEIN MARSHALL	U200 BOX 134 UCONN, STORRS CT 06268 0134 0626	10012000	07012001	160.95	CANNOT LOCATE
58232	ROSSI HELEN	1 SILO RD, STORRS CT 06268 2063 06268	10012000	07012001	64.56	CANNOT LOCATE
58315	RUSTAGI NAVEEN	320 CLUB HOUSE CIR, MANSFIELD CT 06268 06268	10012000	07012001	146.64	CANNOT LOCATE
58377	SADEGHI ABBAS	CHENEY DR A9, STORRS CT 06268 06268	10012000	07012001	30.91	CANNOT LOCATE
58425	SANABRIA MARIA J	BOX 213, LITCHFIELD CT 06759 0213 06759	10012000	07012001	66.40	OUT OF STATE
58472	SAVINO HEATHER L	61 MIDDLE TPK A 3B, STORRS CT 06268 2909 0626	10012000	07012001	184.92	CANNOT LOCATE
58593	SEODOR BRIAN A	STALLMAN ST APT10, STORRS CT 06268 06268	10012000	07012001	45.66	CANNOT LOCATE
58594	SEODOR BRIAN A	10 STALLMAN ST, MANSFIELD CT 06268 06268	10012000	07012001	55.81	CANNOT LOCATE
58615	SENDAWULA GODFREY	28A ANTON RD, STORRS CT 06268 1184 06268	10012000	07012001	64.56	OUT OF STATE
58616	SENDAWULA GODFREY S	28A ANTON ST, STORRS CT 06268 1184 06268	10012000	07012001	71.49	OUT OF STATE
58617	SENDAWULA ROSALIND	28A ANTON RD, STORRS CT 06268 1184 06268	10012000	07012001	67.32	OUT OF STATE
58697	SHEA PETER A	77 FOREST RD, MANSFIELD CT 06268 06268	10012000	07012001	38.73	CANNOT LOCATE
58711	SHEN MINYI	15C YALE RD, STORRS CT 06268 1243 06268	10012000	07012001	53.96	CANNOT LOCATE
58738	SHIM HOJAE OR	13 PATRIOTS SQ FRD GR, MANSFIELD CNTR CT 0625	10012000	07012001	218.13	OUT OF STATE
58770	SHROFF MANOJ	UCONN DERBY 309, STORRS CT 06268 06268	10012000	07012001	88.54	OUT OF COUNTRY
59126	STANLEY SETH	239 FOREST RD, MANSFIELD CT 06268 06268	10012000	07012001	4.53	OUT OF STATE
59327	STRINGER WILLIAM	BOX 381, STORRS CT 06268 0381 06268	10012000	07012001	141.58	CANNOT LOCATE
59354	SUDEC MATT	CELERON SQ 3D STLLMAN, STORRS CT 06268 06268	10012000	07012001	91.30	CANNOT LOCATE
59410	SWEET MARGARET OR	23 WHITE OAK RD APT9A, STORRS CT 06268 2729 0	10012000	07012001	139.73	CANNOT LOCATE
59449	SZYMCZAK SANDRA B	208 DERBY UCONN, STORRS CT 06269 7409 06269	10012000	07012001	38.73	OUT OF COUNTRY
59455	SANTIAGO JOSE M	1900 FOSTER DR, WILLIMANTIC CT 06226 1532 062	10012000	07012001	51.12	CANNOT LOCATE
59456	SEAMAN MATTHEW C	1908 FOSTER DR, WILLIMANTIC CT 06226 1532 062	10012000	07012001	91.43	CANNOT LOCATE
59461	SON GON YOUNG	282 FOSTER DR, WILLIMANTIC CT 06226 1559 0622	10012000	07012001	128.59	CANNOT LOCATE
59463	SACHDEVA KAVITA	200A MAPLE RD, STORRS CT 06268 06268	10012000	07012001	116.20	CANNOT LOCATE
59478	TAKANO RYO	4B WEAVER RD UNT105, STORRS CT 06269 5105 062	10012000	07012001	29.51	CANNOT LOCATE
59498	TAO YONG	1 NORTHWOOD RD 91, STORRS CT 06268 1925 06268	10012000	07012001	53.04	CANNOT LOCATE
59501	TARAEDAR RAIHAN M	106 LYME GRAD DRM, STORRS CT 06269 7425 06269	10012000	07012001	35.52	CANNOT LOCATE
59507	TARRATS VIRGINIA	102 MORRIS DR A201, LAUREL MD 00000 00000	10012000	07012001	91.30	OUT OF STATE
59559	TERLALIS THEODORE J	42 KAYA LN, MANSFIELD CNTR CT 06250 1332 0625	10012000	07012001	137.42	CANNOT LOCATE
59569	TEVELDE MATTHEW S	33A CORNELL RD, MANSFIELD CT 06268 06268	10012000	07012001	87.53	CANNOT LOCATE
59777	TRANS LEASING INTL	3000 DUNDEE RD, NORTHBROOK IL 60062 60062	10012000	07012001	576.88	CANNOT LOCATE
60004	VASZIL ROBERT D	45 CHENEY RD, STORRS CT 06268 2008 06268	10012000	07012001	237.02	CANNOT LOCATE
60033	VICTOR CHRISTOPHER	111A DEPOT RD, MANSFIELD CT 06268 06268	10012000	07012001	121.74	CANNOT LOCATE
60057	VILLAFANE LUIS R	1 S EAGLEVILLE RD 85, STORRS CT 06268 2502 06	10012000	07012001	218.13	OUT OF COUNTRY
60165	WALLER JOSEPH R	BOX 44, POMFRET CT 06258 0044 06258	10012000	07012001	46.11	CANNOT LOCATE
60187	WANG SHIHE	1S EAGLEVILL RD A46, STORRS CT 06268 06268	10012000	07012001	53.04	CANNOT LOCATE
60194	WANG YOU OR	2A YALE RD, STORRS CT 06268 1248 06268	10012000	07012001	239.34	OUT OF COUNTRY
60310	WEI ZHAOHUI	BOX 300, STORRS CT 06268 0300 06268	10012000	07012001	41.50	OUT OF STATE
60552	WRAGE TAMMY L	294 HANKS HILL RD, STORRS CT 06268 06268	10012000	07012001	37.42	CANNOT LOCATE
60592	XIAN QING	4 MANSFIELD APARTMNTS, STORRS CT 06268 06268	10012000	07012001	53.04	OUT OF COUNTRY

10. Refuse Disposal Contract Renewal

Mr. Haddad moved and Mr. Schaefer seconded to adjourn as the Town Council and convene as the MRRA.

So passed unanimously

Mr. Hawkins moved and Mr. Haddad seconded to authorize the Town Manager to execute a five-year renewal agreement effective July 1, 2003 with the Connecticut Resource Recovery Authority (CRRA) for the use of the Southeastern Connecticut Regional Resource Recovery Authority's (SCRRA) Preston facility for refuse disposal services.

So passed unanimously.

Mr. Haddad moved and Mr. Schaefer seconded to adjourn as the MRRA and reconvene as the Mansfield Town Council.

So passed unanimously.

11. Open Space Acquisition-Mullane Property

Previously voted upon.

12. Proclamation Designating Reunion Day for Edwin O. Smith Graduating Classes of 1977, 1978, 1979 and 1980

Mr. Schaefer moved and Mr. Holinko seconded that effective June 9, 2003, to authorize the Mayor to issue the proposed proclamation designating June 21, 2003 as "Reunion Day for Edwin O. Smith Graduating Classes of 1977, 1978, 1979 and 1980" in the Town of Mansfield.

So passed unanimously.

13. Citizen Recognition

Mr. Martin moved and Mr. Hawkins seconded to authorize the Mayor to present a Proclamation of resident for her service to the Community.

So passed unanimously.

14. Fiscal Year 2003/04 Mill Rate

Mr. Schaefer moved and Mr. Haddad seconded to adopt the following resolution: Be it resolved that the tax rate for the Town of Mansfield for Fiscal Year 2003-2004 be set at 29.94 mills, and the Collector of Revenue be authorized and directed to prepare and mail to each taxpayer tax bills in accordance with Connecticut General Statutes, as amended and such taxes shall be due and payable July 1, 2003.

Motion so passed. Mr. Martin and Mr. Holinko voted against this motion.

15. Municipal Local Option Tax Exemptions

Information only, no action taken.

16. Purchase of Fitness and Aquatics Equipment for Mansfield Community Center

Mr. Hawkins moved and Mr. Rosen seconded that effective June 9, 2003, to authorize the Town Manager to expend the \$150,000 budgeted in the fiscal year 2002/03 Capital Projects Budget for the purchase of fitness and aquatic equipment for the Mansfield Community Center.

So passed unanimously.

17. An Act Concerning Water Quality and the University of Connecticut

No action taken.

VI. QUARTERLY REPORTS

VII. DEPARTMENTAL REPORTS

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Rosen, Personnel Committee, requested that the Council members return to him the evaluation of the Town Manager.

IX. REPORTS OF COUNCIL MEMBERS

Mr. Hawkins handed out an article on Campus Fire Safety.

X. TOWN MANAGER'S REPORT

The Town Manager introduced Andy White who is the new Management Assistant in the Town Manager's office.

Town Manager announced that the University has announced the selection for the new architect for the Fine Arts Building. This design does compliment the plans for the Downtown Partnership.

A grant of \$90,000 has been awarded by US Department of Agriculture-Rural Development, which is going to the plans of the Downtown Partnership.

The Partnership will hold its annual meeting on Thursday, June 12, 2003 at the Greek Center on Dog Lane.

The Town-Gown will hold a meeting tomorrow at 4:00 p.m. on June 12, 2003 at 4:00 p.m.

The 300<sup>th</sup> Celebration has held two very successful events. The Arts committee and the Recreation Department, Jay O'Keefe, staff, sponsored a program on the Arts at Holiday Hill. The Mansfield Senior Chorus and Chamber Players under the direction of Nancy Tomastik and Gwen Duff presented a musical program at the Mansfield Middle School. The 300<sup>th</sup> song, written and composed by Nancy Tomastik was presented for the first time. A lovely reception sponsored by the Senior Center was held after the Performance.

The Mayor reported that the opening of the Historical Society was held on June 1, 2003. The exhibits are excellent on the Civil War.

NECASA has informed the Town Manager that the town will not receiving a Drug Abuse study grant.

The Town Manager has inquired about the McDaniels property, and at present the land is not up for sale.

The town has purchased a fire truck, and the Manager thanked Jeff Smith, John Jackman, Dave Dagon and the fire department for all their work on this purchase.

The Mansfield Community Center will be finished at the end of August, however the track and gym will not be completed until the end of September. The Grand Opening should be in October.

Mayor handed a letter of correspondence to the Committee on Committees Chairman Mr. Greg Haddad, to pursue regarding a Grandmother's Circle Gathering.

The Town Clerk, Joan Gerdson, read a letter of resignation from Mr. William Rosen. He will be leaving the area in August. With regret the Council accepted his resignation.

Mrs. Audrey Barberet was presented a state award with her work on the League of Women. Mayor will send a letter of congratulations.

WILLIAM AND BARBARA ROSEN  
233 HANKE HILL ROAD  
STORRS, CONNECTICUT 06268

June 9, 2003

Joan E. Gerdsen  
Town Clerk  
Town of Mansfield  
Storrs, CT 06268

Dear Joan:

I wish to resign from the Mansfield Town Council effective August 4, 2003.

My wife and I have thoroughly enjoyed living in Mansfield for forty-three years; but, in order to be closer to children and grandchildren we shall soon be moving to 745 River Rock Road, Ashland, Oregon 97520.

I have only the highest praise for my colleagues on the Town Council and for the town's dedicated staff and committees. My two terms on the Town Council have shown me how hard they work to ensure that Mansfield remains a wonderful town in which to live. Long may they thrive.

Yours sincerely,

*Bill*

William Rosen

XI. FUTURE AGENDAS

Mr. Bellm requested that the Health Director report on the well testing in Town at a subsequent meeting.

Mr. Hawkins would like to know more about underage drinking, spring weekend and the report of the Task Force on Substance Abuse from the University. Is there a possible ordinance regarding this issue?

Request: Police coverage in town.

Request: Are there were any schools or children that come under the title "At Risk?"

XII. PETITIONS, REQUESTS AND COMMUNICATIONS

18. "Discover your new Mansfield Community Center"

19. "League of Women Voters 2003 Susan B. Anthony Award presented to Audrey Barberet of Mansfield"

20. M. Hart re: Bergin C.I. Community Notification System

21. L. Hultgren re: "Disposal of Hazardous Waste from Small Business/Institution Generators"

22. Office of Policy and Management re: Comprehensive Approach to Combating Underage Drinking Program

23. L. Schilling re: Stadium Road Detention Basin-Storm Water Sampling Report

24. Connecticut Conference of Municipalities re: Analysis-in-Brief of General Assembly's Approved State Budget

25. Commission on Accreditation for Law enforcement Agencies re: Accreditation of Agencies in Connecticut

26. Quinebaug-Shetucket Heritage Corridor, Inc. Awards \$90,000 through Partnership Program

27. "Simmons Announces Grants for Eastern Connecticut"

XIII. EXECUTIVE SESSION

28. Personnel

Not needed.

XIV. ADJOURNMENT

At 9:24 p.m. Mr. Martin moved to adjourn and Mr. Schaefer seconded the motion.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

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LEGAL NOTICE

TOWN OF MANSFIELD

OPEN SPACE ACQUISITION-MULLANE PROPERTY

The Mansfield Town Council will hold a Public Hearing on June 23, 2003, at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building to hear public comment regarding the town's contribution of \$10,000 towards the purchase of the 17-acre Mullane property. This property is located on the now abandoned portion of Woodland Road. At this hearing interested persons may appear and be heard and written communications received.

Packets are available at the Town Clerk's office at 4 South Eagleville Road.

Dated at Mansfield, Connecticut, this 10<sup>th</sup> day of June, 2003.

Joan E. Gerdson  
Mansfield Town Clerk

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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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Open Space Acquisition – Mullane Property**

Dear Town Council:

Joshua's Trust has requested that the town contribute \$10,000 towards the purchase of the Mullane property located on the now abandoned portion of Woodland Road (see attached map). The two parcels total 17 acres, and the Trust has the opportunity to purchase the land for the bargain sale price of \$35,000.

The Planning and Zoning Commission and the Open Space Committee have reviewed this matter, and support the request because the acquisition of the properties would promote numerous Plan of Development open space and recreational goals and objectives. In addition, the acquisition would remove an in-holding on the east side of Coney Rock Preserve and complete the Trust's ownership along the length of this section of the road. Based upon the comments received from Planning and Zoning and the Open Space Committee, staff also supports the purchase and the Trust's request for a contribution from the town. The requested contribution of \$10,000 could be drawn from available moneys in the town's Open Space Preservation Fund.

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

*Move, effective June 23, 2003, to authorize the Town Manager to appropriate up to \$10,000 towards Joshua Trust's purchase of the 17-acre Mullane Property located on the now abandoned portion of Woodland Road.*

Respectfully submitted,

*Martin H. Berliner*  
Martin H. Berliner  
Town Manager

Attach: (7)



## TOWN OF MANSFIELD

### Planning and Zoning Commission

Audrey P. Beck Building  
Four South Eagleville Road  
Storrs, Connecticut 06268  
Telephone (203) 429-3330

Memo to: Town Council  
From: Planning and Zoning Commission

*A. H. Barberet*  
A. H. Barberet, Chairman

Date: June 17, 2003

Re: Proposed Joshua's Trust acquisition of the Mullane property (abandoned portion of Woodland Rd.)

At its meeting on June 16, 2003, the Mansfield Planning and Zoning Commission adopted the following motion:

"It is recommended that the Planning and Zoning Commission notify the Town Council that Joshua's Trust's proposed acquisition of the Mullane lots on Woodland Road would promote numerous Plan of Development open space and recreational goals and objectives, and the requested Town financial assistance is supported by the Planning and Zoning Commission. "

If there are any questions regarding this action, the Planning Office may be contacted at 429-3330.

TOWN OF MANSFIELD  
OFFICE OF PLANNING AND DEVELOPMENT

---

GREGORY J. PADICK, TOWN PLANNER

Memo to: Planning & Zoning Commission  
From: Gregory J. Padick, Town Planner  
Date: 6/12/03



Re: Proposed Joshua's Trust acquisition of the Mullane property (abandoned portion of Woodland Rd.)

Please find attached information regarding a proposed acquisition by Joshua's Trust of two parcels totaling 17 acres. The subject properties are adjacent to the Coney Rock Preserve and Joshua's Trust has requested from the Town a \$10,000 contribution toward the \$35,000 purchase price. The entire Mullane property is situated within Open Space Preservation classifications in Mansfield's Plan of Conservation and Development, and protection of these lots will promote numerous goals and objectives of the Town's Plan. The attached information, including a recommendation from the Town's Open Space Preservation Committee, provides more information.

**It is recommended that the Planning and Zoning Commission notify the Town Council that Joshua's Trust's proposed acquisition of the Mullane lots on Woodland Road would promote numerous Plan of Development open space and recreational goals and objectives, and the requested Town financial assistance is supported by the Planning and Zoning Commission.**

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

June 9, 2003

Town Council  
Town of Mansfield

Re: **Open Space Acquisition – Mullane Property**

Dear Town Council:

As explained in the attached correspondence, Joshua's Trust has requested that the town contribute \$10,000 towards the purchase of the Mullane property located on the now abandoned portion of Woodland Road (see attached map). The two parcels total 17 acres, and the Trust has the opportunity to purchase the land for the bargain sale price of \$35,000. The Open Space Committee has reviewed this matter, and supports the request because the acquisition of the properties would remove an in-holding on the east side of Coney Rock Preserve and complete the Trust's ownership along the length of this section of the road.

At this point, staff recommends that the Council schedule a public hearing to solicit public comment regarding the proposed contribution towards the purchase of the property. 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 June 23, 2003, to solicit public comment regarding the town's contribution of \$10,000 towards the purchase of the 17-acre Mullane property.*

Respectfully submitted,

*Martin H. Berliner*

Martin H. Berliner  
Town Manager

Attach:(4)

*Motion Approved at 6/9/03 meetg  
Public Hearing Scheduled for  
6/23/03*

# Joshua's Tract

## Conservation and Historic Trust, Inc.

P.O. Box 4, Mansfield Center, Connecticut 06250-0004

To: Town Council, Mansfield, CT

Date: June 2, 2003

Re: Request for Partnership-Open Space Planning

In 2001, the Town of Mansfield and Joshua's Trust collaborated on the acquisition of two properties: the Olsen parcel on Mulberry/Conantville Roads and the Ferguson Parcel, at the entrance to Wolf Rock on Crane Hill Road. In both cases, Mansfield took title with the Trust contributing \$5,000 cash plus \$5,000 in-kind services towards the Olsen acquisition and \$20,000 cash toward the Ferguson property. The Olsen purchase was made by Mansfield with the understanding that Joshua's Trust would acquire the adjacent Coney Rock property to form a 194 acre Preserve consistent with Mansfield's 1993 Plan of Conservation and Development. The Trust took title to Coney Rock in December of 2002 as scheduled and continues to provide trail and signage maintenance of the adjacent Town owned parcel.

Now the Trust has been given the opportunity to purchase the Mullane properties, two adjacent parcels totaling 17 acres, abutting the Coney Rock Preserve to the East, and which is bisected by the abandoned portion of Woodland Road. These properties are offered at the bargain sale price of \$35,000 versus an independent market appraisal of \$46,000. The acquisition would not only increase the area of the jointly managed Coney Rock/Olsen preserve, but would also add diversity of habitat to an otherwise upland landscape. The Easternmost 10 acres is a scenic marsh supporting diverse flora and fauna with a cold flowing brook supporting a native trout population. All of the Mullane property is within an Open Space classification in Mansfield's 1993 Plan of Conservation and Development.

The Trust would like to continue its collaboration with the Town of Mansfield on this Preserve and respectfully asks the Council if they would consider a contribution of \$10,000 toward the purchase of the Mullane properties. Assumption of the full purchase price by the Trust would deplete  $\frac{3}{4}$  of its land acquisition fund, preventing meaningful dollars from being available for future open space purchases in the Mansfield area.

Thank you for your consideration,



Hill Bullard  
President



JOSHUA'S MARK

OPEN SPACE PRESERVATION COMMITTEE  
RECOMMENDATION TO THE TOWN COUNCIL

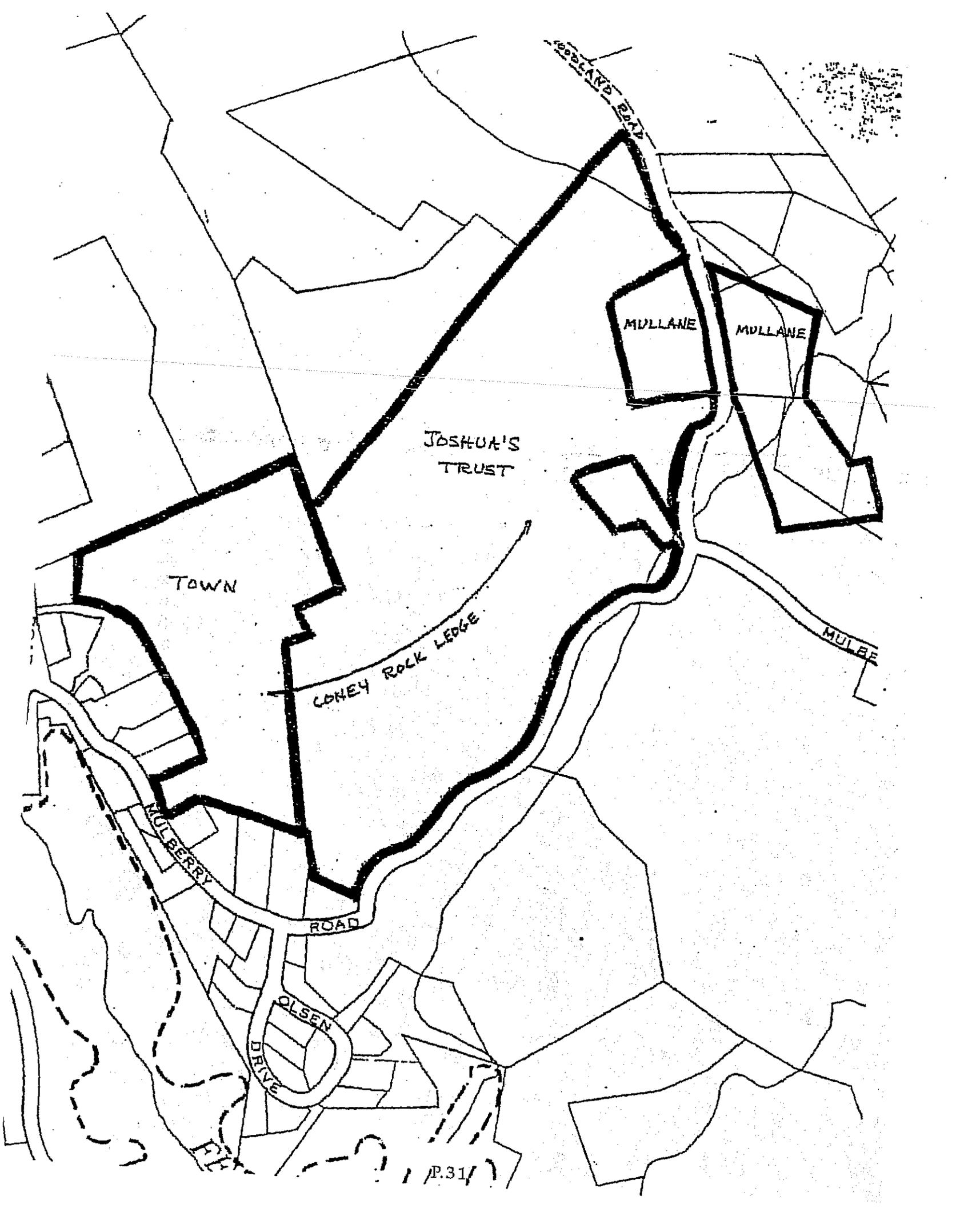
The Mullane Property

DESCRIPTION

The Mullane property lies on both sides of the abandoned (or discontinued) portion of Woodland Road (just north of the junction with Mulberry Road). This unmaintained section of Woodland Road is a popular route for walking, biking and horse-back riding and offer scenic views of the marsh. The Mullane property is in two separate lots. The first is a six-acre wooded parcel on the west side of the road, which includes part of Coney Rock and abuts a Joshua Trust property (Coney Rock Preserve) on the west side (see map). The second parcel is eleven acres on the east side of the road. This parcel slopes down to and includes a large portion of a marsh.

GOALS

Ms. Mullane has offered her land in a bargain sale to Joshua's Trust, which is applying for grants to fund the purchase. The trust has requested that the Town make a financial contribution to the purchase of this property, as the Trust previously made a contribution to the Town's purchase of the Olsen property (which is now the western part of Coney Rock Preserve). The committee recommends that the Town assist with this purchase for two purposes. Preservation of this parcel removes an inholding on the east side of Coney Rock Preserve, and its purchase will complete the Trust's ownership along the length of this section of the road, assuring public access to this frequently used recreation path.



TOWN

JOSHUA'S  
TRUST

CONY ROCK LEDGE

MULLANE

MULLANE

MULBE

MULBERRY

ROAD

OLSEN

DRIVE

No vehicle  
access between  
here and Mulberry Rd



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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Proclamation in Honor of A. Barberet's Service to the Town of Mansfield**

Dear Town Council:

In light of Ms. Barberet's recent receipt of the League of Women Voter's prestigious Susan B. Anthony award, the Mayor has requested that the Town Council adopt the attached proclamation to honor Audrey for her accomplishments and her service to the community.

If the Council supports this request, the following motion is in order:

*Move, effective June 23, 2003, to authorize the Mayor to issue the attached proclamation in honor of Audrey Barberet's service to the Town of Mansfield.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(1)



*Town of Mansfield*

*Proclamation*

*Honoring Audrey Barbaret for her Service to the Town of Mansfield*

*Whereas*, on Friday, May 16, 2003, Audrey Barbaret was awarded the prestigious "Susan B. Anthony Award" from the Connecticut League of Women Voters for her life-long dedication to the service and improvement of her community and the advancement of the principles and ideals of the League; and

*Whereas*, Audrey has a long and distinguished record of community and volunteer service with the Town of Mansfield, having served as mayor of Mansfield from 1975-1977, chair and member of the Mansfield Planning and Zoning Commission, and chair of the Mansfield Public Safety Committee, among other activities; and

*Whereas*, Audrey has served the League of Women Voters in various roles for 47 years, including president and action chair of the Mansfield League, a member of the Local Programs and Voter Service Committees, chair of a local study on the Feasibility of Foreign Language Instruction, member of a local study to advance the educational component of the Northeast Correctional Institute, and chair of a 1968-69 study seeking a more equitable share of PILOT funds for state owned property in Mansfield; and

*Whereas* Audrey is highly deserving of the League's prestigious "Susan B. Anthony Award;"

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and the Town Council that Audrey Barberet be recognized by the Town of Mansfield for her contributions to the community and the Mansfield League of Women Voters.

*IN WITNESS WHEREOF*, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 23<sup>rd</sup> day of June in the year 2003.

---

Elizabeth C. Paterson  
Mayor, Town of Mansfield

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



Martin H. Berliner, Town Manager

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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Presentation Concerning Refuse Collection in the Town of Mansfield**

Dear Town Council:

Staff has requested the opportunity to make a presentation concerning refuse collection in town.

Respectfully submitted,

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

Martin H. Berliner  
Town Manager

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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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Landfill Closure Agreement**

Dear Town Council:

As you will recall, the town recently accepted a \$225,000 grant from the state Department of Environmental Protection to close the town's landfill. We are now in receipt of a personal service agreement between the town and the state, which we need to execute in order to receive the grant funds.

Staff recommends that the Town Council authorize the Town Manager to execute the personal service agreement as presented. If the Council supports this recommendation, the following motion is in order:

*Resolved, effective June 23, 2003, to authorize the Town Manager, Martin H. Berliner, to execute the attached personal service agreement between the Town of Mansfield and the Connecticut Department of Environmental Protection to provide a grant-in-aid for expenditures towards the closure of the town's landfill.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attachment: (2)

TOWN OF MANSFIELD  
MEMORANDUM  
6/12/03

TO: Martin H. Berliner, Town Manager  
FROM: Lon R. Hultgren, Director of Public Works  
RE: **Landfill Closure Grant Agreement**



While the Town has accepted the \$225,000 landfill closure grant previously, we now need to execute the actual grant agreement with the State.

Attached is the Agreement and attachments in its entirety (eight pages). Council's resolution authorizing Martin H. Berliner, Town Manager, to execute the contract with the Connecticut DEP for the landfill closure is respectfully requested.

cc: Jeffrey Smith, Director of Finance  
file

attach: 8



STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



May 29, 2003

Mr. Lon R. Hultgren  
Director of Public Works  
Town of Mansfield  
4 South Eagleville Road  
Mansfield, CT 06268-2599

Dear Mr. Hultgren:

Enclosed are two copies of the personal service agreements between the Town of Mansfield and the Department of Environmental Protection for your review. This contract is to provide a grant in aid for expenditures towards the closure of the town landfill

If you are satisfied with the contents of the contract, please have the town's authorized person sign and date (line 35) both copies and return them to my attention. Also, please include a document which names the individual who is authorized to sign the contract. This document is usually a "certificate of authority" or resolution on letterhead. The certificate or resolution needs to state the name and title of individual authorized to sign and enter into a contract with the State Of Connecticut, Department of Environmental Protection. Please include a copy of the by-laws, (if applicable) which state the titles of the individual in authority to sign contracts. The certificate or resolution is required to be done no more than one year prior to the signing of the contract and must include the organization seal. **If the organization has no seal, please state "Organization has no seal." on the authorizing document.**

When reviewing the contract, please verify that the detail from contract is consistent with what is stated in the certificate of authority or resolution. If you find an error in the contract, only the individual who signs the contract, may correct the error, then initial and date the correction.

A fully executed copy of the Contract will be returned to you. If you have any questions regarding the contract, please call me at (860) 424-4104 or e-mail me at [Susan.Sousa@po.state.ct.us](mailto:Susan.Sousa@po.state.ct.us).

Sincerely,

Susan Sousa  
Waste Management Bureau  
Planning & Standards Division

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**PERSONAL SERVICE AGREEMENT**

CP-802A REV. 3/98 (Stock No. 170-01)

STATE OF CONNECTICUT  
OFFICE OF THE STATE COMPTROLLER  
ACCOUNTS PAYABLE DIVISION

PREPARE IN QUINTUPLICATE.  
THE STATE AGENCY AND THE CONTRACTOR AS LISTED BELOW HEREBY ENTER INTO AN AGREEMENT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN AND/OR ATTACHED HERETO AND SUBJECT TO THE PROVISIONS OF SECTION 4-98 OF THE CONNECTICUT GENERAL STATUTES AS APPLICABLE.  
ACCEPTANCE OF THIS CONTRACT IMPLIES CONFORMANCE WITH TERMS AND CONDITIONS STATED ON THE REVERSE SIDE OF THIS SHEET.

(1) <input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT	(2) IDENTIFICATION NO.  P.S.
--	------------------------------------

CONTRACTOR	(3) CONTRACTOR NAME Town of Mansfield	(4) ARE YOU PRESENTLY A STATE EMPLOYEE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
	CONTRACTOR ADDRESS 4 South Eagleville Road, Mansfield, CT 06268-2599	CONTRACTOR FEIN/SSN 06-6002032

STATE AGENCY	(5) AGENCY NAME AND ADDRESS Department of Environmental Protection, Waste Management Bureau, 79 Elm Street, Hartford, CT 06106	(6) AGENCY # 3100
--------------	---	----------------------

CONTRACT PERIOD	(7) DATE (FROM) upon signature	THROUGH (TO) 5 years	(8) INDICATE <input type="checkbox"/> MASTER AGREEMENT <input type="checkbox"/> CONTRACT AWARD NO. _____ <input checked="" type="checkbox"/> NEITHER.
-----------------	--------------------------------	----------------------	--

CANCELLATION CLAUSE	THIS AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT FOR THE ENTIRE TERM OF THE CONTRACT PERIOD STATED ABOVE UNLESS CANCELED BY THE STATE AGENCY, BY GIVING THE CONTRACTOR WRITTEN NOTICE OF SUCH INTENTION (REQUIRED DAYS NOTICE SPECIFIED AT RIGHT).	(9) REQUIRED # OF DAYS WRITTEN NOTICE: 30
---------------------	--	---

(10) CONTRACTOR AGREES TO: (include special provisions - Attach additional blank sheets if necessary.)

**Performance**

Do, conduct, perform or cause to be performed in a satisfactory and proper manner as determined by the Commissioner of Environmental Protection, "Commissioner", all work described in Attachment A which is attached hereto and made a part hereof.

This contract is subject to the provisions of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999, and, as such, this contract maybe canceled, terminated or suspended by the state for violation of or noncompliance with said Executive Order No. 16, which is attached hereto and incorporated herein as Attachment D. The parties to this contract, as part of the consideration hereof, agree that a requirement for compliance with Executive Order No. 16 shall be included in any subcontracts or other compliance with that may result from the contract. The parties agree to abide by such Executive Order.

(11) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES.

See Attachment B - "Cost and Schedule of Payments" The Contractor shall be paid in accordance with the "Cost and Schedule of Payments" herein after referred to as Attachment B which is attached hereto and made a part hereof. Total payments not to exceed \$225,000.

This is a grant. The Contractor agrees that it will have its financial records audited at the close of the Contractor's fiscal year and provide that audit to the Commissioner, all in accordance with C.G.S. Section 7-396 and Sections 4-230 through 4-236 and any applicable Regulations which are or may be promulgated.

Payment shall be subject to approval by the Commissioner or his designee.

12) ACT. CD	13) DOC. TYP	14) COMM. TYP	15) LSE. TYP	16) ORIG. AGCY 3100	17) DOCUMENT NO.	18) COMM. AGCY 3100	19) COMMIT. #	20) VENDOR FEIN/SSN-SUFFIX
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21) COMMITTED AMOUNT	22) OBLIGATED AMOUNT	23) CONTRACT PERIOD (FROM / TO)
----------------------	----------------------	---------------------------------

24) ACT CD	25) COMM LINE NO.	26) COMMITTED AMOUNT	27) COMM. AGCY.	28) COST CENTER		29) OBJECT	AGENCY TAIL			33) F.Y.
				FUND	SID		30) FUNCTION	31) ACTIVITY	32) EXTENSION	
		225,000	3100	1873	170	05330	0301	361321014		03

An individual entering into a Personal Service Agreement with the State of Connecticut is contracting under a "work-for-hire" arrangement. As such, the individual is an independent contractor, and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship of Internal Revenue Code section 3121(d)(2). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible themselves for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

ACCEPTANCES AND APPROVALS	(34) STATUTORY AUTHORITY C.G.S. 22a-6(a)(2); PA 99-242 Sec. 32(b)(7)
---------------------------	--

35) CONTRACTOR (OWNER OR AUTH. SIGNATURE)	TITLE	DATE
36) AGENCY (AUTHORIZED OFFICIAL)	TITLE Commissioner	DATE
37) OFFICE OF POLICY & MGT./DEPT. OF ADMN. SERV	TITLE	DATE
38) ATTORNEY GENERAL (APPROVED AS OF FORM)	TITLE	DATE

DISTRIBUTION: CONTRACTOR      COMPTROLLER      OPM/DAS      ATTORNEY GENERAL      AGENCY

**EXECUTIVE ORDERS**

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, and, as such, this contract may be canceled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any state or federal law concerning nondiscrimination, notwithstanding that the Labor Commissioner is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to nondiscrimination until the contract is completed or terminated prior to completion. The contractor, agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that he will not discriminate in his employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner. This contract is also subject to the provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such, this contract may be canceled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the contracting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to contract performance in regard to listing all employment openings with the Connecticut State Employment Service.

**NON-DISCRIMINATION CLAUSE****PURSUANT TO C.G.S. SEC. 4a-60**

For purposes of this Section, "Commission" means the Commission on Human Rights and Opportunities.

For the purposes of this section, "Public works contract" means any agreement between any individual, firm or corporation and the state or any political subdivision of the state other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the state, including but not limited to matching expenditures, grants, loans, insurance or guarantees.

The contractor agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

(a) (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-58a and 46a-58b and with each regulation or relevant order issued by said commission pursuant to section 46a-56, 46a-58c and 46a-58f; (5) the contractor agrees to provide the commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56. If the contract is for a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project.

(b) For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

(c) Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: The contractor's employment and subcontracting policies, contracts and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The contractor shall develop and maintain adequate documentation, in a manner prescribed by the commission, of its good faith efforts.

(e) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

**PURSUANT TO C.G.S. SEC. 4a-60a**

The contractor agrees to the following provisions:

(a)(1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to Section 46a-56; (4) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56.

(b) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

**INSURANCE**

The contractor agrees that while performing services specified in this agreement that he shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service to be performed so as to "save harmless the State of Connecticut from any insurable cause whatsoever. If requested, certificates of such insurance shall be filed with the contracting State agency prior to the performance of services.

**STATE LIABILITY**

The State of Connecticut shall assume no liability for payment for services under the terms of this agreement until the contractor is notified that this agreement has been accepted by the contracting agency and, if applicable, approved by the Office of Policy and Management (OPM) or the Department of Administrative Services (DAS) and by the Attorney General of the State of Connecticut.

## ATTACHMENT A

### SCOPE OF SERVICES

This is a grant-in-aid contract between the Department of Environmental Protection (DEP) and the Town of Mansfield herein after referred to as "the Contractor" for the closure of the Town's bulky waste landfill in accordance with the landfill closure plan dated June 2002, which was approved by DEP on January 21, 2003, and is on file with DEP Waste Engineering and Enforcement Division, 79 Elm Street, Hartford, CT. The location of the landfill is west of Route 89, Mansfield, CT.

Contractor shall perform the following tasks to obtain reimbursement:

1. Earthwork, earth materials, gravel, seeding and related: Purchasing of cover materials, topsoil, seed, mulch, placing and mixing materials, grading, spreading and compacting materials on the nine acre surface of the landfill in accordance with the approved closure plan dated June, 2002 (material, labor and equipment costs).
2. Sedimentation and Erosion Controls: Placing sediment and erosion controls, silt fencing, hay bales and topsoil as directed in the Storm Water Pollution Control Plan dated March, 2003 which is on file with the Town of Mansfield, 4 South Eagleville Road, Mansfield, CT. The Storm Water Pollution Control Plan must be in accordance with the 2002 Erosion Control Guidelines.
3. Engineering, staking and labor services: Analysis of materials for cover, staking grades and elevations, engineering oversight of closure activities. (Said engineering cost shall not exceed \$22,500 or ten percent of the total grant).

#### Payment to the Contractor

The CONTRACTOR shall submit to the COMMISSIONER a financial status report and request for payment for costs incurred in accordance with the tasks listed above. The status report shall be submitted on the form attached hereto and made a part hereof as Attachment C and be submitted no more frequently than monthly. As required by the COMMISSIONER and in conjunction with the above, the CONTRACTOR shall also submit supporting documentation which provides proof of expenditures incurred. Expenditures submitted for reimbursement shall be associated with the landfill closure only and in accordance with Attachment B of this contract.

The CONTRACTOR shall submit a computation of retainage to be held by the COMMISSIONER. This computation of a ten percent retainage on requested payments shall appear on Attachment C, which is attached hereto and made a part hereof. The CONTRACTOR shall also submit a cumulative computation of retainage held to date by the COMMISSIONER. All computations shall appear on Attachment C. Upon satisfactory completion by the CONTRACTOR of the worked called for under this

contract and upon acceptance of such work by the COMMISSIONER including submission and approval of the "As Built" drawing to the DEP, the CONTRACTOR shall be paid the ten percent retainage.

Funding for this contract is in accordance with an authorization by the State Bond Commission on December 15, 2000. The total contract amount shall not exceed \$225,000.

**Changes**

Any element of this contract may be modified by advanced mutual agreement between the COMMISSIONER and the CONTRACTOR. No such modification shall be effective unless it is in writing, signed by both parties, and approved as to form by the Attorney General.

**Management of Funds**

The Contractor shall obtain written approval from the COMMISSIONER on changes in the budget items when cumulative transfers exceed 10% of the total budget attached hereto and made a part hereof as Attachment B. Changes in the budget items, which are less than the former requirement, shall be submitted in writing to the DEP.

**ATTACHMENT B**  
**Budget**  
**For the Grant in Aid**  
**With the Town of Mansfield**

Item 1: Earthwork, materials and related	\$195,000
Item 2: Sedimentation & Erosion Controls	\$15,000
Item 3: Engineering and Analytical Services	\$15,000

**TOTAL** **\$225,000**

Total contract shall not exceed \$225,000.

ATTACHMENT C  
TOWN OF MANSFIELD  
CERTIFICATION OF EXPENDITURES

Line Items	A BUDGET	B PREVIOUSLY REPORTED EXPENDED	C CURRENT EXPENDITURES SUBMITTAL	D TOTAL EXPENDED TO DATE	E BALANCE	F TOTAL GRANT OUTSTANDING
Earthwork, materials	\$195,000.00	\$0.00		\$0.00	\$195,000.00	
Sedimentation Erosion Controls	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	
Engineering	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	
		\$0.00		\$0.00	\$0.00	
TOTAL	\$ 225,000.00	\$0.00	\$0.00	\$0.00	\$225,000.00	
Minus 10% Retainage			\$0.00			
Requisition This Period (C less retainage)			\$0.00			
Retainage Held to Date				\$0.00		
Balance Plus Retainage						\$225,000.00

I hereby certify that the expenditures listed above have been incurred in conformance with the budget.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

# Attachment D

State of Connecticut by His Excellency

John G. Rowland

Executive Order No. 16

WHEREAS, the State of Connecticut recognizes that workplace violence is a growing problem that must be addressed; and

WHEREAS, the State is committed to providing its employees a reasonably safe and healthy working environment, free from intimidation, harassment, threats, and /or violent acts; and

WHEREAS, violence or the threat of violence by or against any employee of the State of Connecticut or member of the public in the workplace is unacceptable and will subject the perpetrator to serious disciplinary action up to and including discharge and criminal penalties.

NOW, THEREFORE, I, John G. Rowland, Governor of the State of Connecticut, acting by virtue of the authority vested in me by the Constitution and by the statutes of this state, do hereby ORDER and DIRECT:

1. That all state agency personnel, contractors, subcontractors, and vendors comply with the following **Violence in the Workplace Prevention Policy**:

The State of Connecticut adopts a statewide zero tolerance policy for workplace violence.

Therefore, except as may be required as a condition of employment —

- No employee shall bring into any state worksite any weapon or dangerous instrument as defined herein.
- No employee shall use, attempt to use, or threaten to use any such weapon or dangerous instrument in a state worksite.
- No employee shall cause or threaten to cause death or physical injury to any individual in a state worksite.

Weapon means any firearm, including a BB gun, whether loaded or unloaded, any knife (excluding a small pen or pocket knife), including a switchblade or other knife having an automatic spring release device, a stiletto, any police baton or nightstick or any martial arts weapon or electronic defense weapon.

Dangerous instrument means any instrument, article, or substance that, under the circumstances, is capable of causing death or serious physical injury.

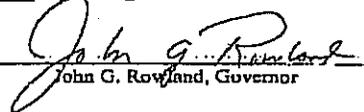
Violation of the above reasonable work rules shall subject the employee to disciplinary action up to and including discharge.

2. That each agency must prominently post this policy and that all managers and supervisors must clearly communicate this policy to all state employees.

Executive Order No. 16

3. That all managers and supervisors are expected to enforce this policy fairly and uniformly.
4. That any employee who feels subjected to or witnesses violent, threatening, harassing, or intimidating behavior in the workplace immediately report the incident or statement to their supervisor, manager, or human resources office.
5. That any employee who believes that there is a serious threat to their safety or the safety of others that requires immediate attention notify proper law enforcement authorities and his or her manager or supervisor.
6. That any manager or supervisor receiving such a report shall immediately contact their human resources office to evaluate, investigate and take appropriate action.
7. That all parties must cooperate fully when questioned regarding violations of this policy.
8. That all parties be advised that any weapon or dangerous instrument at the worksite will be confiscated and that there is no reasonable expectation of privacy with respect to such items in the workplace.
9. That this order applies to all state employees in the executive branch.
10. That each agency will monitor the effective implementation of this policy.
11. That this order shall take effect immediately.

Dated in Hartford, Connecticut this 4th day of August 1999.

  
John G. Rowland, Governor

Filed this 4th day of August 1999



  
Steven Byrnes, Secretary of the State

**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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Child and Adult Care Food Program Application for Mansfield Discovery Depot**

Dear Town Council:

Attached please find a proposed application in amount of \$39,290.32 to the Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot. The CACFP is a Federal program that provides healthy meals and snacks to children and adults receiving day care. The program plays a vital role in improving the quality of day care and making it more affordable for many low-income families.

The CACFP operates on a reimbursement-basis. At the state level, the program is administered by the Connecticut Department of Education's Office of Child Nutrition. In order for the Discovery Depot to receive funding from the CACFP, the town must serve as the sponsoring municipal agency. The town has served in this role for several years, and there is no financial impact to the town budget.

Because the CACFP funding is essential to the food service operation of the Discovery Depot, staff recommends that the Council authorize the Manager to submit the application as presented. If the Town Council concurs with this recommendation, the following motion is in order:

*Move, effective June 23, 2003, to authorize the Town Manager to submit the attached application in the amount of \$39,290.32 to the Connecticut Department of Education's Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attachments (3)

ED-099  
 Rev. 12/02  
 7 CFR Part 210  
 7 CFR Part 215  
 7 CFR Part 220  
 7 CFR Part 225  
 7 CFR Part 226  
 7 CFR Part 245

**CONNECTICUT STATE DEPARTMENT OF EDUCATION**

Office of Child Nutrition  
 25 Industrial Park Road  
 Middletown, Connecticut 06457-1543

FOR STATE USE ONLY	
Effective Date(s):	_____
Agreement Numbers:	_____
School Programs	_____
Child Day Care Centers	_____
Adult Day Care Centers	_____
Day Care Homes	_____
Summer Food Service	_____

**AGREEMENT FOR CHILD NUTRITION PROGRAMS**

**Type of Institution (Check One):** Public Schools \_\_\_\_\_ Nonprofit Private Schools \_\_\_\_\_ State Agency \_\_\_\_\_  
 Non-School Public and Private Institutions  X   
 (NEW private, nonprofit sponsors attach IRS nonprofit documentation and indicate employer ID# \_\_\_\_\_)

Town of Mansfield

Town, City, Board of Education, School, Organization or Corporation

4 South Eagleville Rd. Mansfield 06268-2599  
 Number and Street Town Zip Code

herein designated the Participant and the Connecticut State Department of Education herein designated the State Agency, hereby agree to the following conditions for the purpose of operating a Special Milk Program, a School Breakfast Program, a National School Lunch Program, a Child and Adult Care Food Program, and/or a Summer Food Service Program, herewith referred to as Programs for one or any combination thereof, pursuant to the National School Lunch Act, as amended (60 Stat. 885, 42-USC 1751) and the Child Nutrition Act, as amended (80 Stat. 885, 42-USC 1771) and subject to all present and subsequent regulations issued pursuant to said statutes:

The State Agency agrees to reimburse or make advance payments in such amounts as are authorized by federal regulations to the Participant in connection with the Program providing milk, breakfasts, lunches, suppers or supplemental food to those eligible in accordance with any of the following Regulations which are applicable to the chosen Programs: National School Lunch Program Regulations (7CFR Part 210), Special Milk Program Regulations (7CFR Part 215), School Breakfast Program Regulations (7CFR Part 220), Summer Food Service Program Regulations (7CFR Part 225), Child and Adult Care Food Program Regulations (7CFR Part 226), and Determining Eligibility for Free and Reduced Price Meals and Free Milk in Schools (7CFR Part 245), and any amendments thereto. The State Agency shall reimburse or make advance payments to the Participant conditional upon the receipt of federal funding for the purposes described above, and the continuing eligibility of the Participant for the federal funds.

The State Agency further agrees to provide, where applicable, consultative and technical assistance. The State Agency shall periodically monitor, evaluate and review performance and measure progress toward achieving program goals as specified in the above statutes and all applicable regulations. The State Agency, the United States Department of Agriculture and other state or federal officials have the right to make announced or unannounced reviews of the participant's operations. Such reviews will be made during the participant's normal hours of child or adult care operations and anyone conducting the reviews must produce photo identification that demonstrates that they are employees of one of these entities. Program records must be maintained at the participant's central office location.

The Participant, in accordance and compliance with the applicable regulations and any subsequent amendments thereto, agrees to accept final financial and administrative responsibility for the operation of nonprofit food service under the above named Programs, and to use income accruing to its food service program operations solely for authorized Program purposes. Further, the Participant agrees to comply with all of the provisions of the appropriate regulations and amendments.

Copies of the applicable current regulations are attached hereto along with required informational sheets and are incorporated by reference and made a part of each initial agreement. Each of these regulations provides that prior notice of any amendment thereto shall be given in writing to the Participant and when such amendment is adopted, it shall be incorporated into this Agreement.

The Participant agrees to administer and be responsible for the operation of the following Program(s): (Authorized representative must check the appropriate line or lines)

**SCHOOL NUTRITION PROGRAMS**

- National School Lunch \_\_\_\_\_
- School Breakfast \_\_\_\_\_
- Special Milk-Split Session Kindergarten \_\_\_\_\_
- Special Milk \_\_\_\_\_
- National School Lunch - After-School Snacks \_\_\_\_\_

**CHILD AND ADULT CARE FOOD PROGRAM**

- Child Day Care Centers \_\_\_\_\_
- Adult Day Care Centers \_\_\_\_\_
- Day Care Homes \_\_\_\_\_

**SUMMER FOOD SERVICE PROGRAM**

NON-PRICING PROGRAM	PRICING PROGRAM	
	Free and Reduced Meals and/or Milk	Paid Meals and/or Milk Only
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	N/A	N/A
_____	N/A	N/A

This Agreement will be effective on the date specified on the front page of this form and remains in effect unless the terms of the Agreement are changed or the Agreement is terminated. Provided that sufficient funds have been appropriated by Congress and made available to the State Agency for carrying out any of the purposes of the National School Lunch Act and the Child Nutrition Act during each such fiscal year, this Agreement will remain in effect. Notwithstanding the above, either party hereto may, by giving at least thirty (30) days written notice, terminate, cancel or suspend this Agreement.

Upon termination of the Agreement, the State Agency shall make no further disbursement of funds except to reimburse the Participant for authorized expenses incurred on or prior to the termination date in connection with breakfasts, lunches, suppers, snacks, or milk served. Notwithstanding any termination of this Agreement, the obligations of the Participant pursuant to Regulations applicable to Programs entered into shall continue until the requirements thereof have been fully performed.

#### NONDISCRIMINATION CLAUSE

The program applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq.), Title IX of the Education Amendments of 1972 (20 USC 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 USC 794), the Age Discrimination Act of 1975 (42 USC 6101 et seq.); all provisions required by the implementation regulations of the Department of Agriculture; Department of Justice Enrollment Guidelines, 28 CFR 50.3 and 42; and Food and Nutrition Services directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant received Federal financial assistance from Food and Nutrition Services; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement. This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants and loans of Federal funds, reimbursable expenditures, grant or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use, Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease or furnishing

of services to recipient, or any improvements made with Federal financial assistance extended to the Program applicant by the Department. This includes any Federal agreement, arrangement, or other contract which has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance. By accepting this assurance, the program applicant agrees to compile data, maintain records and submit reports, as required, to permit effective enforcement of the nondiscrimination laws and permit authorized United States Department of Agriculture personnel during normal working hours to review such records, books and accounts as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, Food and Nutrition Services, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the program applicant and its successors, transferees and assignees, as long as they receive assistance or retain possession of any assistance from the Department of Agriculture. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the applicant.

The Participant further agrees to comply with the anti-discrimination statutes of the State of Connecticut. Connecticut General Statutes 4a-60 and 4a-60a as amended mandates that the Participant:

Agrees and warrants that in the performance of this contract he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, ancestry, sexual orientation, national origin, sex, mental retardation, and past and present history of mental disorder, learning disability and physical disability including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. If the contract is for a public works project, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such project. The contractor further agrees to provide the commission of human rights and opportunities with such information requested by the commission concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56. For the purpose of this section, minority business enterprises means any subcontractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons; (1) who are active in the daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n.

This contract is subject to the Provisions of Executive Orders Number 3 and 17 promulgated on June 16, 1971, and February 15, 1973, respectively. As such, this contract may be canceled, terminated or suspended by the contracting agency or the State Labor Commission for violation of or noncompliance with said Executive Orders, or any state or federal law concerning nondiscrimination notwithstanding that the Labor Commission is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Orders No. 3 and 17 are incorporated herein by reference and made a part hereof. The parties agree to abide by the said Executive Orders and agree that the contracting agency and the State Labor Commission shall have joint and overall continuing jurisdiction with respect to performance of this contract and the requirements of the above referenced Executive Orders.

The Participant agrees to save harmless the State Board of Education from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described above.

#### **HEARING PROCEDURES FOR APPEAL TO A DECISION OF DENIAL FOR FREE AND REDUCED PRICE MEALS OR FOR FREE MILK**

In accordance with the applicable Regulations for the named Programs, the Participant shall establish a hearing procedure under which a family can appeal a decision of denial made by the Participant with respect to an application the family has made for free or reduced price meals or free milk. The hearing procedure shall follow the provisions of 7 CFR Part 245.7, Determining Eligibility for Free and Reduced Price Meals and Free Milk in Schools, and 7 CFR Part 226.23(c)(4) Child and Adult Care Food Program, and any amendments thereof.

#### **NON-PRICING PROGRAM PROCEDURES**

In accordance with the applicable Regulations for the named Programs, sponsoring organizations of day care homes (which may not serve meals at a separate charge to children) and other institutions which elect to serve meals at no separate charge agree that:

- (1) all participants are served the same meals at no separate charge, regardless of race, color, national origin, sex, age, or disability and that there is no discrimination in the course of food service;
- (2) that there will be no identification of recipients eligible for free or reduced price meals;
- (3) there will be no identification of children in day care homes in which meals are reimbursed at both the Tier I and Tier II reimbursement rates;
- (4) free and reduced price eligibility information concerning individual households will not be made available to day care homes; and
- (5) the use of free and reduced price eligibility information will be limited to the persons directly connected to the administration and enforcement of the Program.

#### **PROTECTION OF THE RIGHTS AND PRIVACY OF PARENTS AND STUDENTS CLAUSE**

Pursuant to 88 Stat. 571.20 USC 1232 (g), Public Law 93-380, Education Amendments of 1974, the Participant shall agree and warrant to:

- (1) permit the parents or legal guardians of children eligible to participate in the named Programs to inspect and review any and all official records, files and data directly related to their children;
- (2) provide an opportunity for a hearing to challenge the content of their child's records, to insure that the records are not inaccurate, misleading or otherwise in violation of the privacy or other rights of the children or their parents; and
- (3) establish and adhere to the policy of not permitting the release of children's personally identifiable records or files (or personal information contained therein) without the consent of their parents or legal guardians to any individual, agency, or organizations, except the following:
  - (a) other school officials who have legitimate educational interests;
  - (b) officials of state health or state education programs;
  - (c) officials of other schools or school systems in which the student intends to enroll, upon the condition that the child's parents or legal guardians be notified of the transfer, receive a copy, if desired, and have an opportunity for a hearing to challenge the content of the record;
  - (d) officials of federal, state or local means tested nutrition programs with eligibility standards comparable to the National School Lunch Program; and
  - (e) an administrative head of an education agency, or State educational authorities in connection with an audit and evaluation of Federally supported education programs, or in connection with the enforcement of the Federal legal requirements which relate to such programs provided that, except when a collection of personally identifiable data is specifically authorized by Federal law, any data collected by such officials with respect to individual students shall not include information (including social security numbers) which would permit the personal identification of such students or their parents after the data so obtained has been collected.

The participant hereby agrees that nondiscrimination policy procedures in accordance with applicable Regulation for the named Programs will be established and implemented as appropriate.

The Participant shall provide an audit acceptable to the State Agency, in accordance with the provisions of Section 7-396a of the Connecticut General Statutes.

In order to effectuate the Programs of the National School Lunch Act, as amended (42 USC 1751) and the Child Nutrition Act, as amended (42 USC 1771), the Connecticut State Board of Education and

Town of Mansfield  
(Name of Corporation, Board of Education or Governing Body)

enter into this Agreement and are subject to all legal rights and duties as provided herein and in the Attachments hereto, together with any amendments which shall become a part of this Agreement, as evidenced by the signatures below:

This is to certify that on \_\_\_\_\_, as shown in the minutes of

Mansfield Town Council  
(Name of Corporation, Board of Education or Governing Body)

the individuals signing this agreement were authorized as noted.

1. *The person designated below is authorized to sign this agreement and to sign claims for reimbursement.*

Signature

Town Manager  
Title (Superintendent of Schools, Mayor, Selectman, President or Chairperson of the Board, Pastor or Commissioner)

Printed Name

Martin Berliner

Date

2. *In the absence or incapacity of the first designated individual, the second person designated below is authorized to sign claims for reimbursement.*

Signature

Mary Jane Newman  
Director  
Title (Assistant Superintendent, Business Official, Principal, Headmaster, City or Town Manager, Executive Director or Deputy Commissioner)

Printed Name

Mary Jane Newman

Date

3. *The signature below certifies the above action.*

Signature

Title (Secretary of Corporation, Town Clerk, Secretary of the Board)

**FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE**

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Signature of Authorized Representative

Printed Name of Authorized Representative

Title

Date

ED-099 Schedule A Rev. 03/03 7CFR 226.6(b)	<b>CONNECTICUT STATE DEPARTMENT OF EDUCATION</b> Office of Child Nutrition 25 Industrial Park Road Middletown, Connecticut 06457-1543	Agreement Number <u>078 A1C</u>
<b>CHILD AND ADULT CARE FOOD PROGRAM (CACFP)          APPLICATION</b>		
1. Date: <u>6/4/03</u> 2. Check one: <input type="checkbox"/> New sponsor <input checked="" type="checkbox"/> Renewing Sponsor <input type="checkbox"/> Revision		
3. Name of institution/sponsoring organization (must be same as on ED-099 Agreement): <u>Town of Mansfield</u>		
4. Sites under institution/sponsor – List the total number of sites for each type of program listed below:		
<b># Sites</b>		<b># Sites</b>
<input checked="" type="checkbox"/> Child Day Care	<u>1</u>	<input type="checkbox"/> Adult Day Care
<input type="checkbox"/> Head Start	_____	<input type="checkbox"/> Adult Day Care Proprietary
<input type="checkbox"/> Emergency Shelter	_____	<input type="checkbox"/> Day Care Homes
<input type="checkbox"/> Outside School Hours Care Center (OSHCC)	_____	<input type="checkbox"/> After School Recreation & Enrichment "At-Risk"
5. Application for Individual Site(s) (for center programs, Shelters and After School "At-Risk" only): Submit one Application for Individual Site (Attachment) for each site.		
6. CACFP contact person: Name <u>Mary Jane Newman</u> Title <u>Director</u> Telephone <u>(860) 487-0062</u> Ext. _____ FAX <u>(860) 429-0646</u> E-mail _____		
7. Correspondence address (only if different from address on ED-099 Agreement): Address _____ City _____    Zip Code _____		
8. Claim for reimbursement - Check months CACFP claims will be submitted: <input checked="" type="checkbox"/> Oct <input checked="" type="checkbox"/> Nov <input checked="" type="checkbox"/> Dec <input checked="" type="checkbox"/> Jan <input checked="" type="checkbox"/> Feb <input checked="" type="checkbox"/> Mar <input checked="" type="checkbox"/> Apr <input checked="" type="checkbox"/> May <input checked="" type="checkbox"/> Jun <input checked="" type="checkbox"/> Jul <input checked="" type="checkbox"/> Aug <input checked="" type="checkbox"/> Sep		
9. (a) Advance payments - Does the organization want to receive advance payments? <i>Center programs, Shelters &amp; After School "At Risk" only</i> for food service operation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Homes only</i> for administrative costs <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Homes only</i> for day care providers <input type="checkbox"/> Yes <input type="checkbox"/> No (b) List the months advance payments cannot be justified (lower participation or closures):		
10. Day Care Home Enrollment: Current number of day care children enrolled in day care homes: _____ Number of Provider's own children enrolled: _____ Provider's own children enrolled only includes those eligible for free or reduced price meals <input type="checkbox"/> Yes <input type="checkbox"/> No		
11. Commodities or cash-in-lieu (a) Commodity foods or an additional cash-in-lieu subsidy is available for every lunch and/or supper served. Check one of the options: <input checked="" type="checkbox"/> Cash in lieu of commodities <input type="checkbox"/> Commodity foods <input type="checkbox"/> Not applicable <i>If commodity foods are chosen, the cash-in-lieu of commodities payment will be eliminated for centers or subtracted from day care home provider payments.</i> (b) Adult Day Care Centers - Does your organization currently receive USDA Donated Foods (Commodities) for charitable institutions from the Food Distribution Program? <input type="checkbox"/> Yes <input type="checkbox"/> No		
12. Over income category (for center programs only). Does the institution elect to claim all meals and snacks at the over income reimbursement rate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

12. Budget and Staffing Plan (Day Care Centers, Shelters and After-School "At Risk" Programs, only).

(a) Annual Budget

Complete the attached CACFP Budget Worksheet to develop budget details and documentation. Submit the completed worksheet with the required documentation and enter the specific worksheet totals in the "Sponsor Amount" column, below:

Worksheet Item Number	Categories	Sponsor Amount (Annual Cost)	S/A Approved Amount
1.	Food Purchases	22,000 -	
2.	Non-Food Supplies	3,300 -	
3.	Postage/Printing		
4.	Food Service Labor and Taxes	13,990.32	
5.	Fringe Benefits		
6.	Equipment Purchases (\$5,000 and over)		
7.	Utilities		
8.	Contracted Services		
9.	Equipment Rental/Lease		
10.	Administrative Budget		
<b>Grand Totals:</b>		<b>39,290.32</b>	

(b) Staff

List the staff with responsibilities related to the operation of the food service program.

Position Title	Number of Staff in the Position	Summary of CACFP Responsibilities
Food Service Staff		
Cook	1	Plan weekly menus, produce well cooked meals which meet all CACFP guidelines, Place food orders, stay within set budget, Prepare breakfast, lunch and pm snack and serve to classroom.
Drivers		Clean up from meals, keep kitchen spotless and earning consistently high inspection reports attend needed trainings as determined by the Director and have State of CT Certification in Food Protection
Site/Classroom Staff		
Administrative Staff		
Others (List)		

13. Budget and Staffing Plan (Day Care Home Sponsors, only) *N/A*

(a) Annual Budget

Complete the attached CACFP Administrative Budget Worksheet to develop budget details and documentation. Submit the completed Worksheet with required documentation and enter the specific worksheet totals in the "Sponsor Amount" column, below:

Budget Worksheet Line Item Number	Categories	Sponsor Amount (Annual Costs)	S/A Approved Amount
1.	Total annual administrative labor and taxes		
2.	Fringe Benefits		
3.	Equipment purchases (\$5,000 or over)		
4.	Supplies		
5.	Educational Supplies		
6.	Printing		
7.	Postage		
8.	Office Space		
9.	Utilities		
10.	Insurance Premiums		
11.	Contracted Services		
12.	Equipment Rental/Lease		
13.	Telephone		
14.	Advertisement		
15.	Dues, Subscriptions or Memberships		
16.	Licensing Related Expense		
17.	Other Administrative Services		
18.	Program Operations		
19.	Provider and Staff Training		
20.	Indirect Costs		
21.	<b>Grand Totals:</b>		
<b>Number of Homes Used for Revenue Projection:</b>			

(b) Staffing Plan: List all agency staff with responsibilities related to the CACFP.

Administrative Function	Total Staff Hours	Name and position of staff member(s) completing activities related to the function
General Administration		
Fiscal Management		
Monitoring		
Training and Technical Assistance		
Clerical		
Other (List)		

**14. Fiscal Resources and Financial History**

- (a) Provide a description of the organization's activities and programs. (See attached *Bylaws of the Mansfield Discovery Depot Inc.*)
- (b) Has this organization ever been terminated; determined to be seriously deficient in the CACFP?  
 Yes  No

- (c) List all of the publicly funded programs in which this institution and its principals have participated in the last seven years and indicate if the institution and/or its principals has been disqualified from participation in any of these programs for failure to meet that program's requirements?

<i>State Dept. of Education School Readiness</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>DSS. Funded center</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Others (Attach a complete list)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If the answer is yes for any program, please attach an explanation regarding the circumstances.

- (d) List total revenue by source, frequency, type (earned income, grants, donations), function or purpose, and type. Indicate how long this revenue has been available to the organization, whether that level, function or nature of the funding is expected to change in the upcoming fiscal year, and if so, what impact it will have on the organization's operation.

*Local parent fees since 1990, Parent fees increase annually 3-6%*  
*DSS. funded center, subsidized for 40 spaces. No change in upcoming year*  
*SDE School Readiness funded since 1998, subsidized for 4-5 spaces '03-'04*

- (e) Provide a description of the organization plan for repayment of fiscal over-claims, should they occur. Include the source of income available to meet costs not covered by CACFP (Non-allowable costs, i.e., preparation costs related to the IRS 990 reporting requirements, etc., costs in excess of reimbursements, etc.). *Mansfield Discovery Depot maintains a fund balance through the Town of Mansfield. Any repayments of fiscal over-claims can and will be paid with by this source of income.*

- (f) Describe the accounting system (cash or accrual) used by the organization.  
*M.D.D. uses an accrual accounting system.*

- (g) Provide a copy of the organization's most recent independent audit or audited financial statements as prepared by a certified public accountant. *(forthcoming from Town of Mansfield Finance Department.)*

**15. Management Plan**

Submit a written plan to describe the operation and management of CACFP. All questions that must be answered in developing the management plan are attached. *(See attached)*

### Certification

As part of this application, institutions must submit certifications regarding participation in other publicly funded programs. The required certification statements listed below must be completed. Institutions and individuals providing false certifications will be placed on a National Disqualified list maintained by the U.S. Department of Agriculture (USDA) and will be subject to any other applicable civil or criminal penalties.

*I CERTIFY that, within the last seven years, neither the institution nor any agency employee or board member have been convicted of a criminal offense; and that no agency employee or board member has been associated with an organization terminated from CACFP for failure to correct serious deficiencies.*

\_\_\_\_\_  
Signature of Authorized Representative  
(Signature #1 on the Agreement ED-099)

Town Manager  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

*I CERTIFY that, during the last seven years, neither the institution nor any of its principals have been declared ineligible for any publicly funded program for violating that program's requirements. "Publicly funded program" means any program or grant funded by federal, state or local governments.*

\_\_\_\_\_  
Signature of Authorized Representative  
(Signature #1 on the Agreement ED-099)

Town Manager  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**or, in lieu of this certification:**

*I CERTIFY that, the institution ( \_\_\_\_\_ ) and/or*  
Name of the Institution

*its principals ( \_\_\_\_\_ ), previously declared ineligible for a publicly funded*  
Name(s) of Principals

*Program was/were later fully reinstated in, or determined eligible for, \_\_\_\_\_*  
Program Name

*and that any debt owed to the program was fully repaid.*

\_\_\_\_\_  
Signature of Authorized Representative  
(Signature #1 on the Agreement ED-099)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

*I CERTIFY that, during the last seven years, neither the institution nor any of its principals have been convicted of any activity that indicated a lack of business integrity. Activities that indicate a lack of business integrity include, but are not limited to, fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims or obstruction of justice.*

\_\_\_\_\_  
Signature of Authorized Representative  
(Signature #1 on the Agreement ED-099)

Town Manager  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

*I CERTIFY that all the information on this application and the attached site information sheet(s) is true and correct to the best of my knowledge. I understand that this information is being given in connection with the receipt of Federal funds, and that deliberate misrepresentation may subject me to prosecution under applicable State and Federal criminal statutes.*

\_\_\_\_\_  
Signature of Authorized Representative  
(Signature #1 on the Agreement ED-099)

Town Manager  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Institution Principals Names, Addresses and Dates of Birth	
Chairperson of the Board or equivalent Position (Superintendent of Schools, Mayor, Selectman, Commissioner or Pastor) Printed Name: _____ Date of Birth: _____ Mailing Address: _____ _____ _____	Executive Director or equivalent position (Principal, Headmaster, City or Town Manager, Deputy Commissioner, Assistant Superintendent) Printed Name: _____ Date of Birth: _____ Mailing Address: _____ _____ _____

# Building for the Future

## What is CACFP?

CACFP is the Child and Adult Care Food Program, a Federal program that provides healthy meals and snacks to children and adults receiving day care.

Each day more than 2.6 million children and almost 60,000 older adults participate in CACFP. Through CACFP, participants' nutritional needs are supported on a daily basis. The program plays a vital role in improving the quality of day care and making it more affordable for many low-income families.

In addition to day care, CACFP helps make afterschool programs more appealing to at-risk youth. By offering nutritious snacks in programs serving low-income areas, centers can increase participation and know that youth are having a healthy snack.

Homeless children and children from temporarily displaced families can also receive up to three meals each day through shelters that operate the program.

## Who is eligible for CACFP meals?

- children age 12 and under,
- migrant children, age 15 and younger,
- functionally impaired adult participants or adults age 60 and older enrolled in an adult day care center, and
- youths through age 18 in afterschool programs in needy areas.

## What kinds of meals are served?

CACFP facilities follow the meal patterns established by USDA.

- Breakfast consists of a serving of milk, fruit or vegetable, and grains or bread.
- Lunch and dinner require milk, grains or bread, meat or meat alternate, and two different servings of fruits or vegetables.
- Snacks include two different servings of the four components: milk, fruits or vegetables, grains or bread, or meat or meat alternate.

## CACFP Facilities

Many different facilities operate CACFP, all sharing the common goal of bringing nutritious meals and snacks to participants.

- **Child Care Centers**  
Licensed or approved public or private nonprofit child care centers, Head Start programs, and some for-profit centers serve meals to large numbers of children.
- **Family Day Care Homes**  
Small groups of children receive nonresidential day care in licensed or approved private homes.
- **Afterschool Care Programs**  
Centers in low-income areas provide free snacks to school-age children and youth.
- **Homeless Shelters**  
Emergency shelters provide residential and food services to homeless children.
- **Adult Day Care Centers**  
Public, private nonprofit, and some for-profit adult day care facilities provide structured, comprehensive services to functionally impaired nonresident adults.

## Child and Adult Care Food Program (CACFP)

## How does CACFP work?

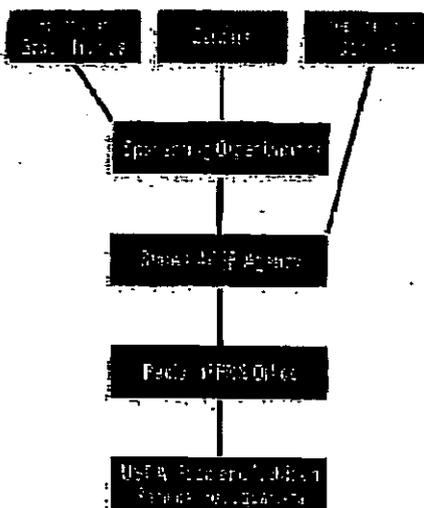
CACFP reimburses participating centers and day care homes for serving nutritious meals. It is administered at the Federal level by the Food and Nutrition Service (FNS), an agency of the U.S. Department of Agriculture (USDA).

The State education or health department administers CACFP in most States. State agencies approve sponsoring organizations and independent centers to operate the program on the local level. The State also monitors the program and provides guidance and assistance to ensure requirements are met.

Sponsoring organizations play a critical role in supporting home day care providers and centers through training, technical assistance, and monitoring. All family or group day care homes must come into the program under a sponsoring organization. Several types of organizations are approved by the States to serve as sponsors—community action groups, nonprofit organizations, and churches.



## CACFP Partners



## Contacts

If you are interested in participating in CACFP, or have questions about the program, the sponsoring organizations and State agencies can help. Our website has State agency CACFP contact information, or call (703) 305-2620.

[www.fns.usda.gov/cnd/contacts/StateDirectory.htm](http://www.fns.usda.gov/cnd/contacts/StateDirectory.htm)

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United States Department of Agriculture  
Food and Nutrition Service

# Building for the Future



in the  
**Child and Adult  
Care Food Program  
(CACFP)**

003

P 60

05/17/2003 TUE 11:00 FAX 860 807 2127

989

429

**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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Community Children's Center Application to Neighborhood Assistance Act Tax Credit Program**

Dear Town Council:

The Community Children's Center is a non-profit, non-sectarian licensed day care center that first opened in 1970. The Center has operated continuously in the lower level of the Unitarian Universalist (UU) Fellowship building on Spring Hill Road. The UU Fellowship is expanding its use of the building and the Children's Center must be relocated. Consequently, the Community Children's Center is now seeking the town's support in submitting its proposal for funding through the Neighborhood Assistance Act program.

As explained in the attached memorandum from the Community Children's Center, the State of Connecticut's Neighborhood Assistance Act Tax Credit program would provide the Center with \$45,000 in funding to establish a contingency fund to cover cost overruns, unanticipated expenses, as well as any additional expenses not covered under the construction contract (playground equipment, landscaping, etc.).

This proposal would not have a financial impact on the town. Staff recommends that the town support the Community Children's Center proposal because of the benefits the Center offers to the participating children and families, and to the future educators of young children who receive training at the Center as interns from two local universities.

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

*Move, effective June 23, 2003, to support the Community Children's Center application in the amount of \$45,000 to the state's Neighborhood Assistance Act Tax Credit Program.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attachment: (2)

COMMUNITY CHILDREN'S CENTER  
46 Spring Hill Rd.  
Storrs, CT. 062  
(860) 429-7171

June 4, 2003

Town of Mansfield  
Mansfield, CT 06268

To Whom it May Concern,

Please find attached a program proposal submitted by the Community Children's Center to the State of Connecticut's Neighborhood Assistance Act Tax Credit program ([www.drs.state.ct.us](http://www.drs.state.ct.us) (NAA button)). In order to be considered for the program during the next fiscal year, our proposal would need to be approved by the Town of Mansfield by July 1, 2003.

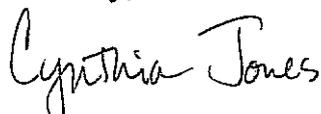
The Community Children's Center (CCC) is a non-profit, non-sectarian licensed day care center that first opened in 1970 as a parent-owned cooperative. The Center has operated continuously in the lower level of the Unitarian Universalist building on Springhill Road. The UU congregation now needs to expand its use of the building and they have asked CCC to relocate. Toward this end, CCC has purchased land and secured a USDA Rural Development Construction Loan that will allow the Center to build a new facility on Mansfield City Road. The CCC building project has been approved by the Inland Wetlands Commission and the Planning and Zoning Commission (Special Permit) of the Town of Mansfield.

The Community Children's Center seeks the Town's support in submitting a proposal for additional funding through the Neighborhood Assistance Act program. While we have secured funding that will allow us to construct our building, we are in need of additional funds to (1) establish a contingency fund to cover cost overruns, (2) cover unanticipated expenses associated with testing and permit application to become a Public Water Supply, and (3) cover additional expenses not covered under the construction contract (playground equipment, landscaping, etc.). Any funds generated under the NAA that was not used by the building project, i.e. remaining contingency funds, would be directly applied to the balance of the mortgage.

We have discussed our needs with the NAA office (Mike Galliher (860) 297-5687). If you have questions, please contact myself (a parent member of the CCC Building Committee) at (860) 423-8996 or Lisa Dahn, Director of the Community Children's Center at (860) 429-7171.

Thank you for your attention to our proposal.

Sincerely,



Cynthia Jones



Municipality: Town of Mansfield

**Form NAA-01**  
**2003 Connecticut Neighborhood Assistance Act (NAA)**  
**Program Proposal**

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

**PART I — GENERAL INFORMATION**

Name of Tax Exempt Organization/Municipal Agency: Community Children's Center

Address: 46 Springhill Rd  
Storrs, CT 06268

Federal Employer Identification Number: 06-0865803

Program Title: Community Children's Center Building Project

Name of Contact Person: Lisa Dahn, Director

Telephone Number: (860) 429-7171

Total NAA Funding Requested (\$250 Minimum, \$150,000 Maximum): \$ 45,000

Credit Percentage for Which Your Organization is Applying (Check One):

60%

40%

If 60% Program, Check the Appropriate Description:

- Job training/education for unemployed persons aged 50 or over;
- Job training/education for disabled persons;
- Program serving low-income persons;
- Energy conservation;
- Child care services.

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes

No

If yes, attach a copy of the **first page** of your most recent return.

If no, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

**PART II — PROGRAM INFORMATION**

Description of Program: Please see attached.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Need for Program: Please see attached.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Goals of Program: Please see attached.  
\_\_\_\_\_  
\_\_\_\_\_

Neighborhood Area to be Served: Town of Mansfield (60% of families)  
and surrounding towns: Windham, Coventry, Willington  
\_\_\_\_\_  
\_\_\_\_\_

Total Number of Recipients approximately 26 children

**Eligibility criteria for 60% Programs:**

- Check here if at least 75% of recipients (indicated above) are low income persons who do not have an income exceeding 150% of the poverty level.

If job training and education programs, check all boxes that apply:

- Program is directed at unemployed persons aged 50 or over;
- Program is directed at disabled persons;
- Program is directed at persons currently receiving Temporary Family Assistance.

If energy conservation program, check all boxes that apply:

- Property occupied by persons at least 75% of whom are at an income level not exceeding 150% of the poverty level;
- Property occupied by charitable corporation, foundation, or trust.

**Administration of Program:**

Identify every person or organization involved in the implementation and administration of the program. Use additional sheets if necessary.

1. Name: Lisa Dahn, Director  
Address: 46 Springhill Rd, Storrs-Mansfield, CT 06268

Duties and Responsibilities: Administers the day-care program, represents the center to staff, parents, board & community.

Connecticut Tax Registration Number  
or Social Security Number: 6549711-00

2. Name: Margaret Thomas  
Address: 141 Brigham Tavern Rd. Coventry, CT

Duties and Responsibilities: Chair of the CCC Board of Directors; works with the Director to set agenda, presides at Board meetings, serves on committees.

Connecticut Tax Registration Number  
or Social Security Number: \_\_\_\_\_

**Timetable:**

Program Start Date: 07/01/03

Program Completion Date: 01/01/04

**NOTE:** A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Month your annual accounting period ends: Aug 31

Method of accounting:  Cash  Accrual

**PART III — FINANCIAL INFORMATION**

**Program Budget:**

Complete in full.

**Sources of Revenue:**

NAA Funds Requested	<u>\$145,000</u>
Other Funding Sources (itemized sources):	
a)	<u>\$ 325,000</u>
b)	<u>20,000</u>
c)	<u>3,000</u>
d)	<u>          </u>

**Total Funding:** \$ 393,000

**Proposed Program Expenditures:**

Direct Operating Expenses (itemized description):	
a) Architect	<u>\$ 18,000</u>
b) Contractor and land purchase	<u>328,000</u>
c) Public Water Supply Approval Testing and Fees	<u>15,000</u>
d) Construction Contingency Funds	<u>20,000</u>
e) Playground expenses and landscaping	<u>8,000</u>

Administrative Expenses:	<u>0</u>
Professional Fund-raising Fees	<u>0</u>

Accounting/Legal & Other Expenses (itemized):	
a) Attorney fees	<u>4,000</u>
b)	<u>          </u>
c)	<u>          </u>
d)	<u>          </u>

**Total Proposed Expenditures:** \$ 393,000

**PART IV — MUNICIPAL INFORMATION**

*To be completed by the municipal agency overseeing implementation of the program*

Name of Municipal Agency Overseeing Implementation of the Program: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Name of Municipal Liaison: \_\_\_\_\_

Telephone Number: (      ) \_\_\_\_\_

Fax Number: (      ) \_\_\_\_\_

**Post-Project Review**

Is a post-project review required for this proposal?

Yes

No

If yes, date post-project review due:

\_\_\_/\_\_\_/\_\_\_

## Neighborhood Assistance Act

### Part II

#### Description of Program:

The Community Children's Center (CCC) is a non-profit, non-sectarian, licensed day care center in Storrs-Mansfield, Connecticut. Founded in 1970 as a parent-owned and operated cooperative, CCC currently employs a professional staff who provide care for approximately 26 children aged 18 months to 5 years. In June 2000, CCC obtained accreditation from the National Association for the Education of Young Children (NAEYC).

The Community Children's Center attracts parents who seek a small-scale, individualized, play-based program in the progressive educational tradition. Parents contribute to CCC by staffing its Board of Directors, by fundraising and by assisting in the maintenance of the facilities. CCC reflects the wider community that it serves. Situated near the University of Connecticut, CCC has always included a significant number of children of students and employees of the University. But CCC has also been attractive to many other area families. Participation in Mansfield's School Readiness program has allowed us to offer childcare to area families who might otherwise not be able to afford it.

Three features characterize CCC and distinguish it from other local programs.

1. CCC is a small daycare center. We enroll approximately 26 children each year, some for half-days and others full-days. Children are divided into two mixed age groups: 18 months to 3 years and 3 to 5 years. We have highly qualified staff and maintain high teacher/child ratios (on average 1:4 in the preschool and 1:3 in the toddler program). These practices emerge from our belief that young children away from home need loving, responsive, respectful, individualized care in a safe, low-stress environment.
2. Because we believe that a child's natural interest in play fuels exploration and the construction of knowledge, we do not write lesson plans. Instead, our curriculum (what we want the children to learn) is embodied in the varied, open-ended materials that we make available and the presence of responsive, supportive teaching staff. Together they provide a rich learning environment. This reflects our goal of letting children actively make their own discoveries rather than learning to depend on adults to amuse or entice them, or to frame their experience for them.
3. While teachers make almost no effort to influence what children choose to play or use during their play time, they do work hard to support positive social interaction and create a caring community which balances the needs of the individual with the needs of the group. They actively teach awareness and respect for self and others, communication, and negotiation of conflicts and other interpersonal problem-solving skills. They nurture sparks of shared enthusiasm into group projects and, in the preschool, use group time as a forum for problem-solving and rule-making.

We do this because we believe that one of the most valuable things we can offer is the opportunity to participate in a lovingly guided early group experience. We believe that learning to function in a group, make friends, and meet personal needs through social relationships are fundamental life skills which support development of a positive self-concept and the confidence that goes with it, opening the way for a lifetime of exploration and growth.

The benefits of CCC's program extend beyond the children we serve. We participate in the training of future educators of young children, providing sustained guidance to our interns from two area universities. In addition, CCC staff contribute actively to the profession of early care and education through participation on the School Readiness Council of Mansfield and its committees and programs; membership and leadership in professional organizations; and presentations at professional conferences.

### **Need for Program:**

Since its founding, CCC has rented its premises from the Unitarian Universalist Fellowship. The UU Fellowship has grown in size and recently requested that we search for new accommodations.

The existing facility of CCC is the walkout basement of the UU Fellowship's building. This space provides approximately 1,050 square feet of program space, and an additional small kitchen that also serves as a office. There is one bathroom for use by children. The current facility lacks staff and conference space, although this is mitigated by the UU Fellowship allowing staff to use their bathroom and one of their rooms for meetings. The walkout basement leads to a large grassy play area with shade trees, climbers, slides, swings and a sandbox.

In order for the Community Children's Center to continue to exist, we are proposing to build a 2400 square foot building that will accommodate 26 children at any one time. It will include two program areas: one large room for 16 preschoolers age 3 – 5 (approx. 800 sq. ft.), and one area (approx. 600 sq. ft.) with two rooms for 10 toddlers, age 1.5 - 3 years. It will include a child's bathroom in each program area (two toilets and a sink). It will also include a small kitchen, a small office and a conference/staff room. We will transfer furniture, toys and play equipment from our current facility to our new facility.

To construct this facility, the Building Committee of CCC has secured a \$325,000 loan for Rural Development from the USDA. This low interest loan will extend over 40 years and the reasonable mortgage payments will allow the center to continue to meet operating expenses. Our project has been approved by Planning and Zoning Commission of the Town of Mansfield.

This construction loan will cover the land purchase and building construction, but will not cover unanticipated expenses that must be incurred in order to meet the state's requirements for a public water supply. We also seek funding to cover a contingency fee for cost overruns, and items excluded from the construction contract such as additional playground equipment and landscaping. *In the event that contingency fees are not used during construction, the remainder of any funds generated through the Neighborhood Assistance Act will be applied to the balance of the mortgage.*

**Goals of Program:**

The primary goal of the Community Children's Center is to continue to provide a high quality, progressive day care program to residents of Mansfield and surrounding towns. To that end, we seek funding from the Neighborhood Assistance Act that will allow us pay expenses associated with state requirements for the water supply of the new facility, provide playground equipment and general landscaping, and cover unanticipated cost overruns during construction. As stated above, any remaining monies from NAA funding will be applied directly to the mortgage balance.



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

Martin H. Berliner, Town Manager

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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Grant Application to League of Women Voters to Sponsor a Community  
Conversation About Education**

Dear Town Council:

Attached please find excerpts from a proposed grant application in the amount of \$2,000 to the League of Women Voters to sponsor a community conversation about education. This grant is available to communities such as Mansfield that are participating in the Graustein Discovery initiative. It supports the planning and operation of a "Community Conversation," which represents an opportunity for up to 100 community members to come together for a focused discussion around a critical educational issue. The goals of this grant are to:

- Provide an opportunity for participants from diverse backgrounds to speak openly with each other
- Clarify personal views on critical educational issues
- Provide an opportunity to listen and reach agreement on critical educational issues
- Find common ground among participants who view the issues from different perspectives
- Generate new ideas and approaches
- Develop options to continue to move forward to work on critical educational issues.

In keeping with the focus of Discovery 2003, the topic of this Community Conversation would be the introduction of all-day kindergarten to Mansfield. It would be our intention to create a coalition of local community groups including the Board of Education, the Mansfield School Readiness Council, and the Mansfield Business and Professional Association to plan and operate this event. The broad objective would be to heighten community awareness and involvement around the issue of early childhood care and education for the children and families of our community.

As stated above, the grant would provide \$2000 to operate the event. This amount would cover any direct expenses, and also fund training for discussion group moderators and technical assistance in the form of a planning guide, video, and printed material. Because this training was

already included in our work plan for the Discovery grant, most staff hours are already covered. Additional expenses would be "in-kind" in the form of additional staff hours for planning and the use of a town facility for the actual event. Legal review of the application is not required.

Staff recommends that the town pursue this grant application. One of the goals of the Graustein Discovery grant is to both inform the public regarding the early care and educational needs of young children, and to generate "public will" to support these needs.

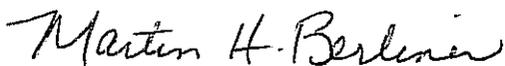
While recent research suggests that there are extensive long-term benefits that result from quality early care and education, the majority of the public is not aware of this connection, despite acknowledging the fact that learning begins at birth. This community forum is designed to encourage discussion around this issue and identify action steps that we can take as a community to address the educational needs of children while at the same time providing support to families.

While the concept of all-day kindergarten in Mansfield has already been approved, implementation has been delayed due to lack of funding. This grant would provide us with the opportunity to educate the public about the importance of early learning, and to build support to move this initiative forward. It also gives us a chance to broaden the membership of our coalition beyond those who are involved in the business of early care and education to include a much more representative group of our residents.

If the Town Council supports this recommendation, the following motion is in order:

*Move, to authorize the Director of Social Services to submit an application in the amount of \$2,000 to the League of Women Voters to sponsor a community conversation about education.*

Respectfully submitted,



Martin H. Berliner  
Town Manager

Attachments: (1)

**Community Conversations Application Form for Early Care and Education Grant**

Town Applying: Town of Mansfield                      ALUMNI?              No

Your Name: Kevin Grunwald              Organization: Social Service Department

Address: 4 South Eagleville Road City: Storrs Zip: 06268

Telephone: 860 429-3314 Fax: 860 429-7785 Email: grunwaldk@mansfieldct.org

\*Nonprofit Organization Serving as Fiduciary: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

*\*Please include with the application an Internal Revenue Service Letter of Determination for this organization.*

1. On a separate sheet, please list up to six organizations, agencies, community groups or individuals which have agreed to co-sponsor the Community Conversation about Early Childhood Care and Education and will participate in the planning process. Please indicate those people/organizations that are also involved in the Discovery process. For the each please give:

Organization Name	Contact Person	Telephone/Fax	Email
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2. What other people/organizations will you invite to participate in the planning process? (Use additional sheets as needed)

Organization Name	Contact Person	Telephone/Fax	Email
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3. What experience (none is required) has the sponsoring organization(s) had 1) in working with collaborations or partnerships, and with whom, or 2) in supporting this type of community-wide project? (Alumni applicants, please comment on your previous Community Conversation.)

**4. What are the critical childcare and early childhood education issues in your community/region?**

**5a. Community Conversations seek to engage participants from diverse segments of the community. Comment on aspects of diversity in your community and describe your strategies for attracting diverse participants to your event.**

**5b. Is there a non-English speaking population in your community? How will you accommodate their participation in your Community Conversation?**

**6. Why do you want to host a Community Conversation? How do you think your community might benefit? How will your community plan next steps from the findings of the conversation?**

**7. Please tell us how this proposal relates to your community's Discovery process?**

**FIVE (5) COPIES OF COMPLETED APPLICATION ARE DUE BY 12PM, NOON, JUNE 30, 2003.**

## COMMUNITY CONVERSATIONS ABOUT EDUCATION – EARLY CARE & EDUCATION

### Application Guidelines

The League of Women Voters of Connecticut and our partners encourage you to apply for a grant to hold a Community Conversation about Education. These are community-wide discussions that examine diverse community perspectives on issues affecting early childhood care and education. Communities involved in the Graustein Memorial Fund's Discovery Initiative, Connecticut communities designated as priority or transitional school districts, or school systems with severe-needs schools are eligible to receive a grant. Eligible communities are listed following these guidelines.

Our goal is to improve outcomes for children and youth by helping citizens develop informed public opinion to define, focus and support community priorities. The grants are made based on applications. Alumni grants are available for previous award winners to help continue the work. Twenty-two representative organizations support the Community Conversations project. These partners review all applications and select the grant recipients. Multiple grants will be awarded.

The grants are \$2,000. A single community may sponsor a conversation, or two or more communities may work together to address the topic on a regional basis. Alumni grants, for communities that have already held a Community Conversation, are \$1,000. The money covers refreshments, printing, postage, childcare and other costs. Consultants from the League of Women Voters provide a planning guide, a video, training and printed materials; they offer guidance and technical assistance to planning committees.

Community Conversations About Education bring together approximately 100+ diverse community members. Opening and closing plenary sessions introduce the topic and set the stage for discussion and follow-up work. Participants break out into small discussion groups led by trained moderators. The small group discussions are the heart of the conversation. Together participants examine issues affecting children, youth and families. The structure allows all participants to contribute to constructive dialogue and for diverse experiences and perspectives to be shared in an open, "safe" environment. The discussions generate ideas and action steps. Planners ensure opportunities for follow-up. Findings from the Conversation are used to develop plans to continue the work in various ways.

Your Conversation will be planned and carried out by a local committee made up of representatives from diverse segments of the community. The objective is to broadly reflect the range of interests and differing viewpoints within the community. It is important that your application demonstrate the capacity to reach out to individuals who do not usually participate in educational forums or who are underrepresented in other forms of public debate. An ultimate goal is to impact local priorities and to stimulate locally initiated projects with broad-based support. Your application should clearly show that specific thought has been given to plans to use the results of the Conversation to stimulate new initiatives or to inform existing community projects.

Winners will be announced in August 2003. Planning begins then for conversations to be held in October and November 2003.

Questions about this application may be directed to: Nancy Polk (203) 397-2799, [NPolk@aol.com](mailto:NPolk@aol.com) or Sonja Ahuja at (203) 222-0753, [Sonjagai@optonline.net](mailto:Sonjagai@optonline.net). These guidelines and an application may be downloaded from the League website at [www.LWVCT.org](http://www.LWVCT.org).

**THE DEADLINE FOR APPLICATIONS IS 12 PM, NOON, JUNE 30, 2003.**

Please mail five (5) copies of the completed application to: Community Conversations, League of Women Voters of Connecticut, 1890 Dixwell Ave., Suite 113, Hamden, CT 06514.

## COMMUNITIES IN THE DISCOVERY PROGRAM

ANSONIA	HAMDEN	SHELTON
BLOOMFIELD	HARTFORD	SOUTHINGTON
BRANFORD	KILLINGLY	STAFFORD
BRIDGEPORT	MANCHESTER	STAMFORD
BRISTOL	MANSFIELD	STRATFORD
BROOKLYN	MERIDEN	THOMPSON
CHAPLIN	MIDDLETOWN	TORRINGTON
DANBURY	MILFORD	VERNON
DERBY	NAUGATUCK	WALLINGFORD
EAST HARTFORD	NEW BRITAIN	WATERBURY
EAST HAVEN	NEW HAVEN	WEST HARTFORD
ENFIELD	NEW LONDON	WEST HAVEN
GRANBY	NORWALK	WEATHERSFIELD
GREENWICH	NORWICH	WINCHESTER
GRISWOLD	PLAINFIELD	WINDHAM
GROTON	PLYMOUTH	WINDSOR
	PUTNAM	

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



Martin H. Berliner, Town Manager

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June 23, 2003

Town Council  
Town of Mansfield

**Re: Amendment to Mansfield Code of Ordinances, Chapter 173, Article V - Ambulance-type Motor Vehicle Exemption**

Dear Town Council:

Attached please find a proposed amendment to the Mansfield Code of Ordinances, Chapter 173, Article V - Ambulance-type Motor Vehicle Exemption. The purpose of the proposed amendment is two-fold. First, changing the ordinance would avoid the exclusion of those persons eligible to receive the exemption because they were not originally registered with the Department of Motor Vehicles (DMV) on October 1<sup>st</sup> each year. Motor vehicles registered after October 1<sup>st</sup> each year are listed on the Supplemental Motor Vehicle Grand List. There was no provision in the ordinance to allow those vehicles the exemption in the year they were originally assessed.

Secondly, current law has changed in that permanently handicapped people are now required to pass a driving test at DMV and their driver's license reflects the driver's restrictions. The change in the ordinance would alleviate the burden of providing a letter every three years from a physician stating the need for an ambulance-type motor vehicle. Under the proposed revision, the applicant would supply a copy of the driver's license at the time of the initial application. For those who do not have the restricted driver's license, the original language would apply.

The financial impact to the town would be minimal since we currently have only seven or eight vehicles eligible for the exemption. The Town Attorney has reviewed this proposal and made some recommendations that were incorporated into the draft.

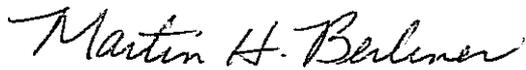
Staff recommends that the Town Council adopt the amendment to the ordinance. The change would be in the spirit of the original intent of the exemption and would provide relief for a potential undue hardship for the person applying for the exemption.

Following our customary procedure for amendments to the Code, we suggest that we schedule a public hearing at the next regular meeting to solicit public comment regarding the proposed amendment.

If the Town Council supports 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 July 14, 2003 to solicit public comment regarding the proposed amendment to the Mansfield Code of Ordinances, Chapter 173, Article V – Ambulance-type Motor Vehicle Exemption.*

Respectfully submitted,



Martin H. Berliner  
Town Manager

Attachments: (2)



**TOWN OF MANSFIELD**

**Code of Ordinances/Regulations**

**Routing Procedure for Additions, Amendments and Revisions**

*Hearing Procedure for Amendment to Chapter 173, Article V – Ambulance-type Motor Vehicle*

*Exemption*

*June 23, 2003 Draft*

Submitted to Town Attorney for review:	04/01/03
Submitted to Town Council for review:	06/23/03
Public hearing scheduled for:	
Adopted by Town Council:	
Published	
Submitted for codification:	
Effective date:	

Date: May 12, 2003  
To: Marty Berliner, Town Manager  
Matt Hart, Assistant Town Manager  
From: Walter Topliff, Assessor  
Re: Ambulance Type Motor Vehicle Exemptions

Back in late Fall 2002 I discovered that the Town of Mansfield's current Local Option Exemption for Ambulance Type Motor Vehicles did not allow for anyone registering their motor vehicle after October 1<sup>st</sup> of each year to receive the Local Option Exemption for the current Grand List year. Therefore, I raised the question of having the Ordinance changed. I made recommendations and Attorney Dennis O'Brien reviewed them and came back with some recommendations of his own. The following is a result of the process to date. I am proposing that the Town of Mansfield change Article V, Sections 173-27, 173-28 and 173-29 of the Town of Mansfield Code.

Currently, Section 173-27 Criteria for Vehicles, reads:

Personal Property tax exemption may be given commencing with the October 1, 1990 Grand List for vehicles which meet the following criteria:

- A. Any ambulance-type motor vehicle which is defined as one which has been substantially modified with assistive devices such as but not limited to wheelchair lifts and hand controls to make the vehicle viable transport for a medically incapacitated individual.
- B. Any ambulance-type motor vehicle, defined above, which is used exclusively for the purpose of transporting any medically incapacitated individual, excepting any such vehicle used to transport any such individual for payment.

I would like to change Section 173-27 Criteria for Vehicles to read:

Personal Property tax exemption may be given commencing with the October 1, 1990 Grand List for motor vehicles which meet the following criteria:

- A. Any ambulance-type motor vehicle which is defined as one which has been substantially modified with assistive devices, such as, but not limited to, wheelchair lifts and hand controls to make the vehicle viable transport for a medically incapacitated individual.
- B. Any ambulance-type motor vehicle which is used exclusively for the purpose of transporting any medically incapacitated individual, except any such vehicle used to transport any such individual for profit.
- C. Any motor vehicle owned by a person with disabilities, or owned by a parent or guardian of such person, which vehicle is equipped for purposes of adapting its use to the disability of such person.

Currently, Section 173-28 Filing of application, reads:

Any person who desires to claim the exemption provided in this Article shall file with the Assessor of the Town of Mansfield, before October 1 of any assessment year for which said exemption is claimed, a written application claiming such exemption on a form prepared by the Assessor. Failure to file such an application in said manner and form within the time limit prescribed shall constitute a waiver of the right to such exemption for the assessment year.

I would like to change Section 173-28 Filing of application to read as follows:

Any person who desires to claim the exemption provided in this Article shall file with the Assessor of the Town of Mansfield before October 1<sup>st</sup> of any assessment year for which said exemption is claimed, or if the motor vehicle is registered after October 1<sup>st</sup> of any assessment year, file on or before November 30<sup>th</sup> of the year in which the Supplemental Motor Vehicle bill would be due. A written application claiming such exemption must be filed on a form prepared by the Assessor. Failure to file such an application in said manner and form within the time limit prescribed shall constitute a waiver of the right to such exemption for that assessment year.

Currently, Section 173-29 Letter from Physician, reads:

Any person who desires to claim the exemption provided in this Article shall file with the Assessor of the Town of Mansfield, before November 1, 1990 of the first assessment year claimed, and October 1 for all subsequent Grand List years, a letter from the applicant's physician which attests to the applicant's need for a substantially modified ambulance-type motor vehicle due to that person's medical incapacitation. A new letter attesting to that person's medical incapacitation shall be filed with the Assessor of the Town of Mansfield every three (3) years thereafter. Failure to file such a letter in said manner and form within the time limit prescribed shall constitute a waiver of the right to such exemption for the assessment year.

I would like to change Section 173-29 Letter from Physician to read:

Any person who desires to claim the exemption provided in this Article shall file with the Assessor of the Town of Mansfield, before November 1, 1990 of the first assessment year claimed, and October 1<sup>st</sup> for all subsequent Grand List years for which said exemption is claimed, or if the motor vehicle was registered after October 1<sup>st</sup> of any year, file on or before November 30<sup>th</sup> of the year in which the supplement motor vehicle bill would be due, a letter from the applicants physician which attests to the applicant's need for a substantially modified ambulance-type motor vehicle due to that person's medical incapacitation. A new letter attesting to that person's medical incapacitation shall be filed with the Assessor of the Town of Mansfield every three (3) years thereafter. If the medically incapacitated person has completed a course required by the State of Connecticut, and the applicant's motor vehicle drivers license has been modified to reflect the completion of the course, a copy of the drivers license may be substituted for the physician's letter requirement. Failure to file such a letter or copy of the motor vehicle drivers license in said manner and form within the time limit prescribed shall constitute a waiver of the right to such exemption for the assessment year.

**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

June 23, 2003

Town Council  
Town of Mansfield

**Re: Police Coverage in the Town of Mansfield**

Dear Town Council:

Council member Martin has requested the addition of this item to the agenda. To offer you some background information, the Town of Mansfield provides police coverage through a combination of state and local resources. The Connecticut State Police has contractually agreed to assign five resident state troopers to the town and to provide backup services as necessary. In addition to the resident troopers the town employs four full-time police officers, a secretary and three part-time constables.

The Town Manager, who serves as the Director of Public Safety, provides general supervision of the Division. Basic police operations and day-to-day command are the responsibility of the State Police through its Troop "C" Commander in Tolland and the permanent Resident State Trooper Sergeant assigned to Mansfield.

Police Officers are responsible for the preservation of public order, the impartial enforcement of town ordinances and state statutes, and the protection of life and property. Town and State Police Officers provide coverage seven days a week. Each individual officer works a five-day-on, three-day-off schedule that ensures an immediate response to citizens' requests for police service. Part-time officers are utilized by the Division to provide additional service during peak activity periods.

For fiscal year 2003/04, the cost to provide police protection services in the Town of Mansfield totals \$675,150. As you will recall, for the upcoming fiscal year we did reduce as part of our overall budget reduction process the number of part-time shifts from five to three per week.

Respectfully submitted,

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

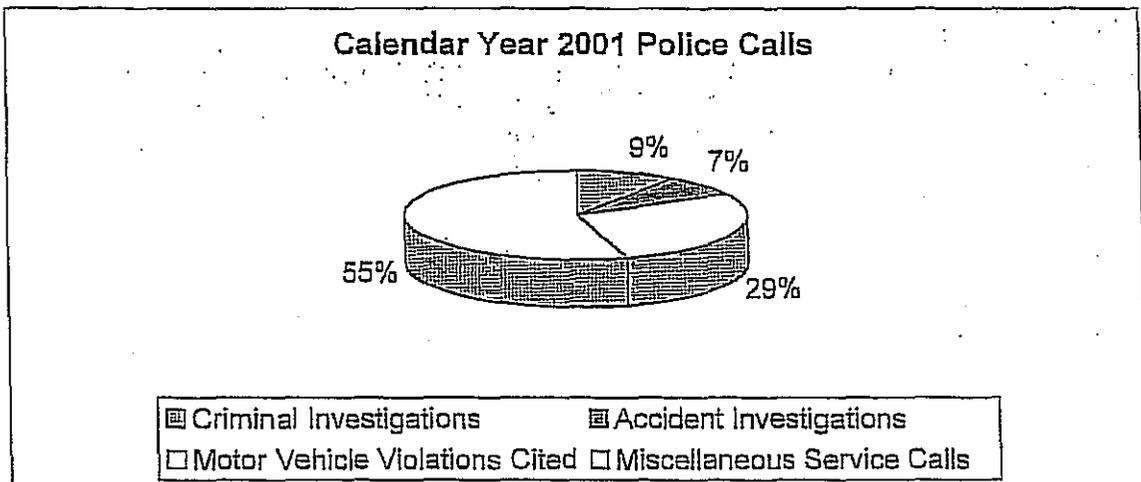
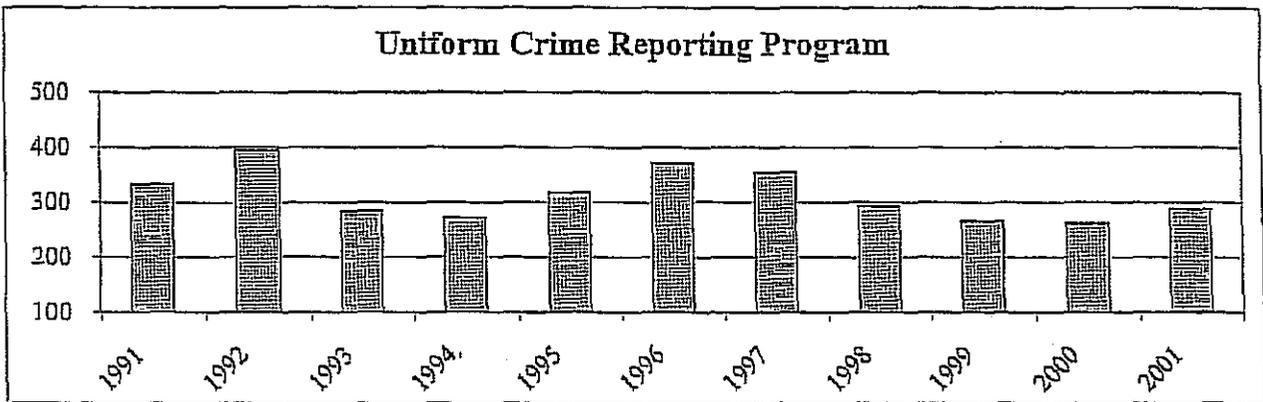
Martin H. Berliner  
Town Manager

**POLICE SUPERVISION - 21100**

The Town of Mansfield provides police protection services through a combination of state and local resources. Under a contract with the Town, the Connecticut State Police assigns five resident state troopers to Mansfield and provides backup services as necessary. In addition, the Town employs four full-time police officers, a secretary and three part-time constables.

The work of the Division is carried out under the general supervision of the Town Manager, who also functions as Director of Public Safety. Basic responsibility for police services and day-to-day command rests with the State Police through its Troop "C" Commander in Tolland and the Resident State Trooper Sergeant permanently assigned to Mansfield.

The graph below lists index crimes in Mansfield per the FBI's Uniform Crime Reporting Program (UCR). The FBI records these same seven index crimes (murder, rape, robbery, aggravated assault, burglary, larceny and motor vehicle theft) for all 50 states. These statistics can be misleading as they do not include many crimes such as vandallism, simple assaults, drug offenses, motor vehicle offenses, domestic violence offenses (unless aggravated assault was part of the domestic) and many more. Also, please note that UConn Police Department data is recorded separately.



Town of Mansfield  
Expenditure Budget

	Actual 01/02	Approp. 02/03	Adj App. 02/03	Estimated 02/03	Proposed 03/04	Projected 04/05
<b>21100 Police Supervision</b>						
517 Salaries and Wages	34,124	35,330	35,330	35,330	35,460	35,460
542 School/Library Books	185	350	350	350	350	350
543 Office Supplies	346	550	550	350	350	550
<b>Total 21100 Police Supervision</b>	<b>34,655</b>	<b>36,230</b>	<b>36,230</b>	<b>36,030</b>	<b>36,160</b>	<b>36,360</b>

	Actual 01/02	Adopted 02/03	Estimated 02/03	Proposed 03/04	Projected 04/05
EMPLOYEE BENEFITS	7,340	9,215	7,853	8,756	8,948
REVENUE	40,447	42,500	18,750	18,750	18,750
Police Supervision					
<u>EMPLOYEES</u>					
Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	1.00	1.00	1.00	1.00	1.00
Paid from Other Funds	0.00	0.00	0.00	0.00	0.00
Paid from General Fund	1.00	1.00	1.00	1.00	1.00

## **POLICE PROTECTION – PATROL SERVICES - 21200**

The Police Officers are responsible for the preservation of public order, the impartial enforcement of Town Ordinances and State Statutes, and the protection of life and property.

Town of Mansfield Police Officers, in conjunction with the State Police, provide coverage seven days a week. Each of the officers works a five-day-on, three-day-off schedule, thereby ensuring immediate response to citizens' calls for police service. The division utilizes part-time officers to provide additional service during peak activity periods.

### **FY 2002/03 Highlights**

- Continued to work with owners of Carriage House Apartments to maintain order and civility at that off-campus college-housing complex. This was accomplished through proactive attention by our regular patrols as well as dedicated overtime patrols funded by the owners.
- Purchased new duty weapons for the Mansfield Police Officers, replacing and upgrading from the firearms they had been carrying for the past 15 years
- Continued our traffic safety initiative consisting of dedicated traffic enforcement patrols to effectively address citizen complaints of motor vehicle violations
- Continued with community policing efforts through participation in safety days sponsored by local businesses as well as the "Know Your Town Fair"
- Worked with State Police Administration, Troop C, and UConn officials to make UConn "Spring Weekend" 2003 a public safety success
- Worked with State Liquor Control Agents to enforce liquor laws at popular UConn area bars

### **FY 2003/04 Major Initiatives**

- Continue with our traffic enforcement efforts
- Continue to work with owners of Carriage House Apartments to maintain order and civility at that housing complex
- Continue with our community policing efforts
- Work with State Police, Troop C and UConn officials to make UConn "Spring Weekend 2004" a public safety success

Town of Mansfield  
Expenditure Budget

	Actual 01/02	Approp. 02/03	Adj App. 02/03	Estimated 02/03	Proposed 03/04	Projected 04/05
<b>21200 Patrol Services</b>						
517 Salaries and Wages	302,918	298,230	300,300	300,200	279,030	306,310
522 Misc Benefits	7,461	5,710	5,710	2,900	5,210	5,710
533 Repairs/Maintenance	345	800	800	500	500	800
539 Other Purch Services	325,347	335,000	335,000	335,000	351,750	362,300
549 Other Supplies	1,653	1,500	1,500	1,500	1,500	1,500
554 Equipment	6,564	2,500	2,500	3,620	1,000	1,000
<b>Total 21200 Patrol Services</b>	<b>644,288</b>	<b>643,740</b>	<b>645,810</b>	<b>643,720</b>	<b>638,990</b>	<b>677,620</b>

	Actual 01/02	Adopted 02/03	Estimated 02/03	Proposed 03/04	Projected 04/05
<b>EMPLOYEE BENEFITS</b>	<b>65,153</b>	<b>77,788</b>	<b>66,730</b>	<b>68,898</b>	<b>70,412</b>

Patrol Services  
EMPLOYEES

Town Police Officers					
Full-time	4.00	4.00	4.00	4.00	4.00
Part-time	1.25	1.25	1.25	0.70	1.25
State Police Officers	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
<b>Total</b>	<b>10.25</b>	<b>10.25</b>	<b>10.25</b>	<b>9.70</b>	<b>10.25</b>
Paid from Other Funds	0.00	0.00	0.00	0.00	0.00
Paid from General Fund	10.25	10.25	10.25		10.25

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To: Town Council/Planning & Zoning Commission  
 From: Curt Hirsch, Zoning Agent  
 Date: June 12, 2003



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

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits Issued	27	13	17	134	177
Certificates of Compliance issued	19	21	9	241	152
Site Inspections	52	67	33	477	484
Complaints received from the Public	4	2	1	51	70
Complaints requiring inspection	1	0	0	34	47
Potential/Actual violations found	2	2	0	36	41
Enforcement letters	16	7	3	89	105
Notices to issue ZBA forms	3	1	0	15	8
Notices of Zoning Violations issued	5	7	0	29	46
Zoning Citations Issued	0	2	0	6	13

Zoning permits issued this month for single family homes = 5, multi-fm = 0  
 2002/03 Fiscal year to date: s-fm =24, multi-fm =14

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**DRAFT  
NOT REVIEWED OR ACCEPTED BY COMMITTEE  
ATTACHMENTS NOT INCLUDED**

**Mansfield Advisory Committee on the Needs of Persons with  
Disabilities**

**Regular Meeting  
Tuesday, March 25, 2003**

**Minutes**

- I. **Attendance:** members: Scott Hasson, Ruth Gordon, Wade Gibbs, Mary Thatcher; staff: Sheila Thompson, Kevin Grunwald; invitees: Matt Hart, Robert Gouldsbrough
  
- II. **Minutes:** Minutes of November 26, 2002 meeting and notes from the informational session of Jan. 28, 2003 were reviewed and approved.
  
- III. **New Business:**
  - a) Resident, Robert Gouldsbrough, introduced himself, indicating his interest in becoming a member of the Committee
  
  - b) Volunteers: Ruth Gordon expressed the desire to solicit a volunteer pool to assist persons with disabilities gain greater access and mobility within the community. She noted that in other cities, companies and businesses allow employees a day off to volunteer their time for projects, and employees are compensated at their normal rate of pay. Discussion focused on this possibility, if the Town had certain projects (recreational, etc) which would lend themselves to volunteer assistance. It was noted that our community is lacking in large businesses, other than UCONN, and therefore, this may be a barrier to this type of volunteerism. It was also noted that a small volunteer pool is maintained by the Social Services Dept. for individual assistance, and that these volunteers must be screened and have references. Scott Hasson suggested this item be a carried item on future agendas, regarding any potential or future projects. The suggestion met with approval of Committee members.

**IV. Old Business:**

- a) Membership: Mr. Gouldsbrough will submit a letter of intent to the Town's Committee on Committees. It was suggested that the Committee open itself to non-voting liaisons or representatives of UCONN and EO Smith High School.
- b) Report on Real Choice Grant: Kevin Grunwald distributed a letter which will be sent to various individuals, asking for their support for and possible inclusion on the Mansfield Community Inclusion Task Force, which will be comprised of persons who have direct experience with the issue of inclusion for someone who has a disability, and those who have interest in the need for inclusion by persons with disabilities. This Task Force will be the preliminary step in the grant application process to the CT Dept. of Social Services and the A.J. Pappanikou Center for the Real Choice Systems Change grant.
- c) Scott Hasson reported that funding requests for VNA, WRCC and Companions and Homemakers were approved by a unanimous vote of Committee members. Kevin Grunwald announced that due to budgetary constraints of the Town, it has been recommended, by the SS Department, that these amounts be decreased.
- d) Matt Hart reported on a partial completion of the survey which is being performed to assess compliance with ADA regulations in Town facilities. A work plan is being developed to address any violations which are identified, and these will be remediated by in-house personnel, Public Works personnel or contracting with outside companies for necessary repairs. Violations which are technically infeasible to bring into compliance will be addressed by other means.
- e) Mary Thatcher reported that the Transportation Coalition has completed a survey of transportation resources for 52 towns, and that this will be printed and distributed to assist towns to cooperate with each other to meet transportation needs.

The meeting adjourned at 3:50PM. Next regularly scheduled meeting: April 22, 2003

Respectfully submitted,

Sheila Thompson

# DRAFT

Mansfield Conservation Commission  
Minutes of the April 16, 2003 Meeting  
Conference Room B, Audrey P. Beck Building

Present: Denise Burchsted, Quentin Kessel, Lanse Minkler, John Silander (7:55P.M. arrival), Robert Thorson (7:55P.M. departure), and Frank Trainor.

Absent: Robert Dahn and Jennifer Kaufman

Town Staff: Grant Meitzler

Guests: Michael Dilaj, Rich Miller

1. The meeting was called to order at 7:30 PM. It was agreed to change the order of the agenda so that Thorson might contribute to discussions of the Fenton River geology and water quality before having to leave for an 8:00 P.M. meeting with students.
2. Thorson commented on what seems to be a steadily emerging trend to bring stone walls into the conservation movement. He briefly recounted his presentation on April 11, 2003, at what might have been the first such meeting of its kind, "Stonewalling - Strategies Regarding Stone Wall Preservation," sponsored by the Westchester County Department of Planning, the Westchester County Historic Preservation Advisory Committee, the Westchester County Historical Society, the Westchester Municipal Planning Federation, the Jay Heritage Center and the John Jay Homestead.
3. Thorson reported on the long letter from George Hoag and Glen Warner regarding the Fenton River Study, and a long conversation with Hoag. Thorson's sense of the letter was that it took the tone of a gentle rebuttal in the first half, and one of agreement and appreciation in its second half. During the Thorson-Hoag conversation, Hoag mentioned that the project had added a surficial geologist (Janet Stone), who will help detangle what - based on drilling so far -- is a more heterogeneous and complicated geohydrological setting that the LBG Level A cross sections originally suggested.
4. Kessel distributed copies of a March 13, 2003 letter (attachment #1) received from Corinne R. Fitting of DEP's Bureau of Water Management. The letter was in response to a request (attachment #2) for the references that provide the basis of their aquifer protection policy that excludes drainage sub-basins as important contributing factors to the recharge of aquifers if they are drained principally via a perennial, rather than an annual stream. The CC fails to understand why the drainage basin of a perennial stream that generally disappears into the stratified drift of an aquifer is given less protection than that of a drainage basin drained by an intermittent annual stream when it is clear

that the basin of the perennial stream may contribute a similar, or greater, amount of water to the aquifer.

It was agreed that Fitting's letter was unresponsive to the request for specific information and that Kessel and Thorson would draft a letter requesting the same information again. Kessel suggested that we might be able to prevail upon former Mansfield Conservation Commission member Arthur Rocque to explain the underlying logic to us in the event that Fitting were unable to.

At 7:55 P.M. Silander arrived and Thorson had to leave. Before leaving Thorson offered a brief comment regarding the Chatham Hill II subdivision plans: (1) that it was nice to see development on the inside of parcels, rather than cookie cutter development along the road, and (2) his concern that the development was surrounded by wetlands, and that special attention was needed to prevent water pollution.

#### 5. IWA Referrals.

W1205 – Chatham Hill II – Fern Road. Map date February 20, 2003. This application is 13 lot residential subdivision. A presentation was made by Dilaj who made note of the integration, with trails and open spaces, of this subdivision to the existing Chatham Hill subdivision. One of the earlier subdivision lots was included on the map for a total of 14 lots. The CC was impressed with the community concept and trail system and the overall thoughtfulness of the plan. However, concern was expressed with having 13 lots only 1 of which doesn't require construction to take place in regulated area. In the event the IWA approves this subdivision, care must be taken that the erosion and sedimentation precautions indicated on the maps are carefully followed as well as the house site locations. The proximity to wetlands of the septic system on lot 18 and the drainage of the street system (and associated oil and gasoline) into one point in the wetlands were also questioned. Kessel moved and Trainor seconded, that this development might have a significant negative impact on the neighboring wetlands. The motion passed unanimously.

W1206 - Patera - 772 Wareville Road. Map date April 2, 2003 (revision). This application is for an addition to the existing house and will require construction within about 140 feet of a wetland. Kessel and Trainor moved and seconded that if adequate sedimentation and erosion controls (not indicated on the map) were in place during the construction and removed when the site is stabilized that there should be no significant negative impact on the wetlands. The motion passed unanimously.

W1207 - Sabrina Pools/Jordan - 243 South Eagleville Road. Map date January 15, 2003 (revision). This is an application for an above ground pool in a regulated area. Kessel moved and Trainor seconded that there would be no significant negative impact on the wetlands from this project. The motion was approved by 4 to 1 vote. The negative vote reflected the CC's disappointment with the very close proximity of the pool to a trail on Joshua's Trust property.

W1208 - Kendall Builders/Rosa - Mulberry Road. Map date March 18, 2003 (revision). This application is for a new home with two wetland areas located near the proposed driveway. Silander moved and Minkler seconded that the builder be requested

to shift the driveway away from the wetlands and toward the lot line in order to minimize the possible negative impact on the wetlands. The motion passed unanimously.

W1209 - Cox - 16 Lynnwod Road. Map date April 2, 2003. This application is for an addition to an existing home with work being carried out approximately 75 feet from Hillyndale Brook. Silander moved and Minkler seconded that there should be no significant negative impact if care were taken to protect the brook with the use of appropriate sedimentation and erosion controls. The motion passed unanimously.

6. Conservation Commission comments on PZC referrals:

PZC file #1131-2-Chatham Hill section 2.

Telecommunications Facility in Mansfield.

As no specific information was provided with regard to these referrals, no action could be taken.

7. Various communications were circulated to members. Among them was the CACIWC dues notice for the Town agencies. Meitzler agreed to forward it to the office for payment.

8. The meeting was adjourned at 9:10 PM.

Respectfully submitted,

Robert Thorson  
Secretary (before 7:55P.M.)

Quentin Kessel  
Secretary, *pro tem.* (after 7:55PM.)

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## MINUTES

### MANSFIELD INLAND WETLAND AGENCY Regular Meeting, Monday, June 2, 2003 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Acting Chairman), B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger (arr. 7:25 p.m.), G. Zimmer  
Members absent: A. Barberet, P. Plante  
Alternates present: E. Mann, B. Mutch, B. Ryan  
Staff present: G. Meitzler (Wetlands Agent)

Acting Chairman Favretti called the meeting to order, appointing Alternates Mutch and Mann to act as voting members for the meeting and Alternate Ryan to act until Mr. Kochenburger's anticipated arrival.

**Minutes** – 5/5/03 - Zimmer MOVED, Holt seconded to approve the Minutes as corrected. MOTION PASSED unanimously.

5/15/03 field trip – Holt MOVED and seconded approval of the Minutes as presented; MOTION CARRIED, Holt in favor, all else disqualified.

5/19/03 – Zimmer MOVED, Hall seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Holt, Gardner, Mutch and Ryan, all disqualified.

**Continued Public Hearing, Chatham Hill, Sec. 2 subdivision, 14 lots off Fern Rd.**, file W1205 – The Public Hearing was called to order at 7:12 p.m.. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Kochenburger, Mann, Mutch and Ryan. Holt had previously disqualified herself. There was no legal notice and no staff memos, no written communications or oral comments from the public and no questions or comments from M. Dilaj, representing the applicant, nor from Agency members. The purpose of continuing the Hearing from 5/19/03 to this meeting had been to allow abutter P. Rich to hear additional testimony at the PZC Public Hearing held later on the evening of the 19th. Subsequently, Mr. Dilaj and Mr. Rich met privately and came to an agreement. Therefore, tonight's Hearing was closed at 7:20 p.m. Members agreed by consensus to hold a special meeting on June 16<sup>th</sup> for discussion of the application.

**Communications** – Wetlands Agent's 5/1/03 memo updated to 6/1/03; 5/29/03 memo from Q. Kessel, representing the Conservation Commission, regarding W1210 (Sabrina/Bowley) and W1212 (Town reconstruction of Maple Rd.).

#### **Old Business**

W1210, Bowley, above-ground pool, Nipmuck Rd. – The Wetlands Agent's 5/23/03 memo was noted in addition to Mr. Kessel's 5/29/03 comments. Holt MOVED, Zimmer seconded to grant an Inland Wetland License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Sabrina Pools (file W1210) for installation of an 18-ft. diameter above-ground pool on property owned by Glenn Bowley located at 6 Nipmuck Road, as shown on a map dated 5/27/92, revised through 4/9/03, and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls as shown on the plan shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 6/2/08), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1212, Town of Mansfield, drainage work/reconstruction on Maple Rd. – 5/29/03 comments from the Wetlands Agent and Q. Kessel, and from the Windham Water Works (5/6/03) were noted. Holt MOVED, Ryan seconded to grant an Inland Wetland License under Section 5 of the Wetlands and Watercourses Regulations of the Town of

Mansfield to the Town of Mansfield's Dep't. of Public Works (file W1212) for reconstruction of Maple Road and drainage work on property owned by the Town of Mansfield located on Maple Road, from Davis Road to Route 275, as shown on a map dated 4/30/03 and as described in other application submissions. This action is based on a finding of no significant anticipated impact on wetlands and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls as shown on the plan shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 6/2/08), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

Mr. Kochenburger arrived at this time, so Mrs. Ryan was no longer acting.

**New Business** – The Wetlands Agent's 5/29/03 memo discusses all of these applications.

W1213, Pechie, deck extension, Hunting Lodge Rd. – Goodwin MOVED, Holt seconded to receive the application submitted by Roland P. Pechie (file W1213) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to extend an existing deck 10 ft. by 12 ft., on property owned by the applicant at 243 Hunting Lodge Rd., as shown on a map to be dated 5/26/03, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1214, Bradley, addition to existing home at 146 Codfish Falls Rd. – Goodwin MOVED, Holt seconded to receive the application submitted by Marylou and Guy Bradley (file W1214) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a 12-ft. by 15-ft. sunroom addition to an existing residence at 146 Codfish Falls Rd., on property owned by the applicants, as shown on a map dated 2/16/87, to be revised through 5/29/03, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1215, ReJA Acquisition Corp., 6 lots on Coventry Rd., ("Smith Farms") – Goodwin MOVED, Holt seconded to receive the application of ReJA Acquisition Corp. (file W1215) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 6-lot residential subdivision on approx. 60 acres at Coventry Road on property owned by the applicant, as shown on a map dated 2/03 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1216, Cleare, single-family home, Ravine Rd. – Goodwin MOVED, Holt seconded to receive the application submitted by Geoffrey S. Cleare (file W1216) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the establishment of a building lot for a single-family residence at 164 Ravine Road, on property owned by the applicant, as shown on a map dated 5/28/03 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

Field trip – Scheduled for Monday, June 9, at 1 p.m.

**Communications and Bills** – As listed on the Agenda; the Wetlands Agent noted the 5/22/03 DEP approval regarding repairs to be done to McLaughlin Pond and briefly explained the 5/27/03 DEP drainage/utilities permit issued to the University. The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

## MINUTES

### MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, June 2, 2003

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

Acting Chairman Favretti called the meeting to order, appointing Alternates Mann and Mutch to act in place of Barberet and Plante and Ryan to act in case of member disqualifications.

5/19/03 Minutes – After Mann suggested the word ‘mitigate’ in place of ‘militate’ in the discussion of the Chatham Hill, Sec. 2 Public Hearing, Zimmer MOVED, Hall seconded that the Minutes be approved as amended. MOTION CARRIED, all in favor except Mutch, Gardner, Holt and Mann (all disqualified).

#### Old Business

Chatham Hill, Sec. 2 subdivision, 14 proposed lots off Fern Rd. – The Public Hearing on this application was closed on 5/19/03. At tonight’s meeting, members (excluding Holt, who had previously disqualified herself) discussed some issues of applicant M. Dilaj’s proposal; Mr. Dilaj was not present. Concern regarding the amount of proposed impervious surface was expressed, particularly the culs-de-sac and the desirability of common driveways for some lots. Other potential concerns regarding shared driveways were also mentioned. Mr. Dilaj had previously said that he did not wish to construct shared drives and felt that the culs-de-sac would help to promote a neighborhood atmosphere.

A 50-ft.-wide trail has been recommended by the Parks and Recreation and Open Space Committees instead of the proposed 25 ft.-wide trail; members also expressed varying opinions on this matter. Mr. Zimmer emphasized that the trail should be well-marked for hikers.

Concern for preservation of wetlands and area wildlife was also mentioned. Mr. Kochenburger noted P. Rich’s suggestion that the wetlands be included within the dedicated open space area, possibly in exchange for other land. Mr. Padick noted that the present proposal does comply with current regulations. Discussion was then tabled until the next meeting.

Public Hearing, special permit application for proposed restaurant use, 10 Dog Ln., G. Warzocha, appl. file 1203 – The continued Public Hearing was called to order at 8 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Zimmer, Mann, Mutch and Ryan. Mr. Padick’s 5/28/03 memo was noted. Mr. Warzocha had no comments to make. Mr. Padick explained that approval of this proposal would save the applicant time because no additional Public Hearing would be needed when a restaurant or food use is identified, unless liquor or live music are proposed. Mr. Hirsch echoed this statement, saying it could save Mr. Warzocha a month or two in the future. Members discussed parking requirements with Mr. Padick, who said it is impossible to state what would be required until a specific proposal is in hand. Mr. Kochenburger was concerned that without a Public Hearing, the public would not be able to comment on a specific restaurant proposal.

P. Millman, 122 Dog Lane, spoke in favor of this approach and said commercial uses within existing commercial zones should be encouraged. The Public Hearing was closed at 8:16 p.m. Mr. Kochenburger agreed to draft a motion.

Zoning Agent’s Report – The May monthly activity update was received without comment. Mr. Hirsch reported that the Charter Communications landscaper has nearly finished the required landscaping work, and more plants than he had expected are being replaced or added. He said he feels all approval conditions have now been met.

Hellenic Society Paideia, consideration of amphitheatre project issues, file 1049-7 – Mr. Padick related that in response to a letter from S. Bansal, the Town Attorney explained to him that since the appeal to extend the court record was denied, the case would be considered solely on the existing record at the time of the approval last

September. Attorney O'Brien also noted that the subdivision issue raised in the letter was not directly related to that court record, and so would not be considered. Nevertheless, the PZC officers and staff had agreed to allow brief comments from the public regarding the approval. Mr. Padick reported that Paideia officials have read the Bansal letter and feel sure that they can fulfill the approval conditions for a 500-seat amphitheatre.

S. Bansal, Willowbrook Rd., spoke against the proposed amphitheatre project and questioned the number of seats to be installed. She submitted written comments and calculations regarding seating, stating her opinion that the seating capacity is more than twice the number applied for and approved by the PZC. She requested that the PZC reconsider its approval of the project.

B. Fader, a lawyer hired by those who filed the approval appeal, felt that the original State subdivision should have been subject to local regulation. He also questioned the educational use under which the application was approved, and asked why no site plan application was submitted. Mr. Padick explained that the site plan information was included within the special permit application. Att'y. Fader submitted his comments in writing.

R. Schwab, Willowbrook Rd., felt that the amount of seating had been misrepresented and requested that the PZC reconsider its approval decision.

J. Elias, Dog Ln., also requested that the PZC reconsider its decision, as he believes the decision was based on false information.

K. Schwab, Willowbrook Rd., said that one of the neighbors' concerns from the beginning has been the lack of an adequate mature natural buffer. She also asked for reconsideration of the PZC approval.

E. Plank, Dog Ln., agreed to concern over the lack of adequate buffering, and felt it is regrettable that the project will take up the whole lot. She felt the project will detract from the road's Scenic Road designation status. In addition, Mrs. Plank said she feared that the "community use" attitude of Paideia might lead to more than the represented few performances a year.

S. Musack, Dog Ln., voiced her concern regarding intrusive noise as a result of the project. She, too, requested that the decision be rescinded.

P. Millman, Dog Ln., requested that the PZC verify the Bansal numbers; he also felt the project was too large for the site.

Mr. Padick stated he knows of no CT case law that would permit the PZC to reconsider its decision at this time. He reiterated the Town Attorney's opinion that the judge in the appeal had refused to open the record to include this issue, and that he knows of no town in CT that has questioned the State's right to use its own land in this way. Att'y. O'Brien therefore feels Paideia is not subject to subdivision regulations. Mr. Padick added that the project had been proposed and approved as an educational use.

Sand and Gravel permit renewals – Public Hearing scheduled for 7/7/03. The sites will be visited on the 6/9 field trip.

AT&T telecommunication towers – Mr. Padick's 5/28/03 memo notes that three sites will be the subject of a Public Hearing in Mansfield on 6/17/03. Comments from the Town to be presented at the Hearing were attached to the memo in draft form. The letter was also referred to the Town Council, which was invited to co-sign the letter as approved by the PZC, if it wished. During discussion, Mr. Kochenburger requested that the importance of Mansfield's scenic views and vistas and our desire to minimize the number of towers in town be added to the Town's comments to the Siting Council. Gardner MOVED, Holt seconded that the PZC Chairman, with staff assistance, be authorized to submit a letter to the State Siting Council regarding proposed telecommunication towers north of Rt. 44 in Mansfield, and that the subject letter will be based on the 5/28/03 draft prepared by the Town Planner and may be revised based on discussions at PZC and Town Council meetings. MOTION PASSED unanimously.

#### Verbal Updates (Town Planner)

Storrs Downtown project – Consultants continue to work on a Plan. The annual Partnership meeting will occur next week.

UConn landfill – No new news; everyone is still awaiting a DEP decision on the University's closure plans.

Fenton Riverstudy – Mr. Padick will keep members advised of new developments.

UConn Master Plan update – The meeting last week focused on discussion of traffic and parking on the core campus and approaches to the campus. Recommendations will be presented next September.

Last week, UConn and Town officials, including PZC officers and the UConn consultants team, met to discuss transportation, alternative routes, additional connector roads and drainage issues, including aesthetics and

drainage for Swan Lake and Mirror Lane. Mr. Padick felt these issues are important to the Town, as well as the University. Commercial areas, including possible sewer and water extension and resulting neighborhood impacts were also discussed.

### **New Business**

Request for acceptance of Quail Run Rd., Vinton Woods subdivision, file 1156. Memos from the Town Planner and Ass't. Town Engineer, both dated 5/29/03, were noted. Holt MOVED, Gardner seconded that the PZC communicate to the Town Council that it has no objection to the Town's acceptance of Quail Run Road as a Town road. Furthermore, upon Town Council acceptance, staff is authorized to reduce the cash bond to \$20,000, which shall serve as a one-year maintenance bond, pursuant to regulatory requirements. MOTION PASSED unanimously.

Proposed efficiency unit at 415 Bassetts Bridge Rd., file 1204 – Holt MOVED, Mutch seconded to receive the special permit application (file 1204) submitted by David P. Stevens for an efficiency unit in an existing single-family home on property located 415 Bassetts Bridge Rd. owned by the applicant, as shown on plans dated 4/14/01 revised through 9/13/03 and as described in other application submissions, and to refer the application to the staff for review and comment and set a Public Hearing for 7/7/03. MOTION PASSED unanimously.

Proposed gasoline service station/convenience store w/drive-through at 9 Stafford Rd., file 404-2 – Holt MOVED, Hall seconded to receive the special permit application (file 404-2) submitted by Gibbs Oil Company for a convenience store with drive-through/gasoline filling station on property located at 9 Stafford Rd. owned by the applicant, as shown on plans revised through 5/27/03 and as described in other application submissions, and to refer said application to the staff, Design Review Panel, Committee on the Needs of Persons with Disabilities and the Traffic Authority for review and comments, and to set a Public Hearing for 7/21/03. MOTION PASSED unanimously.

Request for driveway and Dev. Area Env. revisions on Lot 22, Maplewoods Sec. 2 subdivision, file 974-3. The Town Planner's 5/29/03 memo was noted. Mr. Favretti felt that this proposal represents an appropriate way to achieve privacy for the house and would cause minimal harm to the tree roots. Goodwin MOVED, Gardner seconded to approve a Development Area Envelope revision for Lot 22 in the Maplewoods, Sec. 2 subdivision, as described and depicted in 5/27/03 submittals from Dog-Guk and Eun-Ju Shin. MOTION PASSED unanimously.

Request for driveway revision, Lot 2, Sibley Estates, Mansfield City Rd., file 1199. The Town Planner's 5/29/03 memo was noted. The proposal is to cut down a large maple tree; by consensus, members agreed to put off action until after the site is visited on the next field trip.

Regulatory Review Committee – Members had received an agenda for the 6/10/03 Regulatory Review meeting. At tonight's meeting, review of off-site impacts from proposals was added to that agenda. All PZC members were encouraged to attend and participate in the important work done by this committee.

Communications and Bills – As listed on the agenda. Kochenburger MOVED, Gardner seconded to pay the Town Attorney's May bill in the amount of \$276.00.

Mr. Padick and Mrs. Gardner recently attended an economic development workshop given by the Green Valley Institute which emphasized creative development and attractive places as spurs to economic development. A useful booklet called CT Metropatterns was distributed at the workshop and may be borrowed from the Planning Office.

The meeting was adjourned at 9:38 p.m.

Respectfully submitted, Katherine K. Holt, Secretary

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Town of Mansfield  
Transportation Advisory Committee  
Minutes of the Meeting  
March 18, 2003

Present: Stephens (Chair), Nash, Zimmer, Taylor, Hall, Padick (staff), Aho (WRTD representative), Grunwald (staff), Zolnik (staff), Hultgren (staff)

The meeting was called to order by Chair Stephens at 7:30 p.m.

The minutes of the 12/10/02 meeting were approved on a motion by Nash/Taylor.

Correspondence was reviewed and circulated including the January '03 Transportation Strategy Board report, the 2003 D.O.T. Master Transportation Plan and staff's report on re-spacing bicycle route signs on Town roads.

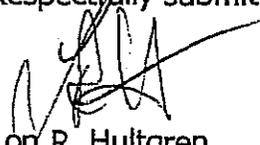
Hultgren circulated the latest WRTD ridership statistics and explained that Mansfield's payment for the fare free program was going to increase \$10,000 next year because UConn had dropped out of the program. Nash and the committee worked-up a letter to be sent to the Town Council and others seeking support for the program.

Hultgren updated committee members on Traffic Calming requests that were ongoing and waiting for the conclusion of winter. He also updated members on the status of the Town's transportation enhancement projects and new grant applications.

Town Planner Greg Padick spoke of the effort to update the transportation related portions of the Town's plan of development which was in the agenda packet. After some discussion it was agreed that staff would send out a draft of the update and members would discuss it at the next meeting. Padick encouraged members to comment or contact him with questions.

The next meeting was scheduled for April 22<sup>nd</sup>, assuming the Plan of Development drafts are ready before then.

Respectfully submitted,



Lon R. Hultgren  
Director of Public Works

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

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**NCVD EXECUTIVE COMMITTEE MEETING  
AND SPECIAL CALL: FULL-BOARD MEETING**

Monday, April 7, 2003 – 12:00 p.m.

**NCVD Office – Brooklyn**

1. The meeting was called to order at 12:10 p.m. by Vice President, John Lombardi. In attendance were: John Lombardi, Paul Peifer, Jean Barton, Beverly Yates, Sara Cross, Betty Zimmermann, Tony Holt, Sandy Betner, Lennox Brodeur, Marybeth Gorke-Felice, Lura Swanback, Amanda Amundsen, Cris Cadiz, Bev York, Gordon Hansen, Martha Wetzel, and staff: Michelle Bourgeois. **Absentee Ballots Received by:** Dawn Pindell, Andrew Silverston, Tara Risely-Marquez, Anne Smith, and Pam Russo.
2. **Guest Speaker: Attorney John Boland** – Spoke to the Board regarding possibility of becoming a privately-funded entity should the present funding status be eliminated. He indicated the NCVD is currently a statutorily-created entity, and would need to apply for non-profit status if that legislative language disappears. There are two steps to be taken. First, need to contact the Secretary of State to create a non-profit organization. Bylaws would need to be drafted (can be a derivative of current bylaws). The cost is slightly more than \$500 and takes about 2 weeks. Next, would need to contact the IRS and complete form #1023 to establish a 501C – it is about 20 pages and very detailed. The fee is \$1,500 plus a \$450 filing fee. Some of the fees could be reduced if NCVD took over the accounting portion. This process takes several months, but is retroactive to the organization's inception date. The NCVD would need to raise this money apart from the lodging tax revenues. Also, an annual tax return (990) would be implemented, as well as an annual audit (as we do presently). Discussion surrounded similar agency structures such as the QSHC and Chambers of Commerce.
3. **Announcements** – Sandy Betner announced the NCVD Marketing Meeting would follow the Full Board Meeting.
4. **Approval of Minutes** – **Motion** by Tony Holt/Marybeth Gorke-Felice to approve the minutes of the Executive Committee Meeting from 03/03/03; **passed**.
5. **Treasurer's Report** – Tony Holt reported the finances appear to be in good shape and in keeping with the budget. However, due to House Bill #6495 "An Act Concerning Modifications to Current and Future State Expenditures and Revenues, as amended" required the Dept. of Revenue Services to retain \$1 Million from the funds to the 11 Tourism Districts. The NCVD prorated portion of this totaled \$12,581.04. Of which, \$3,145.26 would be deducted per month for March – June.  
**Motion** by Beverly Yates/Tony Holt for approval of Bills & Report dated 03/31/03; **passed**.
6. **Report of the Executive Committee Chair** – Martha Wetzel was not present during this portion of the meeting.
7. **Committee Updates:**
  - a. **Nominating Committee** – John Lombardi did not have anything to report at this time.
  - b. **Marketing Committee** – Sandy Betner indicated the Marketing Committee would begin working on a Summer Package, and she felt confident with the marketing potential for NCVD should we vote to merge with the SE CT Tourism District.
  - c. **Government Relations** – Tara Risley-Marquez is on maternity-leave, and Michelle opted to cover during her Executive Director's Report.
8. **Executive Director's Report** – Michelle Bourgeois briefly highlighted portions from her report. Mainly indicating the amount of time spent out of the office and in Hartford addressing the Governor's Budget proposal eliminating the 11 Tourism Districts. She reported on the constituent survey findings and the need to cancel the Getaway Gardens Weekend Event due to the cut in funding.
9. **Discussion: Potential Merger with SE CT Tourism District** – Michelle Bourgeois updated the Full Board of Directors on the current Consolidation Issue status. She began with the intent of three CTA Members (Hartford, New Haven, & Coastal Fairfield) to merge the Quiet Corner with the Hartford District without the consent of the NCVD Board. As a result, Representative Shawn Johnston became involved in the Tourism District Consolidation Sub-Committee headed by Rep. Melody Currey, to ensure the Quiet Corner District would not be merged with Hartford, but instead with the SE CT/Mystic Region as the better of the two options. The Quiet Corner shares -

**NCVD Executive Committee Meeting/  
Special Call: Full Board of Directors Meeting – April 7, 2003**

many common “marketing” attributes with Southeastern CT; such as: the QSHC, 2 Nationally Designated Scenic Highways, I-395 Corridor, numerous campgrounds, B&Bs, historic landmarks, recreational facilities, etc. Michelle indicated she felt extremely comfortable dealing with the SE Region and believes the merger would be a natural fit. Also, the SE District produces 600,000 visitor guides per year and places close to 15 paid ads in national and international publications. Discussion ensued surrounding the Memorandum of Understanding between the two Districts to explore the potential merger. **Motion, Tony Holt/Marybeth Gorke-Felice, to approve the Memorandum of Understanding, and Michelle will forward the NCVD changes to the SE CT Tourism District; passed.**

10. **Adjournment – Motion by Betty Zimmermann to adjourn the meeting at 2:30 p.m.; passed**

Submitted by:  
Michelle Bourgeois 6/5/03

**WINDHAM REGION COUNCIL OF GOVERNMENTS  
MINUTES  
May 2, 2003**

A meeting of WINCOG was held on May 2, 2003 at the Windham Town Hall, 979 Main Street, Willimantic, CT. Chairman Michael Paulhus called the meeting to order at 8:34 a.m.

Voting COG Members Present: John Zulick, Ashford; Gene Boomer, Chaplin; Adel Urban, Columbia; John Elsesser, Coventry (alt.); Dan McGuire, Lebanon; Martin Berliner, Mansfield (alt.); Liz Wilson, Scotland; and Michael Paulhus, Windham.

Staff Present: Barbara Buddington and Suzanne Gustafson.

Others Present: Michelle Bourgeois, NE CT Visitors District; Roberta Dwyer, NE Alliance; Grayson Wright, ConnDOT.

**PUBLIC COMMENT:** none

**MINUTES MOVED** by Mr. Zulick, **SECONDED** by Ms. Urban, to approve the minutes of the 4/4/03 meeting as submitted. **MOTION CARRIED UNANIMOUSLY.**

#### UPDATES

Workforce Investment Area Consolidation: Ms. Urban reported that she had attended a meeting earlier this week. Our region is doing well in getting signatures of chief elected officials. A budget will be presented to the five-member council soon, based on a staff of nine. They are also working on setting up the board for the consolidated council. Eastern CT is quite a bit ahead of the rest of the state in this process. The primary one-stop center will be in New London. Satellite offices in Willimantic, Danielson, and Norwich will be open only a couple days each week.

Tourism District Consolidation: The Appropriations committee voted to consolidate NCVD with the tourism office in the Southeastern region. Funding has been cut by 50% overall, but the current plan does include \$120,000 to keep a satellite office in the Quiet Corner. Funding for the five consolidated tourism districts under this plan is no longer tied to the lodgings tax. Tourism districts are trying to get the legislature to reinstate this tie.

#### TRANSPORTATION

STIP amendments: Ms. Buddington briefly described the proposed STIP amendments:

- # 180-RT01 Statewide - proposed projects from which DEP will select for funding through the Recreational Trails program. New project in STIP for 2003. Total Cost \$750,000. (List includes Lebanon: Phase II-Airline Trail South State. Park Trail (\$75,150) and Mansfield - develop electronic trail guide (\$10,000)
- # 77-H041 Mansfield - Spot safety improvements at Mt. Hope Road. New Project, PE in 2003, Total cost \$200,000.
- # 170-H867 Statewide - Staff Highway operations center at DOT headquarters (Incident management 24/7, response teams outside normal working hours, etc.) New Project for 2004, Total Cost \$3.2 million.

It was **MOVED** by Mr. Berliner, **SECONDED** by Mr. Elsesser that WINCOG endorse all three STIP amendments, and that a letter be sent to DEP notifying them of this action and specifically urging them to fund the Recreation Trails projects which affect our region. **MOTION CARRIED UNANIMOUSLY.**

Rural Minor Collector Projects: Ms. Buddington noted that information on the three projects submitted to WINCOG for prioritization had been included in the agenda packets mailed to board members prior to the meeting. The project in Coventry that had been scheduled to use WINCOG's allocations for FY 04 and FY 05 no longer qualifies as rural, and will be funded under the small urban program.

After brief discussion, it was **MOVED** by Ms. Urban, **SECONDED** by Mr. McGuire, that WINCOG endorse the three projects for funding in the following priority order:

Priority #1: Mansfield, Clover Mill Road

Priority #2: Coventry, South Street from the Hop River to 1700 feet easterly.

Priority #3: Coventry, South Street from Swamp Road to 200 ft. easterly of Swamp Rd. Ext.

**MOTION CARRIED UNANIMOUSLY.**

## LEGISLATIVE ISSUES

The following issues were discussed: replacing lever voting machines; jurisdiction of Siting Council over wireless as well as PCS towers; town responses to state's termination of the program to fund the tax abatements for supplementary equipment and machinery purchased by businesses (Windham and Coventry have decided not to bill the companies that took advantage of this program to recover taxes.)

## ADMINISTRATION

FEMA grant updates - EOM and Pre-disaster Hazard Mitigation. Ms. Buddington noted that the RPO's will be meeting next week to agree on a common approach to the municipal EOM updates, and that she will submit a grant application for the Pre-disaster Hazard Mitigation program within the next two weeks. She will be asking each town to identify a liaison for the EOM planning grant.

Staff updates: Ms. Buddington reported on the hiring of Mindy Perkins as WRTD's new transit administrator; she will start sometime within the next two weeks. She also noted that today is Suzanne's last day as a planning assistant for WINCOG, and expressed appreciation for the contributions that she has made to our organization.

## MEMBERS FORUM

Speed awareness signs: Mr. Zulick had expressed an interest in sharing the use of one of these signs. Mr. Berliner and Mr. Elsesser noted that ConnDOT grants are available for such equipment purchases. Mr. Berliner will provide the information on the grants to WINCOG for distribution to the other towns. Ms. Urban said that she had borrowed such signs from the state police barracks on occasion. Mr. Zulick reported that the Technology Transfer center at UConn can provide traffic counters on short notice.

There was a brief discussion about municipal budgets and probable mil increases.

## DIRECTOR'S REPORT & RPC REPORT

A written Director's Report was distributed and Ms. Buddington called attention to the upcoming CPTC public hearing in Mansfield, and the search for new municipal officials liability insurance coverage. She also provided information on the three-day ODP course on terrorism planning and response.

## NEW BUSINESS

Mr. Paulhus reported that the Governor will be in Willimantic on May 12 at 1:00 for the dedication of the "Veterans Memorial Greenway" (Kendall Spur).

## ITEMS FOR June 6, 2003 MEETING: Budget issues.

There being no further business, the meeting adjourned at 9:28 a.m.  
Respectfully submitted by, Suzanne Gustafson, for Eugene Boomer, Secretary.

**TOWN OF MANSFIELD**  
**OPEN SPACE PRESERVATION COMMITTEE**  
Minutes of the May 20, 2003 meeting

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

- 1. The meeting was called to order at 7:38 P.M.**
- 2. The minutes of the April 15, 2003 meeting were approved.**
- 3. Field trips and recommendations to the Town Council.** Wetherell reported on her research on the former Gordon property on Birch Road. It is currently owned by John Slyman and a portion of Nelson Brook runs through this property.

Wetherell also reported that her calculations indicate that, on balance, Mansfield's open space purchases have saved, rather than cost the Town of Mansfield money. She has asked the Town Manager whether it might be possible for the Town to generate its own numbers to confirm this.

- 4. Update to Plan of Conservation and Development.** There will be a public hearing on June 16, 2003 on the plan and the OSPC reviewed the 5/15/03 draft listing of potential revisions to Mansfield's 1993 Plan of Conservation and Development.

- 5. The meeting adjourned at 8:55 P.M.**

Respectfully submitted

Quentin Kessel

Secretary

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WILLIAM AND BARBARA ROSEN  
233 HANKS HILL ROAD  
STORRS, CONNECTICUT 06268

June 9, 2003

Joan E. Gerdson  
Town Clerk  
Town of Mansfield  
Storrs, CT 06268

Dear Joan:

I wish to resign from the Mansfield Town Council effective August 4, 2003.

My wife and I have thoroughly enjoyed living in Mansfield for forty-three years; but, in order to be closer to children and grandchildren we shall soon be moving to 745 River Rock Road, Ashland, Oregon 97520.

I have only the highest praise for my colleagues on the Town Council and for the town's dedicated staff and committees. My two terms on the Town Council have shown me how hard they work to ensure that Mansfield remains a wonderful town in which to live. Long may they thrive.

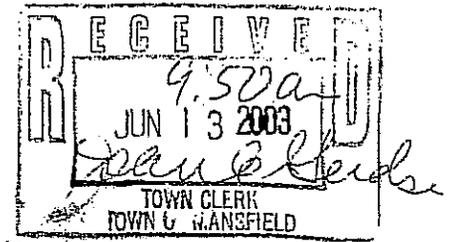
Yours sincerely,

*Bill*

William Rosen

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Item #13



24 Olsen Dr.  
Mansfield Center, CT 06250  
June 11, 2003

Ms. Joan Gerdson  
Town Clerk  
4 South Eagleville Rd.  
Storrs, CT 06268

Dear Joan,

I know that Mary Stanton has been in touch with you concerning my date of departure from the Mansfield Board of Education. This is just to confirm officially that I will no longer be serving as a board member after June 30, 2003. I have found my time on the board to be a very satisfying experience and will miss it.

Sincerely,

Christine A. Winter

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**Second Annual/Business Meeting  
Mansfield Downtown Partnership, Inc.**

**Thursday, June 12, 2003**

**6 PM**

**Center for Hellenic Studies Paideia,  
28 Dog Lane**

**Call to Order**

**Welcome**

**Public Comment**

**Approval of Minutes from First Annual Meeting –  
September 26, 2002**

**Annual Review of the Program and Year Ahead**  
Philip Lodewick, President

**Approval of Change to Bylaws**  
Addition of Senior membership category  
Betsy Treiber, Membership Development Committee  
Chair

**Election of Directors to the Mansfield Downtown  
Partnership, Inc., Board of Directors**  
Philip Lodewick, Nominating Committee Chair

**Adjourn**

## Mission Statement

The Mansfield Downtown Partnership is an independent non-profit organization whose mission is to

Strengthen and revitalize the three commercial areas of Storrs Center, Mansfield Four Corners, and King Hill Road by retaining and improving existing businesses, attracting new business, initiating real estate development and public improvements consistent with physical master plans, holding special events, and advocacy.

Contact information:

Mansfield Downtown Partnership, Inc.

1244 Storrs Road

PO Box 513

Mansfield, CT 06268

Phone: 860-429-2740

Fax: 860-429-2719

E-Mail: [mdp@mansfieldct.org](mailto:mdp@mansfieldct.org)

Website: [www.mansfieldct.org](http://www.mansfieldct.org)

# Annual Review of the Program

## Philip Lodewick, President

I would like to thank you all for attending our second annual meeting. I particularly want to thank Ilias Tomazos for hosting us at this wonderful educational and cultural center in Mansfield.

The Partnership continues to make great strides in accomplishing its mission of strengthening and revitalizing the commercial areas in Mansfield. Our focus has initially been on Storrs Center where we hope to create a vibrant town center with restaurants, retail, office space, housing and a town green, which will serve as a community gathering place. The planning for the town center is in full swing with the hiring of Looney Ricks Kiss Architects from Princeton, New Jersey, to work with us on a municipal development project plan for the Storrs Center area, and hire a development team to construct the town center. We hired attorney Lee Cole-Chu to assist us with legal matters related to the development of a municipal development plan. And, on April 28, the Connecticut Office of Policy and Management approved an Environmental Impact Evaluation for the Storrs Center site.

Many of you attended our public workshop on May 1 where over 70 community members provided feedback on images of architecture, open space, a town green, and streetscapes, as well as filled out a survey on what you would like to see in a new town center. There will be more opportunities for the community to share ideas about the town center in late summer/early fall. The second element of Looney Ricks Kiss' work is to help the Partnership find a development team to make the concept a reality. A Request for Qualifications is currently out with responses due back June 19. We hope to hire a team this summer.

We are proud of the accomplishments of the Partnership over the last year which could not have happened without the support of the community and include:

- Growth in our membership base to over 200 members in just the last 10 months. In addition to direct mailings to the community, Mansfield businesses, and the UConn Advocates, we have taken the Partnership on the road to inform community members of our goals and to receive feedback on ideas for a new town center. Those memberships have also generated committee members and other volunteers for the Partnership.
- Production of the Partnership's first newsletter this spring with our next issue out in September. In addition to this outreach, Partnership Board members,

and the Executive Director have appeared on the radio, television and been interviewed for the print media.

- Working with the Town of Mansfield, the Partnership has secured over \$535,000 in state and federal grants from the State Department of Community and Economic Development, United States Department of Agriculture, and the Quinebaug-Shetucket Heritage Corridor for planning, streetscape improvements, and a comprehensive Town of Mansfield visitors brochure and community kiosk. The Partnership will continue to work to access grant resources.

In the coming months, the focus will continue to be on planning for new downtown development but it will also center on promotion of the Town of Mansfield through our brochure, streetscape design, and events to highlight the downtown and assist downtown businesses.

A lot is happening in the Storrs Center area to create a vital downtown. The Town of Mansfield is completing the 38,000 square foot Mansfield Community Center that will provide needed recreational services for the region. The UConn School of Fine Arts is planning a new Fine Arts Center adjacent to the commercial area, which will be a signature facility for the campus and generate activity for Storrs Center. A new town center is a critical piece of these efforts to create services and activity in the Mansfield community.

We are grateful to the Town of Mansfield and the University of Connecticut for their support and encouragement and especially to those members of the Town and University staff that we deal with on a regular basis to address the many issues that arise.

Thank you to all the present Board of Directors, volunteers, committee chairs and members, and contributors who have made this year a success.

I would like to give a big thanks our Members who are dedicated to *helping to build Mansfield's future* by creating an even greater place to live, shop, work, recreate, and do business.

And, finally, the Partnership has been fortunate to have two of Mansfield's great citizens serve on our Board. They will be leaving the Board on June 30 but we will continue to tap into their expertise and enthusiasm for creating a new town center.

Phil Barry is truly one of the "founding fathers" of our efforts. Phil's involvement began as a member of the Steering Committee for the Hyett Palma report that led to the formation of the Partnership. Phil continued his service on the steering committee that developed the more formal Mansfield Downtown Partnership.

Phil and former mayor Mike Schor worked extensively with the business owners in the Storrs Center area to build awareness and support for the project. His service as chair of the Partnership's Finance and Administration Committee has led to completing the Concept Master Plan and positioned the Partnership well to complete the municipal development project plan, and identify a development team. We recognize Phil for his extraordinary efforts on behalf of the Partnership and Town.

Like Phil, Wendy Halle has always been willing to go the extra mile on the Partnership's behalf. As a Storrs Center business entrepreneur, Wendy's perspectives on the business issues and design were important in keeping us grounded. Wendy's diligence and dedication to the Partnership are greatly appreciated.

## 2002-2003 Board of Directors

### Executive Committee

Philip Lodewick	President
Betsy Treiber	Vice President
Steve Rogers	Secretary
Dave Pepin	Treasurer
Steve Bacon	At-Large

Phil Barry	Martin Berliner	Tom Callahan
Dale Dreyfuss	Wendy Halle	Al Hawkins
Phil Spak	Chris Thorkelson	Frank Vasington
David Woods		

### Ex-Officio Members

Mike Gergler	Betsy Paterson	John Petersen
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## Committees

### Advertising and Promotion

David Woods, Chair

Roger Adams  
Robert Budlong  
Janet Dauphin  
Meg Malmborg  
David Ouimette  
Betsy Paterson  
Kristin Schwab  
Zack Walter

### Finance and Administration

Phil Barry, Chair

Martin Berliner  
Tom Callahan  
Aaron Chrostowsky  
Dale Dreyfuss  
AJ Papanikou  
Dave Pepin  
Phil Spak  
Frank Vasington

### Planning and Design

Steve Bacon, Chair

Judy Blei  
Dale Dreyfuss  
Wendy Halle  
Chris Kueffner  
Peter Millman  
Ruth Moynihan  
Kathryn Myers  
Betsy Paterson  
Dave Pepin  
Chris Thorkelson  
Penny Williams

### Business Development and Retention

Mike Gergler, Chair

Phil Barry  
Dwight Damon  
Sue Esposito  
Curt Hirsch  
Sol Kerensky  
Peter Millman  
Dick Norgaard  
Steve Rogers  
Irene Schein  
Jack Sunmark  
David Woods

### Membership Development

Betsy Treiber, Chair

Alexinia Baldwin  
John Barry  
Dolan Evanovich  
Mike Gergler  
Al Hawkins  
Kathy LaJoie

### Nominating

Philip Lodewick, Chair

Steve Bacon  
Honey Birkenruth  
Tom Callahan  
Betsy Paterson  
Steve Rogers  
Betsy Treiber

## Committee Reports

Committee membership continues to grow with all the committees at full strength and a waiting list for the Partnership's Planning and Design, and Business Development and Retention Committees. These volunteers have dedicated several hours over the past year through their hands-on involvement with specific projects, organizational administration, budgeting, and our continued membership drive.

Thank you to our Committee chairs and members for their hard work and commitment to downtown Mansfield.

### Advertising and Promotion Committee

The Advertising and Promotion Committee worked diligently this year to develop an understanding of the image of the town center concept. The Committee worked on image development exercises and was able to produce a list of descriptors related to the Committee's perceived image of the town center and village green.

The Advertising and Promotion Committee developed a newsletter that was published in the Willimantic Chronicle. The newsletter provided an overview of the activities, discussions and membership of the Mansfield Downtown Partnership, Inc. The newsletter clearly stated the mission and the goals of the Partnership.

The Committee explored the possibility of using the Husky Blues space for an art space in the proposed town center area. Committee Chair David Woods and Executive Director Cynthia van Zelm met with the Arts Advisory Committee of the Town of Mansfield to discuss a collaborative effort regarding the use of this space. The Committee also explored the possibility of a student at the University of Virginia working as an intern during the summer to develop a plan for this space. Unfortunately, the grant that the student had applied for was not approved and she will not be working on the project.

The Advertising and Promotion Committee also discussed other activities that would help connect various segments of the community with the Partnership. The Committee discussed art fairs, fall festivals, farmers markets and other activities that would help in developing more visibility for the Mansfield Downtown Partnership, Inc., and the plans for a town center.

The purpose of the Advertising and Promotion Committee is to develop strategies for marketing and visibility of the Partnership concepts. The Committee will continue discussions regarding possible marketing strategies and the definition of usages of space before the town center has been created.

### **Business Development and Retention Committee**

The Business Development and Retention Committee met twice in the last year. Its focus has been on ensuring that the businesses are updated on the progress of the municipal development plan, and promoting current businesses. The Committee prepared a survey of the businesses in the Storrs Center area which focused on interest in creating a downtown merchants group and garnering feedback on issues associated with new development in Storrs Center. Responses were forwarded to Looney Ricks Kiss Architects, Inc., to assist with the design of new development.

The Committee will also be involved in creating the Mansfield brochure which will list businesses in Mansfield, and a downtown event that will showcase the services offered by Mansfield businesses.

### **Finance and Administration Committee**

The Finance and Administration Committee held eight meetings over the past fiscal year.

The Finance and Administration Committee took the lead in hiring a consultant team to develop the municipal development project plan for Storrs Center. More specifically, the Committee

- Developed a Request for Qualifications and Request for Proposals for the development of a municipal development plan, working in consultation with the Connecticut Department of Economic and Community Development;
- Interviewed three consultant teams;
- Recommended Looney Ricks Kiss Architects, Inc., to the full Board to develop the municipal development plan;
- Negotiated a Scope of Work and contract with Looney Ricks Kiss;
- Developed a list of prospective developers to receive a Request for Qualifications;
- Developed a Request for Qualifications packet for a development team for Storrs Center;
- Revised budget for 2003/2004 to reflect necessary expense and personnel changes. Presented to full Board of Directors where it was approved on May 6, 2003;
- Reviewed and revised Partnership Personnel Policies for approval by the full Board of Directors;

- Continued to monitor the progress of the municipal development plan including the work of Looney Ricks Kiss, and the schedule.

## **Membership Development Committee**

The goal of the Membership Development Committee was to continue outreach efforts in the community in order to increase membership and familiarize the community with the mission of the Partnership. In order to do this, the Committee formulated a comprehensive strategy to deliver the message out to the public.

The following action steps were taken:

- Mailed Partnership mission statement and membership information to UConn Advocates (800 letters sent);
- Established UConn campus U-Box (U-6050) in order to solicit University of Connecticut faculty and staff for membership. Mailing to be done in September 2003;
- University of Connecticut School of Fine Arts Dean David Woods sent a letter to all Deans on campus soliciting their support for the Partnership;
- Executive Director Cynthia van Zelm continued to meet with local civic and political groups (e.g. League of Women Voters, Rotary, Lions Club etc.);
- In person solicitation of local business owners by committee members;
- Met with student organizations. The Executive Director met with the Graduate Student Senate and with UConn Vice Chancellor for Student Affairs student leadership group;
- Met with individual student leaders on campus;
- Informational articles included in UConn Advance and UConn Daily Campus;
- Informational/membership flyer placed in Orientation Packet distributed to all incoming freshmen, transfers and graduate students;
- Article about Partnership included in Spring UConn Parents Newsletter;
- Set up informational table at Mansfield's Know Your Town Fair;
- Media exposure for the Partnership through interviews with the Executive Director and Board members (Channel 14's Town Talk show, WHUS radio).

Action steps to be implemented in the future include:

- Send membership forms out with EO Smith High School mailings;
- Establish a link off of the Advocates website to Partnership website;
- Meet with UConn faculty through faculty groups and department heads;
- Place membership forms in UConn payroll envelopes;
- Participate in Mansfield elementary, middle, and high school open houses in the fall;

- Coordinate with UConn Graduate School Task Force on Social Issues to encourage interest and participation in the Partnership.

The Membership Committee meets monthly at the Partnership Office and to date the Partnership has over 210 members.

### **Nominating Committee**

The Nominating Committee met twice over the last year to make recommendations for Board members to serve on the Partnership Board for the fiscal year that begins July 1, 2003, and to review any potential Bylaws for consideration by the membership at the Annual Meeting in June.

### **Planning and Design Committee**

The Planning and Design Committee continues to be very active, meeting six times over the last year. Its main efforts were focused on providing input to the Board of Directors and the planning firm of Looney Ricks Kiss Architects on design. To accomplish this task, Committee members created a photo gallery of examples of what they considered appealing and unappealing architecture and streetscape elements. The Committee created a list of valued design factors related to architecture, streetscape, and open space for new development that were recommended to the Board of Directors and the planning consultants. The design factors are also listed on the Partnership's website. The Committee also discussed ideas for the town green, and forwarded some broad parameters on the town green to Looney Ricks Kiss Architects.

The Committee also worked with Ginny Walton, the Town of Mansfield's Recycling Coordinator, to become more educated about green building technologies and how to make the new development energy efficient. The Committee heard a presentation from a Leadership in Energy & Environmental Design (LEED) certified consultant about steps the Partnership could take to promote green building design. The Committee included language in the Request for Qualifications (RFQ) for a master developer that requires respondents to the RFQ to indicate experience in sustainable site and building design, and construction.

## Major Benefactors

TOWN OF MANSFIELD



University of  
Connecticut

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LITTLE BANK IN  
CONNECTICUT<sup>SM</sup>**

**W&R Wilcox and Reynolds Insurance, LLC**

### Patrons

Law Office of Stephen M. Bacon, LLC	Patricia Hempel
Corine Norgaard	Richard Norgaard
Wayne Osborne	People's Bank
Law Office of Samuel L. Schragar	Zenny's Restaurant

### Businesses/Organizations

661 Middle Turnpike Associates	Archaeological & Historical Services
Body Language, LLC	The Basket Case
Blimpie's	CT Small Business Development Center
Campus Cuts	Campus Florist
Center for Hellenic Studies Paideia	The Chamber of Commerce
Chang's Garden	Citizens for Responsible Growth
Copy Run	D.P. Dough
Ferrigno-Storrs, Realtors	Dominos Pizza
Holiday Recreation Center, Inc.	Mansfield Family Practice, LLC
NE CT Economic Alliance	Northwestern Mutual Financial Network
Paperback Trader	Pesaro's
Phil's	Prototype Copy and Word Processing
Regional School District No. 19	Reminder Press, Inc.
SME Enterprises, Inc.	Shear Jazz

## Businesses/Organizations cont.

Storrs Automotive	Storrs Counseling Center
Storrs Development, LLC	Storrs Drug
Subway	G.M. Thompson & Sons, Inc.
UConn Co-op	UCPEA
University of Connecticut Alumni Assoc.	University of Connecticut
	Undergraduate Student Government
Villa Spirit Shoppe	Wings Express

## Individual Members

Cynthia Adams	Roger Adams	Edith Allison
Michael Allison	Judith Andrew	Lorraine Aronson
Philip Austin	Alexinia Baldwin	Audrey Barberet
John Barry	Lena Barry	Phil Barry
Mary Rogers Beckert	Martin Berliner	Randee Berliner
Harry Birkenruth	Honey Birkenruth	Judith Blei
Lynn Bobb-Koths	James Bobbitt	Jane Bobbitt
Aline Booth	Jacqueline Bopp	Marylou Bradley
Douglas Bradway	Marian Brazziel	Scott Brohinsky
Julie Brown	Robert Budlong	Tom Callahan
Jim Campetelle	Marie Cantino	Christopher Casa
Fred Cazal	Aaron Chrostowsky	Paul Cranick
Lucy Crosbie	Dwight Damon	June Damon
Kenneth Dardick	Janet Dauphin	Joyce Donohoo
John Douglas	Priscilla Douglas	Sally Doyen
Dale Dreyfuss	Susan Dreyfuss	Gerald Dunne
Charles Dyson	David Dzurec	Laura Dzurec
Bradford Elder	David Evan	Donna Evan
Dolan Evanovich	Justin Evanovich	Susan Evanovich
Jeff Fisher	Alain Frogley	Roy Gallant
Gloria Gerald	Joan Gerdson	Mike Gergler
Gregory Haddad	Dianne Haidous	Georgia Haidous
Nicholas Haidous	Wendy Halle	Ian Hart
Matthew Hart	Christopher Hattayer	Al Hawkins
Betty Heiss	Becky Helble	Judith Heywood
Martha Hinkel	Lon Hultgren	Carole Iwanicki
Keith Johnson	Marietta Johnson	George Jones
Janet Jones	Josephine Kind	Iris Kinnard
Helen Koehn	Uwe Koehn	Henry Krisch
June Krisch	Chris Kueffner	Scott Lehmann
Philip Lodewick	Bill Lonergan	Jean Lonergan

## Individual Members cont.

Robin Lubatkin	Philip Marcus	Scott Mather
Charles McLaughlin	Donna McLaughlin	Joe McLaughlin
Ruth McLaughlin	Denise Merrill	Sam Miller
Peter Millman	Natalie Miniutti	Peter Miniutti
Patricia Mochel	John Morey	William Morgan
David Morse	Ruth Moynihan	William Moynihan
Kathryn Myers	Dennison Nash	Donald Nolan
William Okeson	Greg Padick	AJ Pappanikou
Betsy Paterson	Dave Pepin	Kathy Pepin
James Peters	Robert Peters	Carol Petersen
John Petersen	Doryann Plante	Girish Punj
Rebecca Putnam	Michael Rice	Jim Romanow
Arthur Roberts	William Rosen	John Saddlemire
Carl Schaefer	Michael Schor	Kristin Schwab
Jane Scott	Jan Scottron	Vic Scottron
Beverly Sims	Anne Smith	Jeff Smith
Phil Spak	Susan Spak	Virginia Stallman
Cynara Stites	David Stone	Mike Taylor
Una Taylor	Elaine Temel	Joan Terry
Mary Thatcher	Chris Thorkelson	Betsy Treiber
Tom Treiber	Richard Twilley	Wilda Van Dusen
Frank Vasington	Curt Vincente	Jeff von Munkwitz-Smith
Virginia Walton	Allen Ward	Robin Weiner
James Whitaker	Dolly Whitman	Penelope Williams
David Woods		

- As of May 30, 2003

**A big thank you to our members for their support and involvement!**

# **Report from the Nominating Committee**

Philip Lodewick, Chair

## **Proposed slate of incoming Directors**

### **Class of 2006**

***Phil Spak***

**Community Volunteer**

***Janet Jones***

**Community Volunteer**

## 2003-2004 Appointed Board of Directors

### Town of Mansfield

*Martin Berliner (2005)*  
Mansfield Town Manager

*Al Hawkins (2006)*  
Town Councilor

*Chris Thorkelson (2004)*  
Town Councilor

### University of Connecticut

*Tom Callahan (2005)*  
Special Assistant to the President,  
University of Connecticut

*Dale Dreyfuss (2006)*  
Vice Chancellor, Business and  
Administration  
University of Connecticut

*Philip Lodewick (2004)*  
Tradewell Corporation

### Mansfield Business and Professional Association

*Steve Bacon (2005)*  
Law Office of Stephen M. Bacon, LLC

*Steve Rogers (2004)*  
Subway

*Betsy Treiber (2006)*  
Savings Bank of Manchester

## 2003-2004 Elected Board of Directors

*Dave Pepin (2005)*  
Chairman of Next Generation Ventures, LLC

*Frank Vasington (2004)*  
Community Volunteer

*David Woods (2005)*  
Dean of School of Fine Arts, University of Connecticut

**2003-2004  
Ex-Officio Board of Directors**

***Michael Gergler***

**Chair, Mansfield Business and Professional Association**

***Betsy Paterson***

**Mayor, Town of Mansfield**

***John Petersen***

**Chancellor, University of Connecticut**

# MANSFIELD DOWNTOWN PARTNERSHIP FACTS

**Organizational Structure:** Independent, non-profit, membership-based organization

**Administrative Structure:** Board of Directors

**Operational:**

- Full-time paid Executive Director
- Located in downtown Storrs
- Six committees that work to enhance downtown Mansfield as a great place to work, live, and visit: Advertising and Promotion, Business Development and Retention, Finance and Administration, Membership Development, Planning and Design and Nominating

**Funding Sources:** Private and Public sponsorships, grants, membership

**Membership:** Currently over 210 individual, business, and organization memberships

**Current Budget:** \$123,000

**Mission:** Coordinate the enhancement and revitalization of three Mansfield commercial areas – Storrs Center, King Hill Road, and the Four Corners

**Progress In Second Year:**

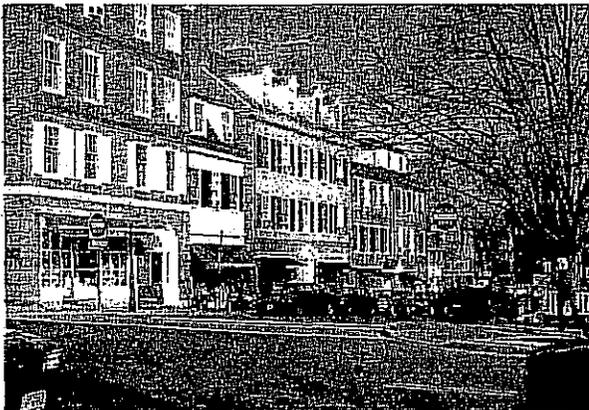
- Hired Looney Ricks Kiss Architects, Inc., to develop municipal development project plan for Storrs Center
- Environmental Impact Evaluation for Storrs Center approved by State Office of Policy and Management
- Hired Attorney Lee Cole-Chu to assist with legal matters related to the development of a municipal development project plan
- Secured over \$500,000 in grants for planning and streetscape work for Storrs Center, and a comprehensive Mansfield brochure and informational kiosk
- Increased outreach efforts through direct mail, public presentations, and radio, TV, and print media resulting in over 110 new memberships in the last 10 months for a total of 210 members

**Future Activities:**

- Hire a master developer for Storrs Center property
- Streetscape improvements to enhance the appearance and walkability of Storrs Center
- Continue to work with the community and businesses to promote Mansfield

**MANSFIELD DOWNTOWN PARTNERSHIP**  
**Operating Budget**  
**FY 03 - FY 04**

<b>Revenues</b>		<b>FY 2003-04</b>
<b>100 - Revenues</b>		
101 - Town Contribution		41500
102 - University Contribution		46500
103 - Dues		10400
<b>Total 100 - Revenues</b>		<b>\$ 98,400</b>
<b>Expenditures</b>		
<b>Administrative Expenses</b>		<b>FY 2003-04</b>
53801 - Liability and Property Insurance		500
53809 - Directors and Officers Insurance		1150
52202 - Travel and Conferences		2000
52203 - Membership Fees		1000
53125 - Audit		1050
53122 - Legal Services		5000
<b>Total - Administrative Expenses</b>		<b>\$ 10,700</b>
<b>Office Expenses</b>		
53401 - Rent		11800
54604 - Utilities		1540
53943 - Telephone		1450
54301 - Supplies		520
53926 - Postage		1140
53302 - Repair and Maintenance		100
<b>Total - Office Expenses</b>		<b>\$ 16,550</b>
<b>Program Expenses</b>		
51601 - Payroll		56129
52006 - Pension		5613
52001 - Social Security		3480
52007 - Medicare		814
52005 - Unemployment Comp		561
52002 - Workers Comp		760
52103 - Life Insurance		212
52105 - Health Insurance		3460
53120 - Professional & Technical		2500
53145 - Vendors		3000
53925 - Printing and Binding		2500
54911 - Supplies		1500
53939 - Other Program Expenses		500
<b>Total - Program Expenses</b>		<b>\$ 81,029</b>
56312 - Contingency		\$ 10,000
<b>Estimated Fund Balance</b>		<b>\$ 24,940</b>
<b>Total Revenues</b>		<b>\$ 123,340</b>
<b>Total Expenditures</b>		<b>\$ 118,279</b>



**Center  
Character  
Survey  
Analysis**

for the

**Storrs  
Center  
Municipal  
Development  
Plan**

Prepared for:

**Mansfield  
Downtown  
Partnership**

by:

June 10, 2003



# Center Character Survey Analysis

## Purpose of the Center

### Character Survey

The Storrs Center design team conducted a center character survey May 1, 2003 to assess community preferences for the character of open space, streetscapes and architecture in Storrs Center. There were over 70 attendees representing a broad cross section of residents, property owners as well as students, faculty and staff from the University of Connecticut. The outcome of this survey will guide the Downtown Mansfield Partnership and its design team in the creation of a mixed-use commercial and residential center for Mansfield.

### Survey Approach & Methodology

The survey was designed by Looney Ricks Kiss and EDAW to identify community preferences for the architectural character, open space character and streetscape character appropriate for Storrs Center. Upon arriving at the event, survey respondents were invited to place colored dots on an aerial photo of Storrs Center locating their "most favorite places", "least favorite places" and "traffic/ pedestrian hot spots." This method identifies specific geographic areas of focus for consideration during the design of Storrs Center. The summary of these findings is presented on page 3 as the Site Preferences Map. Attendees were then asked to complete a brief written survey identifying their place of residence, affiliation with the University of Connecticut and the strengths, weaknesses, opportunities and constraints of Storrs Center. These results are summarized on page 4.

Following this written survey, a visually-based Center Character Survey was then presented as a series of four images on a large projection screen. This methodology presents a forced choice scenario where one of the four images or none must be selected. 68 images in sets of four were arranged in four topics: open space, streetscape, overall architectural character and residential architectural character. Each set of four images was carefully selected to present a full spectrum of choices including a variety of open space, architecture and building heights. Respondents were then asked to choose the most appropriate image or "none" for Storrs Center. Space was provided for written comments to further clarify their choices. The images were presented on a large screen without discussion during the first round, then the same images were then presented for discussion. The facilitator sought comments from respondents while these comments were written on large sheets of newsprint. A summary of these findings follows on page 5 while the more detailed results appear on page 12 as the Detailed Survey Results.

## Site Preferences Map



The locations of the “most favorite places,” “least favorite places” and “pedestrian/ traffic hot spots” for the Storrs Center vicinity are identified on the aerial photograph above, based upon the colored dots placed by the survey attendees. This map of colored dots was translated into a map highlighting those trends. Some of these locations are within the Storrs Center project area, while others are beyond its boundaries. During subsequent stages of the planning and design process, the “favorite” places will receive considerable attention, to protect or enhance their character, while the “least favorite” and “traffic / pedestrian safety hot spots” should be addressed in a manner that will either eliminate or mitigate the negative impact of present conditions.

## Center Character Survey Analysis

### Attendee Profiles

Storrs Center Character Survey respondents consisted mainly of people who live in the Town of Mansfield. More than half of the respondents are affiliated with the University of Connecticut. One in three respondents is an alumnae of the university, one in five respondents is a faculty/staff member and one in ten respondents is an undergraduate student. One in four of all respondents lives within ten minutes walking distance to the Storrs Center. Lastly, one in ten respondents owns either a business or commercial property in the area.

About half of the respondents completed portions of the Strengths/Opportunities and Weaknesses/Challenges section of the survey. The Strengths and Opportunities are characterized as follows:

- The potential development of Storrs Center was chosen by one in four respondents;
- the relationship between the University of Connecticut and Storrs Center was identified by one in five respondents;
- the semi-rural character and the amenities (i.e. restaurants, shops) were indicated by one in five respondents; and
- Storrs Center as a central gathering place and the surrounding open space were identified by one in nine respondents.

The weaknesses and challenges to Storrs Center are characterized as follows:

- Traffic was identified by one in three respondents;
- architectural character was also identified by one in three respondents;
- parking was identified by one in five respondents;
- the reduced summer population was identified by one in five respondents; and
- the lack of viable businesses was also indicated by one in five respondents.

These responses should be instructive to the Mansfield Downtown Partnership and its design team as planning for Storrs Center continues.

# Center Character Survey Analysis

## Appropriate Open Spaces

### Edges

Retaining a rural wooded ambience at the edge of Storrs Center is important to the character of the Mansfield vicinity. Image 1 establishes the preference for wooded landscapes defining the edges of Storrs Center. Based upon discussion and feedback from respondents the rural edge for Storrs Center should be characterized by field stone walls, wooded forests, recreational trails and informal seating areas.

As indicated on Image 3 selected by over one-half of the respondents there is a strong preference for small park spaces defined by hedges, wide walkways, shade trees and seating. In addition, it was stressed in the survey that the scale of the buildings should be appropriate to the scale of the open spaces and be compatible with existing campus architecture.



### Town Greens

The Center Character Survey indicated that the character of the open space and town green should be reflective of a traditional New England town. As shown on Image 6, one in three respondents want a Town Green comprised primarily of lawn area with enough paving to allow the space to be versatile. The preferred town green would be surrounded by shopping and restaurants in mixed use buildings and would include a focal point such as a fountain. A significant feature with moving water is preferred to mitigate nearby traffic noise and to create a peaceful setting. Such a town green space could accommodate small concerts, art shows, a farmer's market, town fair and other informal activities such as walking, cycling, and relaxing. With its informal tree placement, mixed use buildings of varying scales, on-street parking, grass lawn and benches, Image 7 was selected by one in four respondents.

# Center Character Survey Analysis

## Appropriate Open Spaces



### Plazas

Paved areas should be of brick or similar textured materials to reflect the New England vernacular and ample space should be provided for seating areas and shade trees. In addition to shade trees, plantings with seasonal color and variety are preferred. With one half of all respondents choosing Image 10 as their favorite, there is a strong consensus for plazas with textured paving, ornamental lighting, cafe seating, tree canopied spaces surrounded by diverse storefront architecture. Destinations need to be visible from the streets and two to three story buildings should surround the space, with varying roof heights preferable. The paved surfaces should offer seating and space suitable for accommodating a wide range of activities and events including outdoor dining. Respondents' suggested that a clock tower, monument or other identifying elements be introduced in combination with typical outdoor furnishings is significant and can help to encourage both active and passive use of the space in order to avoid having an "empty plaza."



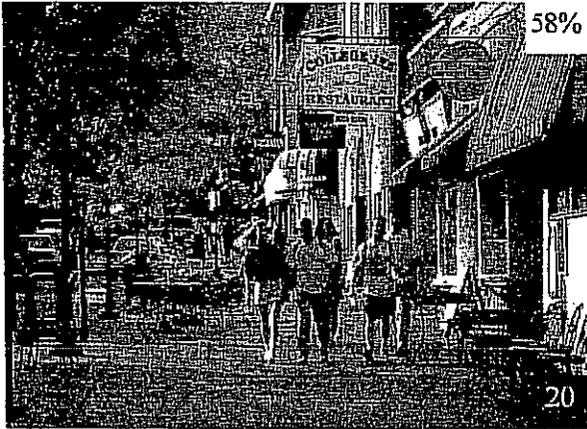
### Small Parks

For smaller parks, a variety of paving materials was preferred with enough space for seating and tables. Shade and plant variety were preferred in these spaces, and it was stressed that hard materials such as paving should not dominate the space. The spaces need to be "people friendly" with appropriate scale and inviting for small gatherings or an outdoor lunch. Image 14 demonstrates the preference for active water features, informal seating and meandering paths under a protected tree canopy. With over 4 in 10 respondents choosing Image 16, this image demonstrates a preference for quality landscaping and flowering trees and seating amidst trees



# Center Character Survey Analysis

## Appropriate Streetscapes



Appropriate streetscape characteristics include human scale, shade, street trees, brick or stone paving, benches and tables with seating. Activity is an important element of the streetscape and the sidewalks need to be wide enough to accommodate pedestrians, transit riders, shoppers, and people sitting outside a café or restaurant. Awnings, overhangs and signage add to the streetscape scale, and placing utilities underground is essential. Streetscape icons such as a clock tower are appropriate if the sidewalk is wide enough. On-street parking is important for generating activity and for the success of the retail establishments. Parallel parking and occasionally angled parking is appropriate with this scale of streetscape development. Buildings with varying heights and sidewalk alignment (setbacks) are preferable.

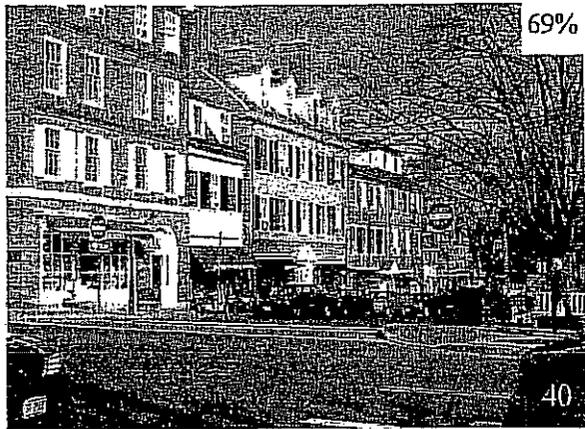
With nearly 6 in 10 respondents choosing images 20 and 21 there is a strong preference for wide sidewalks, diverse architectural storefronts, cafe seating, variety in building heights, street trees, parallel parking, and pedestrian oriented streets. These streets should feature street furnishings such as trash receptacles and light poles – with the potential to add banners – combined with street trees for shade are appropriate. The use of field stone is highly prevalent in the rural Connecticut landscape and many expressed a desire to use stone as a feature in Storrs Center.

With 5 of 10 respondents choosing Image 27, it is an important indicator of the acceptance for smaller sidewalks, low landscaping at storefronts, small scale perpendicular signage, unique canopies and awnings and brick sidewalks. It should be noted that this image does not show on-street parking, however the street trees are important to establishing the sense of safety from moving cars.

As shown in Image 30, bus stops should be designed to create a shelter that is appropriate architecturally and is located in the proper place, i.e., near a café and in a safe place within the vehicular and pedestrian traffic patterns. Shelters are more appropriate than open-air structures in this climate, so the bench(es) can be sheltered from the elements. The streetscape as well as bus stops should be designed for pedestrians and cyclists.

# Center Character Survey Analysis

## Appropriate Architectural Character



The survey indicated a general preference for two and three story buildings, with occasional use of single and four story buildings to offer a variety of heights. It is important that the edge appear as though it evolved over many years to create an organic pattern. Given the rural tradition of Mansfield, some participants preferred buildings that were separated rather than attached. In general, commercial storefront uses are preferred on the ground floor, with a mix of office and/or residential uses on the upper floors. Desirable architectural features include balconies, towers, bay windows, porches, gables, eaves, chimneys, storefront windows and coursing.



Image 40 with its attractive brick and clapboard architecture, varied rooves and dormers, street trees, shutters and New England character was the most highly preferred image in the entire survey. Given that 7 of 10 respondents chose this image, it should be a significant consideration in the design of Storrs Center. With nearly 5 of 10 respondents choosing image 36, there is a strong preference for brick architecture.

No single architectural style was preferred, and in fact a variety of styles was considered desirable. In addition to the desire for diversity, many people preferred the colonial style commonly found in smaller and more rural New England towns. A few participants felt a more contemporary style would be appropriate. There was a general indication that contemporary interpretations of traditional New England architecture are preferable to historicism.



There was a preference for a variety of architectural materials including red brick, horizontal clapboard and, to a lesser degree, stucco. In particular there were positive responses to occasional use of cut stone on the ground floors as well as the use of white painted wood trim. There was a preference for windows of a commercial or residential scale, especially divided panes, and industrial scaled windows should be avoided. Some people particularly liked windows with flat arches and windows similar to those in the Mansfield Town Hall.



# Center Character Survey Analysis

## Appropriate Residential Architecture



Community preferences for residential architecture at Storrs Center focused on New England building styles such as colonial, cottage and Victorian. Building material preferences include clapboard, red brick and the occasional use of stucco. There was positive acceptance of mixed-use buildings where residences are located above commercial space. However, such buildings need to demonstrate sensitivity to height and to incorporate frequent use of shutters, porches, gables, balconies, stoops, horizontal coursing and varied setbacks. These elements were perceived as adding vitality to the architectural character. Many of the preferred buildings also provided landscaping within the front yard.



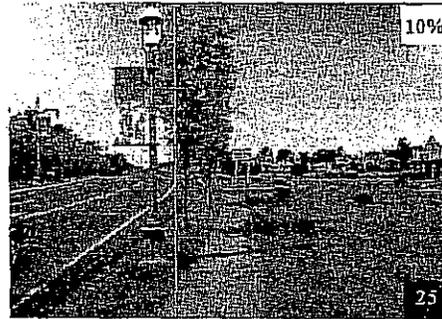
There was a general preference for buildings with a mix of materials on various floors rather than single material buildings. White and light colored clapboard appears to have broad acceptance. Many survey participants chose images with steeply pitched roofs and gables rather than buildings with flat parapets. A number of the preferred images showed arched windows and bay windows, especially on upper floors.

Given that one in four respondents chose None in their responses, it recognizes that there is a diverse range of opinions on appropriate architecture for Storrs Center.



# Center Character Survey Analysis

## Inappropriate Open Space and Streetscapes



The building at Images 5 is out of scale for a town center open space and are more appropriate in a larger town or a corporate setting. The open space in Image 4 appears too corporate and overscaled for Storrs Center. Also, images 4 and 9 do not express a sense of community and are not suitable for informal social gatherings or planned activities. Image 9 appears to be designed to accommodate automobiles and therefore does not depict a pedestrian friendly space. The architecture in this image is not appropriate – in either scale or design - for the Storrs environment. The landscape does not have enough variety in size, texture and color to be attractive year round.

The spaces shown in images 9 and 24 have too much paving and are not appropriately scaled. The buildings are not of New England vernacular and do not enhance the human scale of the spaces. The lack of buildings along the sidewalk make Image 24 undesirable.

The images above do not illustrate the opportunity for diverse activities and run the risk of producing “empty” public spaces.

In image 26 the narrow sidewalk and lack of street furnishings makes for an uninviting streetscape on which no browsing, seating or social interaction would likely occur. Also, the lack of architectural interest and scale contributes to the inappropriateness of this streetscape. Due to the frequent winter snows in the Mansfield area, hedges and overly narrow grass strips are inappropriate between sidewalks and streets.

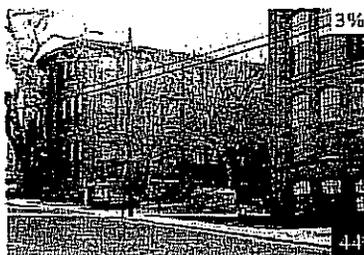
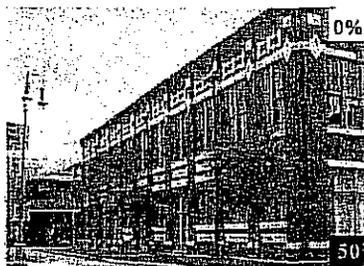
Image 25 demonstrates that street trees and streetlights are inadequate to create a complete streetscape experience. Storefronts are missing from this image. In general there is a need to create a wholistic experience that brings together architecture and streetscape experience.

# Center Character Survey Analysis

## Inappropriate Architecture



The scale of buildings was important to workshop attendees. Many noted that continuous walls of attached buildings without breaks were inappropriate for Storrs Center. Straight, flat planes of unbroken buildings should be avoided. The survey results suggested that groupings of buildings of four or more stories, such as image 57, were perceived to be inappropriate. In addition to concerns about buildings being too tall, attendees were also concerned that one-story buildings may not create the character of spaces for Storrs Center. Attendees were particularly adamant that brick mill building architecture was not desirable. There appears to be negative connotations, as shown in the responses to Image 44 and 50, to the idea of placing industrial buildings in a town that prides itself on being a village and a college town.



Survey participants expressed a strong desire to avoid buildings that appeared industrial or overtly urban in nature. Many of the images showing buildings with predominantly four or more stories were selected as inappropriate for Storrs Center. In addition to the concerns about building scale, a number of people felt that buildings with too many second story porches and too much outdoor space would be inappropriate for the long winters in New England. Buildings that are more common in southern climates or “suburban” settings were avoided in favor of buildings that reinforce a vibrant New England neighborhood. Many of the buildings with flat parapet roofs and industrial scaled walls and windows were also inappropriate.



Survey participants voiced a number of preferences regarding the elements and materials that define architectural character. Buildings with flat parapets lacking architectural detail were discouraged, such as Image 39. Windows that appear overly large in scale or lacking individual panes were perceived to be inappropriate.

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## TOWN OF MANSFIELD

AUDREY P. BECK BUILDING  
4 SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599

June 11, 2003

Mr. S. Derek Phelps, Executive Director  
Connecticut Siting Council  
10 Franklin Square  
New Britain, Connecticut 06051

Re: Docket No. 274, Petition 626T, AT&T Wireless, PCS, LLC, applicant  
proposed telecommunication facilities in Mansfield

Dear Mr. Phelps and Connecticut Siting Council members:

In a February 26, 2003 letter to the Siting Council, Mansfield's Planning and Zoning Commission and Town Council expressed appreciation for the efforts representatives of AT&T Wireless, PCS, LLC have made in keeping Town representatives informed about the pending telecommunication projects. Information received from the applicant has been conveyed to all property-owners within five hundred (500) feet of the proposed tower sites. Mansfield also is appreciative of the Siting Council's public participation process, which includes holding a Public Hearing in Mansfield and a thirty-day comment period following the Public Hearing. To date, potentially-affected residents have been well-served by this process, and we are hopeful that issues raised in this letter and throughout the Siting Council's public review process will be resolved in a mutually beneficial manner.

Mansfield officials have reviewed AT&T Wireless LCS, LLC's application materials for the proposed telecommunication facilities in Mansfield and, collaboratively, Mansfield's Planning and Zoning Commission and Town Council have approved the following comments for consideration by the Site Council and AT&T Wireless.

1. The proposed telecommunication facility at 111 Middle Turnpike (Petition 626T) is directly related to the proposed tower facility between Cedar Swamp and Baxter Roads (Docket 247). These two projects should be considered jointly by the Siting Council upon completion of the Public Hearing process for Docket 247.
2. Mansfield's telecommunication tower policies, as articulated in Article X, Section R of Mansfield's Zoning Regulations (attached), emphasize co-location of telecommunication carriers and the installation of a minimum number of telecommunication towers. These locational objectives reflect the concerted effort that has been made by Mansfield officials to identify and protect important views and vistas in our town. Application materials submitted in conjunction with the subject projects indicate that the proposed tower sites will meet the telecommunication needs of AT&T Wireless, but it is unclear whether the proposed locations will also suitably address the needs of other service carriers using existing towers in Mansfield and nearby towns. This issue should be more specifically addressed by the applicant and the co-locational ability of the proposed sites between Cedar Swamp and Baxter Roads should be confirmed by the Siting Council. As necessary, more information should be sought from other carriers.
3. The applicant's propagation study assumes a tower location in Willington, north of Route 44. This location was proposed in 2002 by Crown Atlantic Co., LLC and Celco Partnership, dba Verizon Wireless, but has not been constructed. The status of this site should be reviewed and its appropriateness with respect to the pending AT&T Wireless application should be confirmed by the Siting Council.
4. The proposed telecommunication tower between Cedar Swamp and Baxter Roads is planned at a height of one hundred and twenty (120) feet. It must be confirmed that this proposed height is adequate to meet the needs of multiple carriers. Six (6) carriers are indicated in application materials, but service capability at lower elevations may not be appropriate and could lead to future requests for additional tower sites. At a minimum,

any Siting Council approval should consider a requirement that this tower be expandable so that a reasonable assessment of alternatives can be considered in the event the approved tower height is subsequently determined to be inappropriate to meet the needs of other carriers.

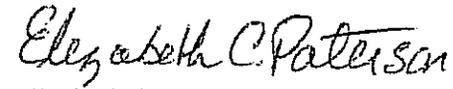
5. The proposed tower at 111 Middle Turnpike is designed to serve the needs of AT&T Wireless, but co-location has not been proposed. It is unclear whether other carriers will require a tower facility in this area if the proposed tower between Cedar Swamp and Baxter Roads is approved and operational. This issue should be reviewed with the applicant, and any approval of Petition 626T should clearly indicate that this site has not been approved for a taller co-locational tower. A taller tower on this property necessitates more information and a full Docket review.
6. Both of the proposed tower locations will be visible from public roadways and would have some impact on the scenic character of Mansfield. Appropriately-located landscaping along Rt. 44 and Baxter Rd. will significantly lessen visual impact and should be incorporated into any Siting Council approval action regarding the subject Docket and Petition applications.
7. Any Siting Council approval of the subject tower facilities should require that all utilities be installed underground as required by Article X, Section R.4.a.11 of Mansfield's Zoning Regulations, and should include bonding or other provisions to ensure proper removal of approved and constructed towers that are abandoned in the future.

Thank you for considering these comments with respect to the pending Mansfield towers. The proposed sites should not be looked at in isolation, but should be part of a regional analysis that includes consideration of the needs of other carriers. Mansfield officials are not opposed to adding additional telecommunication towers and improved service in our area. We are seeking the assistance of the Connecticut Siting Council and the cooperation of the tower construction companies to locate new towers in the most appropriate locations.

If you have any questions regarding this communication, please contact Mr. Gregory J. Padick, Mansfield Town Planner, at 860-429-3320.

Respectfully submitted,

  
Audrey H. Barbéret, Chairman  
Mansfield Planning and Zoning Commission

  
Elizabeth C. Paterson, Mayor  
Town of Mansfield

cc: AT&T Wireless PCZ, LLC c/o C.B. Fisher, Esq. Cuddy & Feder & Worby, LLP  
J. Gaudet, Site Acquisitions  
✓ Mansfield Town Council  
Mansfield Planning & Zoning Commission  
B. Brodin  
B. & M. Thompson  
G. Heffernan, CT Siting Council  
D. Martin, CT Siting Council Siting Analyst  
Grand Shart, LLC

## Technical Advisory Group Purpose

### For the Project

#### Long-Term Impact Analysis of the University of Connecticut's Fenton River Water Supply Wells on the Habitat of the Fenton River

**Purpose:** The purpose of the Technical Advisory Committee (TAG) is to provide a source of external expertise that can assist the University of Connecticut in the carrying out, review and external transferring of work conducted as part of the project, "Long-Term Impact Analysis of the University of Connecticut's Fenton River Water Supply Wells on the Habitat of the Fenton River."

**Activities:** It is anticipated that the role of the group will evolve over time. The group will, initially, perform the following functions:

Provide a formal review and guidance to the research planning and execution of work as part of the Fenton River Project. Assist the faculty in recommending implementation methods, and establishing different measures of success. The TAG members will review draft and final report prior to submission to agencies. Comments of the TAG members and comments by the University project team will be included as an appendix to the draft and final reports.

**Conduction of Business:** The group will meet at least quarterly for the duration of the project. Location of the meetings will be decided by the TAG members. All meetings will have minutes prepared and will be kept as an official document and record of the group activities. These minutes will be distributed to TAG members and project team members.

**Draft Subject to Review**

**Long-Term Impact Analysis of the University of Connecticut's Fenton River Water Supply Wells  
on the Habitat of the Fenton River**

1<sup>st</sup> Technical Advisory Group Meeting

December 12, 2002

Submitted by Farhad Nadim, Graduate Student

Environmental Engineering Program

University of Connecticut

The first technical advisory group (TAG) meeting on the impact analysis of UConn's Fenton River water supply wells on the habitat of the Fenton River was held at 12:00 PM in Room 209 of UConn's W. B. Young Building on December 12, 2002. The list of the participants, their affiliations and their e-mail addresses are listed in the following table.

	<b>Name</b>	<b>Affiliation</b>	<b>e-mail address</b>
1	Richard Miller	Dir. Envir. Policy, UConn	<a href="mailto:Rich.miller@uconn.edu">Rich.miller@uconn.edu</a>
2	Jim Pietrzak,	Sr. Proj. Manager, UConn	<a href="mailto:Jim.pietrzak@uconn.edu">Jim.pietrzak@uconn.edu</a>
3	Remo Mondazzi	USGS	<a href="mailto:Ramonoaz@usgs.gov">Ramonoaz@usgs.gov</a>
4	Jeff Starn	USGS	<a href="mailto:Jjstarn@usgs.gov">Jjstarn@usgs.gov</a>
5	Townsend Barker	US Army Corps of Eng.	<a href="mailto:Townsend.g.barker@usace.com">Townsend.g.barker@usace.com</a>
6	Jeff Smith	OPM	<a href="mailto:Jeff.Smith@po.state.ct.us">Jeff.Smith@po.state.ct.us</a>
7	Ross Povenmire	UConn	<a href="mailto:Ross@povenmire.com">Ross@povenmire.com</a>
8	Robert Neumann	UConn	<a href="mailto:Rneumann@canr.uconn.edu">Rneumann@canr.uconn.edu</a>
9	Brian Murphy	CTDEP Fisheries	<a href="mailto:Brian.murphy@po.state.ct.us">Brian.murphy@po.state.ct.us</a>
10	Corinne Fitting	CTDEP Water Management	<a href="mailto:Corrine.fitting@po.state.ct.us">Corrine.fitting@po.state.ct.us</a>
11	Gregory Padick	Mansfield Town Planner	<a href="mailto:Padickgi@mansfieldct.org">Padickgi@mansfieldct.org</a>
12	Glenn Warner	UConn, IWR	<a href="mailto:Glenn.warner@uconn.edu">Glenn.warner@uconn.edu</a>
13	Robert Miller	Eastern Highland Health Distr.	<a href="mailto:Millerrlo@mansfield.org">Millerrlo@mansfield.org</a>
14	Fred Ogden	UConn, CEE	<a href="mailto:Ogden@enr.uconn.edu">Ogden@enr.uconn.edu</a>
14	George Hoag	UConn, CEE	<a href="mailto:GHoag@enr.uconn.edu">GHoag@enr.uconn.edu</a>
16	Margaret Miner	River Alliance of CT	<a href="mailto:Rivers@riversalliance.org">Rivers@riversalliance.org</a>
17	John Manfred	Trout Unlimited	<a href="mailto:Jmanfred@rocketmail.com">Jmanfred@rocketmail.com</a>

Prior to the Project Presentation, all participants briefly introduced themselves. Richard Miller (the Director of Environmental Policies at UConn) emphasized on the importance of this project and its role in future development plans at the University of Connecticut.

Dr. Hoag started the presentation by presenting the proposal's summary and discussing general aspects of the project and outlined its objectives. Dr. Hoag mentioned the following points and put them to general discussion for feedback during his presentation:

- We want to inform and communicate with the public regarding this project. Project preliminary results will be presented to the TAG.
- A 30-day time limit will be set for the TAG to comment on the Draft and Final Project Reports before they are submitted to agencies.

During and after the presentations some questions and comments came up that have been summarized in the following sequence:

**Q.** Rob Miller: Will there be meetings in which the members of the public can participate and express their view. It may be reasonable to see the interest of public attendance.

**Ans.** GEH: We have been giving this some thoughts and are very interested to have some type of public involvement.

**Comment from Jim Pietrzak:** I would like to note that Paul R. from DPH is not here in this meeting today.  
**Rich Miller:** It is possible that DPH may not participate in our TAG meetings?

**Q:** J. Michael Callahan, You mentioned percent capacity, what do you mean by percent capacity? and considering the location and the ages of the wells does the University ever run all of the pumps at the same time and when pumping ground water do they also take into account water quality criteria?

**Ans.** GEH: In answer to your first question, it is the % capacity of the pumps. In operating the pumps, UConn has a certain approach in extracting water from the wells. Sometimes two wells may be active and two inactive; it depends on the volume of water needed for a certain period. I understand that the UConn staff running the wells have an approach they have developed over the years that has worked in terms of water production.

**Q:** J. Michael Callahan, Does the University know the yield of each well?

**Ans. GEH:** Yes, UConn has conducted pump-yield tests and the data is available, we should be receiving a copy of that data for this project.

**Jeff Starn** of USGS continued the presentation by reviewing the geology of the study area and the availability of water supplies. Jeff discussed the glacial deposits, bedrocks and the geology of the Fenton River Watershed, and how the Watershed would be simulated.

**Q: J. Michael Callahan:** Do you know the relation between glacial tills and well production and do you think it is suggestible to drill a well in such formations and test the flow through these formations?

**Ans. Jeff Starn:** Due to very low flow rates it is not generally acceptable to drill wells in the glacial tills.

**Ans. GEH:** We will be installing monitoring well yields in the glacial till to help understand the contribution of the glacial till to the stratified aquifer.

**Q: Margaret Miner:** When mapping the Fenton River recharge zone, what strategy did you follow? Were potential contamination areas avoided?

**Ans. from Corinne Fitting:** Here, I would like to note that the recharge zone mapping is usually done by considering the more permeable formations which are usually located within valleys and low-lying area.

**Q. J. Michael Callahan:** Do you have an estimate of the depths of the glacial tills and the stratified drift deposits?

**Ans. Jeff Starn:** It is estimated to be between 10-15 feet in most areas the stratified drift deposits may reach as deep as 70 feet.

**Robert Neumann** continued the presentation after lunch by discussing the fisher habitat of the Fenton River. He discussed the PHABSIM (Physical Habitat Simulation Model), the habitat suitability criteria and the model's application.

**Glenn Warner** continued the presentation by explaining the interaction between surface and ground water in the Fenton River watershed. He also talked about the discharge measurements in the river while at the same time trying to minimize the impact to the river habitat.

**Fred Ogden** added some comments to Glenn's presentation by explaining the advanced methods that will be used in flow measurements. He stated that the river channel had been disturbed by human

interferences and pointed out that big rocks and boulders had been moved from their original placed in the riverbed to different locations.

**Q. Townsend Barker:** Are the use of pressure transducers applicable in this project? We tried them in one of our projects and they were not very successful.

**Ans. Fred Ogden:** So far we have had good results with these devices.

**Ans. GEH:** In addition, In-Situ minitrolls are very handy and they don't require separate barometric pressure measurements.

**Q. Ross Povenmire:** When you take random samples from the river, does random sampling interfere with your statistical analysis?

**Ans. Rob Neumann:** We will take that into account. Based on the knowledge that we have from the Fenton River we will weigh the cell predictions in our model and will use it in our experimental design.

**Ans. GEH:** At the present time, the entire Fenton River's habitat is being studied and mapped and we will be using that in our project. The focus is to conduct detailed assessments on representative reaches and not use a random location methodology.

**Ans. Rob Neumann:** To add a comment here, I should say that a statistical hypothesis testing would be involved in the fish sampling process.

**GEH:** I would like to make some closing comments now:

- One of the important of this project is model merging (surface, groundwater and habitat models) and we it will be essential to accomplish this for the project to be successful.
- It would be important to associate hydraulic assessment with the microhabitat assessment that Rob will be conducting.
- The overall goal of this project is to make predictions of the low flow event frequencies and associated impacts on the river's habitat.
- Another objective is to see how the low flow conditions will impact the pump usage.
- The time period of this project will be 11-01-02 to 10-29-04. The details of the project schedule were presented by Dr. Hoag.

**Q. Jeff Starn:** Please indicate the position of the bedrock outcrop on the map?

**Ans. GEH:** There are two bedrock outcrops near the gravel pit. A professor from geology department, Dr. Lanbo Liu, is using seismic technology to map the bedrock and other formations in the Fenton River watershed area and those results will be very useful for this study.

**Q. J. Michael Callahan:** Reviewing the Level-A mapping and the proposal, it seems that west side of the Fenton River has been studied in detail, do you have any plans to extend your cross section to the east side of the River?

**Ans. GEH:** That is a very good question; we have been considering the extent of the drilling phase to the east side of the River. The Town of Mansfield has been very helpful in supplying us with information related to the property owners. We will be using geophysics technique in some parts of this project. The geophysics techniques do not interfere with private properties, however we will need to develop and obtain access agreements with any property owners on whose property we would like to work. We will also use the bedrock and the glacial till data of the west side and will extrapolate it to the east side of the River and study the stratified drift. Historical mapping does not indicate the presence of much stratified drift deposits east of the River. Near the Fisher's Brook, there may be one spot.

**Q. John Manfred:** During the fish habitat study will you include an "entomology study" for the Fenton River? UConn's department of entomology may have a good compilation of data related to entomology of the Fenton River.

**Ans. Rob Neumann:** That is a good point; we will consider that in this study.

**Q. Margaret Miner:** If there is a negative impact from extraction of water from the Fenton River, there will be catastrophic consequences. I think that the State of Connecticut has already listed the Fenton River on the 303D (impaired habitat) list. My question is that during this study will you be looking into the natural conditions of the Fenton River when there is no interference and will you use a surrogate river (undisturbed) for this study?

**Ans. Jeff Starn:** In terms of modeling we will not look at the habitat degradation of the River. The model will be used to consider habitat suitability. At this point, habitat impairment is considered a result of meteorological factors. The model will also be used to show habitat responds to low flow conditions.

**Ans. Glen Warner:** Mount Hope River may be a good surrogate (background) river because there are no major inflows nor intakes from this river. The only difference will be the streambeds. The Mount Hope River has a sedimentary bed while the Fenton River bed is a complex of glacial tills and bedrock. We may not be able to assess the negative impact of low flow conditions on the entire watershed.

**Ans. GEH:** We will be conducting an intensive upstream study of the Fenton River. I should state that the whole watershed is more or less impaired due to anthropogenic interferences. Let's presume that there is a low flow duration for 30-60 days followed by a long rainy period, how do we tackle this in

terms of pumping? The answers will be part of the results of this study that will provide a suitable guideline for University authorities to better manage the Fenton River watershed.

Ans. Jeff Starn: Since the natural and physical conditions of the River have changed, it would be difficult to use the model and predict for natural conditions.

Q. J. Michael Callahan: At the present time there are four active wells in the Fenton River watershed, will you look into modifying the position of any wells for better and more optimum yields during your study?

Ans. GEH: We may look into this factor, Mike are you making a formal recommendation that we evaluate alternate locations?

Ans. J. Michael Callahan: Yes, I am making a formal request.

Ans. Fred Ogden: It is a good point and we will be considering innovative strategies during this project.

Ans. Corinne Fitting: In such decision makings you should be aware that the University of Connecticut does not have permit for the wells they only have them registered.

Ans. Glen Warner: UConn has done such activities in the Willimantic River watershed and it has had successful outcomes.

Q. John Manfred: What percentage of UConn's water is supplied generated by the Fenton River and what percentage comes from the Willimantic River Watershed?

Ans. GEH: Roughly speaking, 25% of the water is supplied by Fenton River Watershed. We have that information from UConn. We will present that at the next meeting.

GEH: To close this meeting, please send us all your ideas and suggestions. If you think a public meeting is a good idea, we were thinking of having one sometime in the future.

Comments: Rob Miller, Rich Miller, J. Michael Callahan: It sounds like a very good idea.

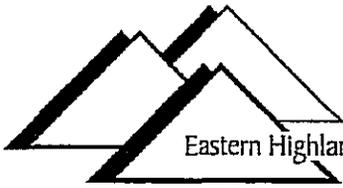
Comment: Remo Mondazzi: It would also be good idea to invite the people who own properties in the project area to this public meeting.

Comment: GEH: UConn has contracted the Fuss and O'Neil Consulting Firm to prepare digital maps of the Fenton River Watershed from the recently taken aerial photographs.

For our next TAG meeting, I will send an e-mail to everyone listing three different dates and will schedule our next meeting based on your responses (everyone agrees).

Meeting ended at around 3:00 PM.

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Eastern Highlands Health District

4 South Eagleville Road ♦ Mansfield CT 06268 ♦ Tel: (860) 429-3325 ♦ Fax: (860) 429-3388

## Memo

**To:** Martin Berliner, Town Manager

**From:** Robert L. Miller, Director of Health 

**Date:** 6/18/2003

**Re:** Separatist Road, UConn Storm Water Sampling Report, First Quarter 2003

Per your request, I have reviewed the above referenced report for the purpose of clarifying its conclusions as they relate to surface water quality.

The report as you may be aware, covers a very broad suite of water quality parameters and is essentially designed to detect the smallest measurable amount of a given contaminant and compare those results against the most conservative of water quality standards. This is appropriate given the public's sensitivity to these water quality issues. Consequently, the standards applied are drinking water standards and groundwater protection standards established by the EPA, State DEP or State Department of Public Health. Other water quality standards applied in the report include those established for surface water quality, established by the State DEP.

The report identifies seven parameter results that exceed groundwater protection standards and/or drinking water standards. This however is not alarming because these analytical results characterize surface water, not groundwater or drinking water. The report simply compares the surface water results against the more conservative groundwater and drinking water standards. (Groundwater and drinking water standards are often similar since it is groundwater we drink from private wells.)

Of the parameters analyzed and reported, two exceeded the surface quality standards at the time of sampling, total coliform bacteria and zinc. Although this is an area of concern, it is neither a public health nuisance nor cause for alarm.

As part of the sampling protocols established for this monitoring program, the samples were grabbed during a significant rain event. It is known that bacteria levels in surface water tend to spike during and a few days after a rain event, as a result of the scouring effect on the ground surface. Bacteria that exist naturally and are ubiquitous in the environment are washed off the ground surface and concentrated in our streams, rivers and lakes as a result of every rain event. This at the very least, is contributing factor to the elevated total coliform levels.

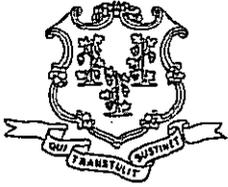
As for zinc, this is one of those rare cases in which the surface water standard is more conservative than the groundwater or drinking water standard due to aquatic life sensitivity to the metal. The zinc result reported is, however, well below drinking water or groundwater standards.

Generally, the water quality as reported, although not suitable for drinking, is acceptable as surface water, with the caveat that continued monitoring is warranted.

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STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546

Phone:

(860) 594-2370

Item #19

REC'D JUN 10 2003

May 22, 2003

Martin S. Berliner  
Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Storrs, Connecticut 06268

Dear Mr. Berliner:

Subject: Federal Highway Safety Program  
Federal Program Area No. 2003-PT  
State Project No. 0183-5839

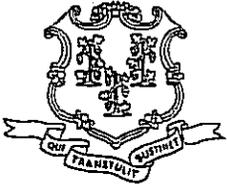
Enclosed is the corrected copy of our letter dated May 22, 2003,  
regarding the aforementioned subject.

Very truly yours,

  
Susan C. Maloney  
Governor's Highway Safety  
Representative

Enclosure

cc: Lon R. Hultgren, Director of Public Works  
Jeffrey H. Smith, Director of Finance



STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546

Phone:

(860) 594-2370

May 22, 2003

Martin S. Berliner  
Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Storrs, Connecticut 06268

Dear Mr. Berliner:

Subject: Federal Highway Safety Program  
Federal Program Area No. 2003-PT  
State Project No. 0183-5839

It is with pleasure that I am writing to notify you of the approval of the Town of Mansfield's highway safety project application entitled, "Traffic Enforcement Equipment Program" effective May 6, 2003.

Federal funds in the amount of \$5,814.00 are obligated to this project in accordance with Connecticut's approved Fiscal Year 2003 Highway Safety Strategic Plan.

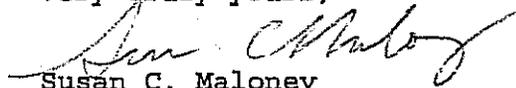
All costs incurred under this project must be in full compliance with both Federal and State regulations, policies and procedures that govern the use of highway safety funds. Costs are subject to review by both the Connecticut Department of Transportation Accounts Examiners and Federal Auditors. Equipment purchased under this Highway Safety Project is bound to continued use in a highway safety related capacity by federal regulation. If highway safety use of this equipment is discontinued at any time, the National Highway Traffic Safety Administration requires a refund of the equipment's residual value.

Please note that deviations from the specifics of the proposed budget must be reviewed and approved by the Division of Highway Safety prior to their implementation in order for related costs to be eligible for reimbursement.

All final claims against this project together with all supporting financial documentation must be submitted to the Connecticut Division of Highway Safety no later than forty-five (45) days after the funding period ending date.

All charges against this project are to be coded to State Number 35.320-1021-0183-5839-315-997-6078 in accordance with established coding procedures.

Very truly yours,



Susan C. Maloney  
Governor's Highway Safety  
Representative

cc: Lon R. Hultgren, Director of Public Works  
Jeffrey H. Smith, Director of Finance

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## Town of Mansfield Office of Emergency Services

**To:** Martin Berliner, Town Manager

**CC:** William Jordan, Chief EFD  
Ryan Hawthorne, Chief MVFC  
Mike Darcy, Resident Sgt. Mansfield

**From:** David J. Dagon, Emergency Services Administrator

**Date:** Monday, June 9, 2003

**Re:** FY 2003 Homeland Security Grant Program  
Personal Protective Equipment Purchase

Attached is a completed order form for the FY 2003 Department of Homeland Security Grant Program provided through the Office of Domestic Preparedness (ODP) for the purchase of Personal Protective Equipment. The application was faxed to the Connecticut Department of Public Safety, Division of Homeland Security (DPS/DHS) this afternoon. The DPS/DHS is the State Administrative Agency for this funding.

The Town of Mansfield was designated to receive personal protective equipment to protect first responders dispatched to incidents involving chemical or biological agents. Equipment will be distributed to communities based upon the State of Connecticut's Three Year Statewide Domestic Preparedness Strategy. Equipment obtained from the grant program will be made available to the Mansfield Volunteer Fire Company, Inc., the Eagleville Fire Department, and the Police Department.

The attached order form identifies the quantities of personal protective equipment to be received. Also attached and in addition to the personal protective equipment, the Town will receive detection equipment and logistical support equipment.

I will be the point of contact to coordinate the efforts between the Town and DPS/DHS regarding this grant program. I will be responsible to receive the equipment at a central location (Station #17 has been designated) and to notify DPS/DHS of any discrepancies with the order immediately upon receipt. It is estimated the equipment will be delivered in six (6) months.

If you have any questions please do not hesitate to contact me.

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# FY 2003 STATE HOMELAND SECURITY GRANT PROGRAM



## PERSONAL PROTECTIVE EQUIPMENT ORDER FORM

Municipality: Mansfield

FIRE DEPARTMENT Level B Chemical Protective Clothing			
Item	Item #	Size	Qty
Dupont Tychem Coverall w/attached respirator fit hood and boots	TK124	Small	
		Medium	
		Large	6
		X Large	12
		2X Large	10
		3X Large	2
		4X Large	
Gloves		7	
		8	
		9	6
		10	12
		11	12
Will be worn over shoes and coverall	Boots	Large	6
		X Large	12
		2X Large	12
Signature indicates review and approval of the above sizing. <i>[Signature]</i> Eagleville Fire Dept. <i>[Signature]</i> Mansfield Fire Co. (Signature of Fire Chief)			

POLICE DEPARTMENT Level C Chemical Protective Clothing			
Item	Item #	Size	Qty
Dupont Tychem Coverall w/attached respirator fit hood and boots	LV96124	Small	
		Medium	
		Large	
		X Large	2
		2X Large	4
		3X Large	
		4X Large	1
Gloves		7	
		8	
		9	2
		10	4
		11	1
Will be worn over shoes and coverall	Boots	Large	
		X Large	4
		2X Large	3
65 % of wearers are medium 35 % of wearers are large (Small women wear a small)	Masks	Small	
		Medium	5
		Large	2
Signature indicates review and approval of the above sizing. <i>[Signature]</i> Mansfield Resident (Signature of Police Chief)			



FY 2003 STATE HOMELAND SECURITY GRANT PROGRAM



PERSONAL PROTECTIVE EQUIPMENT ORDER FORM

EMERGENCY MEDICAL SERVICE Level C Chemical Protective Clothing			
Item	Item #	Size	Qty
Dupont Tychem Coverall w/attached respirator fit hood and boots	BR95124	Small	
		Medium	
		Large	3
		X Large	5
		2X Large	2
		3X Large	
Gloves		7	
		8	
		9	2
		10	4
		11	4
Will be worn over shoes and coverall	Boots	Small	
		Medium	5
		Large	5
65 % of wearers are medium 35 % of wearers are large (Small women wear a small)	Masks	Small	
		Medium	6
		Large	4
Signature indicates review and approval of the above sizing.			
<i>[Signature]</i> Mansfield Fire Co.			(Signature of EMS Director)

CONTACT:

The following individual is designated as point of contact to coordinate efforts between Mansfield and DPS/DHS. This individual will be responsible to notify DPS/DHS of discrepancies with order immediately upon receipt.

Name: David Dagon Title: Emergency Services Administrator  
 Tele: (860) 429-3364 Fax: (860) 429-3388  
 E-Mail: Dagondj@Mansfieldct.org

DELIVERY LOCATION:

All personal protection equipment will be shipped to a central location within the Municipality. The Municipality will be responsible to receive and distribute the equipment to the appropriate Fire, Police and EMS location.

Location: Mansfield Vol. Fire Company (Station #17)  
 Address: 999 Storrs Rd.  
Mansfield, CT 06268-2613

Signature indicates review and approval of the contents of this form.

Martin H. Berlioni  
 (CEO of Municipality)

# **MANSFIELD**

## **PERSONAL PROTECTIVE EQUIPMENT**

### **LEVEL B COMPONENTS - FD**

- 30 - Limited-use hooded chemical resistant suit ensemble  
*NFPA 1994 (2001 ed) Class 2 Ensemble Component*
- 30 - Butyl Gloves (pair)
- 30 - Rubber Overboots (pair)
- 1 - Case of Chemical Resistant Tape

### **LEVEL C COMPONENTS - PD**

- 30 - Limited-use hooded chemical resistant suit ensemble  
*NFPA 1994 (2001 ed) Class 3 Ensemble Component*
- 30 - Butyl Gloves (pair)
- 30 - Rubber Overboots (pair)
- 30 - NIOSH Approved Air Purifying Respirator
- 30 - Hazmat Gear Bags
- 1 - Case of Chemical Resistant Tape

### **LEVEL C COMPONENTS - EMS**

- 10 - Limited-use hooded chemical resistant suit ensemble  
*NFPA 1994 (2001 ed) Class 3 Ensemble Component*
- 10 - Butyl Gloves (pair)
- 10 - Rubber Overboots (pair)
- 10 - NIOSH Approved Air Purifying Respirator
- 10 - Hazmat Gear Bags

## **CBRNE DETECTION EQUIPMENT**

### **FD**

- 1 - Photo-ionization Detector w/ calibration and accessory kit
- 1 - Multigas Meter w/ O<sub>2</sub>; LEL; CO; H<sub>2</sub>S and calibration kit
- 1 - Ludlum 14-C Radiation Detector w/44-9 Alpha/Beta/Gamma Survey Meter
- 1 - Personal Dosimeter

## **CBRNE LOGISTICAL SUPPORT EQUIPMENT**

### **FD**

- 7 - Hazmat Gear Bags

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June 18, 2003

32 MULBERRY ROAD  
MANSFIELD CENTER  
CONNECTICUT 06250

To: The Mansfield Town Council

RE: Open Space Funds to Support Purchase of the Mollane Property

Marietta and I are abutting property owners to the Olsen Open Space Property acquired by the Town in cooperation with Joshua's Trust. Because of this joint cooperation, we have been able to create the beautiful, valuable and popular Coney Rock Preserve--an asset for all of our residents to use. This 200+ acre tract, with its scenic vistas from Coney Rock, is one of the gems of the open space program. ~~and~~ Virtually every single day multiple families of all ages hike the Coney Rock trails. As Steward for the property, I attest to its popularity and use.

Now, in cooperation with Joshua's Trust, we have an opportunity to add a nice contiguous parcel of low-land acreage--the Mollane Property--to the hillside/hilltop land of Coney Rock Preserve. This addition, with its contrasting terrain, will enhance the value of the existing Preserve at a very reasonable price. We urge the Town Council to authorize the expenditure of \$10,000. to support the purchase of the Mollane Property.

We are sending this letter of support--<sup>i.e.,</sup> robust support--because commitments have both of us out-of-state when the proposal is being considered on June 23.

Respectfully,

Keith B. Johnson  
Marietta W. Johnson

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