



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, November 10, 2003**  
**COUNCIL CHAMBERS**  
**AUDREY P. BECK MUNICIPAL BUILDING**  
**7:30 p.m.**  
**AGENDA**

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| CALL TO ORDER   |      |
| ROLL CALL   |      |
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EXECUTIVE SESSION

REGULAR MEETING-MANSFIELD TOWN COUNCIL-OCTOBER 27, 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: Haddad, Hawkins, Holinko, Paterson, Clouette, Martin, Thorkelson

Absent: Bellm, Schaefer

By consensus the Council moved up item # 1. Under Old Business

1. Proclamation in Honor of Southeast School's Receipt of Green Flag Award for Environmental Leadership

Mayor Paterson read the Proclamation to the children, presented them with a poster, puzzle and a calendar from the 300<sup>th</sup> celebration. Afterwards the children and guests had refreshments.

II. APPROVAL OF MINUTES

Mr. Martin moved and Mr. Clouette seconded to approve the minutes of October 14, 2003.

So passed unanimously.

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

There were no persons present to address the council.

IV. OLD BUSINESS

2. Underage Drinking, University Spring Weekend and President Austin's Task Force on Substance Abuse

Public Hearing on underage drinking ordinance will be on the agenda for November 10, 2003.

V. NEW BUSINESS

By consensus item # 6 was moved up on the agenda.

6. Length of Service Awards Program for Volunteer Emergency Services Personnel

Mr. Haddad moved and Mr. Thorkelson seconded that effective October 27, 2003, to authorize staff to implement the length of service awards program (LOSAP) for volunteer emergency services personnel, as proposed by the Emergency Services Management Team in its memorandum dated October 27, 2003.

Mr. Hawkins moved and Mr. Holinko seconded to table this issue until the next meeting so that all personnel could review the plan.

So passed unanimously.

3. NECASA grant Program to Support the Activities of Local Alcohol, tobacco and Other Drug Abuse Prevention Councils

Mr. Martin moved and Mr. Thorkelson seconded that effective October 27, 2003, to authorize the Town Manager to submit an application in the amount of \$3,3000 to the Northeast Communities Against Substance Abuse (NECASA) to support the activities of local alcohol, tobacco, and other drug abuse prevention councils.

So passed unanimously.

4. Capital Projects Fund

Mr. Thorkelson moved and Mr. Martin seconded that effective October 27, 2003, to adopt the adjustments to the Capital Projects Fund, as presented by the Director of Finance in his memorandum dated October 21, 2003.

So passed unanimously.

5. Compensation Adjustment for Town Manager

Mr. Hawkins moved and Mr. Holinko seconded that effective October 27, 2003, to modify the Town Manager's compensation as follows: 1. A 2.75 percent wage increase retroactive to July 1, 2003; 2. Health insurance coverage as provided to the town's nonunion personnel; and 3. An annual annuity payment of \$14, 000 per year.

So passed unanimously.

6. Previously discussed

PROPOSED CAPITAL FUND BUDGET CHANGES

Page 1 of 1

| JOB # | DESCRIPTION                          | FUNDING SOURCE         | REVENUE BUDGET   |                   |                   |                  |                        | EXPENDITURE BUDGET    |               |                  | ACTUAL EXPEND. | BALANCE TO SPEND (OVERSPENT) |           |
|-------|--------------------------------------|------------------------|------------------|-------------------|-------------------|------------------|------------------------|-----------------------|---------------|------------------|----------------|------------------------------|-----------|
|       |                                      |                        | CURRENT BUDGET   | BUDGET CHANGE     | PROPOSED BUDGET   | ACTUAL REVENUES  | OVER/ (UNDER) PROPOSED | CURRENT BUDGET        | BUDGET CHANGE | PROPOSED EXPEND. |                |                              |           |
| 80101 | Capital Projects Coord.              | CNR                    |                  | \$54,200          | \$54,200          |                  |                        | (\$54,200)            |               | \$54,200         | \$54,200       | \$9,900                      | \$44,600  |
| 81815 | Revenue Collection System            | CNR                    | 50,000           | 2,063             | 52,063            | 50,000           |                        | (2,063)               | 50,000        | 2,063            | 52,063         | 52,063                       |           |
| 81914 | Council Chamber Sound System         | CNR                    | 9,000            |                   | 9,000             | 9,000            |                        |                       | 9,000         |                  | 9,000          | 9,000                        |           |
| 83720 | Hydroseeding Unit                    | CNR                    | 5,000            |                   | 5,000             | 5,000            |                        |                       | 5,000         |                  | 5,000          | 5,000                        |           |
| 83722 | Sewer Flushing Unit                  | CNR                    | 55,000           | 136               | 55,136            | 55,000           |                        | (136)                 | 55,000        | 136              | 55,136         | 55,136                       |           |
| 84104 | Parking Lot Lighting - Senior Center | CNR                    | 5,000            |                   | 5,000             | 5,000            |                        |                       | 5,000         |                  | 5,000          | 5,000                        |           |
| 84120 | Downtown Revitalization              | STEAP<br>USDA          |                  | 500,000<br>90,000 | 500,000<br>90,000 |                  |                        | (500,000)<br>(90,000) |               |                  |                |                              |           |
|       | Total 84120                          |                        |                  | 590,000           | 590,000           |                  |                        | (590,000)             | 590,000       |                  | 590,000        | 53,836                       | 536,064   |
| 84210 | Daycare Cabinet Replacement          | MDD                    | 5,000            |                   | 5,000             | 5,000            |                        |                       | 5,000         |                  | 5,000          | 5,000                        |           |
| 86260 | Deferred Maintenance Projects        | CNR<br>Other Operating | 45,000<br>36,436 | 100,000           | 45,000<br>136,436 | 45,000<br>36,436 |                        |                       |               |                  | 181,436        | 59,180                       | 122,270   |
|       | Total 86260                          |                        | 81,436           | 100,000           | 181,436           | 81,436           |                        | (100,000)             | 81,436        | 100,000          | 181,436        | 59,180                       | 122,270   |
| 88281 | MMS Stage Curtains                   | CNR                    | 10,000           |                   | 10,000            | 10,000           |                        |                       | 10,000        |                  | 10,000         | 10,000                       |           |
|       | TOTALS                               |                        | \$220,436        | \$748,399         | \$968,835         | \$220,436        |                        | (\$748,399)           | \$220,436     | \$748,399        | \$968,835      | \$263,885                    | \$702,940 |

\* Indicates Project Closed

Recap of Funding Changes:

|                 |                  |
|-----------------|------------------|
| STEAP Grant     | \$500,000        |
| USDA Grant      | 90,000           |
| CNR Fund        | 56,399           |
| Other Operating | 100,000          |
|                 | <u>\$746,399</u> |

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VI. DEPARTMENTAL REPORTS

VII. REPORTS OF COUNCIL COMMITTEES

VIII. REPORTS OF COUNCIL MEMBERS

Mr. Holinko commented that the 300<sup>th</sup> ball was a very special evening. It was held in the Rome ballroom on the University of Connecticut campus. The "Little Big Band" played for the evening.

Mayor Paterson thanked the 300<sup>th</sup> Steering Committee, the Ball Committee and the staff Mr. Matt Hart, Assistant Town Manager and Town Clerk Joan Gerdson for all their efforts. It was a very successful event.

Mr. Thorkelson commented on the death of Claude McDaniels, long time resident and farmer in town.

IX. TOWN MANAGER'S REPORT

The Mansfield Community Center opened up last Friday morning. The grand opening and ribbon cutting ceremony will be on Saturday, November 1, 2003. All council members will be receiving invitations. Mayor Paterson thanked the Town Manager for his effort in bringing this building project to completion. Mr. Berliner commented on the many hours and hard work of the staff. There are 1361 members of the community center.

The Finance Director presented an analysis of proposed State Grants for fiscal year 2003/2004. These are only estimates and may change during the year. At present the town should be receiving an additional amount of about \$341,000

Please note the enrollment numbers of the Mansfield Public School as given in Dr. Gordon Schimmel's memo.

The report of the State of Connecticut Blue Ribbon Commission on Property Tax Burdens and Smart Growth Incentives was included in the packet. Town Manager Martin H. Berliner was on the commission and hopes that the legislature and the state administrators will read the document in its totality. Council members commented that it was a very comprehensive report.

X. FUTURE AGENDAS

XI. PETITIONS, REQUESTS AND COMMUNICATIONS

7. E. Paterson and M. Berliner re: Adel Urban's Retirement

8. Planning and Zoning Commission Application Referral-Six-lot Subdivision on Coventry Road.
9. Report of the State of Connecticut Blue Ribbon Commission on Property Tax Burdens and Smart Growth Incentives
10. The Hartford Courant-"Expanding our City Limits for the Common Good"
11. G. Schimmel re: Enrollment Figures for Mansfield Public Schools
12. Honorable J. Rowland re: Mansfield's Tercentennial Celebration
13. Council of Small Towns re: 2003 Grassroots Government Leadership Institute
14. Minutes for the Technical Advisory Group Meeting for the Long-term impact Analysis of the University of Connecticut's Fenton River Water Supply Wells on the Habitat of the Fenton River
15. Connecticut Department of Health re: Estimated Populations in Connecticut as of July 1, 2002
16. J. Smith re: Analysis of State Grants for Fiscal Year 2003-2004

## XII. EXECUTIVE SESSION

Not needed.

## XIII. ADJOURNMENT

At 8:15 p.m. Mr. Martin moved and Mr. Thorkelson seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

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LEGAL NOTICE

TOWN OF MANSFIELD

PUBLIC HEARING

November 10, 2003 7:30 p.m.

ORDINANCE REGULATING THE POSSESSION OF ALCOHOL BY PERSONS UNDER 21  
YEARS OF AGE

The Town Council will hold a public hearing at their regular meeting at 7:30 p.m. in the Council Chamber, Audrey P. Beck Municipal Building, on November 10, 2003, to solicit public comment regarding a proposed ordinance regulating the possession of alcohol by persons under 21 years of age.

Copies of the draft proposed ordinance will be available in the Town Clerks' office, 4 South Eagleville Road.

At this hearing persons may address the Town Council and written comments may be received.

Dated at Mansfield this 21<sup>st</sup> day of October, 2003.

Joan E. Gerdson, 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

November 10, 2003

Town Council  
Town of Mansfield

**Re: Issues Regarding the UConn Landfill including the UConn Consent Order, Public Participation Relative to the Consent Order and Well Testing (Item #4, 10-14-03 Meeting)**

Dear Town Council:

Attached please find new correspondence concerning the UConn Landfill. At this time, the Town Council is not required to take any action on this item.

Respectfully submitted,

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

Martin H. Berliner  
Town Manager

Attach:(2)

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University of Connecticut  
*Division of Business and Administration*

Architectural and  
Engineering Services

October 30, 2003

Raymond L. Frigon, Jr.  
Environmental Analyst  
State of Connecticut, Department of Environmental Protection  
Waste Management Bureau/PERD  
79 Elm Street  
Hartford, CT 06106-5127

**RE: CONSENT ORDER #SRD 101, STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION (CTDEP)  
PROGRESS REPORT – OCTOBER 2003  
UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT  
PROJECT # 900748**

Dear Mr. Frigon:

The University of Connecticut (UConn) is issuing this Progress Report to the Connecticut Department of Environmental Protection (CTDEP). Project progress is discussed for the following topics:

- UConn Landfill Closure
- UConn F-Lot Landfill Closure
- UConn Landfill Interim Monitoring Program
- Remedial Action Plan Implementation, Landfill and Former Chemical Pits
- Closure Schedule Following CTDEP Approvals
- Hydrogeologic Investigation – UConn Landfill Project
- Long-Term Monitoring Plan
- Technical Review Sessions
- Technical Review Session Information
- UConn's Technical Consultants - Hydrogeologic Team
- Discussions of Activities Completed in October 2003
- Schedule for Compliance (Revision No. 3)
- Listing of Project Contacts
- Certification
- Photographs

**CTDEP Consent Order  
Progress Report – October 2003  
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The following actions undertaken or completed during this period comprise of the following:

**UConn Landfill Closure**

Project Status Background

The Comprehensive Hydrogeologic Report and Remedial Action Plan have been submitted to CTDEP. UConn released the Draft Final Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan for the UConn Landfill for public view on January 20, 2003. Copies of the eight-volume report, comments from reviewers (CTDEP, United States Environmental Protection Agency - USEPA, and the Town of Mansfield) and a summary fact sheet are available in the research section of the Mansfield Public Library, in the Town Manager's Office, at University Communications and at the CTDEP in Hartford.

Permit Applications

*ACOE NE:* As part of the U.S. Army Corps of Engineers New England District (ACOE NE) Individual Permit Application for the Closure Plan for the UConn Landfill and Former Chemical Pits, a vernal pool survey was completed within a 600-foot radius of the UConn Landfill in Storrs, CT. Vernal pools are considered "special wetlands" under ACOE NE Programmatic Permit for Connecticut. On July 15, 2003 the ACOE NE published a Public Notice regarding UConn's request for a permit under Section 404 of the Federal Clean Water Act.

*CTDEP:* On September 12, 2003, Permit Application Transmittal Forms for the UConn Landfill Project Number 900748 were submitted to CTDEP for Water Discharge to Sanitary Sewer, Inland Wetlands and Watercourses, Inland 401 Water Quality Certification, and Flood Management Certification permits.

Conditional Approval Letter Received

A Conditional Approval letter dated June 5, 2003 regarding the Comprehensive Hydrogeologic Report and Remedial Action Plan was issued by CTDEP to UConn.

Comprehensive Hydrogeologic Report

Haley & Aldrich on behalf of UConn requested the elimination of the installation of one new deep monitoring well B402R (MW) from the Long-Term Monitoring Plan.

Closure Plan

On August 4, 2003 the Closure Plan report was submitted to CTDEP, Town of Mansfield, Eastern Highlands Health District (EHHD), and the Environmental Protection Agency (USEPA). The plan

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describes how the Remedial Action Plan will be implemented to close the UConn landfill, former chemical pits and F-Lot disposal site. Elements of the closure plan included:

- Site preparation, limited waste relocation, compaction and subgrade preparation and capping
- Landfill cap construction, which includes a gas collection layer, low permeability layer and protective cover/drainage layer
- Construction and operation of a gas collection system to manage methane gas emissions from the landfill and prevent uncontrolled migration
- Collection of a leachate collection system
- Construction and operation of a storm water management system
- Development of a comprehensive post closure maintenance and monitoring program
- Development of the former chemical pits area as green space
- Use of the landfill and F-Lot site as parking lots

The closure plan sets aside areas for a number of activities to take place, including soil processing and stockpiling, room for storing materials and equipment, and soil and waste removal areas. UConn's construction management firm will have to comply with odor, noise, dust and other controls, including keeping any relocated waste covered. The contractor will also build a construction fence around the site for security. The first steps in closing the landfill will focus on removing sediments and consolidating waste.

Private Property Access

UConn had previously requested access to property described on Town of Mansfield, CT Assessor's Map 15, Block 23, Parcel #7. Request to the property owner was made again in October 2003 by UConn to remediate sediments, continue to collect samples, to install wells, and to purchase parcel. To date, a response from the landowner has not been received.

Interim Monitoring Program Update

*CTDEP:* On September 25, 2003, the CTDEP requested that all groundwater samples collected in the next scheduled round of the IMP be submitted to a private laboratory certified by the CTDPH. In addition to the regulatory sampled private wells, UConn is sampling the private wells serving the following addresses for volatile organic compounds at a private certified laboratory: All private wells serving residences on Meadowood Road. In addition, 213 and 219 North Eagleville Road; and 201, 202, 203, 206, 211, 219, and 222 Separatist Road are to be sampled.

*UConn/Haley & Aldrich:* Subsequent research at the Mansfield Town Hall noted that the residences on Meadowood Road include numbers 21, 22, 28, 38, 41, 44, 47, 50, 54, 60, 61, 66, 74, and 78 Meadowood Road. Research at the Town also noted that 202, 203 and 206 Separatist Road are not valid residences, but 205 Separatist is one residence that was added to the list of residences to be sampled. Note: 222

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Separatist Road has already been tied into the UConn water system and the property well taken out of service.

**Update on Extension of Water Service - Meadowood and North Eagleville Road**

CTDEP Conditional Approval

The CTDEP Conditional Approval letter required UConn to offer several residences the opportunity (see table that follows) to be connected to UConn's water supply. UConn authorized Lenard Engineering, Inc. to conduct surveying, review existing property information, and to accomplish the design of the water main and services for these residences. UConn has notified owners at these properties of the CTDEP requirements and has requested owner approval to install a service connection and abandon the existing well.

The table that follows notes which residences an offer was made and the responses by property owners received to date.

**Table 1 - Offer to Connect and Well Abandonment Responses**

| <u>Address</u>            | <u>Offer to Connect</u> | <u>Well Abandonment</u> |
|---------------------------|-------------------------|-------------------------|
| 10 Meadowood Road         | Accepted                | Accepted                |
| 11 Meadowood Road         | Accepted                | Accepted                |
| 21 Meadowood Road         | Accepted                | Accepted                |
| 22 Meadowood Road         | Rejected                | Rejected                |
| 28 Meadowood Road         | Accepted                | Accepted                |
| 213 North Eagleville Road | Accepted                | Accepted                |
| 219 North Eagleville Road | Accepted                | Accepted                |

Tentative Schedule for the Design, Approval, and Construction for Extension of Water Service

- Complete design plans; submit to CTDEP and Department of Public Health (CTDPH) for approvals - submittal on September 5, 2003.
- Allow six weeks for CTDEP and CTDPH review and approvals - October 2003 (Only CTDPH comments received)
- Allow six weeks to advertise and review bids - November 28, 2003
- Award contract - December 31, 2003

Since it will be late 2003 before UConn could award a contract, construction will be scheduled for spring 2004.

- Review of contractor's submittals - January to March 2004
- Start construction - April 1, 2004
- End construction - July 1, 2004

UConn has received a project approval letter with conditions dated September 8, 2003 from the CTDPH.

#### **UConn F-Lot Landfill Closure**

UConn F-Lot Landfill Closure work completed included pavement removal, filling and compacting to grade, electrical system installation, installation of geotextile and 40-mil liner materials, and three inches of asphalt paving.

#### **UConn Landfill Interim Monitoring Program (IMP)**

IMP sampling continued during this period. Thirty-one monitoring wells were identified and are being sampled in this current program, consisting of seven monitoring wells for shallow groundwater, five locations for surface water, and nineteen active residential water supply wells. Sampling, as part of the IMP, will continue until the Long-Term Monitoring Plan (LMP) is initiated in January 2004.

CTDEP has requested UConn to sample residences on Meadowood and Separatist Roads utilizing a state certified laboratory.

#### **Remedial Action Plan Implementation, Landfill and Former Chemical Pits**

UConn accepted Pre-Qualification Applications on March 31, 2003 from Construction Management firms for the following Project: Remedial Action Plan Implementation, Landfill And Former Chemical Pits, UConn Project Number 900748. UConn is evaluating the Construction Management firms' information.

Project Objective: UConn plans to award a Construction Manager firm an at-risk contract with a Guaranteed Maximum Price (GMP) with separately negotiated pre-construction services. The selection process will include, but not be limited to, a firm's proven performance to manage large projects of similar scope and complexity and deliver it on time and within budget. The Management team and its key staff members to be assigned to the project are expected to be of the highest caliber, possess technical excellence and share UConn's utmost concern with maintaining schedule compliance. The firms who are pre-qualified will be provided with available materials and given a tour of the site and brief presentation of the complexities of the project.

After pre-qualification, each pre-qualified firm will be asked to respond to a Request for Proposal by providing information relative to such items as project staffing, schedule compliance, project controls, construction plan, fee for construction management services, general conditions costs and fee for pre-construction services, including producing estimates based on existing design schedules. A combination of technical qualifications, possible oral presentation, and fees will be considered in the final selection process. The GMP will be negotiated during the contract document phase of project development.

Request for Proposal packages are currently being assembled by Haley & Aldrich, but final drawings and specifications are dependent on USCOE and CTDEP permit requirements.

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The packages to be sent pre-qualified project management firms will include:

- UConn General Conditions
- Technical Specifications (latest sets with revisions)
- Drawings (latest sets with revisions)
- Closure Plan
- Boring/Well Information
- Soil/Groundwater/Sediment quality data
- Earthwork Quantities
- Schedule
- Permit Information (Army Corps & CTDEP)
- Other Information

**Closure Schedule Following CTDEP Approvals**

- Preparation of Bid Documents Weeks 1-4
- Hire Project Construction Management Weeks 2-3
- Review Contractor Submittals Weeks 3-11
- Mobilization, Site Preparation, and Stormwater/Erosion Control Weeks 11-16
- Contaminated Sediment Removal and Relocation Weeks 17-22
- Waste Consolidation Weeks 23-34
- Construction of the LITs Weeks 35-40
- Land Reshaping and Grading Weeks 38-42
- Cover System Installation Weeks 43-49
- Road and Parking Lot Construction Weeks 38-50
- Project Completion, Demobilization and Closeout - Installation of Monitoring Wells Weeks 51-54
- Preparation of closure certification report Weeks 55-58

**Hydrogeologic Investigation – UConn Landfill Project**

Data were qualified using standard procedures and noted on analytical result tables that accompanied reports. Haley & Aldrich and other members of the team are confident that the data from ERI is suitable for the purposes of this hydrogeologic investigation and for design of the proposed remediation.

To satisfy various citizen and regulatory concerns, all of the samples to be taken at the end of September to early October 2003 from residential wells as part of the ongoing interim monitoring program will be analyzed by an independent, state-certified lab. The certified laboratory will also perform the surface water and monitoring well sampling. ERI will conduct 10% to 20% duplicate sampling. H&A will assess this data and will provide all of the information to homeowners, the Town of Mansfield, EHHD, CTDEP and U.S. EPA. Phoenix Environmental Laboratories, Inc. (Phoenix) is located in Manchester, CT and is an independent State-certified laboratory (<http://www.phoenixlabs.com/Profile.html>).

### Long-Term Monitoring Plan (LTMP)

A multi-year plan will continue sampling of soil gas, surface water, shallow monitoring wells and bedrock wells in the study area and several adjacent private properties to monitor water quality and protect human health and the environment. The results will be reported to CTDEP and property owners and evaluated on a long-term basis.

The CTDEP Conditional Approval letter call for the following Mansfield residences to be included in the LTMP:

- |                     |                       |                       |
|---------------------|-----------------------|-----------------------|
| ▪ 38 Meadowood Road | ▪ 65 Meadowood Road   | ▪ 206 Separatist Road |
| ▪ 41 Meadowood Road | ▪ 202 Separatist Road | ▪ 211 Separatist Road |

### Technical Review Sessions

Public involvement principles are summarized as follows:

- Public involvement includes the promise that the public's contribution can influence decisions.
- The process must be periodically updated to ensure that it is effective in facilitating these principles.
- The process provides participants a way to define how they want to be involved and participate.
- The process supplies participants with information they need in order to participate in a meaningful way.
- The public involvement process seeks out and facilitates the involvement of all those potentially affected.

The specific goals of public involvement at the UConn Landfill Project are:

- To design a process for public involvement that can be fully implemented and is consistent with available time and resources of the sponsoring agencies and other key parties.
- To encourage the broadest possible involvement by the public in all aspects of the site investigation, environmental monitoring programs, and cleanup at the UConn landfill.
- To ensure that information is easily accessible and is as clear as possible to the interested public.
- To ensure the development and dissemination of accurate, comprehensive information about all aspects of the site investigation, environmental monitoring programs, and cleanup, including timely information on potential risks posed by the landfill.
- To provide specific procedures for consideration and incorporation of relevant public comments and concerns in key site investigations, environmental monitoring programs, and cleanup decisions.

## Technical Review Session Information

### General

To summarize, the public involvement process is being utilized to provide public involvement in the CTDEP decision-making process regarding the investigation, environmental monitoring programs, and potential cleanup of the site. In addition, the following has occurred:

- Technical Review Session Information: Regina Villa Associates (RVA) distributed the 2003 UConn *Update* to mailing list individuals.
- Haley & Aldrich have distributed the minutes from Technical Review Committee (TRC) Meetings.

### Public Availability Review Session

There were no public availability sessions held during October 2003.

### UConn Project Web Site

UConn announced in Spring 2003 that a new web site will provide up-to-date information on the UConn Landfill Remediation Project. The web site was created in response to comments made by the public during public involvement review. The site's Internet address is <http://www.landfillproject.UConn.edu>. The web site includes a description of the project; timeline; project contacts and list of places to find documents; copies of recent notices, releases and publications that site visitors can download; a project map; and links to other sites, such as the CTDEP.

### UConn's Technical Consultants - Hydrogeologic Team

Haley & Aldrich: Haley & Aldrich have completed fieldwork for the IMP and monitoring well samplings. Work also included technical input. Work includes public meeting preparation. Continued review of permitting and design work comments for landfill and former chemical pits remediation based on draft Remedial Action Plan. Consultant submitted Closure Plan and Permit applications to CTDEP.

Mitretek Systems: Mitretek's work included meeting attendance and input, technical review of data, fieldwork and coordination with the hydrogeologic team. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan, as well as public meeting preparation. Continued review of permitting and design work comments for landfill and former chemical pits remediation based on draft Remedial Action Plan

United States Geologic Survey: The USGS work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. The USGS interpreted surface geophysical survey data, conducting and interpreting borehole geophysical surveys and collecting bedrock ground-water level information. The USGS was also involved in hydrogeologic data assessment and evaluation. Consultant

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assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan, as well as public meeting preparation.

Environmental Research Institute: ERI's work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. ERI is conducting limited sample analyses as part of the UConn Landfill project and IMP. ERI has completed groundwater profiling and soil gas surveys, along with public meeting preparation.

Phoenix Environmental Laboratories, Inc.: Phoenix is conducting sample analyses as part of the UConn Landfill project and IMP.

Epona Associates, LLC: As subcontractor to Haley & Aldrich, Epona provided professional risk assessment services as well as meeting attendance and technical input. This consultant was involved in data assessment and data evaluation plus coordinating ecological sampling and risk assessment issues. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan.

Regina Villa Associates: RVA is the community information specialist. RVA continues to produce and distribute the *UConn Update*. Work also included the integration of review comments and assistance with public involvement as well as public meeting preparation.

#### **Discussion on Activities Completed in October 2003**

##### UConn:

- Authorized Phoenix (independent, state-certified lab) to analyze all of the samples to be taken at the Round 12 Groundwater Sampling from residential wells as part of the ongoing interim monitoring program
- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- CTDEP has requested UConn to sample residence on Meadowood and Separatist Roads utilizing a state certified laboratory.
- Evaluation of Construction Management firms for Remedial Action Plan Implementation
- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo
- Transmitted water sampling request letters to residences on Meadowood, North Eagleville and Separatist Roads.
- Transmitted continued sampling letter to new resident at 202 North Eagleville Road.

##### Haley & Aldrich:

- Assessed Round 11 Groundwater Quality Data from Phoenix Laboratories and Environmental Research Institute (ERI)

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- Submitted Round 11 IMP report and letters to homeowners
- Conducted Round 12 Groundwater Sampling.
- Continued design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Prepared responses to comments on the Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan
- Preparing Request for Proposal packages for Construction Management firms
- Revised Long-Term Monitoring Plan (LTMP)
- Reviewed *UConn Update*

USGS:

- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo

Mitretek:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Reviewed *UConn Update*
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo

ERI:

- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan

Phoenix

- Conducted analyses of sampling from IMP and additional residential areas

Epona:

- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo

RVA:

- Continued to communicate with public and respond to public queries
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo
- Updated project web site
- Prepared *UConn Update*

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Schedule for Compliance (Revision No. 3)

The submitted Plan for presentation, the June 2003 TRC Meeting Agenda Topics, and the Schedule for Compliance for Consent Order SRD-101 Hydrogeologic Investigation - University of Connecticut Landfill, F-Lot, and Chemical Pits, Storrs, CT, has been proposed for modification as follows (*completed items in italics*):

| <b>Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (<i>completed items in italics</i>):</b> |  |  |
|--|--|--|
| <b>Consent Order Deliverable</b>   | <b>Contents</b>  | <b>Dates of Presentations and Submittals to CTDEP</b>  |
| <i>UConn Landfill and Former Chemical Pits — Ecological Assessment</i>   | <i>Results of Ecological Assessment and Implications of the Assessment on Evaluation of Remedial Alternatives</i>  | <i>January 9, 2002 (presentation completed); April 11, 2002 (interim report submitted*)</i>                      |
| <i>UConn Landfill and Former Chemical Pits — Conceptual Site Model (CSM), impact on bedrock groundwater quality</i>  | <i>CSM details and supporting geophysical, hydrological, and chemical data</i>   | <i>February 7, 2002 (presentation completed)<br/>April 8, 2002 (interim report submitted*)</i>                   |
| <i>Remedial alternatives for the UConn Landfill, former chemical pits, F-Lot, and contaminated ground water</i>  | <i>Report will be included as the Remedial Action Plan in the Comprehensive Report</i>   | <i>June 13, 2002 (presentation completed)</i>  |
| <i>Comprehensive Hydrogeologic Report and Remedial Action Plan - integration of information in all interim reports and all previous reports</i>  | <ul style="list-style-type: none"> <li>▪ <i>Results of Comprehensive Hydrogeologic Investigation</i></li> <li>▪ <i>Remedial Action Plan</i></li> <li>▪ <i>Long Term Monitoring Plan</i></li> <li>▪ <i>Schedule (to include public and agency review, permitting, design, and construction)</i></li> <li>▪ <i>Post-Closure</i></li> <li>▪ <i>Redevelopment Plan for the UConn Landfill and F-Lot</i></li> </ul> | <i>August 29, 2002 (presentation**)</i><br><br><i>October 31, 2002 (Comprehensive Report Submitted to CTDEP)</i> |
| <i>Comprehensive Final Remedial Action Plan Report</i>   | <i>Release of Report and Plan for CTDEP and public review of remedial design</i>   | <i>January 2003</i>  |

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| <b>Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (completed items in italics):</b> |  |   |
|---|--|---|
| <b>Consent Order Deliverable</b>  | <b>Contents</b>  | <b>Dates of Presentations and Submittals to CTDEP</b>   |
| <i>Remedial Action Design to include comprehensive interpretive design of the Landfill final cap</i>  | <i>Detailed design drawings and specifications of the preferred remedial alternative(s)</i>  | <i>A TRC Meeting was held Wednesday, June 25, 2003. Summer 2003 (Comprehensive Design Submittal)<br/>A public review session for the UConn landfill design took place at the Town of Mansfield council chambers at the Audrey P Beck Municipal Building, Mansfield, CT on Wednesday, September 3, 2003.</i> |
| Implement Remedial Action Plan for the UConn Landfill, former chemical pits, F-Lot and contaminated groundwater   | Finalize detailed construction drawings, and specifications<br>Develop bid packages based on approved Remedial Action Plan<br>- Competitive Bidding Process<br>- Select Contractor<br>- Obtain Permits as detailed in the Remedial Action Plan<br>Mobilization & Fieldwork | July 2003 through November 2003 (Contractor(s) selection)   |
| Initiation of Construction of Approved Remedial Option  | Selection of contractors and the beginning of construction of approved remedial options  | November 2003 mobilize contractor(s) (Contingent on Construction Timetable ***)   |
| Initiation of Long Term Monitoring Plan (LTMP)  | IMP sampling continues quarterly to this point   | January 2004  |
| Completion of Remedial Construction   | Comprehensive final as-built drawings and closure report for the UConn Landfill, former chemical pit area.   | May 2004 (Winter - Spring 2004) - Anticipated completion of construction (Contingent on Construction Timetable ***)   |
| Post-Closure Monitoring   | Begin post-closure monitoring program of the Remedial Action upon approval from CTDEP  | May 2004 (Contingent on Construction Timetable ***)   |

\* Interim reports submittals are the data packages that support the presentation accompanied by interpretive text sufficient for review. Comments received at the presentation will be addressed in the interim reports.

\*\* Results will not be complete until evaluation of data from MW 208R, if permission to drill from the property owner is received.

\*\*\* Contingent on CTDEP approvals, construction timetable based on bidding market, weather conditions, numerous permitting issues, along with State and local reviews and conditions.

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**Listing of Project Contacts**

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*U.S. Environmental  
Protection Agency*

Chuck Franks  
U.S. Environmental  
Protection Agency  
Northeast Region  
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Boston, MA 02114-2023  
(617) 918-1554

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Haley & Aldrich, Inc.  
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*CT Department of Environmental Protection*

Raymond Frigon, Project Manager  
CT Department of Environmental Protection  
Water Management Bureau  
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(860) 424-3797

*University of Connecticut*

Scott Brohinsky, Director  
University of Connecticut, University Communications  
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Storrs, CT 06269-4144  
(860) 486-3530

Richard Miller, Director, Environmental Policy  
University of Connecticut  
Gulley Hall, Unit 2086  
Storrs, CT 06269-2086  
860-486-8741

James Pietrzak, P.E., CHMM, Senior Project Manager  
University of Connecticut, Architectural & Engineering Services  
31 LeDoyt Rd., Unit 3038  
Storrs, CT 06269-3038  
(860) 486-5836  
*Jim.Pietrzak@uconn.edu*

**Certification**

As part of this submission, I am providing the following certification:

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

Please contact James M. Pietrzak, P.E. at (860) 486-5836 or me at (860) 486-3116 if you need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Larry G. Schilling", written over a horizontal line.

Larry G. Schilling  
Executive Director  
Architectural and Engineering Services

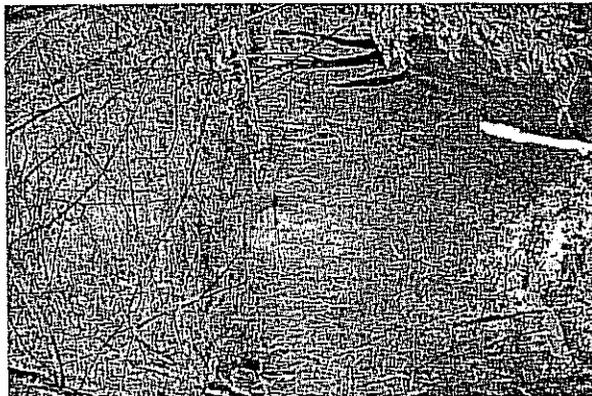
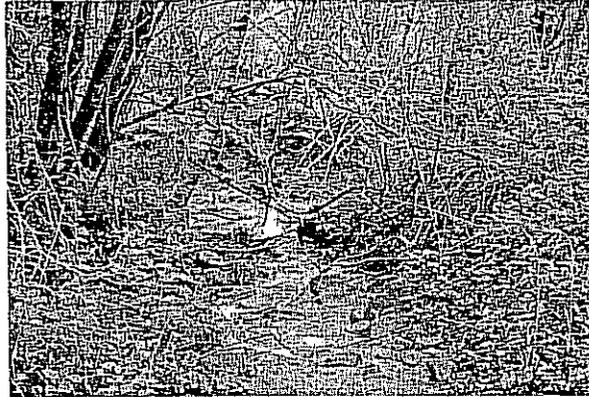
LGS/JMP

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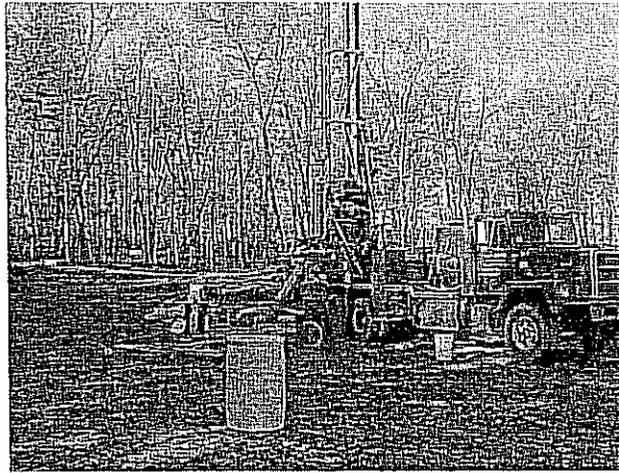
cc:

Gail Batchelder, HGC Environmental  
Consultants  
Martin Berliner, Town of Mansfield  
Scott Brohinsky, UConn  
Thomas Callahan, UConn  
Marion Cox, Resource Associates  
Brian Cutler, Loureiro  
Amine Dahmani, ERI  
Elida Danaher, Haley & Aldrich  
Dale Dreyfuss, UConn  
Nancy Farrell, RVA  
Charles Franks, USEPA  
Peter Haeni, F.P. Haeni, LLC  
Allison Hilding, Mansfield Resident  
Traci Iott, CTDEP  
Carole Johnson, USGS  
Ayla Kardestuncer, Mansfield Common Sense

John Kastrinos, Haley & Aldrich  
Alice Kaufman, USEPA  
Jennifer Kertanis, CTDPH  
Wendy Koch, Epona  
Prof. George Korfiatis, Stevens Institute of  
Technology  
George Kraus, UConn  
Peter McFadden, ERI  
David McKeegan, CTDEP  
Richard Miller, UConn  
Robert Miller, Eastern Highlands Health District  
Elsie Patton, CTDEP  
Dr. John Petersen, UConn  
James Pietrzak, UConn  
Susan Soloyanis, Mitretek  
Rick Standish, Haley & Aldrich  
William Warzecha, CTDEP



**Areas to the North/Northeast of the Landfill to be Remediated**  
*(Photo by Haley & Aldrich)*



Monitor Well Drilling at Former Chemical Pits (12/13/01)

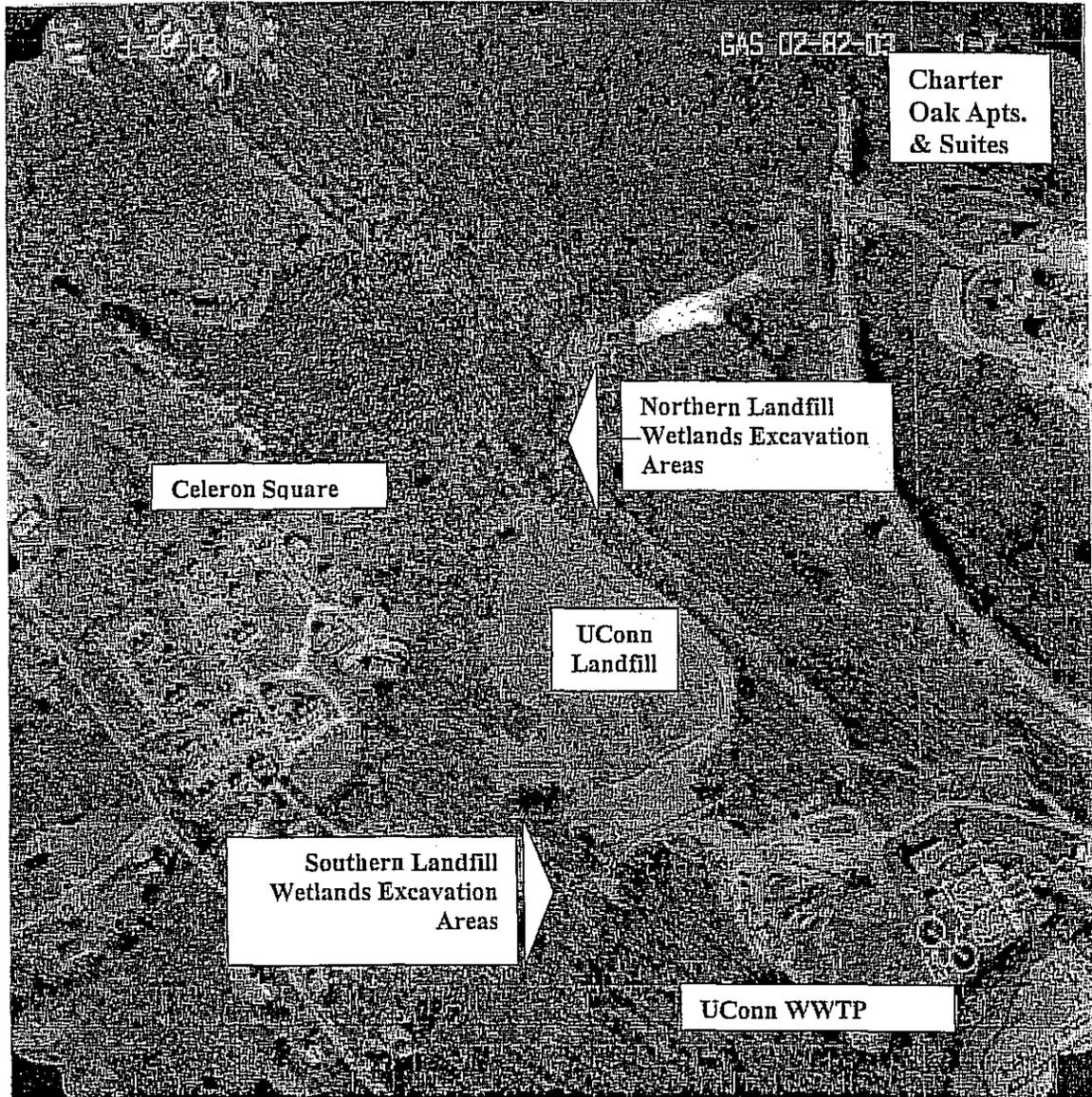


Gravel Access Roads at UConn Landfill Area (12/13/01)



Looking Southwest - Riprap and Gravel Access Road  
at UConn Landfill Area (12/30/99)

Wetland Excavation Areas at UConn Landfill



## I. INTRODUCTION

This Interim Monitoring Program (IMP) Report was prepared pursuant to the Consent Order # SRD-101 between the State of Connecticut Department of Environmental Protection (CTDEP) and the University of Connecticut (UConn) regarding the solid waste disposal area north of North Eagleville Road (Landfill and Chemical Pits) and the former disposal site in the vicinity of Parking Lot F (F Lot). An initial IMP was submitted on 25 September 1998 in response to the Department of Environmental Protection's (CTDEP) June 30, 1998 letter to Earth Tech Inc. regarding review comments of the UConn Landfill Closure Plan. The existing monitoring program was discontinued in 1999 in lieu of the sampling being conducted during the Phase I Hydrogeologic Investigation. This IMP was implemented in order to monitor shallow ground water, surface water, and active residential well water quality until the program required pursuant to paragraph B.4.e of the Consent Order is implemented.

A revised IMP was submitted to CTDEP on 22 November 1999 for review and approval. UConn received comments on the IMP in early February 2000 and a meeting was held between UConn representatives and CTDEP on 9 February 2000 to discuss the addition of several active residential water supply wells to the IMP. In May, UConn received a letter from CTDEP specifying the active residential wells to be added to the IMP. Access permission letters were received from the affected property owners and the initial round of IMP sampling was conducted in September and October 2000 in conjunction with a groundwater sampling round for the hydrogeological investigation of the landfill, former chemical pits, and F Lot area.

In August 2001, five active residential wells supplying water to six homes that were included as part of the IMP, were connected to UConn's water system. A letter dated 28 September 2001 was prepared and submitted by Haley & Aldrich, Inc., on the behalf of UConn, to the CTDEP requesting that these five wells serving 194, 197, 203, 204, 207 and 208 North Eagleville Road, be eliminated from sampling as part of the IMP. UConn received approval of the request in a letter dated 10 October 2001, from the CTDEP. In January 2002, 222 Separatist Road was also connected to UConn's water system therefore, it has been eliminated from the IMP.

This report documents the sampling round conducted in June and July 2003, also referred to as Round #11. Subsequent sampling will be conducted on a quarterly basis.



## II. SCOPE OF PROGRAM

Twenty-five (25) monitoring locations were identified to be sampled in this round, seven monitoring wells for shallow groundwater, five locations for surface water, and thirteen active residential water supply wells. Monitoring well 7 was destroyed during construction activities along North Hillside Road in January 2003, was re-installed and sampled this quarter. One active residential water supply well (202 Separatist Road) could not be sampled in this round because permission to access the property was not received by UConn. All IMP sampling locations are shown on Figure 1.

Seven shallow groundwater monitoring wells sampled were:

- Well 7 (previous existing well destroyed January 2003/replaced May 2003)
- Well 11 A (previous existing well);
- Well 13 (previous existing well);
- MW - 101 (installed July/August 1999);
- MW - 103 (installed July/August 1999);
- MW - 105 (installed July/August 1999); and
- MW - 112 (installed July/August 1999).

In addition, five surface water monitoring locations were sampled:

- SW-A;
- SW-B;
- SW-C;
- SW-D; and
- SW-E.

CTDEP is also requiring UConn to conduct quarterly sampling of thirteen active residential wells in locations south and southwest of the landfill. The locations were selected to represent bedrock water supply wells in the areas closest to the landfill in the direction of groundwater flow. The residential wells sampled were:

- 213 North Eagleville Road;
- 219 North Eagleville Road;
- 10 Meadowood Road;
- 11 Meadowood Road;
- 65 Meadowood Road;
- 143 Separatist Road;
- 157 Separatist Road;
- 202 Separatist Road (not sampled; access permission not received);
- 206 Separatist Road;
- 219 Separatist Road;
- 3 Hillyndale Road;



233 Hunting Lodge Road; and  
55 Northwood Road.

Samples collected from the monitoring wells, surface waters and residential water supply wells located at 3 Hillyndale Road, 233 Hunting Lodge Road, 11 and 65 Meadowood Road, and 55 Northwood Road were analyzed for the following parameters:

- Volatile Organic Compounds (VOCs)
- Semi-Volatile Organic Compounds (semi-VOCs)
- Chlorinated Herbicides
- Extractable Total Petroleum Hydrocarbons (ETPH)
- Organochlorine Pesticides
- Polychlorinated Biphenyls (PCBs)
- Total metals
- Other Inorganic Parameters (e.g. ammonia, nitrates, alkalinity, etc.)
- Field Screening Data (e.g. turbidity, conductivity, etc.)

Samples collected from seven of the remaining active domestic water supply wells were analyzed for VOCs only. One well, as previously noted, was not sampled.

Specific analytical methods and method reporting limits for these parameters are listed in Table I.

### III. SAMPLING PROCEDURES

Sampling procedures and analytical methods for the groundwater monitoring wells and surface water samples were followed in accordance with the Supplemental Hydrogeological Investigation Scope of Work dated May 2000.

Sampling procedures for the residential water supply wells were conducted in accordance with procedures previously established by CTDEP and the Department of Public Health (DPH) for the health consultation study completed in 1999. Samples were collected from the water supply system prior to treatment after running the tap for approximately eight minutes. In most cases, sampling tap locations were duplicated from previous CTDEP/DPH studies.

Samples from the residential water supply wells were analyzed using EPA drinking water methods as noted on the enclosed Table I.



#### IV. SUMMARY OF RESULTS

The analytical results from the June/July 2003 IMP round # 11 sampling are summarized in Table I. A discussion of the results below is organized by general sample types and locations - shallow groundwater monitoring wells, surface water samples, and active residential wells.

##### Shallow Groundwater Monitoring Wells

In general, results show typical landfill leachate impact in shallow groundwater from wells located on or near the northern and northwestern toe of the landfill slope (MW-101, MW-103, and MW-112) and southwest of the landfill near the head of the western tributary of Eagleville Brook (MW-105). These impacts are generally characterized by VOCs, ETPH, higher metals, and other indicator parameters such as higher chemical oxygen demand, higher chloride, higher conductivity, and lower dissolved oxygen and oxygen reduction potential (ORP). PCBs were not detected in the wells sampled. Pesticides and a chlorinated herbicide (2,4-DB) were detected at trace levels in the sample collected from MW-103 however, they were not detected in the split sample. In general, VOC concentrations were slightly higher in MW-101, MW-103, MW-105 and MW-112 than from the previous round # 10 collected in February 2003. In MW-101 and MW-103, metal concentrations generally remained the same, but were lower in MW-105 and MW-112 than in the previous round. Groundwater protection criteria were exceeded for benzene in MW-101, MW-103, MW-112 and in the split sample from MW-105; and for chlorobenzene and dichloromethane in MW-103. ETPH was not detected above the quantitation limit in MW-101, MW-103, MW-105 and MW-112.

Well B7 is considered a background quality monitoring well. No VOCs, semi-VOCs, chlorinated herbicides, organochlorine pesticides, ETPH or PCBs were detected in the groundwater from well B7. Metals and other parameters were within typical drinking water ranges.

Well B11A is located west of the landfill, not in an area of active landfill leachate migration in shallow groundwater. VOCs, semi-VOCs and chlorinated herbicides were not detected above laboratory reporting limits in the groundwater from well B11A. Pesticide and PCB results were rejected due to laboratory control sample error. Results for ETPH were qualified due to detections in associated laboratory and field blank samples. Metals and other parameters were within typical drinking water ranges.

Well B13 is located in the western tributary of the Eagleville Brook drainage. The on-going hydrogeologic investigation data has shown that it is likely that both landfill leachate and leachate from the former chemical pit area are migrating through the subsurface in the vicinity of B13. Chloroform, ethylbenzene and PCE detected in previous rounds, were not detected this round. No semi-VOCs or chlorinated herbicides were detected in the groundwater from well B13 this round. Pesticide and PCB results were rejected due to laboratory control sample error. Results for ETPH were qualified due to detections in associated laboratory and field blank samples. Metals and other parameters were within typical drinking water ranges.



### Surface Water Samples

Five surface water samples were analyzed in this round of sampling. No VOCs, Semi-VOCs, or chlorinated herbicides were detected in the surface waters. Pesticide and PCB results were rejected due to laboratory control sample error. Results for ETPH were qualified due to detections in associated laboratory and field blank samples. In the previous round # 10, ETPH was detected at three of the five sampling locations (SW-A, SW-D and SW-E).

### Active Residential Wells

Five active residential wells (233 Hunting Lodge Road, 11 Meadowood Road, 65 Meadowood Road, 55 Northwood Road and 3 Hillyndale Road) did not have any detectable concentrations of semi-VOCs, or PCBs. Four of the five wells did not contain VOCs above the method reporting limits. A trace level of MTBE was detected in the sample collected from 65 Meadowood Road. Some ETPH, pesticide and herbicide results were qualified or rejected due to laboratory reporting errors and/or the detection of target compounds in associated field or laboratory method blank samples. ETPH, pesticides or herbicides were not detected above method reporting limits in wells where the data did not require qualification. In the samples collected from 3 Hillyndale Road and 65 Meadowood Road, copper was detected above surface water protection criteria, however the concentrations were below drinking water criteria. All other metals and drinking water parameters were detected within acceptable ranges.

The samples from 3 Hillyndale and 219 North Eagleville Roads were split with Phoenix Environmental Laboratories, Inc., a Connecticut Certified Laboratory, and with Eastern Highland Health District (EHHD) The EHHD samples were analyzed at the DPH laboratory. Results from the split samples were in general agreement.

Of the seven active residential water supply wells sampled for VOCs only, four wells did not contain VOCs above method reporting limits. Three active residential wells located at 206 and 219 Separatist and 219 North Eagleville Roads, contained VOCs at trace concentrations, below state action levels. Chloroform was detected in the sample collected at 219 North Eagleville Road. Chloroform and MTBE were detected in samples collected at 206 and 219 Separatist Road. These results are consistent with findings from previous sampling rounds. No other VOCs or compounds were detected above method reporting levels.



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



Martin H. Berliner, Town Manager

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

November 10, 2003

Town Council  
Town of Mansfield

**Re: CL&P Rate Cases – Financing of CCM Intervention in DPUC Rate Setting (Item #7, 08-25-03 Agenda)**

Dear Town Council:

At the regular meeting on August 25, 2003, the Town Council authorized staff to communicate the town's interest in participating in the mutual financing of the Connecticut Conference of Municipalities' intervention in the Department of Public Utility Control (DPUC) rate setting. As highlighted in the attached, CCM is attempting to protect the interests of cities and towns with respect to a proposed rate increase by Connecticut Light and Power (CL&P). CL&P's proposed streetlight rate increase would penalize municipal ownership of streetlights and continue the utility's over-earning at the expense of cities and towns.

CCM's intervention efforts are financed by voluntary assessment of interested cities and towns. The cost is divided among the participating towns on a pro rata basis, and Mansfield's share is anticipated to be \$850. Staff recommends that the Council appropriate the \$850 to assist in the financing of CCM's intervention in the most recent round of DPUC rate setting.

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

*Move, effective November 10, 2003, to authorize the Town Manager to appropriate \$850.00 to assist in the financing of CCM's intervention in DPUC rate setting.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(1)



# CONNECTICUT CONFERENCE OF MUNICIPALITIES

900 Chapel St., 9th Floor, New Haven, CT 06510-2807 • Phone (203) 498-3000 • Fax (203) 562-6314 • www.ccm-ct.org

October 23, 2003

TO: Martin Berliner, Town Manager, Mansfield  
FROM: Joel Cogen, Executive Director and General Counsel  
RE: CL&P rate cases — financing CCM intervention in DPUC rate-setting

REC'D OCT 27 2003

Thank you for expressing an interest in participating in the mutual financing of CCM's amicus curiae intervention in DPUC rate-setting.

## Background

Of approximately \$100 million a year that towns and cities now pay to utilities for electricity, \$30 million is for streetlights alone. CCM has sought successfully for many years to reduce these streetlight costs for municipalities, and to ensure the right of towns and cities to acquire their streetlights from the utility company at a fair price.

*These hard-won successes are now threatened by utility-company proposals before the DPUC.*

CCM's efforts to date have resulted in DPUC decisions that:

- ✓ **confirmed** that the final purchase price of streetlights for municipalities will be based upon their fully depreciated value
- ✓ **reduced** by 50% CL&P's "set-up charges" for streetlight work
- ✓ **confirmed** that municipalities may perform all streetlight maintenance work, except for actual connection to CL&P's secondary system
- ✓ **required** CL&P to provide one FREE connection to the secondary system for each new streetlight
- ✓ **rejected** a "buy-in charge" for Rate 117 customers (municipal owners of streetlights) when CL&P installs a streetlight on a non-CL&P pole
- ✓ **rejected** an annual "pole space rental fee" for Rate 117 customers
- ✓ **required** CL&P to perform a streetlight audit that must be completed within 120 days, at no cost, when requested by a municipality
- ✓ **limited** the "look-back period" to one year (for back-billing customers billed in error)

See the enclosed *fact sheet* on the Streetlight Rate Increase Proposed by CL&P.

## Your action is needed:

CCM's amicus curiae litigation is financed by voluntary assessment of interested cities and towns. The cost is divided among participating municipalities on a pro rata basis.

We anticipate that your municipality's pro rata share for this case would be \$850.

**Enclosed is a return form to affirm your municipality's participation.**

cc: Mayor Elizabeth Paterson  
City and Town Attorneys

Enclosures  
Fact Sheet  
Return Form



## Streetlight Rate Increase Proposed by CL&P FACT SHEET

- 1) The DPUC set CL&P's maximum Return-On-Investment (ROI) at 10.3%, but:
  - ✓ CL&P earns a 21% ROI from municipal full-service\* customers
  - ✓ CL&P earns a 15% ROI from municipal owners of streetlights
  
- 2) The DPUC concluded in June 2001 that CL&P was "*over-earning*" and that "its projected earnings... have been and are projected to be *excessive*," but:
  - ✓ Rather than reducing the excessive rates, the over-earnings were used to pay-off "stranded costs" of *prior investments*
  - ✓ Municipal streetlight customers were affected most, because *the over-earnings for street-lighting were 210% of the average of all rate classes*
  
- 3) CL&P's proposed streetlight rate increase would continue this over-earning *at municipalities' expense*. CL&P's average electric rate is \$.0944 per kwh, but:
  - ✓ Municipal full-service\* customers pay \$.2108 – *more than twice the average rate*
  - ✓ CL&P's new rates would make municipalities pay 91% *more than the average*
  
- 4) CL&P's rate increase would penalize municipal ownership of streetlights:
  - ✓ Municipal owners of streetlights would pay 17% *more than their present rate*
  - ✓ That is *the highest increase* among all rate classes
  
- 5) Municipal streetlight rates are *the highest* of all CL&P's electric rate-classes:
  - ✓ The municipal full-service\* streetlight rate remains *the single highest electric rate*
  - ✓ *All other classes of customers pay less*

---

\* Where CL&P owns the streetlights

## RETURN FORM

1.  My municipality will participate in CCM's amicus curiae intervention in proceedings before the DPUC concerning the rates that CL&P will charge municipalities for streetlight service and acquisition.  
 Please send me an invoice in the amount of \$850.
  
2.  I will seek approval of the appropriate local body authorizing my municipality's participation in proceedings before the DPUC concerning the rates that CL&P will charge municipalities for streetlight service and acquisition.  
 Please send me an invoice in the amount of \$850.  
 I will request an invoice if the necessary approval is granted.
  
3.  My municipality will not participate in the financing of CCM's current amicus curiae intervention in this case.

\_\_\_\_\_  
Name of person completing form

\_\_\_\_\_  
Position

\_\_\_\_\_  
Municipality

Return to: CCM, 900 Chapel Street, 9th floor, New Haven, CT 06510-2807

Attn. Barbara Ryan

Fax to: (203) 562-6314

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



Martin H. Berliner, Town Manager

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November 10, 2003

Town Council  
Town of Mansfield

**Re: Underage Drinking, University Spring Weekend and President Austin's Task Force  
on Substance Abuse (Item #2, 10-27-03 Agenda)**

Dear Town Council:

At Monday's meeting, we will conduct a public hearing to solicit public comment concerning the proposed ordinance regulating the possession of alcohol by persons under 21 years of age. Since distributing the initial draft to the Town Council, we have contemplated modifying the ordinance to require persons receiving a citation to complete an education program in lieu of paying a fine. The education program would be designed to inform participants of the dangers of alcohol abuse and the distribution of alcohol to minors, and to prevent repeat violations. We are currently researching the viability of such an education component, and would like the Council's input on this issue.

Respectfully submitted,

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

November 10, 2003

Town Council  
Town of Mansfield

**Re: Mansfield 300 Photo Contest – Presentation to Award Winners**

Dear Town Council:

As you may know, the Mansfield 300 Steering Committee and local photographer Art Kostapapas recently conducted a photo contest as part of the tercentennial celebration. With the Town Council's indulgence, the committee would like to recognize the award winners at our November 10<sup>th</sup> meeting. Staff wishes to thank Art, the Mansfield 300<sup>th</sup> Committee and the photo contest judges, as well as all of the participants for their involvement. We were able to showcase some wonderful photographs, representing both historical and contemporary perspectives of our community, and we truly enjoyed the opportunity to help sponsor the event.

Respectfully submitted,

Martin H. Berliner  
Town Manager

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November 10, 2003

Town Council  
Town of Mansfield

**Re: 2004 Child Daycare Application**

Dear Town Council:

Attached please find excerpts from the town's Child Day Care Contract Application to the Connecticut Department of Social Services to provide funding for the Mansfield Discovery Depot. The reimbursement rates for childcare slots for calendar year 2004 are anticipated to remain at the current rate for an award of \$213,928. As detailed in the contract application, the Discovery Depot is seeking funding to provide five slots for full time infant and toddler care, and 35 slots for full time preschool care.

Staff requests that the Council authorize the Town Manager to execute the contract, which provides the bulk of the funding for the operation of the Mansfield Discovery Depot.

The following resolution is suggested:

*Resolved, that the Town Manager, Martin H. Berliner, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Mansfield with the Department of Social Services of the State of Connecticut for a Daycare Services Grant Program for the Mansfield Discovery Depot, and to affix the corporate seal of the Town.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(1)

**Calendar 2004**  
**Child Day Care Contract**  
**Application/Data Form**

Contract No: **078-CDC-31**

*prepared for the:*

Town of Mansfield  
4 South Eagleville Road  
Mansfield, CT 06268

*to be returned to:*

Neil S. Newman  
Program Assistance Supervisor  
DSS Child Care Team  
25 Sigourney Street  
Hartford, CT 06106-5033

*if you have questions, please call or e-mail:*

**(860) 424-5861 or [neil.newman@po.state.ct.us](mailto:neil.newman@po.state.ct.us)**





# National Association for the Education of Young Children

Having demonstrated substantial compliance  
with nationally recognized Criteria for high-quality  
early childhood programs

*Center ID: 291071*

**Mansfield Discovery Depot  
50 Depot Road  
Storrs, CT 06268**

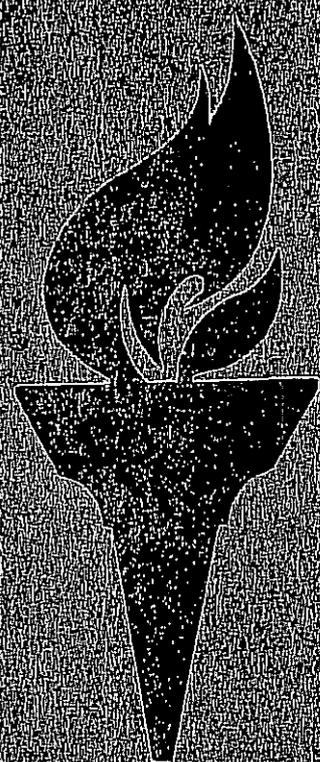
is hereby awarded

## Accreditation

by the National Academy of Early Childhood Programs

*A division of the National Association for the Education of Young Children*

1509 16th Street, N.W., Washington, DC 20036-1426 202-232-8777 800-424-2400



06/30/2003

*This award of accreditation is valid until the date  
listed above.*

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Martin H. Berliner, Town Manager

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November 10, 2003

Town Council  
Town of Mansfield

**Re: Social Services Block Grant Application**

Dear Town Council:

Attached please find an agenda item summary supporting an application to the US Department of Health and Human Services for a Social Services Block Grant. This grant supports the Department of Social Services' efforts to provide services to particularly vulnerable individuals. Mansfield receives a maximum of \$3,722 per year under this grant program.

Staff recommends that the Town Council authorize the Town Manager to execute this grant in order to support the Department of Social Services in delivering support services to Mansfield's most needy residents.

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

*Move, effective November 10, 2003, to authorize the Town Manager to submit an application to the US Department of Health and Human Services for a Social Services Block Grant in the amount of \$3,722.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(2)



## MEMORANDUM

To: Martin H. Berliner, Town Manger  
From: Kevin Grunwald, Social Services Director  
Re: Social Services Block Grant: 2003-2004  
Date: November 4, 2003

1.) **Subject Matter/Background -**

The US Department of Health and Human Services provides funding of the Social Services Block Grant. This grant supports the Department of Social Services in the delivery of services to "vulnerable" individuals with special emphasis to serve those groups that are less able than others to care for themselves (e.g. special needs children, youth and elderly). "Vulnerable" or "at-risk" individuals are defined as individuals with a wide range of difficulties ranging from being economically disadvantaged to being in need of mental health or substance abuse services.

The services or activities that delivered under this grant apply therapeutic (or remedial) processes to personal, family, situational, or occupational problems in order to bring about a positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas include but are not limited to family and marital relationships, parent-child problems, or substance abuse. To determine eligibility for services clients must have reported incomes at or below 150% of the Federal poverty income guidelines, with some exceptions for specific services provided to vulnerable populations.

2.) **Financial Impact -**

This grant provides a maximum of \$3722 per year to the Department of Social Services. While the State of Connecticut projects that 25 eligible individuals will utilize these services during the grant period, the reality is that well over 100 eligible clients receive these services in Mansfield annually. For that reason, this grant award does not come close to reimbursing the Town for actual cost of services delivered.

3.) **Legal Review -**  
Not Applicable.

4.) **Recommendation -**

I recommend that we submit this grant application. While the grant is inadequate to cover the cost of services delivered, it can be thought of as a subsidy to the Department. If we assume that the mission of the Department of Social Services is to serve these "vulnerable" clients, then we would provide these services regardless of funding. This grant provides a minimal level of funding to support delivery of counseling services to Mansfield's most needy residents.

5.) **Attachments -**  
Grant Application



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

Martin H. Berliner, Town Manager

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

November 10, 2003

Town Council  
Town of Mansfield

**Re: Financial Statements Dated September 30, 2003**

Dear Town Council:

Attached please find the Financial Statements Dated September 30, 2003. In keeping with our usual procedure, staff recommends that the Town Council refer this item to the Finance Committee for review.

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

*Move, effective November 10, 2003, to refer the Financial Statements Dated September 30, 2003 to the Finance Committee.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

Attach:(1)

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Martin H. Berliner, Town Manager

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November 10, 2003

Town Council  
Town of Mansfield

**Re: MRRA, Proposed Revisions to Solid Waste Regulations for Multi-family Collection Service**

Dear Town Council:

Attached please find a recommendation from the Director of Public Works in support of proposed revisions to certain solid waste regulations affecting multi-family dumpster service. In essence, we have determined that our current weight-based system for multi-family collection is no longer desirable and that we need to return to our prior system based on container size. As explained by the Director, the proposed revisions are quite similar to the volume-based container fees that we had in effect in 2000. Furthermore, the proposed regulations clarify some recycling language and establish a fee for apartments that desire trash collection but separate recycling pickup.

The Solid Waste Advisory Committee has reviewed and supports the proposed changes to the regulations. The revisions would become effective on December 1<sup>st</sup> of this year.

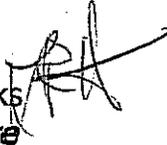
Staff recommends that the Town Council, in its role as the Mansfield Resource Recovery Authority, adopt the revisions as proposed. If the MRRA supports this recommendation, the following motion is in order:

*Move, effective November 10, 2003, to adopt the revisions to the Mansfield Solid Waste Regulations concerning multi-family collection service, as proposed by the Director of Public Works in his memorandum dated November 5, 2003, and which revisions become effective December 1, 2003.*

Respectfully submitted,

Martin H. Berliner  
Town Manager

TOWN OF MANSFIELD  
MEMORANDUM  
11/5/03

TO: Martin H. Berliner, Town Manager  
FROM: Lon R. Hultgren, Director of Public Works   
**RE: *Changes to Multi-family solid waste regulations dealing with dumpster service and fees***

The Town began charging by the weight of refuse in multi-family dumpsters in 2000. This was based upon our assumption that charging by the pound would increase multi-family recycling and that the truck-mounted scale would be serviceable and replaceable over the long run.

Neither of these assumptions has come to pass: Recycling has not improved (at least that we can measure) and the truck mounted front fork scale is no longer being manufactured as a legal-for-trade implement.

As a result, we have rebid our multi-family collection contract so that we can revert to charging by the size of the dumpster as we did prior to 2000.

The attached changes to Section A196-12 of the Town's Solid Waste Regulations re-establish volume-based container fees. These fees compare to the year 2000 rates as follows:

|                   | Proposed monthly rate based on | Year 2000 rate prior       |
|-------------------|--------------------------------|----------------------------|
| Container size    | current bid                    | to weight-based collection |
| 1 CY              | \$66.50                        | \$66.50                    |
| 2 CY              | \$88.25                        | \$88.25                    |
| 3 CY              | \$129.50                       | \$129.50                   |
| 4 CY              | \$167.00                       | \$164.00                   |
| 6 CY              | \$235.00                       | \$231.00                   |
| 6 CY twice a week | \$440.00                       | \$388.00                   |
| 8 CY              | \$303.00                       | \$303.00                   |
| 10 CY             | \$385.00                       | \$385.00                   |

The proposed regulations also clarify some of the recycling language and establish a fee for apartments that want dumpster service but separate recycling pickup (as opposed to centralized recycling pickup which most places prefer). These changes were reviewed by the Solid Waste Advisory Committee at its October 30<sup>th</sup> meeting.

Council's action, acting as the Mansfield Resource Recovery Authority is respectfully requested to adopt these regulation changes, effective December 1, 2003.

cc: Jeffrey H. Smith, Director of Finance  
Virginia Walton, Recycling Coordinator  
file

attach: four pages of regulation changes (A196-12G)  
P.56

## Chapter A196, SOLID WASTE REGULATIONS

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

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

|                        |  |  |
|------------------------|--|--|
| 2-cubic-yard container | Providing and emptying a 2-cubic-yard covered refuse container once per week.  | \$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse collected |
|                        | Pickup of tied or bagged newspaper and magazines mixed paper, flattened corrugated cardboard and commingled glass and metal food containers in centralized recycling containers at or adjacent to the refuse container every week. |  |
| 3-cubic-yard container | Providing and emptying a 3-cubic-yard covered refuse container once per week.  | \$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse collected |
|                        | Pickup of tied or bagged newspaper and magazines mixed paper, flattened corrugated cardboard and commingled glass and metal food containers in centralized recycling containers at or adjacent to the refuse container every week. |  |
| 4-cubic-yard container | Providing and emptying a 4-cubic-yard covered refuse container once per week.  | \$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse collected |
|                        | Pickup of tied or bagged newspaper and magazines mixed paper, flattened corrugated cardboard and commingled glass and metal food containers in centralized recycling containers at or adjacent to the refuse container every week. |  |
| 6-cubic-yard container | Providing and emptying a 6-cubic-yard covered refuse container once per week.  | \$3.40 per residential unit per quarter, plus \$0.10 per pound of refuse collected |

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

6-cubic-yard  
 container  
 (twice a  
 week)

Providing and emptying a  
 6-cubic-yard covered refuse  
 container twice per week.

~~\$3.40 per~~ 440.00  
 residential  
 unit per  
 quarter, plus  
 \$0.10 per  
 pound of  
 refuse  
 collected,  
 plus a  
 surcharge of  
 \$2.00 per  
 unit for  
 those units  
 receiving  
 pickup the  
 second time  
 during the  
 week

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

8-cubic-yard  
 container

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

~~\$3.40 per~~ 303.00  
 quarter, plus  
 \$0.10 per  
 pound of  
 refuse  
 collected

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

10-cubic-yard  
 container

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

~~\$3.40 per~~ 385.00  
 quarter, plus  
 \$0.10 per  
 pound of  
 refuse  
 collected

|  |  |  |
|--|--|--|
|  | Pickup of tied or bagged newspaper and magazines, mixed paper, flattened corrugated cardboard and commingled glass and metal |  |
|  | food containers in   |  |
|  | centralized recycling containers at or adjacent to the refuse container every week.  |  |

|                                  |   |                               |
|----------------------------------|---|-------------------------------|
| <b>Individual Unit Recycling</b> | In place of centralized recycling containers. Weekly pickup of tied or bagged mixed paper, flattened and tied corrugated cardboard, and commingled containers in individual recycling bins. | <b>2.00 per dwelling unit</b> |
|----------------------------------|---|-------------------------------|

|  |   |                                       |
|--|---|---------------------------------------|
| Containers greater than 10 cubic yards | Providing and emptying a greater than 10-cubic-yards covered refuse container once per week | As negotiated on a case-by-case basis |
|--|---|---------------------------------------|

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

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

When weights are not available, a rolling average of the last several weighed containers shall be utilized in calculating the above per pound charges.

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

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

**Regular Meeting**  
**Tuesday, September 23, 2003**

**Minutes**

- I. **Attendance:** members: Scott Hasson, Mary Thatcher, Wade Gibbs; staff: Sheila Thompson, Kevin Grunwald; invitees: Cynthia Van Zelm, Alan Hawkins
  
- II. **Minutes:** Minutes of June 24, 2003 were reviewed and approved.
  
- III. **New Business:** Cynthia Van Zelm, Executive Director, Mansfield Downtown Partnership, and Alan Hawkins, member of the Partnership's Board of Directors, offered a presentation of the Partnership's goals, developments, and designs of a "mixed use" downtown area adjacent to the University. Input from the Committee has been requested in regard to the inclusiveness of needs of special populations in the design of such a project.
  
- IV. **Old Business:**
  - a) **Membership:** Ruth Gordon has resigned from the Committee for medical reasons, and members were urged to seek out possible members.
  
  - b) **Report on Fee Waivers:** Sheila Thompson reported that no action has yet been taken by the Council.
  
  - c) **Report on Transportation Coalition:** Mary Thatcher reported that the Transportation Coalition will be distributing the directory of transportation services to towns within Eastern CT.
  
  - d) Kevin Grunwald reported that he and Lon Hultgren are meeting to investigate the widening of the ADA corridor for transportation services.

The meeting adjourned at 3:40PM. Next regularly scheduled meeting: Oct.28, 2003.

Respectfully submitted,

Sheila Thompson

ARTS ADVISORY COMMITTEE  
MEETING MINUTES  
September 29, 2003

ATTENDING: Jay Ames, Carol Pellegrine, Timothy Quinn, Derri Owen  
STAFF: Jay O'Keefe

- A. Call to Order – The meeting was called to order by Jay Ames at 7:05 p.m.
- B. Approval of minutes: motion made to approve 9/2/03 minutes as submitted.

B. Old Business:

Community Center: It was determined to that Jay Ames and Derri Owen would contact artists to display art work in community center. The committee also recommended that a local musician play during the grand opening event. J. O'Keefe gave committee a projected target date of November 1 for the start of grand opening celebrations. Further discussion took place regarding that selected local artist be invited to display work that is appropriate for center. J. Ames and D. Owen will initially screen work with final approval from C. Vincente, Director of Parks and Recreation. It was also mentioned that a waiver be drafted for displaying artwork in the center. It was recommended by the committee that displays be quarterly. Some concerns were raised about the location of art work in the center. Derri and Jay Ames will tour site again.

Holiday Hill Donation: Motion made that he chair write a letter to Jeff Smith, Director of Finance, to issue a check for the amount of \$194.00 to Holiday Hill Recreation Center as a donation for use of facilities for this past May, Arts 300<sup>th</sup> Celebration as a token of appreciation for staffing and use of facility. This money too be taken from the \$194.00 deposit made from admission fees on the day of the event.

- D. New Business: Pellegrine provided draft of letter regarding future arts celebration event. This will be mailed to listing of those artists who were involved in the event in the past year.

The committee decided that meetings will be held on the last Monday of each month starting at 7:00 p.m.

Committee will contact Gregg Haddad regarding Shirley Debora become member of AAC.

The meeting adjourned at 8:25 p.m.

Mansfield Arts Council:  
Arts Celebration

The Mansfield Arts Council wishes to thank you for your participation in our first ever Arts 300 Celebration. We believe most participants found it to be a worthwhile day and many expressed a desire for us to make this an annual event. As a small Advisory Committee for the Town Council, we found this project, although worthwhile and rewarding, extremely time consuming for a few people. Therefore in order for us to consider sponsoring another event of this magnitude we are looking for interested persons to serve on a planning and implementing committee. Participation would require planners and persons to actually work on the set-up on the day of the event.

Are you that person? If you were, would you return the lower portion of this letter to the Recreation Dep't. in the Mansfield Town Hall. If you wish you may also email your response. If we do not hear from at least five people, we will assume that there is no interest in continuing an Arts Celebration as was held at Holiday Hill on May 30.

.....  
I am interested in helping to plan and implement an Arts Celebration for next spring. I would be willing to meet with others and assume some responsibilities for a successful occurrence.

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ email \_\_\_\_\_

Good days for me to meet \_\_\_\_\_

Good times for me to meet \_\_\_\_\_

Please return to:  
Mansfield Parks & Recreation Department  
10 South Eagleville Rd.  
Storrs, CT 06268

EASTERN HIGHLANDS HEALTH DISTRICT  
BOARD OF DIRECTORS – REGULAR MEETING  
THURSDAY – October 16, 2003  
COVENTRY TOWN HALL – BOARD ROOM B

Board Members Present: J Patton, J Devereaux, R Knight, M Kurland, M Berliner, J Elsesser, B Paterson;  
W Kennedy

Board Members Absent: D Smith, J Stille (alternate), P Schur (alternate)

Staff Present: R Miller, Dr Dardick

REC'D OCT 27 2003

Meeting was called to order at 4:31pm by Chairperson Paterson.

A MOTION was made by J Elsesser, seconded by M Kurland, to approve the minutes of the board meeting on August 21, 2003 as presented. THE MOTION PASSED unanimously with R Knight abstaining.

W Kennedy arrived at 4:33pm.

No public were present.

## OLD BUSINESS

### BIOTERRORISM GRANT FOR YEAR 03/04

R Miller informed the board of the need to progress forward in obtaining the resources for BT Planning and Coordination, despite the delay in funding appropriations from the DPH. A MOTION was made by R Knight, seconded by M Berliner, to authorize the director to move forward with advertising for both a full time employed position and an RFP for public health emergency management services, with the executive committee to provide the final authorization to go with either the employed position or the consultant following a recommendation from the Director. THE MOTION PASSED unanimously.

J Elsesser left at 5:01pm.

### DIRECTOR OF HEALTH'S PERFORMANCE EVALUATION TOOL

A MOTION was made by R Knight, seconded by M Berliner, to adopt the EHHD Director of Health performance appraisal form, dated 9/19/03, as presented. THE MOTION PASSED unanimously.

## NEW BUSINESS

### TOWN OF ASHFORD HEALTH DISTRICT MEMBERSHIP

R Miller presented to the Board correspondence from the Town of Ashford Board of Selectmen requesting support on their initiative to join the Eastern Highlands Health District. Discussion of this issue ensued. A MOTION was made by M Berliner, seconded by J Patton, to authorize the Director of Health to communicate to the Town of Ashford the Board of Directors support for Ashford's initiative to join the Eastern Highlands Health District. THE MOTION PASSED unanimously.

### CALENDAR YEAR 2004 MEETING SCHEDULE

A MOTION was made by M Berliner, seconded by J Patton, to adopt the EHHD Board of Directors 2004 regular meeting schedule as presented. THE MOTION PASSED unanimously.

## TOWN REPORTS

### BOLTON

Center School and Notch Road municipal building well water supply contaminated with E Coli. Health Fair set for October, with a pool clinic and national child ID program featured.

### WILLINGTON

Senior Center project discussed. Municiple library discussed.

### TOLLAND

Water Pollution Control Authority in Tolland officially appointed by Town Council. Sewer project bid awarded.

### COVENTRY

Nothing to report

### MANSFIELD

Landfill / ERI issue discussed. Mansfield working with U Conn to expand water system. Downtown partnership selected a developer.

## DIRECTOR'S REPORT

R Miller provided an update on West Nile Virus; presented the annual reports; presented end of year fiscal reports; presented information on an active TB case; presented information on the indoor air law; and informed the Board of employee co-pay increases for prescription drugs.

## EXECUTIVE SESSION

A MOTION made by J Patton, seconded by M Berliner, to enter executive session. THE MOTION PASSED unanimously. Executive session started at 5:50pm, ended 6:05pm.

A MOTION was made by J Patton, seconded by R Knight, to raise the Director's salary 2.7% effective July 1, 2003 and provide a one-time bonus of \$1,500.00. THE MOTION PASSED unanimously.

The meeting adjourned at 6:15pm.

Respectfully Submitted



Robert L Miller, Secretary

Mansfield YSB Advisory Board  
Minutes  
Tuesday, October 14, 2003  
12Noon @ YSB

In attendance were: Ethel Mantzaris, Chairperson; Frank Perrotti, Assistant Chairperson; Barbara Ivry, Resident; Kevin Grunwald, Director, Town of Mansfield, Department of Social Services; Pat Michalak, Youth Services Counselor; Janit Romayko, Youth Services Coordinator; Officer Jerry Marchon, Mansfield Police; Chris Murphy, EOSmith Grade 11, Student member; Kathleen Narowski, EOSmith, Grade 12, Student member; Valerie Thompson, Mansfield Middle School, Grade 8, Student member; Ciera Hamlin, Mansfield Middle School, Grade 8, Student member

Regrets: Molly Kirouac, Chuck Leavens

Agenda items included:

1. Introduction of new members: New members introduced themselves and Janit R. explained the format of the meetings. Meetings include a written report of activities of the previous month and then time for questions. Meetings for the large group are held in October, December, February and April and the subcommittee adult group meets in the remaining months. Feedback from the group last year favored the trips to "Right turn", the adolescent drug and alcohol treatment facility in Willimantic and Juvenile Court also in Willimantic with Judge Michael Mack presiding. JR will contact them for possible visit dates for 2004.
2. Activities for September, 2003 included:
  - a. Attendance at three elementary schools' Open Houses with 300 average attendance
  - b. Participation at the League of Women Voter's "Know Your Town Fair" with over 1000+ in attendance
  - c. Meeting with MMS Guidance and School Psychologist to discuss cases, team meetings and medications
  - d. Groups running at YSB include Homework, Mother's and AA Bus Depot (single parents)
  - e. Juniper Hill and Girl Scout Troop 5924 have joined together for the monthly craft and Bingo activity
  - f. Uconn tickets to the Jorgensen Outreach for Youth (JOY) performance
3. Other:
  - a. YSB will remain in present location for now. There may be some joint programming between YSB and Recreation Department in the new community center.
  - b. There is a hearing on Tuesday, October 14, 2003 @ 7pm regarding the fee structure for the community center.
  - c. Minutes correction: In the 9/03 meeting minutes, the School Readiness Council agenda item should have read, "Graustein Grant".
  - d. Tour of the Community Center by Curt Vicente, Director: group was shown the pool, locker rooms, walking track, fitness rooms, teen center arts/crafts room and activities room

Meeting adjourned 1:20pm

Respectfully submitted,

  
Janit Romayko  
Secretary

JR/jr

Encl: Poetry by Valerie Thompson, Student member

**Mansfield Parks Advisory Committee,  
Draft Minutes for October 1, 2003**

**Members present:** Pat Bresnahan, Sue Craig, John Fisher, Jean Haskell, Jacquelyn Perfetto, David Silsbee, Jennifer Kaufman. **Guests:** none.

I. The meeting was called to order at 7:38 pm. The September 3 meeting minutes were accepted.

**II. Continuing Business**

**A. PAC member recruitment** for three positions continues. New subcommittee assignments include Pat Bresnahan, Science and Jacquelyn Perfetto, Communications.

**B. PAC Reports**

1. **Management.** David Silsbee now has a notebook of all PAC-assigned management plans and is preparing a strategic review process for future PAC meetings.
  2. **Volunteers.** Many enjoyed the Town Fair Display. The first of four Fall steward training sessions began with two stewards Sept. 20, followed by a UConn students Workday clearing a section of stonewall at Old Spring Hill Field. Draft Two of the Steward Job Manual was distributed for reading.
  3. **Education.** Sue and Jennifer met with MMS teacher Dena Mehalakes, beginning work on the Electronic Trail. Students will have a major focus on Schoolhouse Brook Park, in an effort to encourage on-site environmental education opportunities. On the web in each trail guide there will a section that includes MMS research.
  4. **Communications.** Jennifer reported that the new group/research permit form was used this month for a UConn class on invasive species at Eagleville Preserve. Jacquelyn volunteered to enter PAC, FOMP, and NAV information at the Mansfield library Clubs and Organizations database and hanging file folder.
  5. **Science.** Pat printed a Mansfield Plant List booklet for Town Fair and future distribution.
  6. **Enhancements.** Jennifer reported that the Town's Recreational Trail Program Grant proposal was accepted, awarding \$10,000 to create an electronic trail guide system, similar to what already is in process for Mt. Hope Park. This simple model when coupled compatibly with the Town website, will also be constructed to allow future space for educational materials, including student contributions and wildlife monitoring data.
  7. **Budget.** Jennifer will send PAC members a copy of her "Implementation Schedules" and "Fiscal Notes". These, along with a brief management plans review, will be used by PAC in November to produce a priority "Action List" for the next budget consideration.
  8. **Executive.** It was discussed that this subcommittee be the Chairperson and Secretary, its responsibility will be primarily to set the monthly agendas.
  9. **Acquisition.** No report.
- C. Park Updates.** Jacquelyn and Sue cleared trails and invasives at Merrow Meadow. John asked for a project list for Boy Scouts. Walking Weekend(s) events are set.

**D. Non-PAC Reports.** David reported that OSPC decided that at this time, the Hanks Hill property was too costly for purchase and maintenance.

**III. Correspondence.** Jennifer explained that she updates the "Town-Owned Land List" every year. It is reviewed by Greg Padick. In addition Jennifer, Tim Webb, Public Work Supervisor, and Lon Hultgren will meet bimonthly to discuss public works related land management task priorities and progress.

**IV. Future Agendas.** Organize the winter (and spring?) FOMP events by next meeting, so it can be included in the Winter Parks and Rec. Magazine. Begin the budget review process with an "Action List". The meeting adjourned at 9:07 pm.

Respectfully submitted,  
Jean Haskell, Secretary, October 5, 2003

Open Space Preservation Committee  
Minutes of October 21, 2003

Members present: Jim Morrow, Jim Hill, Steve Lowry, David Silsbee, Vicki Wetherell.

David Silsbee acted as secretary.

Minutes of the September 16 meeting were accepted with corrections.

Further discussion of the Albino-Micocci property was postponed to allow time to explore options for preserving the important parts of the property at a manageable price.

The Taylor Property on Hanks Hill Road was discussed, and it was concluded the property did not meet town criteria for open space purchase. No recommendation to Town Council was made.

Subdivision plans for the Smith Farms Development were reviewed. The committee had some concern that the trail from Coventry Road to the back of the property might be excessively wet at some times of the year. A simple solution would be to allow trail users to use the adjacent shared driveway for the short distance where this would be a problem. Overall, the committee felt the plan was well thought out and the potential trail connections, especially as planned through the second phase of development, will be valuable additions to the trail system in the area.

The meeting was adjourned at 8:30.

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**MINUTES**  
**MANSFIELD INLAND WETLAND AGENCY**  
Regular Meeting, Tuesday, October 7, 2003  
Council Chambers, Audrey P. Beck Municipal Building

Members present: A. Barberet (Chairman), R. Favretti, B. Gardner, R. Hall, K. Holt, P. Kochenburger,  
P. Plante, G. Zimmer  
Members absent: J. Goodwin  
Alternates present: B. Pociask  
Alternates absent: B. Mutch, B. Ryan  
Staff present: G. Meitzler (Wetlands Agent)

Chairman Barberet called the meeting to order at 7:09 p.m., appointing Mr. Pociask to act as a voting member.

**Minutes:** 9/2/03 – Favretti MOVED, Gardner seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Plante, who was disqualified.

9/9/03 field trip – Holt MOVED, Favretti seconded to approve the Minutes as presented; MOTION CARRIED, Holt, Favretti, Gardner, Goodwin, Barberet in favor, all else disqualified.

9/15/03 – Favretti MOVED, Gardner seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Plante, who was disqualified.

**Communications:** 9/24/03 Wetlands Agent's monthly business memo; 9/17/03 draft Conservation Commission Minutes, commenting on: W1226, Ryan; W1227, Schwartz; W1228, Mango; W1229, Taylor; W1230, Raynor; W1231, Reja Acquisitions

**Old Business**

W1226. Ryan. Woodland Rd. – Mr. Meitzler's 9/17/03 memo was acknowledged; Holt MOVED, Favretti seconded to grant an Inland Wetland License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to LeRoy Ryan and Pearl Thompson (file W1226) for construction of a replacement tool shed on property owned by the applicants located at 2 Woodland Road, as shown on a map dated 8/18/03 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 shall be in place and maintained during construction and removed when disturbed areas are completely stabilized;
2. Areas behind the shed near wetlands/brook shall be finish-graded and seeded for stabilization;
3. No soil, trash, nor any other material shall be placed in or near the banks of the brook;
4. This approval is valid for a period of five years (until 10/7/08), 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.

W1227. Schwartz. Pleasant Valley Rd. – Mr. Meitzler's 9/17/03 memo was acknowledged. Holt MOVED, Gardner seconded to grant an Inland Wetland License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Martin Schwartz (file W1227) for construction of an addition to an existing house, (bedroom and bathroom 350 sq. ft.) on property owned by the applicant located at 69 Pleasant Valley Road, as shown on a map dated 9/8/78 revised through 8/22/03 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 shall be in place and maintained during construction and removed when disturbed areas are completely stabilized;
2. Silt fencing shall be placed downhill of construction area and the area where excavated materials are spread;
3. Disposal of all excavated material shall be limited to placement within existing yard areas, or it may be taken from the site;
4. This approval is valid for a period of five years (until 10/7/08), 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.

W1228. Mango – withdrawn

W1230. Raynor, Moulton Rd. – Mr. Meitzler's 10/1/03 memo and 8/29/03 comments from the Windham Water Works were noted. Mrs. Holt disqualified herself on this matter. Engineer M. Dilaj presented revised plans and discussed the revisions, related to sightlines, lawn stabilization, specimen trees to be retained, and wetlands. It was emphasized that no wetlands are to be filled and no machinery is to be used within wetlands. Mr. Favretti MOVED, Hall seconded to grant an Inland Wetland License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to James Raynor (file W1230) for a 1-lot subdivision requiring a driveway across a wetland on property owned by Barbara Larson et al. located on Moulton Road, as shown on a map dated 10/3/03 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 shall be in place and maintained during construction and removed when disturbed areas are completely stabilized;
2. Removal of invasive species within wetlands areas is to be done only by hand;
3. This approval is valid for a period of five years (until 10/7/08), 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.

W1231. Reja Acquisitions, Coventry Rd. – Mr. Meitzler's 10/1/03 memo was noted, as well as 10/1/03 and 10/7/03 letters from the applicant's attorney, L. Jacobs, and a postponement request from the applicant's engineer, R. Hellstrom, to obtain information from the Eastern Highlands Health District, as well as a 10/3/03 petition containing signatures of a number of persons who object to the project. In light of this, Favretti MOVED, Holt seconded to hold a Public Hearing on 11/3/03 for the purpose of receiving information from the public and the applicants for a 6-lot subdivision, "Smith Farms". MOTION PASSED unanimously.

New Business – All of the following items were discussed in the Wetlands Agent's 10/2/03 memo.

W1233. Souci/Beland, Baxter Rd. – Gardner MOVED, Holt seconded to receive the application submitted by Soucie Construction, LLC (file W1233) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the enlargement of a kitchen and addition of a 3-season sunroom at 22 Baxter Road, on property owned by Donald Beland, as shown on a map dated 9/29/03 and described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1234. Dodd, Rt. 44 - Gardner MOVED, Holt seconded to receive the application submitted by Karen Dodd (file W1234) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for 15 ft. by 21 ft. 2 in. kitchen addition at 28 Middle Turnpike, on property owned by the applicant, as shown on a map dated 10/1/03 and described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1235. Quimette/Locke, Birch Rd. - Gardner MOVED, Holt seconded to receive the application submitted by Dan Quimette Builders, LLC (file W1235) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for construction of a single-family residence with onsite septic system and drilled well, on property owned by Dorothy Locke, George Fox and Josephine Fox on Birch Road, as shown on a map dated 9/22/03 and described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1236. D&W Development/Popeleski, Bassetts Bridge Rd. - Gardner MOVED, Holt seconded to receive the application submitted by D&W Development (file W1236) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for construction of a single-family residence, on property owned by John Popeleski on Bassetts Bridge Road, as shown on a map dated 10/1/03 and described in other application

submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1237, Trudeau, Mt. Hope Rd. - Gardner MOVED, Holt seconded to receive the application submitted by Dave Trudeau (file W1237) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for construction of a 40-ft. by 50-ft. garage on property owned by the applicant at 2 Mt. Hope Road, as shown on an undated map and described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1238, Lukas, Woodland Rd. - Gardner MOVED, Holt seconded to receive the application submitted by William Lukas, III (file W1238) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 2-lot residential subdivision on property owned by the applicant at Woodland Road, as shown on a map dated 7/31/02 revised through 9/29/03 and described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

#### **Old Business, cont.**

W1229, Taylor, Hanks Hill Rd. – The Wetlands Agent’s 9/30/03 memo was noted, along with 8/29/03 comments from the Windham Water Works and a 10/3/03 letter from M. G. Harper, an abutter. This application is for 3 lots, to be served by a proposed common driveway running along the previously-planned road into the site. Engineer D. Holmes discussed the planned drainage and said he concurred with the recommendations contained in the Wetlands Agent’s memo. He felt that his drainage plan would improve the present drainage situation.

B. Mische, 310 Hanks Hill Rd., (north of the site), voiced concern for increased drainage onto his property, which he said already has 5 to 6 inches of water flowing into the yard. Mr. Holmes said that the proposed drainage plan should help to ease the situation.

J. Norman, representing K. Smith. voiced concern for impacts on wetlands. She said the Smith lot is very wet, and also expressed great concern regarding increased water flow; she described the erosion and wet conditions at the corner of her property and that of Mr. Taylor. Mr. Taylor said the planned driveway would be graveled, and that he would accept a condition prohibiting any amesite anywhere on the site.

M. Harper, 129 East Rd., an abutter, voiced concerns drainage on her property might be worsened by the proposed subdivision, noting her land is presently experiencing considerable erosion due to the water flow from the adjoining Univ. of CT land. Mr. Taylor agreed to supply anti-erosion measures. Mr. Holmes suggested plantings would help to alleviate the erosion, and Ms. Harper agreed to this suggestion. Mr. Holmes and the Wetlands Agent will walk the site; Mr. Holmes said he would follow any recommendations Mr. Meitzler may have for erosion alleviation. Mr. Holmes felt that the planned culvert would be helpful in reducing and diverting flow and erosion by removing the present impoundment.

Mr. Zimmer asked if it is the Agency’s job to improve an existing situation such as the erosion noted by the previous speakers; Mr. Meitzler responded that the Agency could try to improve an existing erosion problem.

Mr. Favretti questioned whether the culverts as proposed would be adequate to their task, and was told they would.

At the close of discussion, members agreed to hold a special meeting on October 20<sup>th</sup> to receive revised plans. It was suggested that the developer also confer with neighboring property-owners regarding their concerns.

**Field Trip** – scheduled for Wednesday, Oct. 15<sup>th</sup>, at 1 p.m.

**Communications and Bills** – Notice of CACIWC annual meeting – if interested in attending, let the Planning Office know.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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**MINUTES**  
**MANSFIELD PLANNING & ZONING COMMISSION**  
Regular Meeting, Monday, October 20, 2003  
Council Chambers, Audrey P. Beck Municipal Building

Members present: A. Barberet (Chairman), R. Favretti, B. Gardner, J. Goodwin, R. Hall, K. Holt,  
P. Kochenburger, P. Plante, G. Zimmer  
Alternates present: B. Pociask, B. Ryan  
Alternates absent: B. Mutch  
Staff present: C. Hirsch (Zoning Agent), G. Meitzler (Ass't. Town Eng'r.), G. Padick (Town Planner)

Chairman Barberet called the meeting to order at 8:35 p.m., appointing Alternate Ryan to act as a voting member, in case of member disqualifications.

**Minutes** – Favretti MOVED, Gardner seconded to approve the Minutes as submitted; MOTION CARRIED, all in favor except Goodwin, who abstained.

**Zoning Agent's Report** – The September Zoning Enforcement Activity Report was noted.

Flags at 470 Storrs Rd. – The matter has not yet been resolved.

Natchaug Hospital, modification request for use of boulders adjacent to new parking area, file 937-4 – Mr. Padick's 10/20/03 memo outlines the request for use of a majority of the huge boulders uncovered during construction of the recently-approved addition. It has been reported that the proposal is seen as appropriate by the applicant's landscape architect, J. Alexopoulos. Frazier firs would also replace the previously-approved white pines. After discussion, Zimmer MOVED, Hall seconded to authorize the officers and Zoning Agent to review the proposed plans and either approve them as now proposed or present them to the full PZC for review. MOTION PASSED unanimously.

Town Garage tower – Mr. Padick reported that the Fed'l. Aviation Agency has determined that the 96-ft. tower to be located adjacent to the Town Garage must be lighted. The applicants (Town and TCP) are requesting that the construction and utilization of a single strobe light, white in daytime, red at night, as now required by the FAA, be treated as a minor modification. After discussion, during which Mr. Kochenburger pointed out that actions such as this should be carefully considered. Mr. Favretti MOVED, Mrs. Holt seconded to authorize the Chairman and Zoning Agent to approve the minor modification application of the Town of Mansfield and TCP Communications for a single strobe-light, as described in the 10/16/03 application, to be installed atop the tower which is to be constructed adjacent to the Town Garage. MOTION CARRIED, all in favor except Plante (opposed).

Cont. Public Hearing, special permit application for efficiency unit at 2024 Storrs Rd., N. Sultan, appl., file 1211 – The Public Hearing was called to order at 8:55 p.m. Members and Alternates present were Barberet, Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Pociask, Ryan and Zimmer. Since this was a continued Hearing, no legal notice was needed. Written reports from the Town Planner (10/16/03) and Health Director (10/17/03) were noted. Mrs. Sultan has just purchased the house. Mr. Hirsch informed members that rooms that probably functioned as bedrooms were added in 1961 without any Town permits, and it is believed that the house had been used as a boarding house at least since that time. Mrs. Sultan is now seeking official permission for an efficiency unit. As stated in the Health Director's comments, additional water testing was necessary; this has now been done, and the applicant is awaiting the results. In addition, abutters were not notified as required by our regulations; Mrs. Sultan stated that she will do so immediately. At 9:05, there being no public comment, the Hearing was recessed until Nov. 3<sup>rd</sup>.

**Old Business**

Subdivision application, 4 proposed lots on Browns Rd., K. Holt, o/a, file 1210 – Goodwin and Holt had previously disqualified themselves. The new mandatory action date is 11/12/03. Mr. Padick said that in reaching a decision, the Commission must consider the applicant's request for a waiver of the requirement for underground utilities to allow an above-ground crossing of Browns Rd. and must also reach agreement on the proposed open space dedication. During discussion of these issues, P. Miniutti, the applicant's landscape architect, explained that the

one requested overhead utility crossing would minimize clearing of trees. He also said the applicant is willing to accept a conservation easement for the homeowners association based on the Town's model easement. At the close of discussion, Mr. Hall agreed to work on a draft motion for the next meeting.

Freedom Green requests – Mr. Padick's 10/16 and 10/20 memos and Mr. Meitzler's of the same dates were noted. Also received since the last meeting were a 10/16/03 letter to J. Beaudoin from P. Lafayette regarding the pump station and a 10/20/03 letter from property manager B. Otto reporting on ongoing/completed work by the developer. Mr. Padick reported that staff had walked the site that morning and observed that work is progressing satisfactorily. A report from the homeowners association's consultant on the pump station is still expected, and the association would like to see the plans for Phase IVB. R. Amantea, engineer, read his written response to an earlier letter from property-manager B. Otto listing items in need of repair/replacement/completion. There was considerable discussion between Mr. Amantea and members regarding the pump station. Mr. Amantea stated that he had explained to the manufacturer the problems that have been reported, and was told that the pump design should be more than capable of handling pumping needs for the entire complex when completed. He surmised that this might be a case of "pump abuse."

A. Baldwin, president of the homeowners association (The Villages of Freedom Green) reported that their board wants all items satisfactorily addressed to completion. She asked for a listing of what has been done and what still remains to be done, when to expect completion, and requested that their board receive a set of the drainage and grading plans for Phase IVB. Several unit-owners described problems and concerns related to drainage, especially in the Ft. Griswold area, and recommended that the Commission not release any large amount of escrow funds until all items have been completed to Town staff's satisfaction. Mr. Favretti asked whether there is a drainage plan for Phase IVA, and Mr. Padick informed him that there is one, but the Town standards have changed since it was done, so IVA must be reviewed under the standards in effect at that time.

Members discussed extensively whether to release any funds at all, and if so, what amount. Mr. Meitzler said he supported Mr. Padick's recommendation to reduce the escrow fund for Phase IVA to \$75,000. It was pointed out that this developer's track record with Freedom Green has not been very good, causing repeated complaints to the Commission by the homeowners association. Members stressed to the developer that they do not wish this situation to continue. They agreed that there should be a clear understanding and plans showing what has been completed and what still needs to be done. At length, Mr. Zimmer MOVED, Mrs. Holt seconded that the PZC authorize staff to notify the Freedom Green escrow agent that the Phase IVA escrow fund may be reduced to \$150,000 and capped at this amount until further action is taken by the Planning and Zoning Commission. MOTION CARRIED, all in favor except Favretti (opposed). Mr. Zimmer then MOVED, Mr. Plante seconding, that the PZC authorize construction of two buildings in Phase IVB. Upon verification that all required drainage and infrastructure work has been completed in Phase IVA and that sewage pump station issues have been suitably addressed, the PZC shall consider action to authorize remaining buildings in Phase IVB. MOTION FAILED, Kochenburger, Plante, Zimmer and Barberet in favor, Gardner, Favretti, Goodwin, Holt and Hall opposed.

Parrow subdivision, 2 proposed lots on Browns Rd., file 1212, MAD 11/6/03 – Mr. Padick's 10/16/03 report was noted, along with a request from L. Ross which details the applicant's reasons for requesting an extension to 12/11/03. Holt MOVED, Hall seconded to grant the request of B. Parrow, as explained in a 10/16/03 letter from L. Ross, for an extension of the action deadline to 12/11/03 for the "Well House" subdivision. MOTION PASSED unanimously.

Raynor proposed 1-lot subdivision on Moulton Rd., file 1213 – Ryan and Holt disqualified themselves, and Pociask was appointed to act. Kochenburger MOVED, Gardner seconded to approve with conditions the subdivision application (file #1213) of James Raynor for a one-lot subdivision entitled Raynor Subdivision, on property owned by Barbara Larson, et al., located on Moulton Road, in an RAR-90 zone, as submitted to the Commission and shown on plans revised through 10/3/03. This approval is granted because the application as hereby approved is considered to be in compliance with the Mansfield Zoning and Subdivision Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer and soil scientist;
2. To address condition #2 of the IWA's 10/7/03 approval, special note #7 shall be revised to incorporate specific reference to invasive species removal within wetland areas;
3. No Certificate of Compliance shall be issued on the subject lot until driveway sightline work, as noted on the final plans is completed and accepted by the Ass't. Town Engineer and Zoning Agent;

4. The final plans shall be revised to incorporate a conservation easement designation for the 1.18-acre open space area submitted by Datum Engineering & Surveying. A conservation easement document, using the Town's model easement format shall be approved by the PZC Chairman with staff assistance and filed on the Land Records in conjunction with final maps;
5. Pursuant to subdivision regulation provisions, particularly Sections 7.5 and 7.6, this action specifically approves the depicted building area envelopes and a setback waiver for the envelope established for the barn and shed near Moulton Road. In conjunction with the filing of final maps, a Notice shall be filed on the Land Records specifying that the depicted building area envelopes serve as setback lines for all future structures and site improvements, pursuant to Article VIII of the Zoning Regulations, and that a setback waiver has been granted for the building area envelope closest to Moulton Road;
6. As noted on the plans, the owner of the subject lot shall be responsible for maintaining depicted driveway sightlines. In conjunction with the filing of final maps, a Notice shall be filed on the Land Records specifying this ongoing maintenance responsibility.
7. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety- (90) or one hundred and eighty- (180) day filing extension has been granted);
  - A. All final maps, including submittal in digital format, a right-of-way deed, a conservation easement and a Notice of subdivision approval conditions for recording on the Land Records (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Sec. 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
  - B. All monumentation (including delineation of the conservation easement with iron pins and the Town's official markers every 50 to 100 feet on perimeter trees or on cedar posts), with Surveyor's Certificate, shall be completed or bonded pursuant to the Commission's approval action and Sec. 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Sec. 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant.

MOTION PASSED unanimously.

Casey, special permit application for proposed office/workshop use at 699 Storrs Rd., file 554-2 – Favretti  
 MOVED, Hall seconded to approve with conditions the special permit application (file 559-2) of Timothy Casey for office and workshop uses on property located at 699 Storrs Rd., in an RAR-90 zone, as submitted to the Commission and shown on a site plan dated 12/12/75 revised by the applicant through 10/2/03, a landscape plan with 10/2/03 revision date and as presented at Public Hearings on 9/2/03, 9/15/03 and 10/7/03. This approval is granted because the application as hereby approved is considered to be in compliance with Article V, Section B, Article IX, Section D.3.b and other provisions of the Mansfield Zoning Regulations and is granted with the following conditions:

1. This approval, which authorizes a change from one non-conforming commercial use to another non-conforming commercial use, is specifically tied to a limited use of the subject property for office and workshop uses. Except where modified through conditions of this approval, the authorized use of this property is limited to those uses and activities described by the applicant. Any questions regarding authorized uses of this property shall be reviewed in advance with the PZC and any significant changes or expansions of use shall require additional special permit approval;
2. All workshop and storage activity shall take place within the existing building except for authorized refuse storage areas and the parking of vehicles in designated locations. There shall be no outside storage of materials or equipment;
3. This approval authorizes employee and visitor parking spaces and the outside overnight parking of up to five vehicles (2 box trucks, 2 service vans and 1 flatbed truck) in specifically designated areas. There shall be no onsite parking of earth-moving equipment or vehicles. The applicant is encouraged to park box trucks inside the building whenever possible. Any request to increase the number of vehicles parking onsite shall be approved by the Planning and Zoning Commission;
4. Except for occasional early arrivals and late returns, approved hours of operation shall be Monday through Saturday from 7 a.m. to 8 p.m. No noise-producing loading or unloading of vehicles or other outside activity shall take place before 7 a.m. or after 8 p.m. These time restrictions shall not apply to office use of the property;

5. As per the 8/28/03 recommendation of the Director of Health, the water supply well shall be tested for volatile organic compounds (VOC's) using EPA Method 524.2. This testing shall take place before the issuance of a Certificate of Compliance and results shall be submitted to the Director of Health for review and appropriate action;
6. Consistent with the June 16, 1976 Zoning Board of Appeals action regarding this site, there shall be no parking or other commercial use of the neighboring lot (N/F of Morneau) on the northwesterly side of Clover Mill Road. A non-conforming commercial status does not extend to this neighboring property;
7. All onsite vehicle maintenance shall take place within the building and shall be limited to those maintenance activities described in the applicant's 7/18/03 Statement of Use. All applicable local, State and Federal permit requirements regarding hazardous materials, vehicle maintenance and waste oil storage and disposal shall be met;
8. Specific plans for identity signage shall be submitted to the Commission for review and approval;
9. The submitted landscape plan shall be revised to incorporate the revisions cited below. All revisions shall be found acceptable by the PZC officers with staff assistance.
  - A. The proposed landscape beds east and north of the proposed parking area shall be merged to facilitate maintenance.
  - B. Planting details for proposed trees and shrubs including depth and nature of soil and mulch to be deposited in the raised beds shall be added to the plans.
  - C. The existing island along Clover Mill Rd. shall be reestablished and shall include a minimum of one deciduous tree at least 1.5 inches DBH at time of planting.
  - D. Proposed buffer plantings shall be revised as follows: White firs or white spruce trees shall be used along Rt. 195 to provide a more durable dense buffer; PJM rhododendrons along Rt. 195 shall be replaced with a species with larger leaves and greater height and breadth. It is noted that white pine trees may be used at the northern end of the buffer planting.
10. The submitted site plan shall be revised to incorporate the revisions below. All revisions shall be found acceptable by the PZC officers with staff assistance.
  - A. The depicted handicap parking space and an accessible route from this space to the building entrance shall be paved and delineated with official pavement markings and signage;
  - B. Elimination of depicted box truck parking to the south or behind the existing building. This area shall remain as an undisturbed buffer area and appropriately labeled on the plans;
  - C. The applicant is encouraged to retain all waste material and refuse inside the building. If an outside dumpster is essential, a stockade fenced dumpster/refuse area shall be depicted in a location that is appropriately screened and can be safely accessed from the site. Fence and access details shall be added to the plans;
  - D. The parking areas shall be revised to be consistent with the 10/2/03 landscape plan and the proposed landscape island areas. This plan shall relocate the box truck parking area to the front of the building as originally proposed. The proposed railroad tie border shall be clearly depicted and individual spaces delineated with paint marks on the ties;
  - E. The plan shall clearly indicate that the existing 500-gallon underground fuel storage tank will be removed under the direction of the Fire Marshal;
  - F. The plan shall clearly indicate that light shields shall be installed on existing exterior light fixtures to direct light downward. The plans shall retain the note that specifies that motion detectors will be installed for these exterior lights.
11. All building and Fire Code permit requirements shall be met before the issuance of a Certificate of Compliance for this approved use. The interior accessibility recommendations cited in the 9/1/03 letter from Mansfield's Advisory Committee on Persons with Disabilities shall be considered.
12. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records.

This approval waives several provisions of Article V, Section A.3.c, since the information submitted with the application is sufficient to determine compliance with applicable approval criteria. MOTION PASSED unanimously.

"Smith Farms" proposed 6-lot subdivision, Coventry Rd., Reja Acquisitions, file 1214 – The Commission agreed by consensus to the request of L. Jacobs, Esq., representing the applicant, for postponement of the scheduled discussion of this application on 11/3/03.

Town Planner's Verbal Updates

Storrs Center "Downtown" project – Activity continues; a development team has now been chosen.

UConn Hazardous Waste Facility Storage Area Comparative Location Study – Minutes from the 10/17/03 committee meeting were included in members' packets. Another meeting is scheduled for 10/23/03.

Fenton River Well/Habitat Study – Information was included in members' packets.

Stadium Rd. detention basin – A 9/8/03 report from the Eastern Highlands Health District Director notes the detected presence of an unusual pesticide in the detention basin.

Communications and Bills – As noted on the agenda or distributed at the meeting.

The meeting was adjourned at 11:10 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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

**Thursday, October 2, 2003; 2:30 PM**

**AUDREY P. BECK BUILDING, CONFERENCE ROOM B \***

**\*PLEASE NOTE CHANGE IN MEETING LOCATION**

**PRESENT: K. Grunwald (staff), J. Heald, B. Lehmann (chair), P. Hope (staff),  
M. Hauslaib**

**REGRETS: E. Passmore, J. Peters**

**I. MINUTES:**

Minutes of September 4, 2003 meeting: accepted as written.

**II. COMMUNICATIONS/REPORTS:**

**A. Discussion with SSD Director, Kevin Grunwald**

K. Grunwald discussed items in the packet including the following:

- Activity at the "Know Your Town Fair" and results of the survey that was distributed
- Status of the application to the State Department of Education for School Readiness
- Scheduled presentation to the Board of Education on Early Care and Education in Mansfield
- Status of the League of Women Voters grant for a Community Conversation

**B. Review of Department activity and other items in packet**

K. Grunwald reported that activity within the Department continues to be busy, with steady requests for services and increasing involvement in a number of community initiatives. Requests for seasonal programs are coming in earlier than usual, and it is anticipated that demand for these programs will be high.

**C. Program updates**

- Graustein Foundation: We have started the Community Assessment and Planning Tool, and will submit that at the end of October. Base level funding of \$10,000 will be available for the next 4 years, with up to an additional \$40,000 a year available as well.
- LWVCT Community Conversations: K. Grunwald and S. Baxter attended the orientation meeting for this event and have held one meeting with the planning committee.

- School Readiness Grant: We have submitted an application for \$71,901 for the balance of the fiscal year, and are waiting to hear whether or not the grant was awarded.
- Senior Services Nurse/Wellness Center: see discussion with Patty Hope.
- General impact of State budget cuts/closure of Willimantic DSS office: Clients continue to have difficulty getting access to DSS services. There has been some discussion about the possibility of reopening the Willimantic office.

**D. Other**

K. Grunwald reported that he has been appointed to a joint town/university task force to address the issue of substance abuse, which was a recommendation from the UConn President's Task Force on Alcohol and Substance Abuse. He is also working with the Regional Coalition Supporting Youth and members of the Town Council to explore the adoption of an underage drinking ordinance in Mansfield.

It was decided that Youth Services will be added as a standing agenda item.

**III. OLD BUSINESS:**

**A. Agency Funding request process and timetable:** A proposed criteria and a rating scale were distributed by K. Grunwald, and he will email information to all members to review a sample review prior to our next meeting. M. Hauslaib suggested that we try this tool to do a "dry run" with existing programs.

**B. Fee waiver ordinance revision:** Revisions have been made to the amended ordinance, and a public hearing will be held on this issue at the Town Council meeting on October 14.

**C. December legislative meeting:** K. Grunwald suggested taking advantage of existing venues; legislative breakfasts, etc. M. Hauslaib suggested that we not discontinue it completely, but look at revisiting this next year.

**D. Mansfield Community Fund:** K. Grunwald's draft letter to the organizing committee was reviewed, with some modifications. He and B. Lehmann will meet on this prior to our next meeting and will present recommendations. Members of this committee were asked to submit suggested names that the letter should be sent to.

**E. Other**

**IV. NEW BUSINESS:**

A. Meet Patty Hope, new Senior Services Coordinator: the meeting started with Patty introducing herself and talking about her plans and vision for Senior Services in the Town of Mansfield. She has many new ideas, and is focused on increasing Senior Center membership by actively reaching out to a broad spectrum of the community and ensuring that seniors feel welcomed when they come to the Center. She also talked about plans for a November program to honor veterans, and M. Hauslaib provided information about an oral history project for WW II veterans that the Town of Enfield has been involved with.

B. Cynthia van Zelm: Mansfield Downtown Partnership: Cynthia did not attend due to two members of this committee being absent. She will be asked to attend next month's meeting.

C. Other

**V. PLANS FOR FUTURE MEETINGS**

- November 6: Agency funding requests; Mansfield Downtown Partnership

**VI. ADJOURNMENT**

Meeting adjourned at 5:15

Respectfully submitted,  
Kevin Grunwald, Director of Social Services

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**MINUTES****MANSFIELD SCHOOL READINESS COUNCIL****Wednesday, September 3, 2003****Conference Room C****6:30-9:00 PM**

**PRESENT:** Joan Buck (chair), Sandy Baxter (staff), Jane Goldman, Kevin Grunwald (staff), Mayra Esquilin (guest), Janet LaMarre, Jamie Pociask (guest), Rachel Leclerc (staff), Susan Daley, Becky Lehmann, Pamela Wheeler, Nancy Hovorka (guest)

**REGRETS:** Monique Brown, Mary Jane Newman, Nancy Rucker, Charlotte Madison

- I. **INTRODUCTIONS:** attendees introduced themselves, including Mayra Esquilin, who is Mansfield's Graustein liaison.
- II. **MINUTES:** Minutes from the Joint MSRC/Task Force of May 7, 2003, and the Task Force of June 12, 2003 were accepted as written.
- III. **COMMUNICATIONS**  
Items included in the packet were acknowledged including the Discovery 2003 Annual Calendar, a Willimantic Chronicle Op Ed article by William Collins and the Agenda for a brainstorming meeting that was held for the Mansfield Discovery 2003 initiative on August 21, 2003.
- IV. **PROGRAM UPDATE**  
A. K. Grunwald reported on the status of the Mansfield School Readiness Grant. Legislation was passed at the end of the session making Mansfield eligible for funding for the next three years, at levels of \$75,000, \$50,000 and \$25,000. It is still a requirement that we support 15 full-time slots with these funds. Concerns were raised about the decreasing funding and the ability of the three participating Centers to support the required number of slots. A motion was made and passed authorizing K. Grunwald to negotiate with the Centers and to make a decision by 9/12 as to whether or not to proceed with the application process. Members agreed that K. Grunwald will contact Rep. Denise Merrill to express our appreciation for her support of this program, and a formal letter will follow this from the Council to her.

**B. Report of School Readiness Coordinator:** S. Baxter reported on the August 21 brainstorming meeting that was facilitated by Mayra Esquilin. One of the goals of the Discovery initiative is to bring more constituencies into the collaborative to build a broad base of community support for early care and education. S. Baxter distributed a list of organizations that were identified in the brainstorming, and asked Council members to identify personal contacts in those organizations who can be contacted. These names will be used not only to broaden membership in the Council, but also to identify potential attendees for the Community Conversation. A Council member is needed to be a part of the planning group for the conversation. M. Esquilin explained that Conversations are typically held for 4 hours, with a scheduled follow-up meeting. Members of the Council expressed concern that the public is made fully aware of this event, as the adoption of full-day kindergarten is a topic of interest to many residents. J. Lamarre asked about the role of focus groups in this event, and S. Baxter explained that separate from this event, as part of the Discovery initiative, the Center for Survey Research and Analysis will be conducting a number of focus groups to assist in creating a resident survey on full-day kindergarten. It should be noted that the Community Conversation and all of the activities related to the Discovery initiative are separate but related activities. The goal is to work to integrate all of these efforts over time.

#### **V. OLD BUSINESS**

**A. Future status of Discovery initiative:** K. Grunwald reported that we have received word from the Graustein Foundation that they will continue funding the Discovery communities through 2007 at the level of \$10,000 per year. M. Esquilin explained that communities could apply for up to \$40,000 in additional funding for specific activities. Instead of submitting the Statement of Continuing Interest we will be required to submit the Community Assessment and Planning Tool by 10/30. Action Plans are due by January 15, 2004.

**B. Status of Community Conversation:** Mansfield has received a grant from the League of Women Voters to hold a Community Conversation on education. K. Grunwald, S. Baxter and Tresca Marr Smith of the Mansfield League will attend an orientation meeting on 9/22.

**C. Update on CCC:** P. Wheeler reported that CCC has closed on its loan with the USDA and has received its tax-exempt status

from the Town of Mansfield. They are presently operating out of the Unitarian Meeting House, and a fund-raising concert for the building project will be held in October.

- D. Collaboration between SRC's and DSS: K. Grunwald reported that a memo was received in June from the State DSS advising that while the Department continues to support School Readiness they are no longer assigning a liaison from their local office to be a part of the Council.
- E. Other: K. Grunwald reported that Mansfield is participating in the National League of Cities' City Challenge for Early Childhood Success. This initiative supports municipalities in creating a strategic plan for children ages 0-8.

J. Goldman will be attending a conference in November on childcare and health and will report back to the Council.

M. Esquilin reported that the State has received a \$75,000 grant for thinking strategically about early care and education.

J. Buck asked for two volunteers to help at the Know Your Town Fair. B. Lehmann offered to assist.

J. Buck called attention to the "Fun for Kids" calendar and the revised Childcare Directory, both recently completed by B. Lehmann.

The Mansfield Parks & Rec. Dept. has started an after-school program for children in grades 1-5.

B. Lehmann urged placing the unions at UConn on the list of collaborative organizations. J. Goldman noted that Steve Wiesensale in Family Studies is taking leadership in that area.

#### **VI. NEW BUSINESS**

- VII. **NEXT MEETING:** It was agreed that there does not continue to be a need for the 2-5 Year Task Force to Meet. The Joint Council meeting will take place on November 5, 2003

- VIII. **ADJOURNMENT:** meeting adjourned at 8:30 PM

Respectfully submitted,  
Kevin Grunwald, Director of Social Services

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Mansfield Downtown Partnership

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1244 Stotts Road  
PO Box 513  
Stotts, CT 06268  
(860) 429-2740  
Fax: (860) 429-2719

November 4, 2003

Board of Directors  
Mansfield Downtown Partnership

**Re: Item #3 - Meeting Minutes**

Dear Board members:

Attached please find the minutes for the Board meeting held on October 7, 2003.

The following motion would be in order:

*Move, to approve the minutes of October 7, 2003.*

Sincerely,

A handwritten signature in cursive script that reads "Cynthia van Zelm".

Cynthia van Zelm  
Executive Director

Attach: (1)

**MANSFIELD DOWNTOWN PARTNERSHIP, INC.**  
**BOARD OF DIRECTORS MEETING**  
**Mansfield Downtown Partnership Office**  
**Tuesday, October 7, 2003**

**MINUTES**

Present: Martin Berliner, Tom Callahan, Dale Dreyfuss, Mike Gergler, Al Hawkins, Janet Jones, Philip Lodewick, Betsy Paterson, Phil Spak, Betsy Treiber

Staff: C. van Zelm

**1. Call to Order**

Philip Lodewick called the meeting to order at 4:00 p.m.

**2. Opportunity for Public to Comment**

Mike Taylor said there was a great deal of interest in assisted living accommodations in Mansfield. Bill Rosen had led the effort over the last few years and has now moved to Oregon. Mr. Taylor introduced Howard Raphelson who also is interested in pursuing assisted living in the community.

Mr. Taylor and Mr. Raphelson asked the Board to consider assisted living as part of the new town center. They see value for the University of Connecticut, the community and the developer (s). It provides housing for UConn retirees, many of whom donate to the University. The retirees have amenities close by in a new town center. The Town benefits from a source of taxes with a lesser need for amenities. And, assisted living centers can be very profitable for developers.

Mr. Taylor said a target audience would be persons over 65 years of age. He believes less parking would be needed for that target audience. Medical needs could be accommodated at the Mansfield Health and Rehabilitation Center, located up the street.

Philip Lodewick said that the Partnership has looked at "lifestyle housing" and there may be some overlap with Mr. Taylor's proposal. It will be important to see how assisted living fits in the context of the mission for the town center.

Lynn Bobb-Koths said there is a need for housing for persons over 65 years of age.

Leona Harris advocated stores and offices on the bottom floor of any assisted living facility.

At Betsy Paterson's initiative, the Board agreed to come back at a later date to respond further to Mr. Taylor and Mr. Raphelson's suggestions. Tom Callahan said it would be important to have the master developer's input on this issue as well.

**3. Approval of Minutes**

Cynthia van Zelm noted one correction to the minutes brought to her attention by Board member Dave Pepin. Under "Update on Municipal Development Plan/Master Developer

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Interviews", the wording needs to be changed to say, "Tom Callahan said that 50 to 60 requests for the Request for Qualifications for a Master Developer had been filled."

Betsy Paterson made a motion to approve the September 2, 2003 minutes, as amended. Mike Gergler seconded. The minutes were approved unanimously.

#### **4. Update on Municipal Development Plan and Master Developer**

Tom Callahan said with the authorization of the Board, the Finance and Administration Committee had begun the negotiation process with the LeylandAlliance team. Reference checks were completed and had gone well.

The LeylandAlliance team met with some of the UConn administration and the Partnership to discuss next steps. A designation letter designating LeylandAlliance as the master developer was being drafted. The LeylandAlliance team and the Looney Ricks Kiss team will meet in the next few weeks to delineate more specifically tasks for the Municipal Development Plan.

#### **5. Report from Committees**

Business Development and Retention – Mike Gergler said the Business Development and Retention Committee had met on September 15. He said the Committee is working on an outline (a draft of which was prepared by Ms. van Zelm) to plan for how the Committee will work with Storrs Center businesses as plans for the town center progress. Mr. Gergler said the Committee wants to be prepared to answer as many questions as possible from current and prospective businesses.

Mr. Lodewick asked if there was a forum to get businesses together. Mr. Gergler said there have been some efforts in the past and that he and Peter Millman were going to be doing some one on one visits with businesses to update them on the Partnership progress. Mr. Lodewick suggested a social event for businesses with no specific agenda.

Membership Development – Betsy Treiber said that approximately half of the members had renewed their membership in the Partnership thus far.

Al Hawkins and Ms. van Zelm had productive meetings with many of the Town committees. Ms. Paterson said she had heard positive reports on these meetings. The open houses at the schools also went well.

The Committee plans to continue to promote the Partnership by repeating some of its efforts this year as it did last year, i.e., radio appearances.

Ms. Treiber said a reminder letter on membership renewals will go out in the next few weeks.

In response to a question from Mr. Callahan, Ms. van Zelm said about 4 seniors had joined the Partnership and no students for the 2003/2004 year.

2004 Fall Event – Ms. Paterson said the Fall Event Committee met with Paula Stahl from the Third Thursday Street Fest and received some good information from her on "dos and don'ts" for a street fest.

Mr. Callahan reminded the Committee to check whether there is a UConn home football game the day of the event.

## 6. Director's Report

Mr. Lodewick said that Ms. van Zelm would be providing a Director's report on the Agenda.

Ms. van Zelm said she would start sending a monthly e-mail to the Board members, the membership who have e-mails, and the interested parties list to update them on Partnership activities.

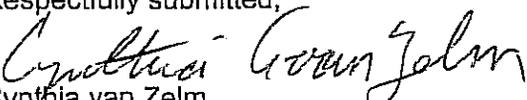
Ms. van Zelm reminded attendees about the CT Main Street Commercial Revitalization Conference on October 23 in New Haven. The deadline to register is October 10.

Ms. van Zelm said she continues to work on the Mansfield brochure and has begun to receive responses from businesses for a tagline about their business for the brochure.

## 7. Adjourn

Ms. Paterson made a motion to adjourn. Mr. Gergler seconded the motion. The motion was approved unanimously. The meeting adjourned at 4:45 PM. The next meeting is set for November 4.

Respectfully submitted,

  
Cynthia van Zelm  
Executive Director, Mansfield Downtown Partnership, Inc.

**MANSFIELD COMMISSION ON AGING  
MINUTES**

**Tuesday, October 14, 2003 2:30 PM – Senior Center**

**PRESENT:** Burt Turcotte (guest), John Brubacher, Patty Hope (staff), Susanna Thomas (chair), Phil Secker, Carol McMillan, Kevin Grunwald (staff), Elizabeth Norris, Beth Acebo, Barbara Ivry, Mary Thatcher, Carol Phillips, Dorothea Mercier (guest), Jean Ann Kenny (staff)

- I. **Call to Order:** Meeting called to order at 2:30 PM
- II. **Appointment of Recording Secretary:** Kevin Grunwald agreed to take minutes for this meeting.
- III. **Acceptance of Minutes of the Sept. 8, 2003 meeting:** minutes were reviewed and accepted as written.
- IV. **Correspondence - Chair and Staff:** none received
- V. **Optional Reports on Services/Needs of Town Aging Populations**
  - A. Health Care Services

Wellness Center and Wellness Program - J. Kenny distributed copies of her report for the month of September.  
Mansfield Center for Nursing and Rehabilitation - J. Kenny reported that they are in the process of fund-raising for facility improvements.
  - B. Social, Recreational and Educational

Senior Center – P. Hope distributed her report for the month of September. She noted that The Senior Center Association is sponsoring a reception for her on October 16. Joan Quarto represented the Center at the Know Your Town Fair on September 6, A new Cancer Support Group will be starting. The Apple Harvest Bazaar was held successfully. Jolene Gates from CT Legal Services will be here to talk about ConnPace and the CT Homecare Program. She will also be at the Center monthly to meet with people individually to answer any legal questions they may have. P. Hope also reported that there is a possibility that the Center will explore cooking meals here periodically to increase participation in the lunch program.  
Senior Center Assoc. – J. Brubacher reported that there are several active committees of the Association, including one that is reviewing the bylaws. The computer committee is reviewing how the program is operating. John also mentioned that the Association is reviewing programs overall, and specifically looking at how to respond to the needs of aging “baby boomers.” He suggested looking at the possible expansion of the senior/wellness center facility. John encouraged members to spend time with Patty Hope to learn about her ideas for the Center.

C. Housing

Assisted Living Project – K. Grunwald reported on a presentation that was done by Mike Taylor to the Mansfield Downtown Partnership on a recommendation to consider supported housing for seniors in the Storrs downtown project. Kevin will coordinate efforts with Mike Taylor and Howard Raphaelson and will continue to keep the Commission informed regarding any developments in this area.

Juniper Hill: B. Acebo reported that there is little activity; no renovations have started. Marcia Zimmer has left and a replacement has not been hired for her. J. Kenny reports that Juniper Hill is offering assisted living services for up to 20 hours a week of nursing services.

Jensen's Park: B. Turcotte reported on behalf of Bob Goldsborough. He indicated that there are concerns about speeding in the park. J. Brubacher reported that copies of Sparks are being brought over and every new resident is given a copy.

D. Related Town and Regional Organizations

Com. on Physically and Sensorily Impaired - Mary Thatcher reported that Cynthia Van Zelm presented recently to the committee on the status of the Downtown Partnership. Concerns were raised about crossing Rt. 195.

Senior Resources of Eastern CT – Carol McMillan reported that she will be the Mansfield representative for one more month. Their Annual Dinner is October 30.

Town Plan of Conservation and Development – Carol Phillips had nothing to report.

Town Community Center: Ray Moore has rotated off of the Commission. Barbara Ivry reported that she had a tour today and was very impressed. The prospective date for opening is Oct. 22.

## VI. Old Business

Report of the Nominating Committee – Nora Stevens was not present, but Susanna Thomas reported recommendations for Kenneth Doeg and Dorothea Mercier (present as a guest). The nominations were approved as new members of the Commission. The Department of Social Services will produce an updated list of members and expiration terms.

Review of the Commission's Long Range Plan, 1994 -2004: Susanna Thomas referred to the Long Range Plan, which was intended to extend through next year. A suggestion was made that the Commission review what has been done in the areas entitled "Research and Study." There were several suggestions made that the School of Family Studies may have a student who can work on this project. S. Thomas indicated that she would like the Commission members to review this plan and begin to think about how this plan needs to be amended. It was noted that transportation continues to be a critical issue for seniors in this area. There ensued some discussion about the role of this Commission as an advocacy group. J.

Brubacher raised the question of who will take a leadership role in this regard. It was suggested that Edith Prague and Denise Merrill be invited to speak to members of the Senior Center on legislative issues affecting seniors. Patty Hope and John Brubacher will work on this along with  
Patty will also attempt to get Judith Stine from the Center On Medicare Advocacy to speak on issues related to Medicare reform.

**VII. New Business**

Appointment of Reporters on Fund Requests from Outside Agencies: K. Grunwald reported that this process is being revised and new information will be provided at the next meeting.

**VI. Adjournment:** Meeting adjourned at 4:10 PM  
(the next meeting is scheduled for Monday, November 10, 2003 at 2:30, Senior Center).

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University of Connecticut  
*Division of Business and Administration*

Architectural and  
Engineering Services

Item #10

**AIRBORNE EXPRESS**

October 10, 2003

Town of Mansfield Planning and Zoning Commission  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT 06268

**RE: General Permit Inland Wetlands - Fenton River Aquatic Study, Project #901069  
Request to CTDEP for Authorization to Install Water Monitoring Structures  
University of Connecticut, Storrs, CT**

To Whom It May Concern:

The University of Connecticut, Storrs, CT has requested Department of Environmental Protection authorization to install water-monitoring structures for the Fenton River Aquatic Study presently underway.

Enclosed is a copy of the Request for Authorization Form along with the Permit Application Transmittal Form and Applicant Compliance Information for your review and concurrence.

Please contact James M. Pietrzak, P.E. at (860) 486-5836; Fred Ogden, Ph.D., P.E. at (860) 486-2298; or me if you need additional information.

Sincerely,

Larry G. Schilling  
Executive Director  
Architectural and Engineering Services

LGS/JMP

Enclosures: Revised Page 12, Part VIII: Notice to Municipal Agencies  
Permit Application Transmittal Form, Applicant Compliance Information  
Copy of the Request for Authorization Form

cc: Cheryl Chase, CTDEP, Revised Page 12 only, Part VIII: Notice to Municipal Agencies  
Richard Miller, UConn, Revised Page 12 only, Part VIII: Notice to Municipal Agencies  
James Pietrzak, UConn

## Part VIII: Notice to Municipal Agencies

You must submit a complete copy of your request for authorization to the municipal wetlands agency, zoning commission, planning commission or combined planning and zoning commission, and conservation commission of each municipality which is or may be affected by the subject activity. Enter the names and addresses of the municipal agencies which were provided a complete copy of your request for authorization, including all of its attachments, the date such copy was submitted, (Date of Service) and the Type of Service (check one). Note: the department can not authorize your proposed activity until thirty five (35) days after the date of your service to the municipal agencies.

### Wetlands Agency:

Name: Town of Mansfield Inland Wetland Agency  
Address: Audrey P. Beck Municipal Building  
4 South Eagleville Road  
City/Town: Mansfield State: CT Zip Code: 06268  
Date of Service: 10/10/03 Type of Service:  First class mail  Certified mail  Hand delivery  
Airbourne Express

### Conservation Commission:

Name: Town of Mansfield Conservation Commission  
Address: Audrey P. Beck Municipal Building  
4 South Eagleville Road  
City/Town: Mansfield State: CT Zip Code: 06268  
Date of Service: 10/10/03 Type of Service:  First class mail  Certified mail  Hand delivery  
Airborne Express

### Planning Commission:

Name:  
Address:  
City/Town: State: Zip Code:  
Date of Service: Type of Service:  First class mail  Certified mail  Hand delivery

### Zoning Commission:

Name:  
Address:  
City/Town: State: Zip Code:  
Date of Service: Type of Service:  First class mail  Certified mail  Hand delivery

### Combined Planning and Zoning Commission:

Name: Town of Mansfield Planning and Zoning Commission  
Address: Audrey P. Beck Municipal Building  
4 South Eagleville Road  
City/Town: Mansfield State: CT Zip Code: 06268  
Date of Service: 10/10/03 Type of Service:  First class mail  Certified mail  Hand delivery  
Airborne Express

Check this box if the agencies of another municipality were served a copy of this request for authorization and attach to this page additional sheets listing the agency names and addresses where a copy of the request was mailed or delivered, the date of such service and the type of service used.



University of Connecticut  
*Division of Business and Administration*

Architectural and  
Engineering Services

Larry G. Schilling  
*Executive Director*

**AIRBORNE EXPRESS**

September 4, 2003

Central Permit Processing Unit  
State of Connecticut Department of Environmental Protection  
79 Elm Street  
Hartford, CT 06106-5127

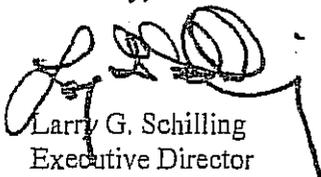
**RE: General Permit Inland Wetlands - Fenton River Aquatic Study, Project #901069  
Request for Authorization to Install Water Monitoring Structures  
University of Connecticut, Storrs, CT**

To Whom It May Concern:

The University of Connecticut, Storrs, CT is requesting authorization to install water-monitoring structures for the Fenton River Aquatic Study presently underway. Enclosed are an original and seven (7) copies of the Request for Authorization Form along with the Permit Application Transmittal Form and Applicant Compliance Information

Please contact James M. Pietrzak, P.E. at (860) 486-5836; Fred Ogden, Ph.D., P.E. at (860) 486-2298; or me if you need additional information.

Sincerely,



Larry G. Schilling  
Executive Director  
Architectural and Engineering Services

LGS/JMP

Enclosures: Permit Application Transmittal Form, Applicant Compliance Information  
Original and seven (7) copies of the Request for Authorization Form

cc: Fred Ogden, UConn  
Richard Miller, UConn  
James Pietrzak, UConn

*Equal Opportunity Employer*

LeDoyt Road Unit 3038  
Storrs, Connecticut 06269-3038

phone: (860) 486-3116  
simile: (860) 486-3255  
mail: larry.schilling@uconn.edu

Part V: Site Information

1. Site Location:

a. Name of facility, if applicable: Fenton River Project

Street Address or Description of Location: University of Connecticut Pump Access Rd

City/Town: Storrs

State: CT

Zip Code: 06268

Project No., if applicable:

b. Tax Assessor's Reference: Map Block - Lot

(Assessor's reference is not required if requester is an agency of the State of Connecticut.)

c. Latitude and Longitude of the approximate "center of the site" in *degrees, minutes, and seconds*:

Latitude: 41 49 13 N

Longitude: 72 13 39 W

Method of determination (check one):  GPS  USGS MAP  Other

If a USGS Map was used, provide the quadrangle name: Spring Hill

d. In case of an existing dam structure, the CT Dam Inventory Number:

2. Name of the wetland or watercourse involved with or adjacent to the subject activity:

Fishers Brook, Fenton River, Roberts Brook

3. Is the subject activity located in a public water supply watershed?  Yes  No

If yes, provide the name of the water utility: UCONN (Facilities Operations)

4. Is the activity which is the subject of this registration located within the coastal boundary as delineated on DEP approved coastal boundary maps?  Yes  No

If yes, and this registration is for a new authorization under the general permit or for a modification of an existing general permit, you must submit a *Coastal Consistency Review Form* (DEP-APP-004) with your registration as Attachment C.

For forms or assistance, please call the Permit Assistance Office at 860-424-3003.

5. Is the project site located within an area identified as a habitat for endangered, threatened or special concern species as identified on the "State and Federal Listed Species and Natural Communities Map"?  Yes  No Date of Map: 7/2002

If yes, complete and submit a *Connecticut Natural Diversity Data Base* (CT NDDDB) *Review Request Form* (DEP-APP-007) to the address specified on the form.

When submitting this request for authorization, please include copies of any correspondence to the NDDDB, including copies of the completed CT NDDDB Review Request Form, any field surveys, and any other information which may lead you to believe that endangered or threatened species may or may not be located in the area of your existing or proposed permitted activity, as Attachment D.

Has a field survey been conducted to determine the presence of any endangered, threatened or special concern species?  Yes  No. If yes, provide:

Biologist's Name:

Address:

and submit a copy of the field survey with your application as Attachment D.

Part V: Site Information (cont.)

6a. Is the subject activity within a watercourse or floodplain?  Yes  No

If yes: Provide the land surface area draining to the site of the subject activity:

15360 acres or square miles

6b. Will the subject activity be within a FEMA floodway?  Yes  No

(i) If yes, and the subject activity is the construction of a culvert or a bridge, submit, as Attachment E, the certification by a licensed engineer, together with the hydraulic analysis in support thereof, that such culvert or bridge is designed in accordance with accepted engineering practices and conforms to the applicable flood management standards and criteria under 44CFR Chapter 1, Part 59 through 79, inclusive.

(ii) If the requester has a Flood Management (FM) Certification for the subject activity, provide the FM certification number:

7. Existing Conditions

a. Describe the present and intended use(s) of the property on which the subject activity is proposed.

See Attached Sheet (7-A)

Check if additional sheets are attached to this page.

b. Describe all natural and man-made features including wetlands, watercourses, fish and wildlife habitat, floodplains and any existing structures potentially affected by the subject activity. Such features should be depicted on the site plan (*Attachment B*). In the case of maintenance and repair or improvements to an existing dam, describe the condition of the structure which necessitates such work.

In order to accurately measure the volume of water entering the Fenton River, both flow measuring devices (Roberts Brook and Fishers Brook) must be placed as close to the Fenton River as possible. If the measuring devices are installed further upstream in both the brooks, the accuracy of the flow measurements would be reduced. The proposed location of the measurement devices in the brooks will therefore be located in a floodplain. The weirs that are installed in the Fenton R. will only be in place for a few weeks during a period of low flow (<3 cfs).

Check if additional sheets are attached to this page.

## 7. Existing Conditions

The proposed project will place:

- three temporary weirs in the Fenton River, between Old Turnpike Rd (41° 49' 59"N, 72° 14' 35"W) and Stone Mill Rd (41° 48' 36"N, 72° 13' 14"W), to measure the flow rate through the river
- a weir in Fishers Brook, approximately 30 feet upstream from its confluence with the Fenton River, to monitor the flow rate of water entering the Fenton River
- a weir in Roberts Brook, approximately 600 feet upstream from its confluence with the Fenton River, to monitor the flow rate of water entering the Fenton River

This information is necessary in order to conduct an ongoing study of the impact that withdrawing ground water in the immediate vicinity of the Fenton River has on the surrounding aquatic habitat.

## Part VI: Project Summary

### 1. Regulated Activity

Describe the activity which is the subject of this request for authorization including the reason for conducting or maintaining the activity. If the subject activity is to be conducted on an existing dam, describe the specific nature and location of maintenance, repair or improvement activities relative to the dam structure itself.

See Attached Sheet (8-A)

Check if additional sheets are attached to this page.

### 2. Initiation of Activity

When does the requester plan to initiate construction of the subject activity?

September 2003 (Flow dependent < 3 cfs)

### 3. Construction Activity Details

Provide the following information about the subject activity's impact on wetlands, watercourses or floodplains (all such details must also be depicted on the site plan included in this request for authorization as *Attachment B*):

- a. Volume of proposed fill: 2.0 cubic yards
- b. Area of proposed fill: 0.00137 acres
- c. Volume of proposed excavation: 0 cubic yards
- d. Area of proposed excavation: 0 acres
- e. Area of any clearing, grubbing of land, or other alteration of the land: 0 acres
- f. Describe the volume and area of any *temporary* fill, the purpose of such fill, and when it will be removed.

The proposed placement of the:

- weirs in the Fenton R. will require approximately 2 cubic yards of bentonite clay over an area of 60 square feet

- weir in Fishers Brook will require 1 cubic yard of bentonite clay over an area of 4 square feet

- flume in Roberts Brook will require approximately 0.25 cubic yards of bentonite clay over an area of 4 square feet

in order to provide a watertight seal between the bed of the watercourse and the flow measuring devices. The entire amount of bentonite will be removed when the measuring devices are removed.

Check if additional sheets are attached to this page.

## 1. Regulated Activity

Part of a satisfactory finding by the State of Connecticut, Office of Policy and Management (OPM) of the University of Connecticut's Environmental Impact Evaluation for the North Campus Master Plan, requires that UConn conduct a study to determine whether and how water withdrawals from the University's Fenton River water supply wells affect the aquatic habitat of the Fenton River.

The specific objectives of this project are:

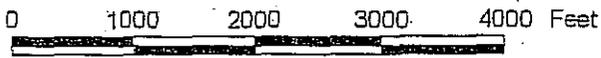
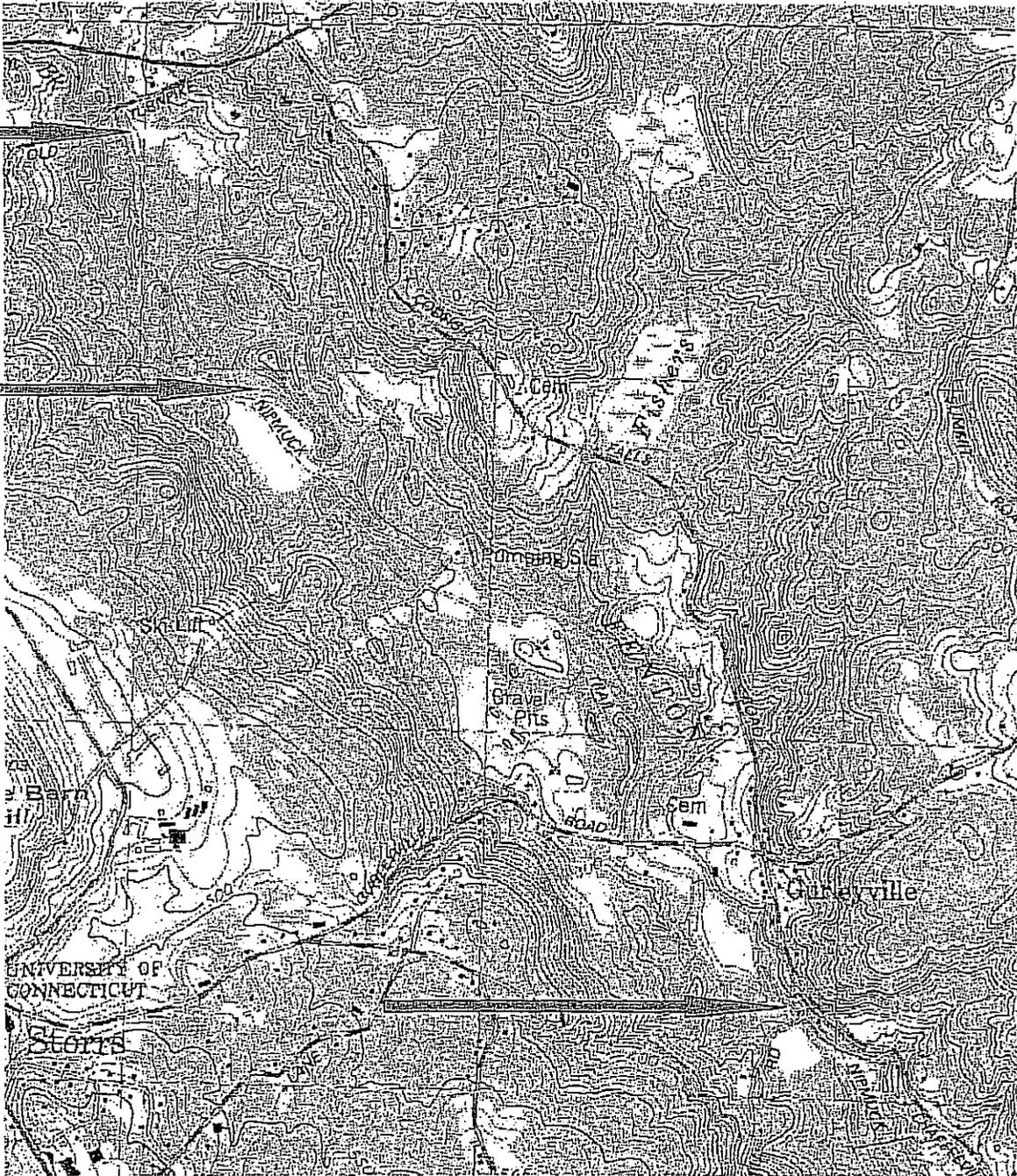
- To develop relationships between instream flow and habitat in the Fenton River for selected fish species;
- To develop the relation using existing data, new data collection, and mathematical simulation modeling between the magnitude and timing of ground water withdrawals and stage and discharge in the Fenton River, principally from Old Turnpike Road to Stone Mill Road; and
- To mathematically model selected model water-management scenarios to optimize water withdrawals while minimizing adverse impacts on streamflow and instream habitat.

The overall goal of the study is to develop relationships between instream flow and habitat in the Fenton River for selected fish species and life stages.

## 9. Best Management Practices

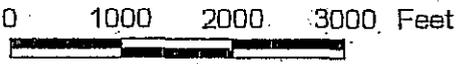
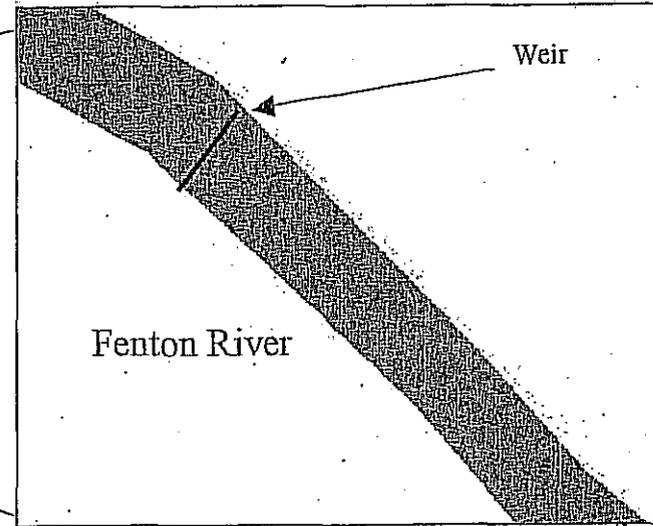
All pertinent state and local mandated best management practices relative to erosion and sediment control will be utilized during construction. The flow measuring devices are to be constructed off site, therefore, instream construction activities will consist only of placing the devices in the streambed and sealing its edges to prevent water leakage. Thus, disturbance to the watercourse and the area along its banks will be minimal. The weirs along the Fenton R. will only be used in periods of extremely low flow, typically 1 to 3 cubic feet per second. When the flow rate through the river is elevated they will be removed. Furthermore, the weirs have been designed to calapse in the event they cannot be removed in a high flow situation thereby limiting any chance of water backing up behind them. The cut-throat flume in Roberts Brook allows the entire volume of water flowing within the watercourse to pass through the structure unabated. Ergo, its design inherently allows for an uninterrupted stream flow and prevents the occurrence of any backwater effects or flooding. Due to the fact that there are no devices in the flume that will block or impede the flow of water through it, any aquatic species can pass freely.

# Attachment A



The arrows denote the location of the weirs in the Fenton River.

# Attachment B



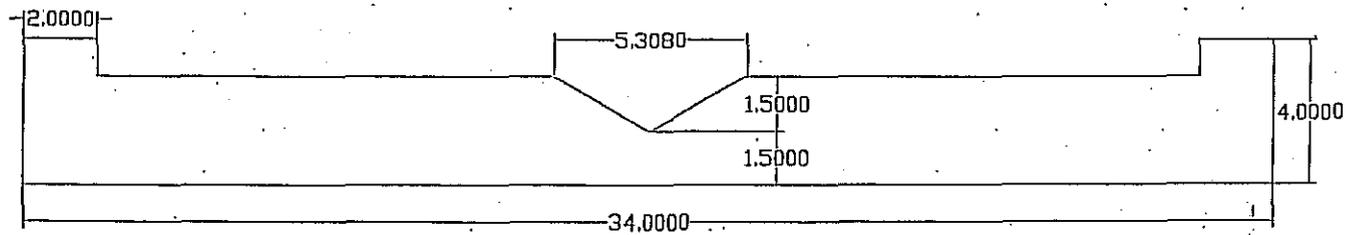
See next page for plans for weir.

# Attachment B

Plan View



Front View



University of Connecticut, Fenton River Project

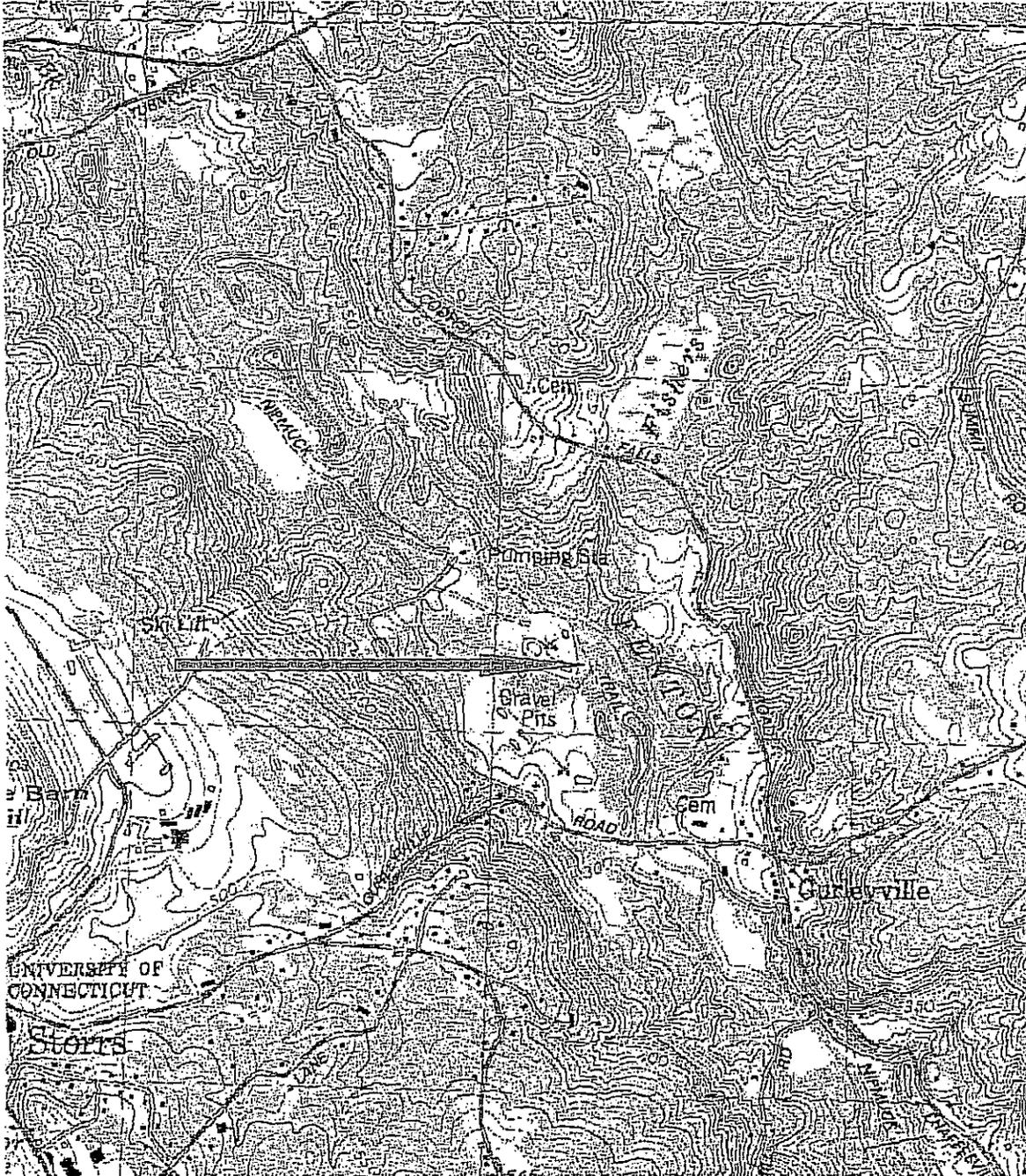
Proposed weir for Fenton River

Construction Material: 3/4 inch plywood

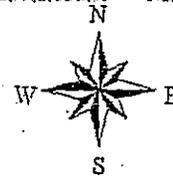
All dimensions in feet

P.110

# Attachment A

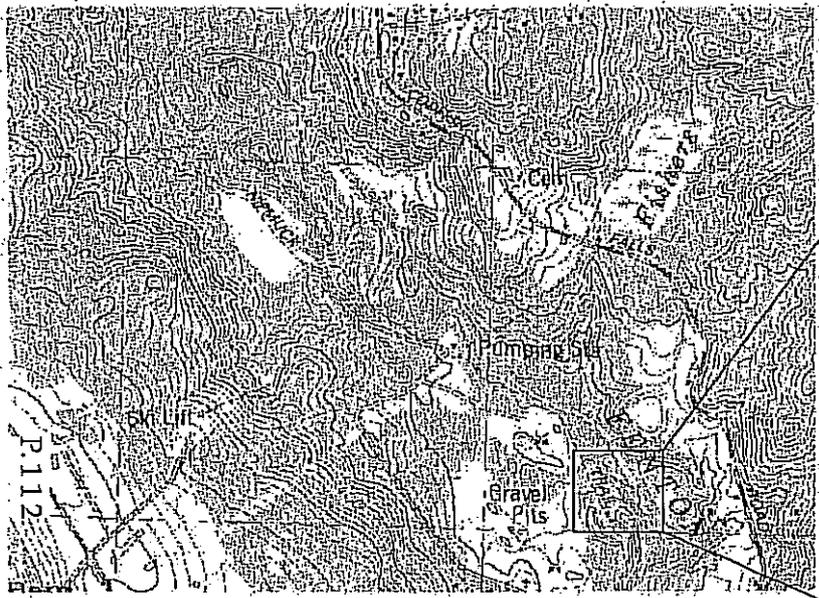


0 1000 2000 3000 4000 Feet

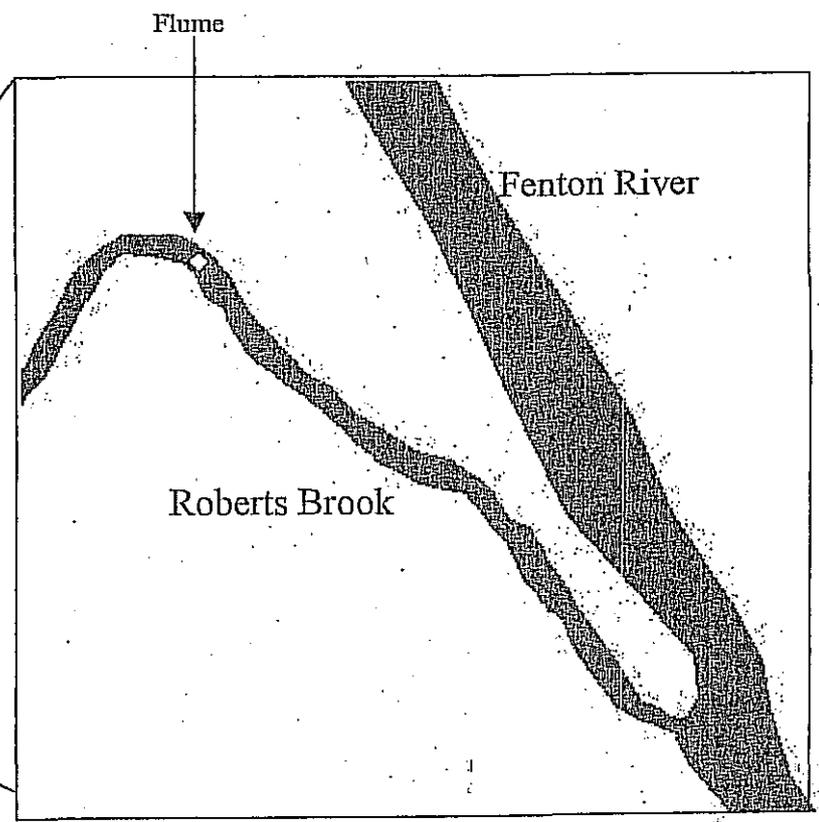
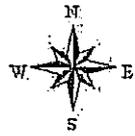


The location of the cut-throat flume in Robert's Brook is approximately 600 ft upstream of the confluence of Fenton River and Robert's Brook.

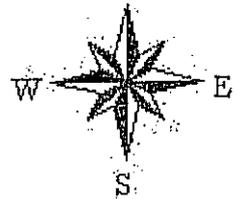
# Attachment B



0 1000 2000 3000 Feet



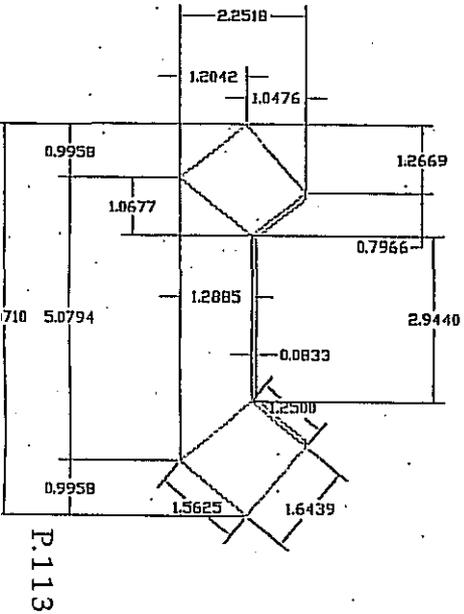
0 100 200 300 400 Feet



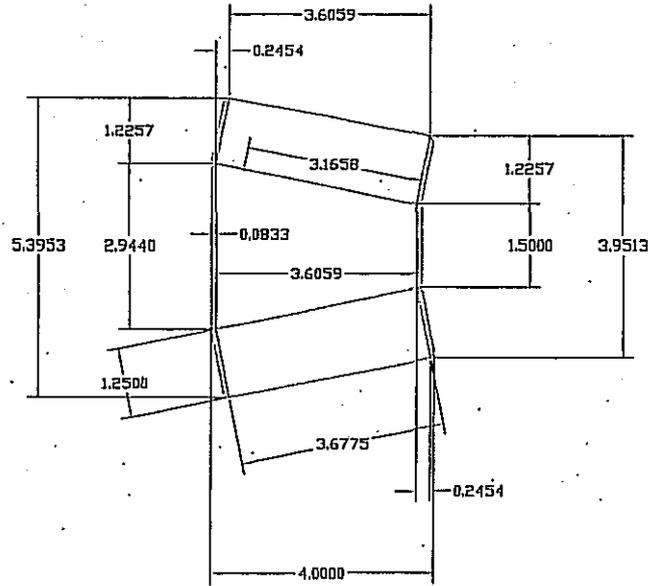
See next page for plans for flume.

# Attachment B

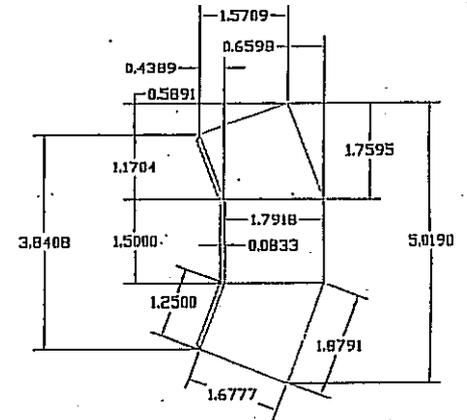
Section 1



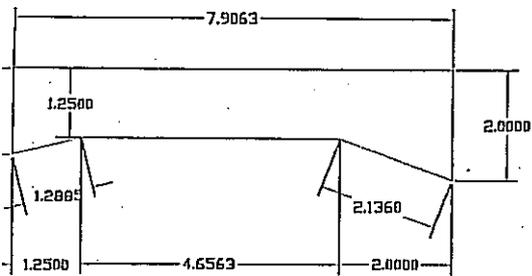
Section 2



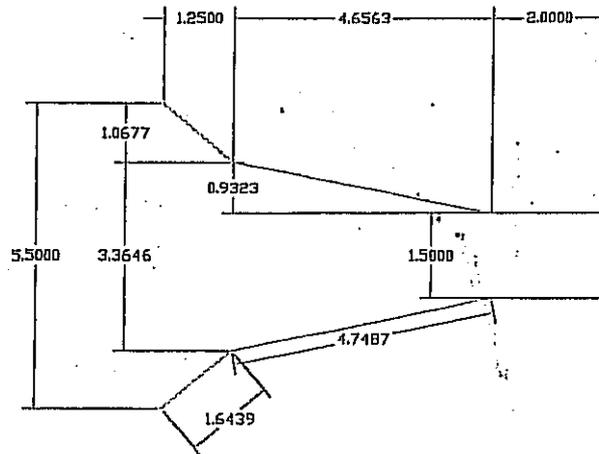
Section 3



Side View



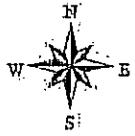
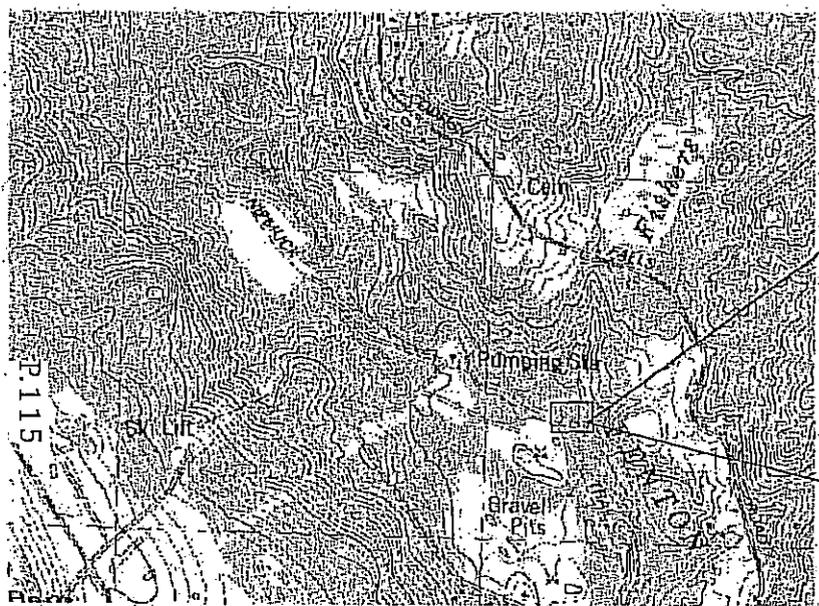
Plan View



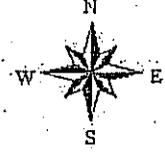
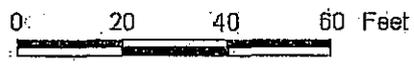
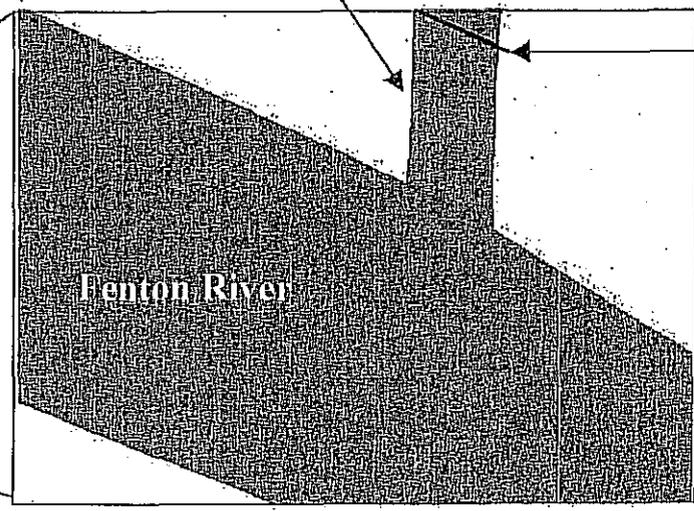
Cut-Throat Flume Design  
 Material: 18 Gauge Galvanized Sheet Metal  
 All measurements are in feet,  
 with accuracy to the 0.0001 ft.



# Attachment B



Fishers Brook



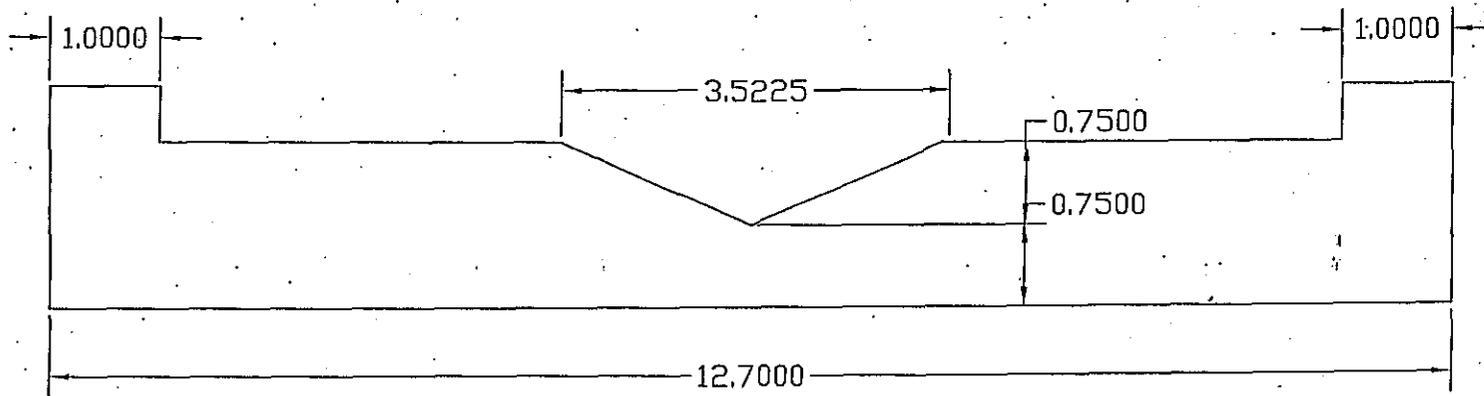
See next page for plans for weir.

# Attachment B

Plan View



Front View



P116

University of Connecticut, Fenton River Project

Proposed Weir for Fishers Brook

Construction Material: 3/4 inch plywood

All measurements in feet

## NET FISCAL IMPACTS OF NEW HOUSING OFTEN MISUNDERSTOOD

"If the problem of increased numbers of school aged kids is so pervasive, then where are they coming from?"

BY DONALD L. KLEPPER-SMITH

The commonly held notion is that new construction is always a loser from a tax standpoint because more new home construction always translates into more new students, elevating local school expenditures, and wiping out any tax benefits in the process. But is that true?

Lately I've seen many well-intentioned public officials come out and declare emphatically that new housing growth produces a net tax liability within their municipality, with little to no supporting research to support that conclusion.

I was curious and so I investigated the matter myself in two local towns, Newington and Middletown. I collected data on certificates of occupancy for new housing units over an extended period, collected data on individual tax records, accounted for personal property taxes, and calculated the local portion of school expenditures on a per student basis using reliable sources as part of my analysis. I was even able to secure accurate numbers on the total number of students moving into these new homes.

### BOTTOM LINE SURPRISING

The bottom line surprised me. In both municipalities, new housing was found to be a net tax generator, not a net tax liability. Within Newington, there were 110 new housing units built over a two-year period for 2001 and 2002, which generated \$568,000 in real and personal property taxes.

At the same time, 52 students moved into those new homes at an expense of \$334,000 to local taxpayers for education. With 110 new housing units and 52 new students, that equates to roughly half a student per new housing unit. The important fact to note is that the total net tax benefit was \$234,000. Within Middletown, the net tax effect was also positive at \$572,000, but for a one-year period.

Local school costs and other key inputs will vary quite a bit on a regional basis, and so each municipality has to be evaluated separately in order to ascertain true tax impacts.

Moreover, my analysis did not account for municipal expenses associated with Police or Fire services, or maintenance of roads. But in comparison to schools costs, these are relatively small.

In the aggregate, it doesn't make sense that all municipalities would encounter in-migration. Logically, some must encounter out-migration. So if the problem of increased numbers of school aged kids is so pervasive, then where are they coming from?

The answer is simple. They're already here. The surge in school-age students is not the result of new housing growth and subsequent in-migration of new students, but rather the "baby boomer echo."

In fact, between 1990 and 2000, the number of school-aged children in Connecticut has grown at 5 times the growth seen in overall population, 18.6 percent vs. 3.6 percent. New housing growth has therefore been seen as a convenient scapegoat.

My advice to those involving themselves in the tax debate around housing: collect the critical data and crunch the numbers for your own municipality as local school costs and other key variables vary quite a bit.

Speculating without supporting and thorough analysis is a disservice to taxpayers. Given the loss of 44,000 jobs across the State, declines in consumer spending power, and a fiscal situation that stands to become even more problematic, taxpayers need all the help they can get.

Prudent new housing growth has a role to play in easing the rising local property tax burden and the data I've seen supports that notion.

*Donald Klepper-Smith is Chief Economist and Director of Research at Scillia Dowling and Natarelli Advisors LLC.*



on the basis of both the concentration of scientific and technical personnel and the level of R&D expenditures.

Of these 32 industries, 28 are found in manufacturing — a somewhat surprising figure for many perhaps, but quite understandable in light of the significant contributions the industrial sector makes in the area of innovation.

Innovation and high tech are central themes in the knowledge economy. The most competitive regions, nationally and globally, are those marked by high rates of innovation and technical strengths.

Innovation is often measured in terms of new patents per capita, an area in which Connecticut excels, consistently ranking in the top five among all states.

And, in Connecticut, manufacturing accounts for three of every four new patents awarded — strong testimony indeed to the link between innovation and the industrial sector.

Given the critical role of manufacturing in the nation's and the state's technical pre-eminence, one must be concerned about our long-term competitiveness. Can we continue to maintain a leadership position with a manufacturing sector that is shrinking daily?

### CLOSING THOUGHTS

Thanks to the ongoing efforts of the Manufacturing Alliance of Connecticut and other concerned parties, our congressional delegation has become much more aware of, and engaged in, the plight of manufacturers.

Hopefully, as enough voices are raised across the state and the nation, we will see some meaningful and effective federal policies and actions.

Although one might take some comfort in the recent appointment of a manufacturing czar at the federal level, pending significant changes in federal trade policies and leveling of the playing field between China and the U.S., we should not feel that the problem is solved. In the meantime, our industrial sector remains at risk, with unabated job losses and plant closings.

Drip, drip, drip. It's time to stanch the flow. ■

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<http://www.ctnow.com/news/opinion/commentary/hc-plcethier.artoct05,1,201640.story>

## Affordable Housing Caught In A Quagmire Of Land-Use Policy

By WILLIAM H. ETHIER

October 5 2003

Connecticut's political and business leaders have rightly focused much attention on our transportation systems as they struggle to find better ways to deliver goods to market and people to their jobs.

However, to ensure that the state's economy thrives, a well-connected transportation system is not enough. Leaders need to address another crucial link in the chain to a healthy economy by addressing the obvious: People start their daily trips to their jobs from their homes. Viewed another way, homes are where jobs go at night.

Workers, retirees and all others need safe, decent and affordable homes from which to start and end their daily journey. But there is a huge disconnect between the state's policy of supporting economic development and job creation and the rest of the state's many anti-housing policies and decisions.

Throughout the state, too many municipalities routinely deny or delay approvals of residential developments, severely restricting the home-building industry's ability to efficiently bring homes to market. The homes that one sees now being built have been in the approval pipeline sometimes for years, producing a tragic waste of financial and human resources that figures into the price of each of those homes. This creates sticker shock and the inability or unwillingness of out-of-state workers to relocate here or current residences to move up the housing ladder.

Our very high cost of living, of which housing is a major component, also contributes to Connecticut's brain drain. People need to ask where their children can afford to live in Connecticut when they grow up.

Since 1990, Connecticut has issued an annual average of 9,082 building permits for new housing. This compares to 18,300 per year for the decade of the 1980s. In many other parts of the country, cities by themselves issue residential building permits at a rate of three to five times the number issued in the entire state of Connecticut. Compared to the rest of the country and even to our own history, Connecticut is experiencing little actual growth. So, why do some local folks get in such a panic about new housing? The vocal minority of NIMBYs (Not In My Back Yard), BANANAs (Build Absolutely Nothing Anywhere Near Anything) and CAVEs (Citizens Against Virtually Everything) has hijacked local meetings of planning, zoning, wetlands and other land-use boards. They succeed every day through local permit denials and delays, lot restrictions and excessive fees in creating a vast, hydra-like anti-housing policy. The consequences have a drastic, accumulating adverse effect on our statewide economic well-being.

In America, people choose where they want to live and the type of house or apartment they want to live in. The government and land-use planners cannot make these choices with consistent success in achieving what people want. Builders, too, cannot choose places and designs contrary to buyers' wishes and stay in business. State policy-makers have for too long taken housing for granted. But a thriving housing market that supplies the homes people want at a reasonable price is vital to a successful economy. Without new homes, new workers have fewer choices of where to live. When new workers see fewer choices in Connecticut they will choose to locate elsewhere.

Employers also find it increasingly difficult to provide the wages required by workers to afford Connecticut's housing.

Contrary to popular belief, issuing new housing permits also helps the bottom line of local tax coffers. Put bias and predetermination aside and just look at the numbers. Municipalities that want to improve their local tax revenues should examine the real number of public school-age children that come from, say, the last 100 occupied new homes. Look also at the taxes, fees and local economic activity generated from those 100 homes and other public services required by them. Then decide if new homes are in the town's best economic interest. More often than not, new homes prove to be a tax plus for municipalities and are good for local businesses.

State housing policies have been inconsistent in addressing the needs of low-income people and the homeless. But it is foolish to assume that market-rate housing will take care of itself because the anti-housing delays and decisions at the local level substantially affect the availability and ultimate price of market-rate housing. A new comprehensive housing policy should address the housing needs of all people at all income levels, and this can be done without new government expenditures.

Going beyond low-income housing needs is where it gets really tough. Beginning about 60 years ago, the state gave local governments the authority to zone and subdivide land and create all the other various local boards and commissions to control the private sector's use of its land. State statutes today still form the basic legal authority for local governments' land use regulations. But the limitations on this authority have been increasingly ignored and the powers granted by the state have been greatly expanded by mountains of local government ordinances and procedures. A new housing policy would require the state to re-examine its delegation of land-use authority to municipalities and make it work better for all.

We should preserve what's important to Connecticut's citizens - open space and the character of our communities. Connecticut has gone a long way toward achieving these goals through its open-space purchase programs, historic preservation and village district laws. But, to counter the NOPEs (Not On Planet Earth) who assert we are paving over Connecticut, another reality check is necessary.

After 380 years of European settlement and American growth only 8 percent to 28 percent of the state is developed, depending on who is doing the measuring. The 72 percent or more of Connecticut that remains undeveloped can be seen by any frequent flier in and out of Connecticut's airports or by anyone who looks behind what's built and into the woods. What Connecticut's economy is faced with is an artificially imposed shortage of approved home lots, severe restrictions on the use of private land, costly development standards and unnecessary application delays.

It is now incumbent on the state to review what local governments have done with the land use authority the state delegated to them and help our municipalities make the right land use decisions. This is as important as correcting the state's other economic development impediments. Until the state aggressively addresses housing needs of current and future residents, other efforts to improve our economy will be for naught and we will continue to lag behind the rest of the nation.

*William H. Ethier is the Executive Vice President/CEO of the Home Builders Association of Connecticut and a member of the Place board of contributors. He's been a land use and environmental attorney for more than 20 years.*

# NS voters OK plan to preserve rural land

By DAN PEARSON  
Day Staff Writer

**North Stonington** — Residents at a town meeting Monday night voted unanimously to support a controversial planning technique they believe would preserve the town's rural character while promoting economic development. They also approved a plan to shift the cost of road improvements from the town to developers.

"We are no longer the rural town hidden away in the corner of Connecticut over along the Rhode Island border," said Bill Hixson, a member of the steering committee that developed the town's new Plan of Conservation and Development. "The developers have found us. We must actively control that development."

Approximately 100 residents and town officials endorsed a version of the development plan that includes Transfer of Development Rights, a controversial planning technique that allows a developer to increase the density of a building project in one area in exchange for purchasing open space or farmland in another area.

The steering committee had been in favor of including the TDR concept in the new development plan but the Planning and Zoning Commission had opposed its inclusion, viewing it as untested and too costly and complicated to administer in North Stonington.

Nita Kincaid, a steering committee member, said Monday that the planning commission took the "heart" out of the development plan when it removed TDR from it. On Monday, the Board of Selectmen, the Inland Wetlands Commission, steering committee members and several residents agreed with Kincaid.

After voting to include TDR in the plan, residents applauded. No planning commission members spoke on the plan Monday.

"In my mind that is a direct message to Planning and Zoning," Tim York, the meeting moderator, said after the applause subsided. "We have a plan, now let's make it work."

See LAND page B3

## Land conservation plan OK'd in North Stonington

alongue and set priorities among open-space areas and produce an open-space plan that would make the town eligible for conservation grants.

d.pearson@theday.com

Nation's Lake of Isles Golf Course into a conservation easement that would protect them from development or public activity. They also agreed to create a Conservation Commission that would monitor cat-

### From B1

Residents also approved amendments to the town's road ordinances that would require developers to pay for improvements associated with subdivisions now financed by the town. Some residents argued that the amendments were too vague and left too much discretion to the Board of Selectmen.

First Selectman Nicholas Mullane said the cost to developers would depend on a road's topography, soil and existing condition as well as on the number of houses in a subdivision. Amendment supporters said they would decrease the burden on taxpayers, especially as more developers seek residential projects in town.

Residents voted to place 227 acres of the Mashantucket Pequot Tribal

# Towns Face Open Space Balancing Act

From A2.

The proposal has become a point of contention among townspeople and some members of the commission.

Over the past few weeks, public discussion of the open space amendment has morphed into a debate over tax fairness. While the amendment would lower tax bills for eligible residents, some residents have said they don't want to pay higher taxes to benefit a few large landowners.

Townspeople and some members of the Planning and Zoning Commission also have questioned the effectiveness of the proposal, which would likely apply to a maximum of 30 parcels, and would technically do nothing to prevent development. Landowners who receive open space designation under Public Act 490 may still sell their land, or change its use, although subject to penalties for doing so within 10 years of receiving the designation.

"There's no evidence that this slows the rate of growth," Commissioner Larry Reitz said of the proposal. "If someone wants to live in Salem, they will."

Commissioner David Bingham — the most vocal supporter of the amendment on the commission — and others have argued that the proposal would slow residential growth because landowners who might have sold their property may instead leave it as open space to reap the tax benefits. In Lyme, most residents who benefit from Public Act 490 keep their farmland, forestland or open space in the designation indefinitely, said Lyme Tax Assessor Debra Yeomans. Over the past three years, Yeomans said, about a dozen residents have sold their land before the designation expired.

■ ■ ■

While local and state preservationists say Public Act 490 helps towns toward their preservation goal, the program cannot stand on

*"Folks look at (the proposal) and say, 'It's only benefiting certain people.' But we all need open space."*

Hugh McKenney, vice chairman of the Salem Planning and Zoning Commission

its own. Municipalities need more than one method of land preservation, said Carolyn Nadeau, chairwoman of the Public Act 490 Advisory Committee of the Connecticut Association of Assessing Officers.

"It should be used as adjunct to an overall plan," said Nadeau, who also serves as tax assessor in Watertown and Bethlehem. "If the intent really is to preserve land, it's a good stopgap, but it's not the only thing a town should do."

Yeomans said that although the Public Act 490 designation blankets much of Lyme, it took a much more comprehensive effort to preserve more than half of the town's land.

"Four-ninety alone wouldn't have done it," Yeomans said. "I believe it has had an impact on how well we preserve (land). It's just not the sole reason. A lot of our large tracts of land are either state- or conservancy-owned."

At past public meetings Salem residents have asked the commission for alternative options that would be fairer and have a greater impact on land preservation. The town has an open space fund, but taxpayers rejected funding for it this year. The town also could negotiate conservation easements on property, which would protect the land while keeping on the tax rolls.

The commission has not recently discussed alternatives, but commissioners at a town meeting Wednesday will offer residents the original version of the amendment, which would extend tax relief to residents with four or more acres of vacant or excess land, as well as the modified amendment to extend tax relief to residents with 10 or more acres of vacant land. The meeting is likely to be adjourned to a referendum Sept.

17.

McKenney faults the PZC with failing to clearly explain the advantages of the open space amendment, which he said could be the reason the amendment has turned controversial.

"Folks look at (the proposal) and say, 'It's only benefiting certain people,'" McKenney said. "But we all need open space."

Salem's private land preservation groups have been active in their pursuit of open space, McKenney said. The Nature Conservancy owns about 443 acres of land, according to records from the tax assessor's office. Linda Schroeder of the Salem Land Trust said the group recently acquired six acres off Route 85, formerly owned by Bruno and Norma Ankert, with the help of a \$10,000 state grant.

About 7,116 acres in Salem are categorized as farmland or forestland under Public Act 490, according to records from the tax assessor's office. Salem's tax assessor, Rosalyn Dupuis, has supplied the PZC with a list of parcels totaling 3,345 acres that potentially could take advantage of the open space tax incentive. However, McKenney said Dupuis's list includes large parcels of state-owned

land that the state probably wouldn't put into open space under Public Act 490. State-owned land is tax exempt, but the state pays municipalities a fee on its property in lieu of taxes.

As of Friday, town officials were still working out the exact eligible acreage and estimated tax impact of the proposed amendment.

Nadeau said the tax impact of Public Act 490 is minimal when compared to the cost of development. Taxpayers would end up paying more money in town services and education costs if developers were to build homes on vacant land that could have been preserved as open space, she said.

Advocates of the commission's proposal point out that the land designated as open space under Public Act 490 would still be taxable, but at a lesser rate.

■ ■ ■

Above and beyond the open space proposal about to go before voters are several state and federal preservation programs geared to help towns such as Salem protect rural land.

The state Department of Environmental Protection offers the open space and watershed program, which gives grants to towns, land trusts and water companies, and the recreational and national heritage program, through which the state purchases land to protect it in perpetuity. The state-owned land in Salem

was purchased through the heritage program, said Beth Brothers, assistant director of land acquisition and management for the DEP.

The state owns 1,361 acres in Salem, mainly in the Nehantic State Forest, and the DEP expects to add another 134 acres of Salem land to its reserve in the next few months, Brothers said. The state also owns the 320-acre parcel known as the Moore property, which it bought from the Nature Conservancy last September, and two parcels totaling 130 acres purchased in the last year from Bingham, who is president of the Salem Land Trust.

Individual landowners may appeal to the state Department of Agriculture to buy the development rights to their farms, said Jay Dippel, director of the department's farmland preservation program, which was established in 1978 to provide farmers with an alternative to selling their land for development or other reasons. Once the state owns the development rights, the land is permanently protected, even if it changes ownership, he said. The land cannot be subdivided, and it must remain agricultural.

Statewide, Dippel said the program protects about 200 farms totaling 28,500 acres. So far in Salem, only one landowner, Stewart Gadbois, has taken advantage of it.

Gadbois sold the development rights to 300 acres of his dairy farm on Old Colchester Road to the state

five years ago.

However, Gadbois said there is one drawback to the program — the sale of development rights is a slow process. Gadbois said it took about three years to finalize the deal with the state.

And not all landowners who apply will be accepted, Dippel said. The state agriculture commissioner handpicks parcels that meet the program criteria.

If an application is rejected, Dippel said, landowners can contact the Connecticut Farmland Trust, a private, nonprofit group that preserves working farmland by acquiring easements.

Other state programs also help towns preserve land, such as the joint town-state farmland preservation program, which encourages towns to identify prime farmland and establish a program to preserve those parcels.

"It allows (the towns) to decide what are the important areas in town," Dippel said, adding that the state has yet to work with Salem on such a program.

Long-term, Salem has more planning work to do. Eric Bell, who chairs the subcommittee charged with forming the open space plan, said the committee recently finished its research but he said he does not know when a draft will be ready for public presentation.

a.frank@theday.com

# Coventry prevails in 2-acre zoning suit

By ROGER B. SNOW  
Chronicle Staff Writer

COVENTRY — A Superior Court Judge's decision to uphold the town's two-acre zoning regulation that was instituted nearly two years ago may prove helpful to other towns hoping to use two-acre zoning to control development, Town Planner Eric Trott said.

The decision, handed down July 24, became public Tuesday.

"My assumption is that an appeal is not likely," Trott said Thursday. "In a very detailed manner, the judge showed that the town acted appropriately."

On Sept. 20, 2001, after lengthy debate and several lively public hearing sessions, the planning and zoning commission voted to increase the required size of most building lots in town from 40,000 square feet — about an acre — to 80,000 square feet, or roughly two acres.

A month later, Gideon Associates, a housing development group from Columbia, filed suit against the PZC. The group owned land, much of it along the Hop River, in the town. Two-acre zoning cut in half the number of house lots into which Gideon could subdivide its land. Gideon asked the court to nullify the two-acre zoning rule.

Phone calls seeking comment from attorney Joel Janenda, who represented Gideon, and Tom Welles Sr., the lead principal for Gideon Associates, were not returned Friday.

Trott said he was pleased that the court found that the PZC acted properly in making its decision and recognized that the commission carefully weighed the pros and cons of establishing the new zone.

Gideon claimed that the PZC's decision was arbitrary and was not supported by the town's plan of conservation and development. Judge Lawrence Kiaczak's 27-page decision, however, describes

in detail how the plan of conservation and development and how the PZC throughout its deliberations on the matter made continual references to the plan.

Kiaczak describes in detail how two-acre zoning conforms to each of a series of goals outlined in the plan of conservation and development — general planning, community character, environmental/aesthetics/historical conservation and open space, and housing.

He quoted Trott's explanation for the zone change.

Trott said during a public hearing on the matter: "The approach with the RU-80 zone is in itself not a solution to growth management problems or rural character protection. I refer to it as one spoke in a wheel of growth management and rural character protection application of the recommendation of the plan of conservation and development. This is what the (PZC) is considering here."

The two-acre zoning rule does not preclude smaller house lots if they are included as part of an "open space" subdivision in which a large portion of the land in a subdivided parcel remains undeveloped, while small lots, some as small as an acre, can be clustered into a neighborhood.

Any subdivision application in which the number of lots is greater than 15 must be submitted as an open space subdivision. Open space subdivisions prevent large swaths of land from being clear-cut to accommodate a series of abutting two-acre house lots.

"Two-acre zoning was an attempt to balance our housing needs," Trott said. "We have the smaller lots in open space subdivisions as well as the larger lots. We have the best of both worlds in Coventry — along with our large house lots we've got two lake areas with small, existing lots on which homes have already been built."

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**DANIEL HELLER**  
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October 24, 2003

Town Manager Martin H. Berliner  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Berliner:

### **Separate Finance Boards for Regional Schools**

#### **An Act Concerning Regional School District Governance.**

Alas, this Act did not get beyond the 2002 session (in which it was Substitute Bill No. 1034).

From my perspective (I was on the Redding Finance Board and Town Treasurer for twenty years), allow me to tell you why towns with regional schools need such an act. This act enables, **but does not require**, each regional school district to set up Finance Boards as entities, separate from the Regional Board of Education. As you know, today the Regional School Board is its own finance board.

Even at first glance the present setup is not realistic because you do not expect board members to be sufficiently critical of themselves. Then beyond this general truth, there are two persistent problems with the current arrangement.

The annual budget: The Town Finance Board has a heavy duty when it presents to the voters a total budget that will pass referendum. If the individual budgets submitted are too large, the Board will request cuts from each. It can get these cuts from the Town's own Board of Education and from the Town operating budget (or Selectman's Budget) because the Finance Board can mandate such cuts. But it does not have this power over the Region. Again, the Region is its own Finance Board. The result is that the cuts fall heavily on the Town Board of Education and on the Town operating budget. This is clumsy and it is unfair.

Next let's look at capital expenditures. Say the Region proposes \$30,000,000 to expand. Here you need a separate group to question enrollment projections, or whether too much is attached for incidentals. Right now all the public can do is to ask questions at a hearing. The questioner then has to accept the answer given. This is serious spending and it should face independent review.

To me it is plain the above problems need fixing. Would you please have your Senators and Legislators write the Education Committee's co-chairs and ranking members? Ask them to raise the Act (that is, one similar to 1034) for public hearing.

  
P.125

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October 24, 2003

Town Council: Gregory s. Haddad  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Haddad:

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October 24, 2003

Town Council: Elizabeth C. Paterson  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear MS. Paterson:

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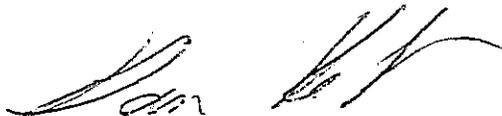
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October 24, 2003

Town Council: William Rosen  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Rosen:

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October 24, 2003

Town Council: Carl W. Schaefer  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Schaefer:

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October 24, 2003

Town Council: Chris Thorkelson  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Thorkelson:

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October 24, 2003

Town Council: Eric Holinko  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Holinko:

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October 24, 2003

Town Council: J C Martin  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Martin:

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October 24, 2003

Town Council: Alan R. Hawkins  
Town Office Building  
Four South Eaglewood Rd.  
Mansfield, CT 06268

Dear Mr. Hawkins:

**Separate Finance Boards for Regional Schools**

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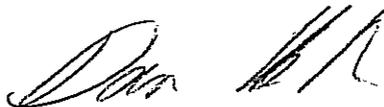
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**Mansfield Downtown Partnership**  
*Helping to Build Mansfield's Future*

October 29, 2003

Ms. Marie McGuinness  
Project Manager  
State of Connecticut  
Department of Economic and Community  
Development (DECD)  
Infrastructure and Real Estate Division  
505 Hudson Street  
Hartford, CT 06106-7106

Re: September 30, 2003 Progress Report on Downtown Mansfield Revitalization and Enhancement Project

Dear Ms. McGuinness:

I am pleased to provide you with a September 30, 2003 progress report on the Downtown Mansfield Revitalization and Enhancement Project.

The most significant step in the Mansfield Downtown Partnership's ("Partnership") progress toward building a new town center in Mansfield has been the identification of LeylandAlliance as the master developer for the project. Other members of the team include Marquette Property Investments, Herbert S. Newman and Partners, BL Companies, Robinson & Cole, and Robert J. Gibbs Consulting. As reported in the June 30, 2003 report, the Partnership's Finance and Administration Committee identified three development teams for interviews as master developer for Storrs Center. All three teams were interviewed the week of July 14, 2003. Follow-up interviews were conducted with two teams on August 27. The Finance and Administration Committee recommended at the Partnership's full Board meeting on September 2 that the Partnership begin negotiations with LeylandAlliance pending successful reference checks. The reference checks were completed in early September and a series of meetings have been held since then to move toward a development agreement between LeylandAlliance and the Partnership.

A designation letter from Partnership President Philip Lodewick to LeylandAlliance President Steve Maun designating Storrs Center Alliance, LLC (the corporation formed to undertake the Storrs Center project) was agreed to and signed on October 21, 2003. The designation letter sets a target of 60 to 90 days to have a development agreement between the Partnership and Storrs Center Alliance in place. In the interim,

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## Mansfield Downtown Partnership

*Helping to Build Mansfield's Future*

LeylandAlliance will be working on a business plan and development program for Storrs Center.

LeylandAlliance has begun full participation with Looney Ricks Kiss (LRK) in the development of the municipal development project. On October 22, a meeting was held with representatives of the Partnership, LeylandAlliance and LRK to delineate the tasks for the municipal development project plan now that the master developer has been identified.

Work continues on the municipal development project plan and is outlined below:

- Since the June 30, 2003 report, results of a May 1 character preference workshop for the public have been tabulated and placed on the Mansfield Downtown Partnership's website. Over 70 members of the public participated in the workshop.
- Urban Partners, one of LRK's subconsultants, is close to completing a draft marketing study as part of the municipal development project plan. This draft will be forwarded on to the LeylandAlliance team in the next few weeks.
- In October, under the guidance of the University of Connecticut engineering staff, the geotechnical work including test borings and soil analysis on the Storrs Center property, have been completed.
- Work continues by URS, one of LRK's subconsultants, on the mapping, survey, and stormwater and traffic analysis of the property.

Due to the time it took to identify a master developer and additional time expected to finalize a development agreement between LeylandAlliance and the Partnership, it is anticipated that the municipal development project plan will be completed in spring 2004.



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

Please do not hesitate to contact me at 860-429-2740 if you have any questions. We look forward to continuing to work with you on this critical project for the Town of Mansfield.

Sincerely,

Cynthia van Zelm  
Executive Director

cc: Sheila Hummel, DECD  
Martin Berliner, Mansfield Town Manager (w/o enclosures)  
Mansfield Downtown Partnership Board of Directors (w/o enclosures)  
Lee Cole-Chu, Cole-Chu & Company, LLC, Partnership Attorney (w/o enclosures)

Enclosure:

Designation letter dated October 21, 2003 from Mansfield Downtown Partnership President Philip Lodewick to LeylandAlliance President Steve Maun designating Storrs Center Alliance, LLC as Master Developer for Storrs Center

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**Mansfield Downtown Partnership**

*Helping to Build Mansfield's Future*

October 21, 2003

Mr. Steve J. Maun  
President  
LeylandAlliance, LLC  
16 Sterling Lake Road  
Tuxedo, NY 10987-9735

Re: Designation of Storrs Center Alliance, LLC, as Master Developer for Storrs Center

Dear Steve:

As a follow-up to our meeting on October 1, it is my formal privilege and pleasure to confirm the decision of the Mansfield Downtown Partnership ("the Partnership") to select Storrs Center Alliance, LLC, a joint venture of LeylandAlliance, LLC, and Marquette Property Investments, as Master Developer-designate for the Storrs Center project which was the subject of the Partnership's May 17, 2003, Request for Qualifications and Concepts ("RFQ"). Further, this letter sets forth the Partnership's and Storrs Center Alliance's intentions, limitations and expectations for the next stages of building the relationship between the Partnership and Storrs Center Alliance and designing and building Storrs Center.

In general, the Partnership's objectives are to have a commercially viable, environmentally responsible, extraordinarily attractive – and hugely successful – Storrs Center

- a) programmed and designed jointly by the Partnership and Storrs Center Alliance in close consultation with the Partnership's consultants, led by Looney Ricks Kiss (LRK), the government and citizens of the Town of Mansfield and The University of Connecticut ("The University");
- b) approved as a Municipal Development Plan pursuant to Chapter 132 of the Connecticut General Statutes;
- c) incorporated in appropriate Mansfield zoning regulation amendments and other local, state and federal permits and approvals; and
- d) prudently and expeditiously developed.

The Partnership has selected Storrs Center Alliance as Master Developer-designate for Storrs Center based on Storrs Center Alliance's members' qualifications, experience, financial strength and Storrs Center Alliance's agreement to participate immediately and with reasonable diligence in the preparation of a Municipal Development Plan for Storrs Center and in the design



## Mansfield Downtown Partnership

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of Storrs Center and to enter into appropriate contracts for Storrs Center's development. As Master Developer-designate, Storrs Center Alliance agrees, subject to the details and limitations of later, written agreements, to assist the Partnership in the expeditious achievement of the objectives described in the preceding paragraph.

After this agreement, the next anticipated contract will be a comprehensive Development Agreement between the Partnership, as development agent for the Town of Mansfield, and Storrs Center Alliance. The Partnership and Storrs Center Alliance agree to negotiate that agreement expeditiously and in good faith, with the shared goal of its execution in 60 to 90 days. Of the essence of the Development Agreement, and an exhibit to the Development Agreement, will be the University's written commitment to perform those obligations expected of the University as set forth in the Development Agreement, including but not limited to land transfers and utility services.

Storrs Center Alliance understands that it cannot develop Storrs Center without the statutory, state- and town-approved MDP and enabling municipal zoning regulations. State approval involves the Office of Policy and Management (OPM), and the Departments of Environmental Protection, Transportation, and Economic and Community Development (DECD), among others. The details will be similar to the summary of the LRK Team's scope of work (particularly Tasks 4, 5, 6, 8, 10 & 11) attached and here incorporated by reference. This will require cost estimates, financing plan and financing plan summary, and detailed administrative plan required by DECD. (Any such documents may need to be amended from time to time.)

It will also be necessary for Storrs Center Alliance representatives with appropriate authority to attend numerous meetings with the Partnership, The University, the Town and regulatory agencies. The Partnership promises reasonable efforts to accommodate the schedules of all participants. However, particularly when a meeting is not called by the Partnership, important meetings may be called upon short notice to Storrs Center Alliance by any agency having jurisdiction and at times and/or locations inconvenient to Storrs Center Alliance. Furthermore, these particulars neither limit what Storrs Center Alliance is committing to do or help do before the Development Agreement is finalized nor entitle Storrs Center Alliance to any compensation from the Partnership in the unexpected event that a Development Agreement is not reached.

Storrs Center Alliance will acquire the necessary interests in land for Storrs Center. The land will be made available to the Master Developer on terms to be negotiated between Storrs Center Alliance and the current owners of that land, primarily The University. In negotiations with The University (or the Town or the Partnership), Storrs Center Alliance should expect to



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disclose financial plans for Storrs Center sufficient to show the reasonableness of the transactions contemplated. The development of Storrs Center is not expected to require the condemnation of land under principles of eminent domain.

Responsibilities to be covered in the Development Agreement will include securing necessary approvals and permits, demolition, relocation negotiations and compensation, construction, ownership and management of all components of Storrs Center including surface and subsurface improvements. The Partnership expects that Storrs Center will be served by The University's water and waste water systems, but the terms of any such service are among the many agreements Storrs Center Alliance will have to negotiate. Storrs Center Alliance will be responsible for financing, or arranging the financing, of all improvements and related demolition, relocation and other costs.

The Partnership will extend to Storrs Center Alliance all reasonable cooperation and assistance in the development of Storrs Center, including expeditious review of proposals and assistance in negotiations with The University, the Town, and others. However, the Partnership does not have the obligation to Storrs Center Alliance to maintain full-time staff or consultants and is not limited by this agreement in the Partnership's budget, staffing and fundraising options.

The Partnership will, of course, reserve the right to terminate any and all contracts with Storrs Center Alliance, including all development rights, at any time, in case of material breach that is not cured after notice and a reasonable opportunity to cure. Unless there is a termination in accordance with the immediately preceding sentence, the Partnership will neither negotiate with, nor solicit, any other developer candidate.

If this is an acceptable initial agreement to Storrs Center Alliance, please sign the enclosed copy of this letter and return it to me. On behalf of the Board of Directors of the Partnership, I repeat my congratulations to you and your joint venturers on your selection for this prestigious and, we expect, grandly successful venture. We look forward to working with you.

Very truly yours,

Philip H. Lodewick  
President



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**Mansfield Downtown Partnership**  
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Agreed:

Storrs Center Alliance, LLC

by Steve J. Maun 10/24/2003  
Steve J. Maun, President      date

cc: Board of Directors, Mansfield Downtown Partnership  
Cynthia van Zelm, Executive Director  
Bruno Bottarelli, Managing Partner, Marquette Companies  
Howard Kaufman, Esq.  
Thomas Cody, Esq.  
Leeland Cole-Chu, Esq.

April 29, 2003

**DOWNTOWN MANSFIELD MUNICIPAL DEVELOPMENT PLAN  
GENERAL SCOPE OF SERVICES NARRATIVE  
MASTER DEVELOPER**

Pursuant to the attached RFQ issued by the Mansfield Downtown Partnership, 1244 Storrs Road, Storrs, CT 06268 (the Partnership), the Master Developer's conceptual design and Municipal Development Plan (MDP) services will be generally as follows. Services in which the Master Developer will be expected to participate in are shown **bolded and underlined**, although the Master Developer will be welcome to participate in other services if it so elects.

**PROJECT DESCRIPTION**

The project planning area comprises the downtown Mansfield district known as Storrs Center, which is adjacent to the University of Connecticut (UConn) main campus along Route 195. The objective of the professional services described below will be preparation of an implementable Municipal Development Plan for Storrs Center (the MDP), as the "next level" of the May 2002 Downtown Mansfield Master Plan (the Master Plan), in a format ready for submission for agency review. Master Developer services and the MDP are to be based upon:

- Connecticut General Statutes Chapter 132, Sections 8-186 through 200b
- The Connecticut Department of Economic and Community Development (DECD) guidelines
- Input and comments from the Partnership, UConn, character workshop participants, the Mansfield Town Council & Planning and Zoning Commission, and the Windham Region Council of Governments as applicable

**BASIC SERVICES**

*General:* Throughout the project, the Master Developer will work and coordinate closely with the LRK Team (hereinafter LRK), the Partnership and others the Partnership may designate, and will participate in professional services generally as outlined below. LRK will be responsible for the deliverables; the Master Developer will be expected to participate in their preparation, at least to the extent noted below.

**Task 1. Project Organization and Initial Developer Evaluation Meetings:** LRK Team has kicked-off the project by sending three (3) team members to Mansfield for two (2) days, to participate in a series of meetings. This Task is essentially complete.

**Deliverables:** LRK's deliverables for Task 1 will comprise, among others, the following:

- Brief minutes of Task 1 meetings, including a summary of potential procedures, regulatory standards, and approval processes to be established in the MDP

**Task 2. Developer Short List and Initial Investigation:** LRK will assist the Partnership in reviewing and evaluating qualifications submitted by Master Developers in response to the RFQ. The goal of this review and evaluation will be a "short list" of Master Developers to be interviewed by the Partnership. In addition, LRK will perform detailed reviews and evaluation of project background information.

**Deliverables:** LRK's deliverables for Task 2 will comprise, among others, the following:

- A short list of developers to be interviewed during Task 3
- A brief outline of any questions or comments that result from the review of the background documents outlined above

**Task 3. Site Visit, Site Analysis, and Developer Selection:** LRK will assemble a multi-disciplinary team of planners, architects, engineers and financial consultants in Mansfield, for two or three (2-3) days, to facilitate the following with the Partnership:

- Conduct an initial meeting with business/property owners identified by the Partnership
- Participate in a meeting with UConn students in connection with the marketability study
  - UConn faculty and staff participation in the marketability study, if any, will also occur during that meeting
- With the Partnership identify and delineate the project boundaries, and identify the parcels to be surveyed and acquired pursuant to DECD guidelines 3. Project Plan Elements, e) as applicable
- With the Partnership identify and delineate the project area beyond the project boundaries, including but not necessarily limited to:

- Areas surrounding the project boundaries that may be affected but will probably not require new construction
- The extent to which the project area should extend to the west side of Route 195, especially with respect to streetscape and similar improvements
- Review, discuss and refine the project goals, development program, process and schedule in the context of the approved scope of services
- Walk, observe and photograph the Storrs Center planning area and environs
- Draft opportunities & constraints map(s), which will be quickly refined following Task 3 and sent to the Partnership for review and comment, and which will include at least the following considerations:
  - Identify vacant and underutilized land, along Storrs Road and in “back of house” locations, where a town center pattern of blocks and streets could structure expansion
  - Identify opportunities for infill additions and expansion, in order to “plug the gaps”
  - Analyze the functions and quality of existing spaces on both sides of Storrs Road as potential open spaces to be incorporated into the MDP
- Utilizing existing planning area base maps and aerial photographs, draft the present conditions and land uses map required by DECD guidelines 3. Project Plan Elements, g)
  - This map will be quickly refined when the property survey has been completed, and will be based upon that survey

***Deliverables:*** LRK’s deliverables for Task 3 will comprise the following:

- Memo summarizing the approved project goals, development program, process and schedule
- Memo setting forth initial business/property owners information
- Map showing project boundaries, and parcels to be acquired and surveyed if any
- Map showing the entire project area as discussed above
- Refined opportunities & constraints map or maps, illustrated with photographs of the Storrs Center planning area and environs
- Refined map and description of present conditions and uses of land in the planning area

**Subtask 3a. Interview Master Developers:** LRK will send one (1) person to Mansfield for one (1) day to assist the Partnership in interviewing short-listed potential Master Developer candidates(s), and in selecting a preferred Master Developer or developer team.

***Task 4. Marketability Study, Financing Plan Summary and Economic and Fiscal Impact Assessment:*** Immediately following Task 3, and possibly as an extension thereof, LRK will begin preparing a marketability study report pursuant to DECD guidelines 3. Project Plan Elements, d). **The Master Developer will be expected to participate in the marketability study.** As noted above, the marketability study will include UConn student participation and involvement, which will occur during Task 3., and will take into account unique factors in Mansfield, including seasonal business cycles for some businesses and local demographics. The marketability study will comprise the following components:

- Retail Market Analysis:
- Commercial Market Analysis:
- Residential Market Analysis:
- Entertainment Market Analysis:
- Hospitality Market Analysis:

Later in the project, during Tasks 10 & 11, LRK will prepare a financing plan summary & economic and fiscal impact assessment, in accordance with the DECD guidelines. **The Master Developer will be expected to participate in preparation of both of these, which will be generally as follows:**

- Prepare a financing plan summary that examines the development and operational economics for key projects identified in the Plan, which will involve:
  - Identification of development costs and exploration of potential financing mechanisms
  - Determination of optimal project phasing
  - Pro forma analysis of operating costs and ability of the project to support debt service
- Assess the economic and fiscal impacts associated with development of the final site plan, including:
  - Estimation of total number of jobs to be created
  - Determination of quantity and type of housing units available to employees filling these jobs in Mansfield and surrounding municipalities
  - Estimation of local tax revenues derived from proposed development

***Deliverables:*** LRK's deliverables for Task 4 will comprise the following:

- Draft report setting forth identification of market potential for development within the study area for retail, commercial, residential, entertainment and hospitality uses
  - This will be prepared and distributed prior to Task 8

- Final report setting forth identification of market potential for development within the study area for retail, commercial, residential, entertainment and hospitality uses
  - This will be incorporated into the MDP and Design Guidelines report prepared pursuant to Task 11
- Financial plan summary memorandum
  - This will be incorporated into the MDP and Design Guidelines report prepared pursuant to Task 11
- Economic and fiscal impact assessment
  - This, too, will be incorporated into the MDP and Design Guidelines report prepared pursuant to Task 11

**Key Decision Point:** Approximately four or five (4-5) weeks into the marketability study, and prior to Task 8, LRK and the Master Developer will coordinate with the Partnership regarding preliminary findings of the study. This will provide the Partnership with sufficient information upon which to confirm or adjust the development program established during Task 3.

**Task 5. Property Survey, and Baseline Stormwater Management & Traffic Analyses:** Immediately following Task 3, LRK will begin performing a property survey in accordance with DECD guidelines and MDP requirements. LRK will also conduct a baseline traffic evaluation and report, which will be the basis of a more detailed traffic analysis and report, consistent with Connecticut State Traffic Commission requirements.

Further, LRK will conduct a baseline stormwater management evaluation and brief report, which will be the basis of a more detailed stormwater analysis and report to be prepared during and quickly following Task 10, and which will be consistent with Connecticut Department of Environmental Protection requirements.

**Deliverables:** LRK's deliverables for Task 5 will comprise the following:

- Property survey & related maps described above pursuant to DECD guidelines/regulations, 3. Project Plan Elements, e) as applicable, f) & h)
- Baseline traffic analysis as outlined above
- Baseline stormwater analysis as outlined above

**Task 6. Public Participation – Center Character Workshop:** LRK will send a team of character preference survey professionals to Mansfield for two (2) days, to conduct a meeting with the Partnership Planning and Design Committee and a follow-up meeting with business/property owners, and to conduct a center character workshop. The objective of the workshop will be to solicit opinions as to participants' preferences for alternative architectural, streetscape, open space, landscape and related character scenarios for the Storrs Center MDP.

**Deliverables:** LRK's deliverables for Task 6 will comprise the following:

- Copy of the Center Character Survey presentation in written and digital format

**Task 7. Interpret and Report Center Character Survey Results:** Immediately following the center character workshop LRK will analyze and interpret the results of the Center Character Survey, in correlation with the most favorite and least favorite places responses. These will be sent to the Partnership in memo and tabular format for review and comment. These results, along with the results of the market study, will serve as the basis for the concept development plans and design guidelines for implementation of Storrs Center.

**Deliverables:** Our deliverables for Task 7 will comprise the following:

- Memo setting forth results of the Center Character Survey and center character workshop

**Task 8. Planning and Character Imagery Workshop:** LRK will again assemble a multi-disciplinary team of planners, architects, engineers and financial consultants in Mansfield, for three to four (3-4) days, to facilitate a planning and character imagery workshop utilizing background information obtained during Tasks 1 through 7 above. **The Master Developer will be expected to participate in the Planning and Character Imagery Workshop, and to provide input with respect to marketability, economic, engineering, environmental and implementation (development) feasibility of the concept development plans**

Still utilizing existing base maps, or the property survey provided it has been completed, and the results of the center character workshop, LRK will:

- Further review character imagery with the Partnership
- Prepare three or four (3-4) preliminary concept development plan alternatives for the planning area

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- These will focus primarily on the results of the center character workshop, street and block configurations, conceptual footprints of UConn student housing building(s), retail, commercial/mixed-use and residential buildings, alleys if applicable, pedestrian and vehicular circulation, parking, open space, lands to be preserved, and any adjustments to the Master Plan required to reflect said results of the center character workshop
- Review and evaluate the concept development plan alternatives with the Partnership, **the Master Developer** and others the Partnership may designate.
  - Based upon their comments and discussion, adjust one or two (1-2) of the alternatives into a single concept development plan for Partnership approval
- Prepare a draft listing of regulatory standards and approval processes as outlined during Task 1

During the final evening of the workshop, LRK will present the character imagery and alternative & approved concept development plans to workshop participants, UConn leadership and the Mansfield Town Council & Planning and Zoning Commission. **The Master Developer will be expected to participate in this presentation.**

***Deliverables:*** Our deliverables for Task 8 will comprise the following:

- Copies of the approved character imagery
- Copies of the alternative concept development plans
- Copies of the approved concept development plan

***Task 9. Refine Concept Development Plan and Imagery for Presentation:***

Following the workshop, LRK will further refine the approved character imagery and concept development plan. These will be sent to the Partnership for further review, comment and approval. When they are approved, LRK will:

- Draw the approved concept development plan in AutoCAD format, utilizing the digital survey and related maps
- Prepare a colored, rendered version of the AutoCAD concept development plan
- Insert the colored, rendered AutoCAD concept development plan digitally into an aerial photograph
- Prepare a PowerPoint presentation incorporating:
  - The approved character imagery
  - The colored, rendered concept development plan

- The colored, rendered concept development plan inserted into the aerial photograph to illustrate context
- The images, including optional visual simulation(s) if any, that were selected as most and least favorable during the center character workshop
- Bullet-point slides of the results of the Center Character Survey

***Deliverables:*** LRK's deliverables for Task 9 will comprise the following:

- The colored, rendered concept development plan
- The colored, rendered concept development plan inserted into the aerial photograph
- A recommended draft listing of regulatory standards and approval processes
- The PowerPoint presentation outlined above

***Task 10. Public Presentations and Final MDP Workshop:*** LRK will send an appropriate number of team members to Mansfield to:

- Present the Task 9 deliverables, including the PowerPoint presentation, to the participants in the community character workshop, and others the Partnership may designate **(The Master Developer will be expected to participate in this presentation)**
- Present the Task 9 deliverables, including the PowerPoint presentation, formally to the Mansfield Town Council & Planning and Zoning Commission, and UConn leadership **(The Master Developer will be expected to participate in this presentation)**
- Based upon comments during the public presentation, and during a workshop with the Partnership:
  - Refine the colored, rendered concept development plan into a final Storrs Center concept development plan to be incorporated into the MDP report **(The Master Developer will be expected to participate in this activity)**
  - Identify character imagery to be incorporated into the MDP report **(The Master Developer will be expected to participate in this activity)**
- Based upon the presentations and final Storrs Center concept development plan above, assist the Partnership in drafting other documentation to be incorporated into the Storrs Center MDP report as follows:
  - Lead the drafting of the standard DECD Financial Assistance Application form **(The Master Developer will be expected to participate in this activity)**
  - Lead the drafting of the DECD-2 Project Financing Plan and Budget

- Draft the three (3) maps required by DECD guidelines 2. The Application, k. **(The Master Developer will be expected to participate in this activity)**
- Draft maps and report(s) required by DECD guidelines 3. Project Plan Elements, i), j), k), m) & n) **(The Master Developer may be asked to participate in this activity)**
- Draft the relocation plan required by DECD guidelines 3. Project Plan Elements, s) **(The Master Developer will be expected to participate in this activity)**
- Draft the financing plan summary required by DECD guidelines 3. Project Plan Elements, q) **(The Master Developer will be expected to participate in this activity)**
- Draft or outline the detailed administrative plan required by DECD guidelines 3. Project Plan Elements, r) **(The Master Developer will be expected to participate in this activity)**
- Outline the detailed traffic analysis and report described under Task 5, which will be quickly completed following Task 10
- Outline the stormwater management analysis and report described under Task 5, for completion quickly following Task 10

***Deliverables:*** LRK's deliverables for Task 10 will comprise the following:

- Final Storrs Center concept development plan to be incorporated into the MDP report
- Character imagery to be incorporated into the MDP report
- Drafts or outline(s) of:
  - The three (3) maps required by DECD guidelines 2. The Application, k.
  - Maps and report(s) required by DECD guidelines 3. Project Plan Elements, i), j), k), m) & n)
  - The relocation plan required by DECD guidelines 3. Project Plan Elements, s)
  - The financing plan summary required by DECD guidelines 3. Project Plan Elements, q)
  - The detailed administrative plan required by DECD guidelines 3. Project Plan Elements, r)
  - The detailed traffic analysis and report outlined under Task 5
  - Detailed stormwater management analysis and report consistent with State Department of Environmental Protection requirements
  - Regulatory standards and approval processes memorandum

**Task 11. Prepare Final Municipal Development Plan and Report:** LRK will refine the final Storrs Center concept development plan and character imagery, maps, reports and other MDP materials drafted and prepared during Task 10, and prepare two (2) professional, perspective color renderings illustrating the architectural & streetscape character and ambiance of Storrs Center. LRK will submit these to the Partnership for review, comment and approval. Once those materials are approved, LRK will assemble a draft Storrs Center MDP report, ready to have materials prepared by the Partnership added. The report will be in 8-1/2 inch by 11 inch or 11 inch by 17 inch, at the discretion of the Partnership and will be prepared in digital format, with the possible exception of DECD forms that may not be available in that format. The report materials LRK prepares will include the following:

- Table of contents
- Executive summary pursuant to DECD guidelines 3. Project Plan Elements, a)
- Site description
- The AutoCAD final Storrs Center concept development plan
- The final Storrs Center concept development plan inserted digitally into an aerial photograph map to illustrate the plan accurately in context
- An open space plan
- A pedestrian circulation plan
- A street hierarchy plan
- A parking plan
- The colored perspective renderings
- Center character images
- UConn housing, retail, commercial/mixed-use and residential building character imagery sheets incorporating descriptive text
- Four or five (4-5) sheets of Storrs Center master plan design guidelines
- Regulatory standards and approval processes for all known necessary permits, including construction permits **(The Master Developer will be expected to provide information and input for this activity)**
- Brief summary of the findings of the October 2002 Draft Environmental Impact Evaluation (EIE), or of an updated EIE if available
- The geotechnical investigation report and soil boring logs prepared by UConn
- The marketability study report **(The Master Developer will be expected to provide information and input for this activity)**
- The financing plan summary **(The Master Developer will be expected to provide information and input for this activity)**
- The economic and fiscal impact assessment **(The Master Developer will be expected to provide information and input for this activity)**
- The detailed stormwater management analysis report consistent with Connecticut Department of Environmental Protection requirements

- The detailed traffic analysis report consistent with Connecticut State Traffic Commission requirements
- The information and three maps required by DECD guidelines 2. The Application, k. in finished format
- Map and report required by DECD guidelines 2. The Application, m. in finished format
- Maps and report(s) required by DECD guidelines 3. Project Plan Elements, i), j), k), m) & n) in finished format
- Financing plan summary pursuant to DECD guidelines 3. Project Plan Elements, q) in finished format **(The Master Developer will be expected to provide information and input for this activity)**
- Detailed administrative plan required by DECD guidelines 3. Project Plan Elements, r) in finished format **(The Master Developer will be expected to provide information and input for this activity)**
- Relocation plan required by DECD guidelines 3. Project Plan Elements, s) in finished format **(The Master Developer will be expected to provide information and input for this activity)**
- Statement of the number of jobs anticipated and the number and types of existing housing units pursuant to DECD guidelines 3. Project Plan Elements, t) in finished format **(The Master Developer will be expected to provide information and input for this activity)**
- Copies of real estate appraisals of the parcels to be acquired, if any, as prepared for the Partnership pursuant to DECD guidelines 3. Project Plan Elements, o)
- Statement of Minority Participation pursuant to DECD guidelines 3. Project Plan Elements, w), as prepared by the Partnership with input from LRK **(The Master Developer will be expected to provide information and input for this activity)**
- Copies of documents prepared by the Partnership pursuant to DECD guidelines 2. The Application and 3. Project Plan Elements
- Copies of other relevant documents that may be generated during the project

***Deliverables:*** LRK's deliverables for Task 11 will comprise the following:

- The draft Storrs Center MDP and Design Guidelines report, ready for completion and submission by the Partnership to DECD

*Task 12. Project Wrap-Up:* LRK will send a draft copy of the Storrs Center MDP and Design Guidelines Report to the Partnership and **Master Developer** for review and comment. Based upon Partnership and **Master Developer** comments, and following DECD review and comment, LRK will refine the report into final digital and hardcopy format for the Partnership's completion with documents prepared by the Partnership, reproduction and formal submission. In addition, LRK will prepare a PowerPoint presentation of the report for the Partnership's use. LRK will then send the team of character preference survey professionals to Mansfield, for one (1) day and one (1) evening to:

- Review the report and PowerPoint presentation with the Partnership and UConn leadership
- Present the completed project, during a single evening meeting, to representatives of the Mansfield Town Council & Planning and Zoning Commission, UConn leadership, the participants in the community character workshop, the Windham Region Council of Governments (at the Partnership's discretion), and others the Partnership may designate (**The Master Developer will be expected to participate in this presentation**)

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# PRESS RELEASE



From: Kevin Grunwald, Director Social Services  
Date: November 4, 2003  
Re: A Community Conversation on Early Care and Education

## FOR IMMEDIATE RELEASE.

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Mansfield – In an effort to provide an open forum to discuss early care and education issues in Mansfield, a group of local parents and town and education officials are holding a “Community Conversation” at the Audrey P. Beck Municipal Building. The event is scheduled for Thursday, November 20, and will run from 5:30 - 9:30 PM. Anyone interested in attending should contact the Mansfield Department of Social Services at (860) 429-3315 for more information.

The event’s planning committee has received a \$2,000 grant from the League of Women Voters of Connecticut Education Fund. Mayor and planning committee member Betsy Paterson says, “We are delighted to receive this grant because we have a number of salient early care and education issues, such as the topic of all-day kindergarten, to discuss in our community. Our hope is that the conversation will involve a lively exchange of ideas regarding the critical needs facing young children and their caregivers in the Town of Mansfield today.”

The planning committee has invited approximately 100 participants from a cross-section of the community to attend the Community Conversation, which will include small-group sessions led by local volunteers trained as moderators. “The primary goals of the event,” says Lead Moderator Kevin Grunwald, “are to promote an honest and civil discussion of dissenting viewpoints, to encourage diverse participation and to support learning.”

The Community Conversation model and format, developed by the Public Agenda in New York City and the Institute for Educational Leadership in Washington, DC, has been used in over 50 conversations around the state, most focusing on K-12 education. In Connecticut, the project is sponsored by the League of Women Voters and supported by the William Casper Graustein Memorial Fund.

For more information about Mansfield’s upcoming Community Conversation, please call Sandy Baxter or Kevin Grunwald at (860) 429-3315.

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Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

Item #16

October 29, 2003

Mr. Martin Berliner  
Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Storrs, Connecticut 06268

Dear Mr. Berliner:

I am pleased to notify you that Town of Mansfield, Connecticut has received the Distinguished Budget Presentation Award for the current fiscal year from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement by your organization.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to:

**Town Manager's Office**

We hope you will arrange for a formal public presentation of the award, and that appropriate publicity will be given to this notable achievement. A press release is enclosed for your use.

We appreciate your participation in GFOA's Budget Awards Program. Through your example, we hope that other entities will be encouraged to achieve excellence in budgeting.

Sincerely,

Stephen J. Gauthier, Director  
Technical Services Center

Enclosure

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

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GREGORY J. PADICK, TOWN PLANNER

Memo to: Planning & Zoning Commission  
 Town Council

From: Gregory J. Padick, Town Planner

Date: 10/28/03

Re: Proposed telecommunication tower, Knowlton Hill Road, Ashford



I have reviewed a 9/2/03 technical report of Tower Ventures II, LLC, which provides information about two alternative locations for a proposed telecommunication tower off Knowlton Hill Rd. in Ashford. Summaries of this report previously were distributed to the PZC and Town Council. The following comments are offered for the consideration of the PZC and Town Council.

- The proposed tower is under the jurisdiction of the Connecticut Siting Council. Pursuant to Siting Council guidelines, a sixty (60)-day advance notice period has been provided to Ashford, as well as Willington and Mansfield (due to the proposed tower's location within 2,500 feet of bordering towns). An application is expected to be submitted to the Siting Council in November and subsequently a Public Hearing will be held in Ashford. The Hearing will likely be in January or February of 2004.
- The proposed 150-foot tall monopole telecommunication tower would be located on one of two alternative sites between Howard and Knowlton Hill Roads in Ashford (see attached map). Both of the proposed sites are over 2,000 feet north of the Mansfield town line. Both alternative sites are on property of the estate of Royal O. Knowlton and are about 1,500 to 2,000 feet south of Route 44.
- The technical report indicates that the tower will fill in an existing T. Mobile service gap along Route 44 and adjacent areas. It is unclear whether the proposed locations will meet the service needs of other carriers.
- In the spring of 2002, Mansfield was notified that a tower was planned in Willington, near the Mansfield/Ashford town line, to address Verizon Wireless telecommunication needs. This proposed Willington tower, which has not been submitted to the Siting Council, was used for a recent AT&T Wireless propagation study which resulted in Siting Council approval of a new tower on the Villa Hills Golf Course property north of Route 44 and west of Cedar Swamp Rd. To help minimize the number of needed towers, Tower Ventures II, LLC should confirm that the proposed Ashford towers' locations are locationally compatible with the recently-approved Villa Hills Golf Course tower. It should be confirmed that an additional tower will not be needed along Route 44 between the recently-approved Mansfield tower and the proposed Ashford towers. It is noted that the previously-referenced Willington site does not appear to have been considered among the 9 alternative site locations listed in the technical report.
- The proposed towers have been designed to serve multiple carriers. Six antenna locations are depicted, but it is uncertain whether the lower elevations will meet future carrier needs. Any Town comments should consider a recommendation that the proposed Ashford tower be expandable, to minimize the potential need for additional towers in the subject area.
- The technical report includes an August, 2003 visual resource evaluation report which provides information about expected visual impacts for the two proposed tower locations. The report indicates that visual impacts will be similar, with the easterly alternative, Site A1 (Candidate A) somewhat more visible from the east, and alternative Site A2 (Candidate B) somewhat more visible from the west. Both sites will be readily visible from nearby sites in Ashford. The study indicates that neither site will be visible from Mansfield roadways and that the visible areas in Mansfield are limited to a relatively small area about 2,100 feet from the tower sites and about 800 feet east of Woodland Rd. Any views from Mansfield would be distant views.

Summary/Recommendation

My review indicates that the proposed tower locations will have minimal visual impact for Mansfield property-owners. However, the appropriateness of this location also must consider the site's ability to serve other telecommunication companies who are already or will soon be providing service in our area. It should be

confirmed that the proposed Ashford site will be acceptable to AT&T Wireless, Verizon Wireless, Sprint, Cingular, etc. These companies currently utilize or are expected to utilize existing and recently-approved tower sites in this geographic area. The regional goal should be to minimize the number of towers, as well as the visual impact of towers, while providing suitable telecommunication service. Each additional site proposed should be selected in conjunction with these factors.

To encourage review of these issues, I intend to submit a copy of this memo to Tower Ventures II, LLC, the towns of Ashford and Willington, the Windham Region Council of Governments and the CT Siting Council staff. It is recommended that the PZC and Town Council wait until a formal submittal to the CT Siting Council and a Siting Council Public Hearing before submitting Town comments on the subject proposal. Additional information may be available for the Town's consideration.

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