



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, August 9, 2004
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

	Page
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
OLD BUSINESS	
1. Issues Regarding the UConn Landfill Including the UConn Consent Order, Public Participation Relative to the Consent Order and Well testing (Item #1, 07-12-04 Agenda)	5
2. University Spring Weekend (Item #1, 07-26-04 Agenda)	37
3. Reynolds School Renovation (Item #9, 06-14-04 Agenda)	39
NEW BUSINESS	
4. Appointment of New Town Council Member.....	43
5. Personal Service Agreement – Day Care Support at Mansfield Discovery Depot	45
6. State Grant to Purchase Alternate Fuel Vehicle (Pool Car) - ConnDOT's Alternate Fuel Vehicle Demonstration Program.....	49
7. Extension of Single Family Refuse and Recycling Collection Contract.....	55
DEPARTMENTAL REPORTS	57
REPORTS OF COUNCIL COMMITTEES	
REPORTS OF COUNCIL MEMBERS	
TOWN MANAGER'S REPORT	
FUTURE AGENDAS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
8. M. Berliner re: Downtown Mansfield Revitalization and Enhancement Project Small Town Economic Assistance Program	77

9. C. van Zelm re: June 30, 2004 Progress Report, and Semi-Annual Financial Report for the Downtown Mansfield Revitalization and Enhancement Project..... 81

10.G. Padick re: Notice of Scoping, Proposed UConn Hazardous Waste Storage Facility 83

11.Honorable C. Dodd re: Hillside Road Extension..... 97

12.CT Department of Transportation re: Salt Storage Facility at US Route 6 North Frontage Road, Town of Mansfield 99

13.Town Owned Land and Conservation Easements as July 1, 2004 101

14.National League of Cities re: Examples of Programs for Cities Database 109

15.University of Connecticut – Responsibilities of Community Life: The Student Code..... (Enclosed)

EXECUTIVE SESSION

REGULAR MEETING-MANSFIELD TOWN COUNCIL-JULY 26, 2004

The regular meeting of the Mansfield Town Council was called to order by Mayor Elizabeth Paterson at 7:37 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Blair, Clouette, Haddad, Hawkins, Paterson, Paulhus, Redding (arrived at 7:45) and Schaefer.

II. APPROVAL OF MINUTES

Ms. Blair moved and Mr. Hawkins seconded to approve the minutes of July 12, 2004 as presented.

So passed. Mr. Haddad and Mr. Schaefer abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Katherine Paulhus, Middle Turnpike, expressed her concern over the proposed fees for the Mansfield Community Center. She suggested that the one adult household with children was too high.

IV. OLD BUSINESS

1. University Spring Weekend

Assistant Town Manager, Matt Hart, discussed his memo of July 22, 2004 A summary report, on issues surrounding the Spring weekend events at the University of Connecticut. The Council members asked about terminology, i.e. what does "probation" mean. The Town Manager will download the student code for all council members.

2. Mansfield Community Center Fee Schedule

Mr. Clouette moved and Mr. Schaefer seconded that effective July 28, 2004, to approve the Mansfield Community Center Fee Schedule dated July 21, 2004, which schedule shall be effective August 23, 2004.

After much discussion with the Director of Parks and Recreation, Mr. Curt Vincente, the decision was made to change the category for one single household at \$290 and each child under 14 in that household \$25.00.

Motion so passed. Ms. Blair and Mr. Haddad voted against.

Mr. Vincente reminded members that this was for new members only, with the exception of a member who now falls into this category.

Mr. Schaefer moved and Ms. Blair seconded that effective July 28, 2004, to appropriate a sum not to exceed \$10,000 from the town's General Fund to subsidize the operations of the teen center at the Mansfield Community Center for fiscal year 2004/05.

So passed unanimously.

V. NEW BUSINESS

3. Presentation on Freddie Mac Early Childhood Initiative

Ms. Julie Bosland, Director of National League of Cities Institute for Youth, Education and Families, spoke on the Freddie Mac Early Childhood Initiative.

No action was needed by the Council.

4. Presentation on Fire and Emergency Services Consolidation

Mr. David Dagon, Emergency Services Administrator, updated the Town Council on the status of the Emergency Services Operations and Management Improvement Project. The presentation included the potential consolidation of the two volunteer fire departments. Mr. Dagon also gave the Council members the form to provide any ideas, suggestions or concerns related to the fire and emergency services consolidation project. All feedback/input provided on these forms will be reviewed by the Emergency Services Management Team. This process will include an ordinance, which will establish a municipal department of fire and emergency services and will create the position of fire chief.

The Council needed no action.

5. Mansfield-Coventry Data Processing Agreement

Mr. Hawkins moved and Mr. Paulhus seconded that retroactive to July 1, 2004, to authorize the Town Manager to execute the proposed Mansfield-Coventry Data Processing Agreement for a term to run from July 1, 2004 through June 30, 2005.

So passed unanimously.

6. Agreement for Professional Services-Deputy Building Official

Mr. Haddad moved and Mr. Clouette seconded that effective July 26, 2004, to authorize the Town Manager to execute the proposed Agreement for Professional Services-Deputy Building Official, with the Town of Tolland for a term to expire on June 30, 2007.

So passed unanimously.

7. Grant Application to Small Town Economic Assistance Program

Mr. Hawkins moved and Mr. Haddad seconded to authorize the Town Manager to send to the Office of Policy and Management a grant application for a Downtown Mansfield Revitalization and Enhancement Project Small Town Economic Assistance Program (STEAP) for \$500,000.

So passed unanimously.

8. August 2004 Town Council Meetings

By consensus the Town Council agreed to cancel the August 23, 2004 meeting.

VI. DEPARTMENTAL REPORTS

VII. REPORTS OF COUNCIL COMMITTEES

Mr. Bruce Clouette reported that the Ad Hoc Committee of the Town Council the "Committee on Community Quality" has met and has proceeded to list areas of concern and positive suggestions for the Town and University.

VIII. REPORTS OF COUNCIL MEMBERS

Mr. Al Hawkins presented the Council members with a copy of "A Call for Action" the Blue Ribbon Report on Preserving and Improving the Future of the Volunteer Fire Service.

The Mayor announced that there would be a volunteer Service award ceremony by the Secretary of the State on September 9, 2004 to honor the firemen in our region.

IX. TOWN MANAGERS REPORT

The Town Manager handed out a letter from the Planning and Zoning Commission to the Connecticut Siting Council regarding the proposed telecommunication facilities in Ashford.

The Town Manager handed out the Notice of scooping for proposed new hazardous waste storage facility to be located at the University of Connecticut Storrs Campus. The Meeting will be on August 20,2004.

The building permits have been pulled for the new cinema theatres at the Eastbrook Mall. Hopefully they will be completed by the Holidays.

X. FUTURE AGENDAS

XI. PETITIONS, REQUESTS AND COMMUNICATIONS

9. Matt Hart re: Amendments to Regulations for Mapping Wells in Stratified Drift Aquifers
10. Connecticut Department of Environmental Protection-Aquifer Mapping Regulations
11. The Daily Campus-"UConn Adopts New Environmental Policy"

XII. EXECUTIVE SESSION

Not needed.

XIII. ADJOURNMENT

At 9:42 p.m. Ms. Blair moved and Mr. Paulhus seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *Matt*
CC: Martin H. Berliner, Town Manager
Date: August 9, 2004
Re: Issues Regarding the UConn Landfill Including the UConn Consent Order,
Public Participation Relative to the Consent Order and Well Testing

Subject Matter/Background

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

Attachments

- 1) Haley & Aldrich Comments to Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan
- 2) July 30, 2004 Monthly Progress Report

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**HALEY &
ALDRICH**

22 July 2004
File No. 91221-612

State of Connecticut
Department of Environmental Protection
79 Elm Street
Hartford, Connecticut 06106-5127

Attention: Raymond Frigon

Subject: Consent Order SRD-101
Comprehensive Hydrogeologic Investigation Report and Remedial Action
Plan
University of Connecticut
Storrs, Connecticut

Dear Mr. Frigon:

OFFICES

Cleveland
Ohio

Dayton
Ohio

Detroit
Michigan

Hartford
Connecticut

Kansas City
Kansas

Los Angeles
California

Manchester
New Hampshire

Parsippany
New Jersey

Portland
Maine

Rochester
New York

San Diego
California

Santa Barbara
California

Tucson
Arizona

Washington
District of Columbia

This letter responds to comments from the Connecticut Department of Environmental Protection (DEP), U.S. Environmental Protection Agency (EPA) and Loureiro Engineering Associates, Inc. (LEA), on the *Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan (CHIR) Addendum* (the Addendum) dated January 2003. The Addendum was prepared on behalf of the University of Connecticut (UConn) by the UConn landfill team, comprised of Haley & Aldrich, Inc., Environmental Research Institute (ERI), United States Geological Survey (USGS), Epona Associates, LLC, and Regina Villa Associates, Inc., with third party oversight provided by Mitretek Systems, Inc.

The revised Volume I (the Report text), tables, figures, and supplemental materials that were generated in response to reviewer's comments are transmitted under separate cover as Addendum #2 to the Comprehensive Report (Addendum #2).

The comments, which are in italics, and our responses to comments, are as follows:

Memorandum to Ray Frigon, CTDEP Bureau of Water Management, from Traci Iott, dated 31 March 2003

1. *Figure 59 (revised) in the Addendum indicates the areas in which sediment will be remediated. Along the Southern section, the figure indicates that further samples will be taken to scope out the boundaries for sediment removal in this area. I suggest that a similar process be undertaken in the other areas marked for sediment removal. The current data set for sediment is insufficient to adequately define the boundaries within which sediment should be remediated. Samples outside the proposed waste consolidation area should be analyzed to determine if contaminated sediments exist*

beyond this boundary. A scope for this work should be submitted to DEP for review and approval prior to the collection of any samples.

UConn performed additional sediment sampling in January 2003 and March 2004 to further delineate the proposed sediment remediation areas. Plots comparing sediment data to ecological benchmarks were provided in a letter report to CTDEP dated 27 April 2004. Based on these data, the sediment remediation areas were expanded to the proposed limits shown on Figure 59 of Addendum #2.

2. *Sediment remediation is not proposed for either the tributary to Eagleville Brook or F Lot. However, both areas have contaminants of concern that should be removed. The tributary to Eagleville Brook contains elevated nickel concentrations in at least one location. The extent of the nickel contamination should be defined and a plan for removing these sediments drafted for review and approval. Additionally, sediments associated with F-Lot have measurable levels of chlordane. The nature and extent of this contamination should be defined and a plan for sediment removal developed.*

Sediment remediation is proposed in the western tributary to Eagleville Brook, but does not extend as far as sampling point WT6, where the nickel benchmark was exceeded, because nickel is not regarded as an indicator compound for landfill leachate or contamination from the former chemical pits. For example, the maximum nickel concentrations in groundwater within the Eagleville Brook drainage basin are typically below detection limits or are within the range of 0.01 to 0.1 mg/L, which is below the numerical Remediation Standard Regulations (RSR) Surface Water Protection Criterion of 0.88 mg/L and at or below the RSR GA Groundwater Protection Criterion of 0.1 mg/L. Consequently, the nickel exceedance in sediment is considered an anomaly and is not attributed to migration and discharge of groundwater contaminated by the landfill or the former chemical pits. The maximum concentration of nickel was detected downgradient of the landfill, in sediment sample WT6 (Figure 13, Addendum #2). Because the sample was collected adjacent to the Eagleville Brook weir, this anomaly may be due to leaching of nickel from the steel weir. Nickel is one of several metals commonly added to carbon steel for alloying (1).

Sediment remediation is not proposed at F Lot because the contaminants detected in sediments near F Lot are not attributed to migration and discharge of groundwater or surface water runoff that is contaminated by F Lot fill materials. As detailed in Sections 7 and 8 of the CHIR and Addendum #2, the majority of the ash fill below F Lot is unsaturated and F Lot is capped with cover materials, including liner and pavement, which are designed to eliminate precipitation infiltration through the F Lot fill.

Regarding the presence of chlordane in F Lot sediments, it is our opinion that pesticides in sediment near the F Lot entrance may be due to local application of pesticides in landscaped areas near the F Lot entrance, as described in the CHIR and Addendum #2. For example, none of the pesticides detected in the sediment samples - 4,4-DDE, chlordane and endrin - were detected in monitoring wells that are downgradient of F Lot (MW-3 and MW-4); however, these and other pesticides, including 4,4-DDE, were detected in MW116, MW119 and GW51, which are upgradient of F Lot. Accordingly, the pesticides detected in sediments near F Lot are not attributed to migration of groundwater that has been contaminated by F Lot fill materials since pesticides were not detected in groundwater downgradient of F Lot.

3. *The report mentions in several locations that humans would potentially come in contact with the landfill areas as trespassers. This assumption is incorrect given the existing bike path through the area and the proposal to construct a parking lot on top of the landfill. Exposure assumptions consistent with a trespasser scenario are not appropriate for this situation.*

A separate or independent human health risk characterization was not required and was not performed for the CHIR; therefore, no exposure scenario assumptions (such as the trespasser scenario) apply. Potential risks to human health were evaluated by comparing groundwater and soil data to numerical RSR criteria. RSR criteria were developed to be protective of human health and the environment.

4. *The report indicates that dioxin sampling was undertaken previously. However, the results of that study are not provided nor is the issue of dioxin discussed in context of the remediation. It may be that dioxin is not an issue here; however, this needs to be made clear one way or the other.*

Results of dioxin analyses are discussed and presented in Section 8 and Table XXXI of the CHIR and Addendum #2. Numerical RSR criteria have not been established for dioxins. Appendix AB of the CHIR presents estimates of cancer risks for residential exposure based on conversion of the dioxin isomers to 2,3,7,8-TCDD equivalents. The reported concentrations do not pose an excess lifetime cancer risk (1E-6 or greater) for the residential scenario.

5. *Although many of the comments on the Draft Final Comprehensive Report were addressed in the Addendum, some were not presented in a clear manner. For example, a comparison of groundwater data to surface water criteria (aquatic life and human health based) was discussed in the Addendum. However, appropriate tables in the Draft Final Comprehensive Report were not updated with these criteria. Currently the old tables are present in the document that indicate the use of the surface water protection criteria in the RSRs as opposed to the WQC comparison required. This may be misleading to other readers of the report. Before the document is finalized,*

there should be a review to insure that all tables and figures are updated as necessary. Additionally, some of the comments were addressed in only a cursory fashion (i.e., wetlands will be impacted – not how much, or whether the impact is construction related or long term). Some of these items may need to be addressed as plans for remediation proceed.

Groundwater quality data were compared to the numerical RSR Surface Water Protection criteria to evaluate potential effects of groundwater discharge on surface water. Groundwater and surface water quality data were compared to the Water Quality Standards (WQS – aquatic life and human-health based) to assess potential environmental and human health risks to surface water. Table XXIII of Addendum #2 summarizes the groundwater quality data, the numerical RSR criteria and the WQS, including the benchmarks recommended by DEP in an internal memorandum from Traci Iott to Ray Frigon dated 15 April 2003. Table XXV (revised) of Addendum #2 provides the surface water testing results and the WQS. Study Area data are compared to the WQS in the revised Sections 7 and 8 of Addendum #2. Details on the acreage of wetlands that will be disturbed (temporarily or permanently) or filled have been provided to CTDEP in permit applications and related materials, including the June 2004 Wetland Mitigation Plan.

6. *The report concludes that the landfill is not impacting the surrounding areas except for those in close proximity to the landfill. I disagree with this statement. I believe that the data shows that the landfill has changed surface water and sediment chemistry at some distance from the landfill. These changes in general do not exceed environmental benchmarks or will be addressed by proposed remediation (surface water impacts should improve with leachate interception). Iron, barium, magnesium and manganese are some of the chemicals that appear to be elevated even at some distance from the landfill.*

It is our opinion that the compounds that exceed ecological benchmarks at locations distant from the landfill, including iron, barium, magnesium, and manganese, are not indicative of landfill leachate. We attribute these contaminants to geologic sources, which vary widely in concentrations of metals, including the four metals cited in the comment above, and other sources of contamination in the Study Area, such as roadway runoff. As described in Section 7 of the CHIR and Addendum #2, the Study Area reference locations are not representative of pristine conditions, but rather of conditions that are consistent with regional land use and hydrogeologic setting. Water quality and sediment quality in these areas are likely affected by other contaminant sources in the region such as stormwater runoff from roadways and atmospheric deposition of air pollutants, including automobile emissions. For example, CT2 is located south of Route 195 and Cedar Swamp Brook drains a catchment area with roadways and residential development, which are potential sources of pollutants by stormwater runoff.

It is our opinion that landfill leachate contaminants have affected Study Area sediments to distances of approximately 300 to 400 ft south of the landfill and approximately 400 to 500 ft north of the landfill, and the Closure Plan addresses these sediments.

7. *Prior to finalizing my comments on the Addendum, I will need to have DPH review the Draft DEC and GWPC developed within the report. This review is proceeding at this time.*

Comments were received from the Department of Public Health (DPH) that requested additional supporting information for the Draft DEC and GWPC. At the direction of DEP, an alternative approach has been taken to support the Draft DEC and GWPC summarized in the Report. Tables X-AD through XII-AD in Addendum #2 summarize maximum and minimum concentrations and frequency of detection for all constituents including the draft DEC and GWPC developed for the Investigation for soil and groundwater, respectively. Study Area data are compared with these criteria in Section 8 of Addendum #2.

8. *It should be noted that remediation of sediments in the Southern section and the tributary to Eagleville Brook will require permission from the current landowner if a decision to sell this parcel (Parcel 7) to the University is not made.*

UConn sent a letter dated 25 July 2003 to the owner requesting approval for excavation of sediments south of the landfill. The owner provided permission to conduct this work, through a signed access agreement dated 12 January 2004.

Letter to Town of Mansfield from Loureiro Engineering Associates, Inc., dated 26 March 2003

We have prepared this letter to provide the Town of Mansfield with our general opinion regarding the October 2002 report entitled Draft Report Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan and the January 16, 2003 response to technical review comments prepared by Haley & Aldrich, Inc., Environmental Research Institute, Epona Associates, LLC, F.P. Haeni, LLC, and Regina Villa Associates, Inc. In reviewing the October 2002 report, we identified a number of instances that warranted revision. These instances were documented in our technical review comments dated December 21, 2002. Recently, on January 16, 2003, the University of Connecticut team provided responses to technical review comments provided by all members of the Technical Review Committee. In reviewing the January 16, 2003 document, while we are not entirely satisfied with the responses provided, and with one exception, we do not believe that resolution of the outstanding items will materially affect the overall approach to remedy selection for the UCONN Landfill, Chemical Pits, or F-Lot. The single exception is noted below. In addition, we have also provided as part of this letter, a summary of those

State of Connecticut
Department of Environmental Protection
22 July 2004

outstanding issues that we will continue to pursue in our role as members of the technical review team.

In our review of the October 2002 draft report, we had noted that in Section 10.6.1.1, the technology of water diversion is dismissed. We had previously provided comment to the November 2001 Technical Memorandum - Evaluation of Remedial Alternatives, UCONN Landfill, Storrs, Connecticut, that this technology should be more fully evaluated. In response to our December 21, 2002 comments, the UCONN team indicates that upgradient water diversion structures would have the effect of lowering surface water elevations within the landfill. The technology is dismissed from further consideration due to the fact that they would have to be advanced into bedrock to be effective. We believe that the technology of upgradient hydraulic control (diversion structure) is a technology that could be implemented and may have the beneficial impact when coupled with a low-permeability cap, to significantly reduce leachate generation rates.

We are of the opinion that the diversion technology has been dismissed prematurely, particularly in light of the January 16, 2003 letter documenting the UCONN team's opinion that the technology could be effective in reducing water surface elevations within the footprint of the landfill. The lack of information relative to the practicality of implementation of the technology is apparent, and prior to final dismissal, the UCONN team should be required to present conclusive evidence that the implementation of the technology will provide no substantive benefit.

The Technical Memorandum (TM) dated 4 August 2003 responded to this comment and addressed Condition No. 1 of the Department's 5 June 2003 letter providing Conditional Approval of the Report and Addendum. Condition No. 1 stated the following:

On or before July 1, 2003, submit for the commissioner's review and written approval a scope of work for evaluating the options to prevent groundwater migrating from the east of the landfill from coming into contact with the waste. Such scope of work shall include a schedule for conducting such evaluation.

The TM summarized the results of a supplemental evaluation of remedial alternatives, pursuant to a Scope of Work that was submitted to the DEP on 1 July 2003. The TM specifically addressed remedial alternatives that could mitigate groundwater flow from the east. It compared those alternatives with the remedial alternative proposed in the CHIR. The proposed remedial alternative includes constructing a low-permeability cap over the landfill and former chemical pits and constructing leachate interceptor trenches (LITs) to collect leachate-contaminated groundwater downgradient of the landfill. The collected leachate would be pumped to the UConn Water Pollution Control Facility (WPCF) for treatment.

The alternatives that were evaluated were:

- Groundwater diversion (forcing groundwater to flow around rather than through the landfill)
- Groundwater interception (capturing groundwater by pumping wells before it flows through the landfill waste)
- Leachate collection and treatment (allowing the groundwater to flow through the base of the landfill, then be collected and pumped to UConn's Water Pollution Control Facility [WPCF])

The team evaluated each alternative based on implementability, effectiveness, and ability to meet the Consent Order (CO) requirements and regulatory criteria.

The TM concluded the following:

Based on the Study Area conceptual model, most of the groundwater from the east (the drumlin) discharges to the wetland to the north of the landfill; and the unconsolidated deposits immediately east of the landfill are thin and seasonally unsaturated. These conditions influence the effectiveness of the potential remedial alternatives for reducing or eliminating groundwater flow from the east as follows:

- Remedial alternatives would need to address groundwater flow in the fractured bedrock. Due to the variable nature of the bedrock fractures, there are considerable uncertainties regarding the effectiveness of alternatives to divert or intercept groundwater in the bedrock.
- Based on the sizeable drainage basin draining to the wetland to the north, the wetland controls the regional groundwater elevations such that groundwater elevations under the landfill are unlikely to be lowered below the waste, regardless of the alternative used, including diversion or interception of groundwater flow from the east.

The modeling results for groundwater interception and diversion alternatives indicate these alternatives would not eliminate saturated waste in the landfill. Therefore, to comply with the CO, which requires that the selected remedial alternative eliminate leachate discharges to surface waters and wetlands, these alternatives would need to be supplemented by collecting and treating leachate downgradient of the landfill. Therefore, there would be minimal benefit in diverting or intercepting groundwater as these alternatives

would not eliminate leachate discharge, and LITs would still be required to contain the leachate and comply with the CO. Based on this result, these alternatives were dismissed from further consideration.

Based on this re-evaluation of remedial alternatives, UConn is proposing to cap the landfill and former chemical pits and collect and treat leachate to meet its obligations under the CO and state law and regulations. The leachate will be treated at the UConn WPCF. The LITs and the other components of the RAP comprise an integrated system that will meet the requirements of the Consent Order, Remediation Standards Regulations, and Solid Waste Regulations.

In addition to the above, we have noted a number of instances within the January 16, 2003 response to comments document that we feel should be pursued in future technical review meetings. However, as noted in the first paragraph of this letter, we do not believe that resolution of the outstanding items will materially affect the overall approach to remedy selection for the UCONN Landfill, Chemical Pits, or F-Lot team. These instances are related primarily to documentation of the results of the quality assurance/quality control (QA/QC) measures that were used to ensure the technical quality of the data used to make decisions regarding potential risk and remedial options and to present data in a manner that permits relatively simple assessment of the statements that are made regarding compliance with applicable RSR criteria. In the first instance, we are still not satisfied with the discussion of how the QA/QC requirements for data usability meet the objectives set forth in the Work Plan and Quality Assurance Plan.

The list of compounds analyzed in the Investigation is consistent with the Scope of Study, the Scope of Study Addendum, the Laboratory Quality Assurance Plan (QAP), and other submittals, including responses to comments on the Scope of Study (letter of 20 April 1999), and the detection limits for the majority of the analyses (i.e., the second round of sampling onward) were at or below applicable criteria (RSRs). Section 5.17 of the CHIR and Addendum #2 summarizes the project completeness, including percentages of data dismissed/rejected/qualified. Based on the analytical program, and the results of the data assessment (described in Section 5 of the CHIR and Addendum #2), it is the opinion of the project team that the majority of the data meet the QA/QC criteria for data usability outlined in the aforementioned submittals.

Our concerns include the lack of discussion in the text regarding the actual comparison of results for duplicate analyses and the RPD for each comparison. Even the data validation memoranda in Appendix S do not discuss actual results of such comparisons, but merely state whether the RPD met requirements or was over a particular percentage.

To assist with evaluation of the data quality, Table XXIII (which includes the majority of duplicate samples collected during the Investigation) of Addendum #2 summarizes the field sample results, duplicate results, and relative percent difference (RPD) calculations (RPD is defined as the absolute value of the difference between the two

results, divided by the average of the two results and multiplied by 100). Qualifiers have been added to the analytical summary tables for analytes for which the RPD acceptance criteria (defined in Section 5) were not met. Results of the field sample-duplicate comparison are discussed in Section 5 of Addendum #2.

In Appendix S of the CHIR, some of the data assessment memoranda indicated that the mean of field sample and duplicate results should be used in cases where RPD acceptance criteria were not met. This was not done in the Investigation; instead, duplicate sample sets that did not meet the RPD criteria were qualified. The applicable data assessment memoranda were revised by deleting the references to means (averages) between field samples and duplicates. The revised memoranda are provided in Section 3 of Addendum #2.

It is also not possible to discern whether the QA/QC requirements were met for all analytical methods for all matrices. A review of the data validation memoranda indicate that on numerous occasions, holding times were exceeded for particular samples and particular analyses. While the overall results may meet the QA/QC requirements, it is not clear that these requirements were met for all target compounds groups.

Section 5.17 of the CHIR and Addendum #2 summarizes overall project completeness individually for volatile organic compounds, semivolatile organic compounds, trace metals, and pesticides for soil and groundwater. The project completeness ranged from over 97% to over 99%, which meets the overall program objective of > 90% completeness, as proposed in the laboratory QAP.

It is also not clear that all of the data qualification that was indicated in the data validation memoranda were actually included in the project database. We performed a random check to see if data that was supposed to be flagged as "R" (rejected) due to an inability to meet QA/QC requirements, and in one instance, we noted that the data qualification flag was not included next to the data for well MW-105 for the first quarter sampling event in 2002. It is difficult to know whether this was the only instance in which this occurred.

The revised data summary tables included in the Addendum #2 have been checked against the data validation memoranda (Appendix S) and the calculated RPD values, and qualifiers have been added or modified as necessary.

We are also concerned that a review of Table XXIII to determine what compounds did not have RSR criteria established indicated several additional compounds to those that were noted in the Addendum, with no explanation as to why no criteria were developed. We also believed that a final comprehensive table should be prepared which includes the newly developed criteria, as well as that actual data, on the same table, so it would be possible for a reviewer to verify which criteria were exceeded where and by how much. Instead, we must rely on the information presented on a separate table in the addendum that indicates where exceedances occurred.

Haley & Aldrich derived equivalent numerical Remediation Standard Regulations (RSRs) in accordance with Regulations of Connecticut State Agencies (RCSA) Sections 22a-133k-1 through 22a-133k-3 effective 30 January 1996, for the compounds that did not have promulgated RSRs developed by Connecticut DEP. For soil, non-carcinogenic and carcinogenic Residential Direct Exposure Concentration (DEC) were developed for the applicable compounds. For groundwater, non-carcinogenic and carcinogenic Groundwater Protection Criteria (GWPC) were calculated for the applicable compounds. Residential DEC and GWPC, provided in Tables III-AD through VI-AD of the Addendum, were calculated in accordance with RCSA and the CT Remediation Standard Regulation - Corrected Criteria Formulas memoranda dated 26 July 1996 and 18 November 2002. The following additional information pertains to how compounds with no promulgated numeric RSR criteria were addressed in the Investigation:

- For compounds that did not have available toxicity information, available toxicity values for surrogate compounds were used
- As discussed in the Addendum, neither soil nor groundwater RSRs for calcium, magnesium, potassium, and sodium were developed, since toxicity data were not available and appropriate surrogates are not available. In general, Recommended Dietary Allowances for these metals exceeded DEP default soil ingestion rates for children and adults.
- A GWPC was not developed for bis(2-chloroethoxy)methane since neither toxicity values nor appropriate surrogates were available
- For the compounds grouped as "Other Analytes," GWPC were calculated only for those compounds for which toxicity data or appropriate surrogate values are available. These include nitrate and nitrite, total phosphorus, chloride, and sulfate.
- GWPC were not developed for 2,3,4,6-tetrachlorophenol, 4,6-dinitro-2-methylphenol, aniline, Ethyl methansulfonate, DCPA, dinoseb, phenacetin, 2,2-dichloropropane, or 2-chlorotoluene, due to their low frequency of detection. Calculated RSR criteria for these compounds are summarized in Tables III-AD through VI-AD and XXIII (Part 1) of Addendum #2.

To assist the reader, Tables X-AD through XII-AD of Addendum #2 summarize for groundwater, soil, and sediment, respectively, compounds detected at least once in each respective media, the number of times the compound was analyzed, the frequency of detection, the maximum and minimum concentrations, and the promulgated or derived RSR. Connecticut has not developed RSRs for sediment; therefore, for comparative purposes, concentrations of compounds detected in sediment were compared to derived or promulgated RSRs for soil.

Interdepartmental Memo to Ray Frigon of Connecticut Department of Environmental Protection, Bureau of Waste Management, from Traci Iott, dated 15 April 2003

This memo supplements comments provided to you on March 31, 2003 regarding the UCONN Landfill Report Addendum. DEP has previously required UCONN to evaluate the potential impact of groundwater on surface water using water quality criteria and benchmarks. The latest compilation of these values is contained in Table XV of the Draft Report Comprehensive Hydrogeologic Investigation and Remedial Action Plan, University of Connecticut, Storrs, Connecticut, Volume II of VIII. As indicated in my previous comments, tables comparing groundwater with appropriate groundwater quality benchmarks within the Draft Final Comprehensive Report were not updated. UCONN was instructed to use benchmarks for both ecological and human health protection to update these tables.

Table XV does not provide ecologically based water quality benchmarks for all of the substances on the list. The following information should be used to fill in the data gaps. Additionally, when UCONN is updating the tables comparing groundwater to appropriate benchmarks, any additional data gaps for either ecological or human health benchmarks and criteria should be addressed at that time.

Ecologically based water quality benchmarks

<i>2,6 dinitrotoluene</i>	<i>42 ug/l (1)</i>
<i>Bromobenzene</i>	<i>use values for benzene</i>
<i>Chloroethane</i>	<i>230,000 ug/l (1)</i>
<i>dichloromethane</i>	<i>use values for dichloromethane</i>
<i>isopropylbenzene</i>	<i>use values for benzene</i>
<i>Burylbenzenes</i>	<i>use values for benzene</i>
<i>Endrin aldehyde</i>	<i>use values for endrin</i>
<i>hexachlorobutadiene</i>	<i>0.223 (1)</i>

(1) EPA Region V, Ecological Screening Levels

Tables IX-AD, XV, XXIII, and XXV in Addendum #2 were revised to include the ecologically-based water quality benchmarks and surrogate benchmarks described in the comment. Section 7 of Addendum #2 discusses the results of the comparison of surface water and groundwater quality data with ecological benchmarks, including these additional parameters.

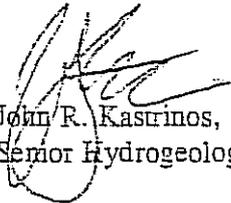
We are currently awaiting the results of a CT Department of Public Health review of Groundwater Protection Criteria included in the UCONN Addendum Report.

At the direction of DEP, an alternative approach has been taken to support the Draft DEC and GWPC summarized in the Report. Tables X-AD through XII-AD in Addendum #2 summarize maximum and minimum concentrations and frequency of detection for all constituents including the draft DEC and GWPC developed for the Investigation. An assessment based on comparison of the data with these criteria is provided in Section 8 of the Addendum #2.

State of Connecticut
Department of Environmental Protection
22 July 2004

If you have any questions or need further clarification on the responses presented in this letter, please do not hesitate to contact us.

Sincerely yours,
HALEY & ALDRICH, INC.


John R. Kastinos, P.G.
Senior Hydrogeologist


Richard P. Standish, P.G., LEP 
Vice President

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State of Connecticut
Department of Environmental Protection
22 July 2004

REFERENCES

1. American Iron and Steel Institute, Classification of Carbon and Low-Alloy Steels, at <http://www.key-to-steel.com>).

State of Connecticut
Department of Environmental Protection
22 July 2004

Distribution List

To:

- Elsie Patton, CTDEP
- Traci Iott, CTDEP
- Bill Warzecha, CTDEP
- Scott Brohinsky, UConn
- Dale Dreyfuss, UConn
- Tom Callahan, UConn
- Linda Flaherty-Goldsmith, UConn
- Richard A. Miller, UConn
- Larry Schilling , UConn
- George Kraus, UConn
- Jim Pietrzak, P.E., UConn
- Chuck Franks, U.S. EPA
- Brian Cutler, P.E., Loureiro Engineering Associates
- Gail Batchelder, Ph.D., Loureiro Engineering Associates
- Martin Berliner, Town of Mansfield
- Louise Bailey, Mansfield Public Library
- Robert Miller, Eastern Highlands Health District
- Brian Cutler, Loureiro Engineering Associates
- Ayla Kardestuncer, Mansfield Common Sense
- George Korfiatis, Stevens Institute of Technology
- Brian Toal, CTDPH
- Nancy Farrell, Regina Villa Associates
- Susan Soloyanis, Ph.D., Mitretek Systems
- Wendy Koch, Ph.D., Epona Associates
- M. Amine Dahmani, Ph.D., ERI
- F. Peter Haeni, P.G., F. P. Haeni, LLC
- Carole Johnson, P.G., USGS



University of Connecticut
Administration and Operations Services

Architectural and
Engineering Services

July 30, 2004

Raymond L. Frigon, Jr.
Environmental Analyst
State of Connecticut, Department of Environmental Protection
Waste Management Bureau/PERD
79 Elm Street
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**RE: CONSENT ORDER #SRD 101, STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION (CTDEP)
MONTHLY PROGRESS REPORT – JULY 2004
UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT
PROJECT # 900748**

Dear Mr. Frigon:

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

- Remedial Action Plan Implementation, Landfill and Former Chemical Pits
- UConn Landfill Closure
- Update on Extension of Water Service - Meadowood and North Eagleville Roads
- UConn F-Lot Landfill Closure
- UConn Landfill Interim Monitoring Program
- 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
- Discussion on Activities Completed in July 2004
- Schedule for Compliance (Revision No. 3)
- Listing of Project Contacts
- Reports
- Certification
- Area Map

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web: <http://www.aes.uconn.edu>

The following actions undertaken or completed during this period comprise of the following:

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 has evaluated the Construction Management firms' submittals of June 18, 2004.

Project Objective: UConn awarded a Construction Management firm an at-risk contract with a Guaranteed Maximum Price (GMP) with separately negotiated pre-construction services. The selection process included, but not 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.

Each pre-qualified firm was asked in June 2004 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 were considered in the final selection process. The GMP will be negotiated during the contract document phase of project development.

A Notice of Award for the Remedial Action Plan Implementation Landfill and Former Chemical Pits, UConn Project No. 900748 based on Construction Management Proposal Results was sent to O & G Industries.

Notice of Award for the Remedial Action Plan Implementation Landfill and Former Chemical Pits
 900748 based on Construction Management Proposal Result

Contractor	Construction Management Fee (% of Total Construction Cost)	General Conditions Compliance Cost	Preconstruction Services Cost
O & G Industries 112 Wall Street Torrington, CT 06790	1.5%	\$408,690	\$20,000

Construction Manager Contract Documents assembled by Haley & Aldrich and UConn included preliminary drawings and specifications since finalization is dependent on USCOE and CTDEP permit requirements. The information provided this project management firm included:

- UConn General Conditions
- Technical Specifications (latest sets with revisions)
- Drawings (latest sets with revisions)
- Closure Plan
- Boring/Well Information
- Soil/Groundwater/Sediment quality data

**CTDEP Consent Order
Monthly Progress Report – July 2004
July 30, 2004**

- Earthwork Quantities
- Schedule
- Permit Information (Army Corps & CTDEP)
- Wetlands Mitigation Information
- Other Information

Pre-Construction Phase Services required by UConn and are to be provided by the Construction Manager include the following tasks:

- Prepare and submit Preliminary Construction Cost Estimates
- Update project regarding cost and schedule impacts of additional work requested by UConn
- Update project regarding cost and schedule impacts based on CTDEP and ACOE approved permit requirements when received including the wetland mitigation plan
- Prepare and submit a Dust Control Plan and prepare and submit a Contractor Health & Safety - Construction Safety Plan
- Prepare and Submit a Construction Manager's Construction Schedule
- Preparation of Preliminary Construction Schedule
- Attend Pre-Construction Meetings
- Attend Public Meeting

UConn Landfill Closure

Project Status Background

On June 26, 1998, the CTDEP issued a Consent Order to UConn. The order requires UConn to thoroughly evaluate the nature and extent of soil, surface water and groundwater pollution emanating from the UConn landfill, former chemical pits and an ash disposal site known as F-Lot. The order also requires UConn to propose and implement remedial actions necessary to abate the pollution. 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.

Closure

The closure and post-closure recommendations for the landfill in consideration of current site conditions and the proposed post-closure use were presented in the Closure Plan. The age and character of the landfill, volume of waste, the presence of an interim cover, the topographical configuration of the site, landfill gas management requirements, and the need to accommodate time-related site settlement resulting from waste consolidation were considered as part of closure plan development. Closure plan design has also been developed to provide a stable veneer above the waste, minimize water infiltration to the landfill waste mass, manage surface water runoff, and limit the potential for erosion.

Redevelopment

The site redevelopment scheme and specific information for post closure development is provided in the Remedial Action Plan (RAP) and Interim Monitoring Plan (IMP). Post-closure redevelopment and use is proposed as part of the closure approach. With regulatory approval, UConn intends to construct a parking lot on the landfill and continue to use the F-Lot area as a parking lot. An environmental land use restriction (ELUR) will be placed on the landfill area, the chemical disposal pits, and F-Lot to protect the landfill cap and limit site use. Elements of the closure include:

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

Post-closure development at the site, along with the post-closure use plans, were prepared in accordance with the requirements of the Solid Waste Management Regulations and the Remedial Standard Regulations (RSRs). Further, post-closure use design considered the need to:

- Maintain the integrity of the final cover;
- Provide for long-term maintenance of the final cover;
- Protect public health, safety, and the environment;
- Mitigate the effects of landfill gas both vertically and laterally throughout post-closure;
- Maintain final cap integrity considering site settlement and post-closure use; and
- Landfill Closure and Redevelopment Objectives.

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. A wetland mitigation plan has been prepared in response to comments received from the Corps of Engineers on the federal wetland permit application (letter C. Rose to J. Kastrinos, October 30, 2003). The mitigation plan addresses restoration of federally regulated wetlands disturbed during the remediation project construction and other mitigation for wetlands that will be permanently lost due to the project. It also addresses implementation of the restoration plan, including topsoil requirements, plantings, and control of invasive species.

Haley & Aldrich and Mason & Associates are preparing a detailed Mitigation/Restoration Plan following an on-site meeting with the ACOE NE and with the United States Environmental Protection Agency (EPA). Comments from CTDEP are also being addressed.

CTDEP Consent Order
Monthly Progress Report – July 2004
July 30, 2004

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. On November 6, 2003, UConn submitted the Permit Application Transmittal Forms to CTDEP for the Discharge of Groundwater Remediation Wastewater to a Sanitary Sewer. A December 3, 2003 transmittal from Haley & Aldrich to CTDEP provided responses to comments by CTDEP on the ACOE NE Application No. WQC 200302988, IW-2003-112, FM-2003-205. On May 24, 2004 a letter response to comments from the CTDEP on the ACOE Application was submitted.

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. CTDEP approved the Plan that includes the following elements:

- Landfill regrading
- Installation of a final cover over the landfill and former chemical pits
- Elimination of leachate seeps
- Regrading and capping of the chemical pit area
- Establishing a vegetative cover
- Plan for post-closure maintenance
- Long-term program for monitoring groundwater and surface water quality
- Schedule for implementing the work.

Closure Plan

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

On January 22, 2004, the revised Closure Plan report was submitted to CTDEP, Town of Mansfield, EHHD, and the USEPA. The closure plan sets aside areas for a number of activities to take place,

**CTDEP Consent Order
Monthly Progress Report – July 2004
July 30, 2004**

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.

Narrative Report -Nature of Construction

The project consists of capping of the former UConn landfill and former chemical pits area. Paved parking areas are planned on the top, relatively flat portion of the landfill. Drainage from the parking areas will be managed by a proposed stormwater drainage system. Leachate interceptor trenches are proposed to the north and south of the landfill to intercept leachate-contaminated groundwater that would otherwise discharge to adjacent streams and wetlands.

Contaminated sediments will be remediated by excavation, dewatering and placement of sediments in the landfill prior to final grading and capping. Excavation, filling and construction activities will be required along the perimeter of the landfill to consolidate landfill refuse that was disposed of in areas now comprised of wetlands. The closure of the UConn landfill and former chemical pits is an integrated approach designed to manage contaminated sediments and solid waste through consolidation and capping, and collect leachate-contaminated groundwater to prevent discharge to waters of the State of Connecticut.

Intended Sequence of Operations

The following is a sequential list of the proposed operations:

- Mobilization, Site Preparation, and Stormwater/Erosion Control
- Staging of field offices and related equipment
- Security fencing
- Construction of service roads
- Contaminated Sediment Removal and Relocation
- Waste Consolidation
- Leachate Interceptor Trench (LIT) Construction
- Installation of Pre-Cast Concrete Buildings
- Land reshaping and grading
- Cover System Installation
- Road and Parking Lot Construction
- Project Completion, Demobilization and Closeout

Area of Disturbance

Approximately 2.58 acres of wetland will be disturbed by landfill closure and removal of contaminated sediment north and south of the landfill. Approximately 1.39 acres of wetland will be permanently filled during the project.

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. A landowner

CTDEP Consent Order
Monthly Progress Report -- July 2004
July 30, 2004

response has been received by UConn to remediate sediments, continue to collect samples, and to install wells.

Interim Monitoring Program Update

The Interim Monitoring Program (IMP) Report will follow the initiation of Round #13 IMP Sampling and will be distributed to CTDEP and others.

Wetlands Mitigation

Based on coordination with the various regulatory agencies, a proposed wetland mitigation plan has been developed in accordance with the ACOE New England District "New England District Mitigation Guidance" and "New England District Mitigation Plan Checklist" dated December 15, 2003. The wetland mitigation plan has evolved in response to guidance received from the CTDEP, and ACOE. Alternative wetland mitigation sites were evaluated.

Some or all of these sites will be used to create wetlands by excavating and removing fill and natural soils to a pre-determined depth below the water table. The excavated materials will be used to backfill sediment remediation areas within existing wetlands adjacent to the landfill. Principal criteria used in the evaluation of mitigation area suitability were:

- Site construction should not disturb valuable wildlife habitat
- Site hydrology must be reliable to support desired wetland hydroperiod
- Sites should be isolated from human activity

Other components of the Mitigation Plan include restoration of wetland areas disturbed by waste consolidation, landfill closure, or sediment remediation; establishing an open space corridor, and controlling invasive species. The wetland mitigation program's main goal is to provide compensation for wetland functions and values that will be adversely affected by the proposed site remediation. As documented in the Owner's Section 404 permit application and associated "Wetland Assessment: UCONN Landfill" (Wetland Assessment), the principal wetland function of the affected wetlands is wildlife habitat. Water quality improvement, sediment retention, and education are also important functions. Approximately 1.79 acres of wetland will be permanently lost to remediation activities. Wetlands that will be temporarily disturbed as a result of proposed sediment remediation total approximately 2.7 acres.

Update on Extension of Water Service - Meadowood and North Eagleville Roads

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 had notified owners at these properties of the CTDEP requirements and had requested owner approval to install a service connection and abandon the existing well. The table that follows notes to which residences water system connections were made.

Table 1
Residences Connected to UConn Water System 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
28 Meadowood Road	Accepted	Accepted
213 North Eagleville Road	Accepted by new owner	Accepted by new owner
	<u>Residence Not Connected</u>	
22 Meadowood Road	Rejected	Rejected

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

- Bid Results for: North Eagleville and Meadowood Roads Water Main Extension, Project MAC-BI-901004 - MCC Construction @ \$150,872.45
- Awarded contract to MCC Construction
- MCC Construction has completed the residential water system connections and well abandonment noted above

UConn F-Lot Landfill Closure

In the summer and fall of 1999, interim closure of F-Lot was undertaken by installing cover materials including a liner and pavement, which expanded the parking area to the north.

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 Program (LTMP) is initiated in 2004. CTDEP has requested UConn to sample residences on Meadowood and Separatist Roads utilizing a State-certified laboratory.

Closure Schedule Following CTDEP Approvals

- | | |
|--|---|
| <ul style="list-style-type: none"> • Preparation of Bid Documents Weeks 1-4 (Completed) • Hire Project Construction Management Weeks 2-3 (Completed) • 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 | <ul style="list-style-type: none"> • Construction of the leachate interceptor trenches (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

Phoenix Environmental Laboratories, Inc. (Phoenix) is located in Manchester, CT, and is an independent State-certified laboratory (<http://www.phoenixlabs.com/Profile.html>). UConn is utilizing Phoenix for project analytical analyses.

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 called 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

Public Availability Review Session

There were no public availability sessions held during this reporting period.

UConn Project Web Site

UConn announced in Spring 2003 that a new web site would 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. Continued the review of permitting and design work comments for landfill and former chemical pits remediation based on draft Remedial Action Plan. Consultant has 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. Reviewed *UConn Update*, Responses to Comments on the Comprehensive Hydrogeologic Investigation Report and RAP, and various other responses to regulatory comments on permit applications.

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 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 presently 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.

CTDEP Consent Order
Monthly Progress Report – July 2004
July 30, 2004

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 July 2004

UConn:

- Completed construction of the extension of Water Service - Meadowood and North Eagleville Road
- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft RAP
- Review of detailed Wetland Mitigation Plan
- Issued Notice of Award and Began Pre-Construction Phase Discussions with Construction Management Firm

Haley & Aldrich:

- Continued design and permitting work for landfill and former chemical pits remediation based on RAP
- Preparation and submittal of the detailed Wetland Mitigation Plan and Revised Alternatives Analysis
- Prepared draft Comprehensive Hydrogeologic Investigation Report Addendum 2 (revisions in response to Town and regulatory comments)
- Review of Contract Documents submitted to Construction Management firms
- Review of proposed well abandonment program and permanent discrete zone monitoring system program

Epona:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan

USGS:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan

CTDEP Consent Order
 Monthly Progress Report – July 2004
 July 30, 2004

Mitretek:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on RAP
- Began preparation for public meeting in September to discuss public comments on various permits.
- Reviewed draft *Update*

Phoenix

- Conducted analyses of sampling from IMP and additional residential areas

ERI:

- Limited verification analyses of sampling from IMP

RVA:

- Continued to communicate with public and respond to public queries
- Notification of Wetlands Mitigation Plan
- Discussed summer public meeting issues with staff and CTDEP.

Schedule for Compliance (Revision No. 3)

The submitted Plan for presentation 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*):

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>) Updated July 8, 2004		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
<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) 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>

CTDEP Consent Order
 Monthly Progress Report – July 2004
 July 30, 2004

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>) Updated July 8, 2004		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
<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"> ▪ <i>Results of Comprehensive Hydrogeologic Investigation</i> ▪ <i>Remedial Action Plan</i> ▪ <i>Long Term Monitoring Plan</i> ▪ <i>Schedule (to include public and agency review, permitting, design, and construction)</i> ▪ <i>Post-Closure</i> ▪ <i>Redevelopment Plan for the UConn Landfill and F-Lot</i> 	<p><i>August 29, 2002 (presentation**)</i></p> <p><i>October 31, 2002 (Comprehensive Report Submitted to CTDEP)</i></p>
<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>
Remedial Action Design to include comprehensive interpretive design of the Landfill final cap	<i>Detailed design drawings and specifications of the preferred remedial alternative(s)</i>	<p><i>A TRC Meeting was held Wednesday, June 25, 2003.</i></p> <p><i>Summer 2003 (Comprehensive Design Submittal)</i></p> <p><i>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></p>
Implement Remedial Action Plan for the UConn Landfill, former chemical pits, F-Lot and contaminated groundwater	<p><i>Finalize detailed construction drawings, and specifications</i></p> <p><i>Develop bid packages based on approved Remedial Action Plan</i></p> <ul style="list-style-type: none"> - <i>Competitive Bidding Process</i> - <i>Select Contractor</i> - <i>Obtain Permits as detailed in the Remedial Action Plan</i> <p><i>Mobilization & Fieldwork</i></p>	<p><i>July 2003 through June/July/August 2004</i></p> <p><i>(Contractor selection June/July 2004)</i></p> <p>REVISED ****</p>
Initiation of Construction of Approved Remedial Option	<i>Selection of contractors and the beginning of Pre-Construction Phase Services and construction of approved remedial options</i>	<p><i>January/February/March/April/May/June/July/August 2004</i></p> <p><i>mobilize contractor(s) (Contingent on Construction Timetable ***)</i></p> <p>REVISED ****</p>
Initiation of Long Term Monitoring Plan (LTMP)	<i>IMP sampling continues quarterly.</i>	<p><i>January/February/March 2004</i></p> <p><i>April/ May/June 2004/ July/August/ September 2004</i></p> <p>REVISED ****</p>

CTDEP Consent Order
 Monthly Progress Report – July 2004
 July 30, 2004

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>) Updated July 8, 2004		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
Completion of Remedial Construction	Comprehensive final as-built drawings and closure report for the UConn Landfill, former chemical pit area.	August 2005 (Winter - Spring 2005) - Anticipated completion of construction (Contingent on Construction Timetable ***) REVISED ****
Post-Closure Monitoring	Begin post-closure monitoring program of the Remedial Action upon approval from CTDEP	August 2005 (Contingent on Construction Timetable ***) REVISED ****

- * Interim reports submittals are the data packages that support the presentation accompanied by interpretive text sufficient for review. Comments received will be addressed.
- ** Results will not be complete until evaluation of data from MW 208R, if permission to drill from the property owner is received or an alternate is approved.
- *** Contingent on CTDEP approvals, construction timetable based on bidding market, weather conditions, numerous permitting issues, along with State and local reviews and conditions.
- **** Updated July 8, 2004

CTDEP Consent Order
Monthly Progress Report – July 2004
July 30, 2004

Listing of Project Contacts

Town of Mansfield

Martin Berliner
Town of Mansfield
Audrey P. Beck Building
4 South Eagleville Road
Mansfield, CT 06268-2599
(860) 429-3336

CT Department of Environmental Protection

Raymond Frigon, Project Manager
CT Department of Environmental Protection
Water Management Bureau
79 Elm Street
Hartford, CT 06106-5127
(860) 424-3797

U.S. Environmental
Protection Agency

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

University of Connecticut

Scott Brohinsky, Director
University of Connecticut, University Communications
1266 Storrs Road, Unit 4144
Storrs, CT 06269-4144
(860) 486-3530

Haley & Aldrich, Inc.

Rick Standish, L.E.P.
Haley & Aldrich, Inc.
800 Connecticut Blvd.
East Hartford, CT 06108-7303
(860) 282-9400

Richard Miller, Director
University of Connecticut, Environmental Policy
31 LeDoyt Road, Unit 3038
Storrs, CT 06269-3038
(860) 486-8741

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

Reports

Copies of all project documents are available at:

Town Manager's Office

Audrey P. Beck Bldg.
4 South Eagleville Road
Mansfield, CT 06268
(860) 429-3336

CT Dept. of Environmental Protection

Contact: Ray Frigon
79 Elm St.
Hartford, CT 06106-5127
(860) 424-3797

Mansfield Public Library

54 Warrenville Road
Mansfield Center, CT 06250
(860) 423-2501

UConn at Storrs

Contact: Scott Brohinsky
University Communications
1266 Storrs Road, U-144
Storrs, CT 06269-4144
(860) 486-3530

**CTDEP Consent Order
Monthly Progress Report – July 2004
July 30, 2004**

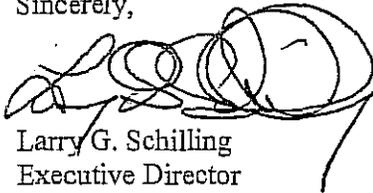
Certification

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,



Larry G. Schilling
Executive Director
Architectural and Engineering Services

LGS/JMP

CTDEP Consent Order
Monthly Progress Report – July 2004
July 30, 2004

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
Linda Flaherty-Goldsmith, UConn
Charles Franks, USEPA
Todd Green, GZA
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
Wendy Koch, Epona
Prof. George Korfiatis, Stevens Institute of Technology
George Kraus, UConn
Chris Mason, Mason & Associates
Peter McFadden, ERI
David McKeegan, CTDEP
Richard Miller, UConn
Robert Miller, Eastern Highlands Health District
Greg Oneglia, O&G
Elsie Patton, CTDEP
James Pietrzak, UConn
Susan Soloyanis, Mitretek
Rick Standish, Haley & Aldrich
Brian Toal, CTDPH
William Warzecha, CTDEP



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *MH*
CC: Martin H. Berliner, Town Manager
Date: August 9, 2004
Re: University Spring Weekend

Subject Matter/Background

The Town Council's special committee has begun meeting under the title of "The Committee on Community Quality of Life." Council member Bruce Clouette is serving as chair, with Mayor Paterson and Council members Hawkins and Whitham Blair as committee members.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *MH*
CC: Martin Berliner, Town Manager; Jeffrey Smith
Date: August 9, 2004
Re: Reynolds School Renovation

Subject Matter/Background

Staff has prepared this communication to bring the Town Council up-to-date on the status of the Reynolds School Renovation project, and to request that the Council amend its previous action on this item.

After an in-depth review of the project with Superintendent Silva, Lawrence Associates completed the schematic drawings and preliminary construction budget on June 9, 2004. The total estimated project cost is \$1,998,000, which is substantially more than our original estimate of \$1,000,000. The increased cost is primarily attributable to the addition of extra square footage necessary to meet programmatic requirements.

Staff filed an application on June 30, 2004 for a state school construction grant. Subsequent to the filing of the grant, we were notified by the Division of Grants Management that the Connecticut Department of Education as a result of a recent settlement agreement (*P.J. et al V. State of Connecticut, Board of Education, et al*) has suspended the approval of new regional special education projects. At the same time, the state notified us that it would accept this project as a regular school building project with a reimbursement rate of nearly 85-percent (84.64%). (By contrast, a regional special education project would receive 95-percent reimbursement.)

In short, this project is going to cost more and the reimbursement rate is going to be less than we had contemplated. With this said, the total local share is still less than \$310,000. Over a 40-year useful life, the total local share equals \$7,750 per year. We shared this information with the Regional Board of Education at its meeting of July 27, 2004. It was the consensus of the Board that the capital costs to the district are still minimal and if the Town Council is willing to increase the Town's loan commitment from \$200,000 to \$310,000, the project should go forward.

As you will recall, the final decision on whether to complete this project is dependent upon the results of a full programmatic and operating cost analysis, which the Superintendent expects to complete by October 31, 2004. The primary goal, to provide students with the same or better level of education at a lower cost, has not changed. If we cannot accomplish this objective, the project would not go forward. However, we are requesting the Town Council's tentative approval of this project at this time only because of the long lead times necessary to receive state grant approval.

The State Division of Grants Management has requested two changes before the application can be formally accepted and passed on to the Legislature for funding:

- 1) A signed 20-year lease. This condition does not appear to present a problem as we could draft the lease so that it becomes effective only upon project completion; and
- 2) Increase the local funding to \$310,000 from our original estimate of \$200,000. In order to implement this change, the Town Council would need to amend its resolution of June 14, 2004 by increasing the loan amount from \$200,000 to \$310,000. Further, to keep the annual payment at \$40,00 per annum, we recommend that the Region repay the loan over an eight-year period rather than five years.

Financial Impact

Staff maintains that the estimated financial impact of this proposal is positive, as the Town would be able to preserve a historic building at little to no cost. The Region would begin to make rent payments after the loan has been retired. If and when the Region ceased to use the building for educational purposes, the building would again become available for Town use.

It is also important to note that the Region's ability to accept tuition-in students from outside the district is not contingent upon any state designation. Tuition-in students would play an integral part in financing the operating costs for this program, and nothing has changed in that regard.

Legal Review

The Town Attorney did prepare the original resolution.

Recommendation

Staff recommends that the council adopt the proposed resolution with the understanding that this project is still very tentative.

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

Whereas, the Town Council wishes to rescind its previous resolution adopted on June 14, 2004 regarding the Reynolds School Renovation project, and to substitute the following resolution in lieu thereof; and

Whereas, the Region 19 School District Board of Education has voted to request that the Town of Mansfield lease to it the former Reynolds School on Depot Road in Mansfield for a minimum period of twenty (20) years for the purpose of creating a satellite high school expected to accommodate and address the educational needs of approximately 35 students at the location; and

Whereas, on June 1, 2004, said Region 19 Board of Education voted to establish a Building Committee, to authorize the preparation of schematics for the project, to authorize the filing of a grant application to the State Department of Education to fund the project, and to approve educational standards for the project; and

Whereas, in order for said project to be viable, the Town of Mansfield must advance to the Region 19 Board of Education its local share of the funds necessary for said Board to renovate said Reynolds School building for said purpose, which is expected to amount to no more than \$310,000.00, any such advance payment by the Town of Mansfield to be reimbursed to the Town by the Board of Education in eight equal installment during the eight years following completion of the construction of said renovations; and

Whereas, it is determined to be in the best interests of the people of the Town of Mansfield that a satellite educational program be established at the former Reynolds School in accordance with the foregoing considerations;

Now, therefore, be it hereby resolved, that effective August 9, 2004 the Town Manager is authorized to negotiate and sign a twenty (20) year lease of said Reynolds School Building to the Region 19 School District Board of Education in accordance with the foregoing considerations, providing that the lease is contingent upon Region 19 carrying out the renovations substantially as contemplated in the plans dated June 9, 2004 from Lawrence Associates, and to advance to said Board of Education an amount up to \$310,000.00 as the Region's local share of the cost of renovating said school building to serve as a satellite high school under a contract which provides for the reimbursement of said funds to the Town of Mansfield in eight (8) equal annual installments, the first of which shall become payable one (1) year after the completion of construction of said renovations.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *MWH*
CC: Martin H. Berliner, Town Manager
Date: August 9, 2004
Re: Appointment of New Town Council Member

Subject Matter/Background

Deputy Mayor Haddad has informed us that at its June 29, 2004 meeting, the Mansfield Democratic Town Committee voted to recommend Helen Koehn of Separatist Road to fill the Council vacancy created by Chris Thorkelson's resignation. The Deputy Mayor requests the Town Council's approval of the Town Committee's recommendation.

Recommendation

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

Move, in accordance with Section C206 of the Mansfield Town Charter, to appoint Helen Koehn to the Mansfield Town Council for a term to run from August 9, 2004 until the next biennial town election.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *Matt H*
CC: Martin Berliner, Town Manager
Date: August 9, 2004
Re: Personal Service Agreement – Day Care Support at Mansfield Discovery Depot

Subject Matter/Background

Attached please find the annual personal service agreement between the Town and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of university employees and students. The proposed agreement covers the period from July 1, 2004 through June 30, 2005, and provides that in exchange for a lump sum payment of \$78,750, the Discovery Depot will reserve one-third of its total day care enrollment slots for the children of university parents. The Town and the University have executed the agreement every year since the inception of the Discovery Depot.

Please note that we are submitting the proposed agreement somewhat late, as we were working with the University on a revision that we could not complete in time for this fiscal year. The University has expressed an interest in reserving additional slots at the Discovery Depot, and we may have a revised agreement to present to the Council for the next fiscal year.

Financial Impact

As stated above, the Discovery Depot would receive \$78,750 under the proposed agreement. This sum is an important revenue source for the daycare.

Recommendation

Staff requests that the Council authorize the Town Manager to execute the agreement on behalf of the town. If the Town Council supports this recommendation, the following resolution is in order:

Resolved, retroactive to July 1, 2004, to authorize the Town Manager, Martin H. Berliner, to execute a personal service agreement between the Town of Mansfield and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of University employees and students.

Attachments

1) Proposed Personal Services Agreement

EXECUTIVE ORDERS

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, and, as such, this contract may be canceled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any state or federal law concerning nondiscrimination, notwithstanding that the Labor Commissioner is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to nondiscrimination, until the contract is completed or terminated or to completion. The contractor agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that he will not discriminate in his employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner. This contract is also subject to provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such, this contract may be canceled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the contracting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to contract performance in regard to listing all employment openings with the Connecticut State Employment Service. This contract is subject to the provisions of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999, the Violence in the Workplace Prevention Policy, and, as such, this contract may be canceled, terminated or suspended by the state for violation of the provisions of paragraph 1 of said Executive Order by any employee of the contractor or by any employee of its subcontractors or vendors with any other provisions of said Executive Order No. 16. Executive Order No. 16 is incorporated herein by reference and made a part hereof. The contractor agrees that, as part of the consideration hereof, it shall abide by said Executive Order, and it shall require any subcontractor or vendor with whom it enters into an agreement in order to fulfill its obligation of this contract, to agree to abide by said Executive Order.

NON-DISCRIMINATION

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

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

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

(1) The Contractor agrees and warrants that in the performance of the contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The Contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action - equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places visible to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this section and Conn. Gen. Stat. subsections 46a-56a and 46a-56b and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. subsections 46a-56, 46a-68a and 46a-68f; (b) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this section and section 46a-56. If the Contract is a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.

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

The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.

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

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

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

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

INSURANCE

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

STATE LIABILITY

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

CONTINUATION OF SECTION (10)
COMPLETE DESCRIPTION OF SERVICES

The Mansfield Discovery Depot's current license allows for a capacity of 116 children to be under staff care and supervision, 40 children under the age of three and 76 children between ages three and six. Fall enrollment at the center is 90 children enrolled, of which 53 are children of University employees. The University agrees to provide \$78,750 in funding support to the center in exchange for 1/3 of the pupil spaces available being allocated to children of University staff and students. The Mansfield Discovery Depot's Administrative Policies are to give precedence to families affiliated with the University.

Daycare services provided are described as follows: The Mansfield Discovery Depot is open 50 weeks a year, Monday-Friday from 7:00 a.m. to 5:00 p.m. There is also an extended care program from 5:00 p.m. to 5:30 p.m., for children 18 months to six years of age. The center admits children between the ages of six weeks and 17 months Monday-Friday 8:00 a.m.-5:00p.m. Mansfield Discovery Depot is closed on 12 major holidays. As of August 23, 2004 the center has two infant rooms with a ratio of one teacher to three children; three toddler rooms with a ratio of one teacher to four children; two preschools with a ratio of one teacher to ten children; one kindergarten classroom with a ratio of one teacher to ten children.

The Center participates in community and educational placement programs for volunteers. These programs include three Foster Grandparents, six America Reads Volunteers, and five University of Connecticut student interns. The Center has also been an active participant in University research projects and educational initiatives.

The State of Connecticut, Department of Public Health Day Care Licensing provides the Center's license. The Mansfield Discovery Depot is also accredited through the National Association for the Education of Young Children. This accreditation recognizes high quality early childhood programs that provide a safe and nurturing environment while promoting the physical, social, emotional, and intellectual development of young children.

Mansfield Discovery Depot participates in the Child and Adult Food Program, a Federal program that provides breakfast, lunch and an afternoon snack that meets the USDA requirements for all children in their care. This program plays a vital role in improving the quality of day care and making it more affordable for families. The Center also provides families with referrals and services available to help them as needs arise.

The Mansfield Discovery Depot is managed by a Board of Directors comprised of parents, community, and Town Representatives. The University President has the authority to appoint representatives from the University.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *Matt*
CC: Martin H. Berliner, Town Manager; Lon Hultgren, Director of Public Works
Date: August 9, 2004
Re: State Grant to Purchase Alternate Fuel Vehicle (Pool Car) - ConnDOT's Alternate Fuel Vehicle Demonstration Program

Subject Matter/Background

Under its alternate fuel vehicle demonstration program, the state has awarded the town a grant of up to \$4,205 to purchase a hybrid vehicle. (The \$4205 represents the difference in cost between a regularly powered vehicle and the hybrid.) As such, the state has forwarded an agreement to be executed for this grant.

Financial Impact

As the fuel costs of the hybrid vehicle are likely to be less than a regularly powered vehicle, the vehicle should be more economical for the town to operate, particularly since the incremental costs will be covered by the state grant. The town would finance its share of the purchase from the fiscal year 2004/05 capital budget.

Legal Review

Legal review of the proposed agreement is not required, as the contract language for this type of agreement is standard with the state.

Recommendation

Because the grant would assist the town to purchase a vehicle that is less harmful to the environment and less costly to operate, staff recommends that the Town Council authorize the Director of Public Works to execute the proposed grant agreement.

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

Move, effective August 9, 2004, to authorize the Director of Public Works, Lon R. Hultgren, to execute the proposed agreement between 2Plus, Inc. and the Town of Mansfield concerning ConnDOT's Alternate Fuel Vehicle Demonstration Program.

Attachments

- 1) Excerpts from the Proposed Agreement

"Excerpts from"

AGREEMENT BETWEEN
2PLUS, INC
AND
MANSFIELD
CONCERNING
CONNDOT'S ALTERNATE FUEL VEHICLE
DEMONSTRATION PROGRAM

THIS AGREEMENT, concluded at Bloomfield, Connecticut, this 21st day of July, 2004 by and between 2PLUS, INC, Byron York, President, duly authorized, hereinafter referred to as 2PLUS, and Mansfield, acting herein by **Lon Hultgren**, hereunto duly authorized, hereinafter referred to as OFFEROR.

WITNESSETH THAT:

WHEREAS, the ConnDOT's Alternate Fuel Vehicle Program (Project) has been established by the Connecticut Department of Transportation, hereinafter referred to as State, to test the viability of Alternate Fuel Vehicle technology in the State of Connecticut, and

WHEREAS, based upon the successful response and submission of a proposal to the initial Request for Proposal by OFFEROR, 2PLUS has approved the proposal and will extend to OFFEROR the requested funding, and

WHEREAS, the Federal Highway Administration will provide 2PLUS with Congestion Mitigation and Air Quality (CMAQ) funds to finance the specified portion of the project, and

WHEREAS, 2PLUS has entered into an agreement with the State to assist in the development and implementation of the Project, and

WHEREAS, the State is responsible for the oversight of 2PLUS activities related to the Project and administration of the CMAQ funds, and

WHEREAS, it is agreed that on behalf of the Project, 2PLUS will enter into an agreement with the OFFEROR and manage all Project requirements;

NOW, THEREFORE, in consideration of the mutual covenants herein set forth, 2PLUS and OFFEROR agree as follows:

OFFEROR SHALL:

1. Pay for necessary services including all services necessary to acquire tags, inspection stickers, and the like, consistent with the State and the United States Department of Transportation (USDOT) requirements, including assistants and/or consultants rendering professional, technical, or other assistance and advice to perform the approved services.
2. Agree that any findings developed as a result of the Project will not be binding upon the State.
3. Agree, subject to all herein contained terms and conditions, to undertake and implement the Project in the manner described in the "Scope of Work" (refer to Appendix A), herewith incorporated by reference, filed with and approved by the State, and in accordance with the terms and conditions of this Agreement.
4. Agree to cooperate with 2PLUS or any consultants hired by 2PLUS in data collection and survey activities related to the evaluation of vehicle performance, cost, service reliability and user/operator acceptance as outlined in the Appendix section of this agreement - See Appendix A.
5. Agree to cooperate in the vehicle emissions testing program by making each vehicle available a total not to exceed seventy-two (72) hours per year upon reasonable advanced notice, as requested by 2PLUS.
6. Agree that any Mobile Emissions Reduction Credits resulting from the purchase of Alternate Fuel Vehicles will be assigned to the State.
7. Agree to cooperate in the marketing effort which may include, but not be limited to, permission to place Project logos on vehicles and take photos as required, participation in press conferences and preparation of press releases, and the right to include Project data and information in any and all documents published by the Project.
8. Agree that the cost to the Project shall not exceed four thousand two-hundred and five dollars (\$4,205) for the purchase of one hybrid sedan.
9. Permit 2PLUS, the State and/or the USDOT to review at any time all work performed under the terms of this Agreement at any stage of the Project.

48. The terms and provisions herein contained constitute the entire agreement between the parties and shall supersede all previous communications, representations, or agreements, either oral or written, between the parties hereto with respect to the subject matter hereof.

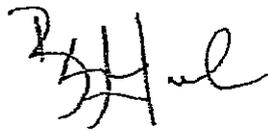
Nothing contained in this Agreement is intended to or shall limit the authority or responsibilities assigned to individual signatories under state or federal law.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year indicated. Each organization participating in this Project must also sign this agreement that they agree to, abide by, and adhere to the requirements and responsibilities set forth in this agreement.

MANSFIELD

2PLUS, INC

By: _____

By: 

Name _____

Name: Byron York

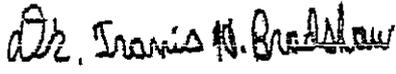
Title: _____

Title: President

Date: _____

Date: 07-21-04

Witness: _____

Witness: 

Appendix A

CONNECTICUT'S ALTERNATIVE FUEL VEHICLE
DEMONSTRATION PROJECT

SCOPE OF WORK

OVERVIEW:

The Connecticut Department of Transportation has established the Alternatate Fuel (ConnDOT's AFV) Program to test a variety of alternative fuel vehicles. The goals of this program are to encourage the use of alternative fuel vehicles and the development

TASK 1. Vehicle Description and Purpose

Task Goal: To establish that ConnDOT's AFV Program goals are being adhered to and that the vehicle(s) purchased by OFFEROR are being used for their agreed to purpose.

Methodology: This task will be accomplished by the following subtasks.

Subtask 1.1 Vehicle Description and stated use.

The vehicle specifications, as well as all equipment purchased with ConnDOT's AFV Program Funds must be equal to that presented in the OFFEROR's original proposal. Vehicle specifications shall include year, make, and model of the vehicle, as well as the alternate fuel type, alternate fuel tank/battery capacity. The stated use of the vehicle must remain as presented in the OFFEROR'S original proposal.

TASK 2. Data Collection

Task Goal: A goal of ConnDOT's AFV Program is to collect various types of data that will be analyzed to determine the overall effectiveness of the technology, ConnDOT's AFV Program, and each OFFEROR. In consideration of each OFFEROR, the data being collected should be data that is already being collected by most of the OFFERORS for their existing vehicles. The data collection form is standardized so that we will be collecting the same data from all OFFERORS, attached as **Appendix B**. **Each agency should request the necessary Excel spreadsheet files so that data can be forwarded electronically in a standardized format.** The data collection form is available on a spreadsheet that may be submitted via Internet e-mail or on disk through the mail. If this option is not available, a paper form will also be available for completion, which may be mailed or faxed.

Note: ConnDOT's AFV Program will be responsible for the data analysis and therefore does not require any OFFEROR to analyze their own data.

Methodology: This task will be accomplished by the following subtasks.

Subtask 2.1 Reporting Cycle and Duration of Data Collection.

As stated in term number 35 of this agreement, data will be collected on a monthly basis from each OFFEROR for a 24 month period, commencing on the date that each vehicle gets put into active use, as described by the vehicle purpose.

Subtask 2.2 Data Being Collected.



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

June 7, 2004

Mr. Len Hultgren
Town of Mansfield
4 South Eagleville Road
Mansfield, CT 06268

Dear Mr. Hultgren:

Congratulations! The Connecticut Department of Transportation (ConnDOT) has approved Mansfield's request for \$4,205 to fund the incremental cost of one hybrid electric Honda Civic.

I want to take a moment to outline the next steps for your project. The Department's consultant on the alternative fuel vehicle program, 2Plus, Inc. will soon be sending you an agreement for your signature. The agreement will describe your vehicle purchase and will include any reporting procedures that may be required. After the agreement is signed, you may order the vehicle that is specified in that document.

The Department will reimburse you for the incremental cost of the alternative fuel equipment. After you receive the vehicle, you should send 2Plus a copy of the dealer's invoice. Your organization will then be reimbursed for the amount of the incremental cost specified on the dealer's invoice or for the amount specified in the agreement (whichever is less).

We look forward to working with you on this program. If you have any questions, please contact Mr. Brian Chapman of ConnDOT at (860) 594-3492 or by e-mail at Brian.Chapman@PO.State.CT.US.

Very truly yours,

Michael A. Sanders
Transit and Rideshare Administrator
Bureau of Public Transportation



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager
CC: Martin Berliner, Town Manager; Lon Hultgren, Director of Public Works;
 Jeffrey Smith, Director of Finance; Virginia Walton, Recycling Coordinator
Date: August 9, 2004
Re: Extension of Single Family Refuse and Recycling Collection Contract

Subject Matter/Background

The term of town's single family refuse and recycling collection contract has expired, and although we continue to administer the agreement with our current collector (F.W. Mayo and Sons), we should formally extend the contract to ensure that the conditions remain in place. Since staff is still studying the concept of a pre-paid bag collection system, we are not ready to rebid or restructure this agreement at this time. Therefore, we suggest that the town extend the contract while staff studies the use of the transfer station and its impact on our collection systems. To extend the agreement, the Town Council would need to authorize a bid waiver.

Financial Impact

There is no negative financial impact with this proposal, as it would extend the contract under the same terms and conditions.

Recommendation

We recommend that the Town Council waive the town's bidding requirements in this instance and authorize staff to execute the contract as proposed.

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

Move, effective August 9, 2004, to waive the purchasing requirements of Section C506(B)(1)(c) of the Mansfield Town Charter and to authorize staff to execute the proposed contract extension between the Town of Mansfield and F.W. Mayo and Sons for the performance of single family residential refuse and recycling collection services through May 31, 2005.

Attachments

1) Proposed contract extension

Contract Extension
Single-Family Residential
Refuse and Recycling Collection
in the Town of Mansfield

WITNESSETH:

WHEREAS F.W. Mayo and Sons assumed the Single-Family Residential Refuse and Recycling Collection Contract in the Town of Mansfield on July 1, 1996 and has performed said collection services since that time, and

WHEREAS the contract was extended to September 30, 2003 by mutual action of the Town and F.W. Mayo and Sons, and

WHEREAS the Town of Mansfield is interested in extending said contract through May 31, 2005, and has had a bid waiver for same enacted to enable said extension, and

WHEREAS both the Town and F.W. Mayo and Sons are interested in continuing their contractual relationship for single-family refuse and recycling collection under the same terms and conditions specified in the original contract.

NOW THEREFORE BE IT RESOLVED:

That the parties agree to extend said contract through May 31, 2005 under the same terms and conditions, and

IN WITNESS WHEREOF, the Town and F.W. Mayo and Sons have executed this contract extension in two (2) counterparts, each of which shall be deemed an original on August 15, 2004.

F.W. Mayo and Sons

Town of Mansfield

Jeffrey H. Smith
Director of Finance

Lon R. Hultgren
Director of Public Works.

Attest: _____

Attest: _____

AGRICULTURE COMMITTEE
MINUTES OF JULY 14, 2004 MEETING

PRESENT: Bob Peters, Charlie Galgowski, Al Cyr, Bill Hopkins, George Thompson, Vicky Wetherell.

1. Al Cyr was acting chairman.
2. Minutes of the June 9 meeting were approved.

3. Fall Event

The Agriculture Committee will sponsor an Apple Pie Baking Contest at the "Festival on the Green" sponsored by the Storrs Downtown Partnership on Saturday, September 18, from 2 to 6. To showcase local agriculture, the contestants will be required to use locally grown apples. The contest will be guided by the rules for the state contest.

4. Review of Agricultural Leases

The committee has been asked to recommend terms for written leases that will be established with lessees who currently have verbal leases. The committee requested that a copy of the standard lease be available at the next meeting to assist in making these recommendations.

5. Community Garden

Bob Peters expressed concern about the weeds in the community garden on Rt. 195. The committee considered possible solutions and requested that a member of PAC attend the next meeting to discuss this.

ANIMAL CONTROL ACTIVITY REPORT

FOR REPORT PERIOD: June 2004

PERFORMANCE DATA:	THIS MONTH	LAST MONTH	SAME MONTH LAST YEAR	THIS FY TO DATE	LAST FY TO DATE
Complaints Investigated:	190	125	269	913	2860
Wildlife Calls	13	14	12	52	144
Cat Calls	77	43	61	295	791
Phone Calls	225	158	272	1039	2942
Road Calls	4	7	38	108	296
Dog Calls	109	75	170	510	1773
Complaints Unanswered at End of Month	0	0	0	0	0
Notices to License Issued	7	0	4	114 160	(146 survey) 88
Notices to Vaccinate Issued	0	0	0	0	0
Warnings to Vaccinate	0	0	0	1	0
Other Written Warnings Issued	1	0	3	(72 survey) 89	(21 survey) 46
Warnings Needing to be Issued	0	0	0	0	0
Dog Bite Quarantines	1	0	1	11	8
Dog Strict Confinement	0	0	1	5	1
Cat Bite Quarantines	0	0	1	1	1
Cat Strict Confinement	0	0	0	0	0
Horse Quarantines	0	0	0	0	0
Number of Arrests	1	0	(8 survey) 12	2	(19 survey) 19
Dogs on Hand at Start of Month	10	5	8	18	69
Cats on Hand at Start of Month	8	4	3	106	83
Impoundments	39	10	33	303	251
DISPOSITIONS:					
Owner Redeemed	7	0	7	43	57
Sold as Pets - Cats	8	14	2	136	94
Sold as Pets - Dogs	6	3	8	76	71
Total Destroyed	2	1	8	21	24
Road Kills Taken for Burial	0	0	2	7	7
Euthanized at Owners Request	0	0	4	0	6
Euthanized as Unclaimed/Unplaceable	2	1	2	14	11
Total Dispositions	23	22	25	276	246
Dogs on Hand at End of Month	7	6	9	95	72
Cats on Hand at End of Month	25	6	10	127	84
Total Fees Collected	\$815.00	\$763.00	\$730.50	\$9106.00	\$7795.25

Conservation Commission

DRAFT Minutes of the July 21, 2004 Meeting
Conference Room B, Audrey P. Beck Building

Present: Jennifer Kaufman, Quentin Kessel, Lanse Minkler (acting chair), John Silander, and Frank Trainor.

Absent: Denise Burchsted, Robert Dahn, and Robert Thorson.

Town Staff: Grant Meitzler, Inland Wetlands Agent

1. The meeting was called to order at 7:35 PM.
2. The draft minutes of the May 19, 2004 meeting were reviewed, the date corrected and item 5 clarified. The minutes were then approved on a motion by Trainor and seconded by Silander. There was no June meeting of the CC.
3. Kessel reviewed the testimony made by Burchsted and Kessel at the July 12 DEP hearing on amending a portion of the aquifer mapping regulations. Burchsted, representing NWC spoke against lessening the aquifer modeling standards with regard to drought periods. Kessel, representing himself, addressed the issue of the current DEP practice of automatically excluding any watershed partially drained by a perennial stream from consideration as an aquifer recharge area. He noted that the Town Council had already forwarded the CC concerns in the form of a letter to the hearing. His testimony (Attachment 1) was along the lines of the March 1, 2004 CC letter to Corinne Fitting of the DEP, but added further justification related to a portion the proposed amendments. Specifically that if the DEP is to utilize particle tracking and/or other vector analyses to delineate the area of contribution to an aquifer, it made no sense to stop the computer program whenever the method showed groundwater coming from a watershed partially drained by a perennial stream. His testimony also included rebuttal of the DEP's May 21, 2004 response to the CC letter to fitting. This DEP letter (Attachment 2) was from Betsey Wingfield, Acting Director of the Planning and Standards Division of their Bureau of Water Management (two administrative levels above Fitting). In it, Wingfield wrote, "In essence, the Commission is proposing that indirect recharge areas be included in aquifer protection areas." Kessel responded that this was an incorrect statement and that what the Mansfield Conservation Commission was requesting is that the DEP not automatically exclude all portions of watersheds drained by perennial streams from being considered as recharge areas (Attachment 3).

Kaufman recommended and it was agreed that the CC should write a letter to the Town Council expressing appreciation for their having forwarded the CC's concerns to the DEP hearing and to include copies of Attachments 1- 3.

4. Kessel move, Minkler seconded and the CC unanimously voted to renew its CACIWC membership.

5. Silander reported that the Fenton River water levels were reasonable for this time of year.

6. Torrey boundary marking update: Kaufman reported that she had sent the map for the Town-owned Holly Drive subdivision to Dahn so that he and Kessel could finish this project.

7. Kaufman reported on the progress of the electron trail guide project. A draft of the Electronic Trail Guide should be available sometime this fall.

8. IWA Referrals.

a) W1266 - Moskowitz - Stone Mill Road. Map date 6/29/04. This is an application for a second pond on the property. Silander moved and Trainor seconded that there should be no significant negative impact on the wetlands if hay bales/silt fencing barriers are placed where the outlet pipe goes under the driveway during construction and removed after the site is stabilized. The motion passed with 4 in favor and 1 abstention.

b) W1267 - Yankee - Hillyndale Road. Map date 6/25/04. This application is for a single family house within 150 feet of wetland areas. Silander moved and Kessel seconded that there may be a significant negative impact on the adjacent wetlands because the septic system is within 26 feet of wetlands, the lawn goes right up to the wetland, the house is within 30 feet of the wetland and the porch within 25 feet of the wetland. The motion passed unanimously.

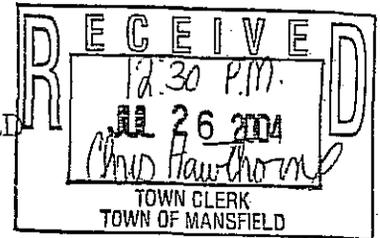
9. PZC Referral 1219 - Bone Mill Subdivision: Due the CC not meeting in June, the CC was unable to comment on this referral in a timely manner. However, the CC wishes the PZC to know that the CC agrees that the site plan provided is singularly uninspired. If this is an example of what the revised PZC regulations permit, it certainly is not in the spirit of cluster housing purporting to conserve open space. Furthermore, the CC notes the apparent presence of an invasive species (winged Euonymus?) in the landscaping.

10. The meeting adjourned at 9:00 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING
MINUTES
June 17, 2004
9:00am



The members of the Housing Authority of the Town of Mansfield met in the regular meeting at 9:00 a.m. on Thursday, June 17, 2004 at the office of the Housing Authority of the Town of Mansfield, 309 Maple Road, Storrs, Connecticut, the time, date and place duly established for holding such meetings.

ROLL CALL

On roll call the following Commissioners were present:

Anne Jordan Crouse	-	Chairperson
Richard Long	-	Vice-Chairperson
Joan Christison-Lagay	-	Assistant Treasurer

Also present was Cathy K. Forcier, Executive Director.

Gretchen Hall arrived at 9:08

Grace Hunderlach arrived at 9:15

MINUTES

After review and due deliberation a motion was made by Richard Long, seconded by Joan Christison-Lagay to approve of the minutes of the regular meeting of May 20, 2004. The motion passed. Grace Hunderlach abstained.

COMMUNICATION

From the U.S. Equal Employment Opportunity Commission (EEOC) stating they have closed the case of Brenda Morris vs. Mansfield Housing Authority as advised by the Commission of Human Rights and Opportunities (CHRO) due to no cause.

COMMENTS FROM THE PUBLIC

None

REPORT OF THE DIRECTOR

Mrs. Forcier reported that Susan Olmo, Section 8 Coordinator, was in court, as a witness, for two clients trying to get their security deposits back from an owner the Mansfield Housing Authority barred from the program.

Mrs. Forcier reported the five porches on building 5 at Holinko Estates will be replaced shortly.

Mrs. Forcier reported the PHA Plan process had been started and then explained the process to the new members.

Mrs. Forcier reported that twenty funds available letters were sent out to Section 8 applicants and two briefings were scheduled for June 23, 2004.

Bills

The Commissioners were presented with a list of bills for May 2004. After review and due deliberation, a motion was made by Richard Long, seconded by Joan Christison-Lagay, and passed unanimously, to approve the bills.

Financial Reports

The commissioners reviewed the Financial Reports for Wright's Village, Holinko Estates and the Section 8 Program. After discussion and due deliberation, a motion was made by Joan Christison-Lagay, seconded by Richard Long, and passed unanimously, and it was voted to approve the Wright's Village, Holinko Estates, and Section 8 Financial Reports for the month of April 2004.

Section 8 Statistical Reports

The Commissioners reviewed the Section 8 Statistical Reports for May 2004. After discussion and due deliberation, a motion was made by Richard Long, seconded by Gretchen Hall, and passed unanimously, and the Section 8 Statistical Reports were approved for the month of April 2004.

Report of the Tenant Representative

None

UNFINISHED BUSINESS

Legal Issue- Holinko Estates Tenant -Mrs. Forcier reported that the tenant's attorney reported the tenant signed the stipulation and it was in the mail to the Housing Authority's attorney, who would have it entered in court.

Tenant Meeting with Commissioners- Mrs. Forcier reported on the good attendance by the Wright's Village residents but the poor attendance by Holinko Estates residents. Mrs. Christison-Lagay suggested Board members names and telephone numbers be distributed to the tenants.

Section 8 Funding – Mrs. Forcier summarized the funding shortfalls for FY2004 in both The HAPs and Administrative Fees and its retroactivity to January 1, 2004. Mrs. Forcier also summarized the proposed changes to Section 8 in FY 2005 due to projected decreases in budget.

Annual Safety Training – Mrs. Forcier reported on the completion of the FY2004 staff training.

Small Cities Grant Application – Mrs. Forcier reported the town's consulting firm inspected Wrights Village apartments for window and floor conditions. They will present their recommendations to the town.

NEW BUSINESS

Review of State Occupancy Policies – Joan Christison-Lagay made a motion, seconded by Richard Long, to approve the State Occupancy Policies as presented. Motion passed, Gretchen Hall abstained.

Section 8 Utilization Rates- Mrs. Forcier reported on the utilization rates and the plan for increasing the rate but will be monitoring its progress carefully, not to exceed the budget.

Water Bills Update – Mrs. Forcier reported on the stabilization of water bills and questioned how long the Housing Authority should continue the meter readings. The Board suggested the Housing Authority continue until the end of 2004 but that energy savings toilet tanks should be investigated.

HUD NOFA – Mrs. Forcier presented the 2004 NOFA but concluded there were no funds for our goals.

Supervisory Section 8 Inspections – Mrs. Forcier reported on the results of the June supervisory inspections and actions to be taken.

Holinko Estates Environmental Phase II Survey- Mrs. Forcier reported on the receipt of four proposals. The DECD requested copies of the proposals. After their review, they will make recommendations.

Audit FY2003 Reports – Mrs. Forcier presented each commissioner with a copy of the audit results and pointed out there were no audit findings.

RSC Resolution – Mrs. Forcier presented a resolution and the requirement that it be approved to continue having a Resident Service Coordinator at Wrights Village. Richard Long made a motion, seconded by Gretchen Hall, to approve the resolution for continuing with our Resident Services Coordinator, motion passed unanimously.

CT NAHRO Convention – Mrs. Forcier presented the information on the annual convention and requested staff attendance. Gretchen Hall made a motion, Richard Long seconded, to approve of full attendance by Susan Olmo and Cathy Forcier and one day attendance for Gay Leedie and/or Fred Doten, if the agenda has applicable topics, motion passed unanimously.

ADJOURNMENT

After discussion and due deliberation a motion was made Richard Long, seconded by Gretchen Hall, and passed unanimously, it was voted to adjourn the meeting at 10:35 A.M.

Respectfully Submitted,

Cathy K. Forcier

APPROVED:

Anne Jordan Crouse



Mansfield Downtown Partnership

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

August 3, 2004

Board of Directors
Mansfield Downtown Partnership

Re: Item #4 - Meeting Minutes

Dear Board members:

Attached please find the minutes for the Board meeting held on May 4, 2004 and the Special Board meeting held on June 10, 2004.

The following motion would be in order:

Move, to approve the minutes of May 4, 2004, and June 10, 2004.

Sincerely,

Cynthia van Zelm
Executive Director

Attach: (2)

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
BOARD OF DIRECTORS SPECIAL MEETING
Mansfield Downtown Partnership Office
Thursday, June 10, 2004

MINUTES

Present: Steve Bacon, Martin Berliner, Tom Callahan, Dale Dreyfuss, Mike Gergler, Janet Jones, Philip Lodewick, Betsy Paterson, Dave Pepin, Steve Rogers, Betsy Treiber, Frank Vasington

Staff: Cynthia van Zelm, Lee Cole-Chu

1. Call to Order

Philip Lodewick called the meeting to order at 4:05 pm.

2. Master Developer Selection Discussion

Mr. Lodewick reported, as follow-up to a prior e-mail, that the two partners in Storrs Center Alliance, LeylandAlliance and Marquette Property Investments, had determined that they could not continue their partnership in the Storrs Center project. Both entities expressed a difference in philosophy in the approach to the project particularly in the upfront funding of the planning.

They both remain interested in the project, and two days ago gave separate presentations to the Partnership's Executive Committee. The Executive Committee felt that both teams could do the project but is recommending to the full Board that LeylandAlliance be considered as the master developer of the Storrs Center project, pending successful negotiation of a new development agreement.

In response to a question from Phil Spak about the composition of the LeylandAlliance, Mr. Lodewick said it was essentially the same team just without Marquette.

Several Executive Committee members indicated that the reasons they were supporting LeylandAlliance was their proposal more closely matches that Partnership's vision; they are flexible in their approach with private property owners; they have been received well in the community thus far in working with the Planning and Design Committee.

In response to a question from Janet Jones regarding the Partnership's risk, Tom Callahan noted that both LeylandAlliance and Marquette Property Investments have released the Partnership from any liability as well as releasing each other.

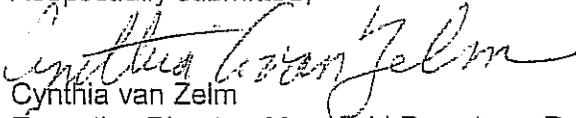
Mr. Callahan made a motion for the Board to authorize the Partnership's Finance and Administration Committee to enter into negotiations with LeylandAlliance for the purposes of crafting a development agreement between the Partnership and LeylandAlliance – ideally at the Board's next meeting. Betsy Paterson seconded the motion. The motion was approved 10-0-2 with Phil Spak and Steve Rogers abstaining.

Lee Cole-Chu said there may be some changes that need to be made to the development agreement, particularly related to target dates for the MDP and the preliminary Business Plan, and the sign-off of the development agreement by financial partners.

3. Adjourn

The meeting adjourned at 4:45 pm.

Respectfully submitted,



Cynthia van Zelm
Executive Director, Mansfield Downtown Partnership

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
BOARD OF DIRECTORS MEETING
Mansfield Downtown Partnership Office
Tuesday, May 4, 2004

MINUTES

Present: Steve Bacon, Tom Callahan, Dale Dreyfuss, Al Hawkins, Janet Jones, Betsy Paterson, Dave Pepin, John Petersen, Steve Rogers, Betsy Treiber, Frank Vasington

Staff: C. van Zelm

1. Call to Order

Betsy Treiber, Vice President, called the meeting to order, in Philip Lodewick's absence, at 4:05 pm.

2. Opportunity for Public to Comment

Howard Raphaelson said there are at least two groups looking at housing for seniors. He said these groups have disposable income and will be in Mansfield year round vs. the students. Mr. Raphaelson urged the Partnership to form a committee of people interested in housing for seniors (lifestyle, assisted living) to work with the development team.

3. Approval of Minutes

Steve Bacon made a motion to approve the March 30, 2004 minutes. Betsy Paterson seconded the motion. The motion was approved unanimously.

4. Director's Report

Cynthia van Zelm reported that the Festival on the Green Committee was looking for sponsorships to fund the Festival. Letters to the businesses in town will go out this week. She urged anyone interested in sponsoring the Festival to let her or Ms. Paterson know about his or her interest.

Ms. van Zelm said the Annual Meeting is set for June 10 at 7 pm at the Greek Center, and will include an update from Gehry Partners on the UConn School of Fine Arts project.

The Mansfield Business list is now complete and available to the public.

The Mansfield Visitor and Information Guide is out and will be distributed at Town Hall, Community Center, Library, the Lodewick Visitors Center, UConn Admissions, Student Union, Mansfield businesses, the chambers of commerce, and other key locations. Thanks to the Town of Mansfield for helping with the costs.

The third newsletter will also be going out soon.

Ms. van Zelm passed around a calendar and asked Board members to indicate the times they will be away on vacation.

5. Update on Municipal Development Plan

Tom Callahan reported that the Development Agreement with Storrs Center Alliance has been executed. The clock is now ticking in terms of Storrs Center Alliance delivering the two main deliverables – the Municipal Development Plan and the preliminary Business Plan. These items are due 120 days from the signing of the Agreement, which was April 5.

There are active negotiations going on with the development team and property owners.

Ms. van Zelm reported on the meeting with the development team and Looney Ricks Kiss in Herb Newman's office in New Haven. The group spent time brainstorming on design issues including environmental and transportation concerns. She said it was a very productive meeting with lots of enthusiasm for the project.

Mr. Callahan reported that there were some differences in philosophy as reported by Leyland Alliance and Marquette Property Investments but the two entities were hoping to resolve these issues.

6. Report from Committees

Festival on the Green

Ms. Paterson reported that the Festival on the Green would now be Saturday, September 18 from 2 pm to 6 pm, immediately following Know Your Town Fair. Bruce John, the Organic Blues Band, and 9th Wave were lined up to perform. There will be a children's parade, food, artists, etc. Ms. Paterson and Ms. van Zelm will appear on the Wayne Norman Show with representatives from Know Your Town Fair prior to the event.

Planning and Design

Steve Bacon reported that the Planning and Design Committee was joined by Lou Marquet from Leyland Alliance, their "point person" for construction and environmental issues, and Michael Klemens, a well-known expert on wetlands issues.

Mr. Marquet and Mr. Klemens asked the Committee to look at the "lay of the land" first before getting into specific issues.

The Committee walked the Storrs Center site where it viewed some of the wetlands including some wood frogs hatching.

One of the messages that Mr. Marquet and Mr. Klemens conveyed to the Committee was that some of the conditions on the site could be improved with the Storrs Center project.

Mr. Bacon said that Mr. Marquet will be meeting with the Committee on a regular basis. He and Mr. Klemens received a very favorable response from Committee members.

Mr. Bacon said there were three new members proposed for the Planning and Design Committee. He made a motion to appoint Leon Bailey, Laurie Best, and Neil Warren to the Planning and Design Committee. Ms. Paterson seconded the motion. The motion was approved unanimously.

7. Other

Mr. Callahan said this may be John Petersen's last meeting. He recognized him for his efforts and leadership on behalf of the Partnership.

Janet Jones announced that the Mohegan All Stars will be playing at Jorgensen on May 15, 2004 as a benefit for Windham Hospital. Dave and Kathy Pepin, Subway, and the Chronicle are all sponsors.

Ms. van Zelm said there will not be a Board meeting on June 1, as the Annual Meeting will be held June 10.

Further Discussion on Assisted Living/Lifestyle Housing

Al Hawkins suggested that a subcommittee under the Planning and Design Committee look at the idea of retiree housing.

Ms. Paterson said it is necessary to have the particulars on the size of land being sought, the need, etc. She made the point that lifestyle housing and assisted living are two different types of housing.

Mr. Raphaelson said that many of these retirement communities grow up around universities and colleges. He said that these communities leaves legacies to the university or college.

Mr. Callahan said the Urban Partners Market Study did indicate that there is a market for retiree housing. There is limited land area in the Storrs Center project area so the more complex question is where this type of housing can go. Mr. Callahan suggested that the Planning and Design Committee meet with the different groups advocating for retiree housing.

Steve Rogers said it is important for the development team to have flexibility in how they design the Storrs Center project.

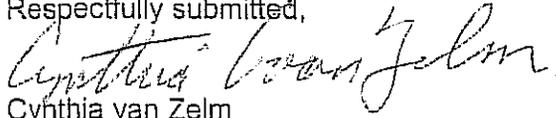
Ms. Jones advocating having the various groups interested in retiree housing speak to the Planning and Design Committee during public comment.

Mr. Bacon invited Mr. Raphaelson to invite the groups looking into retiree housing to the next Planning and Design Committee meeting.

8. Adjourn

Mr. Petersen made a motion to adjourn the meeting. Ms. Jones seconded. The motion was approved unanimously. The meeting adjourned at 5:00 pm.

Respectfully submitted,



Cynthia van Zelm
Executive Director, Mansfield Downtown Partnership

REGIONAL SCHOOL DISTRICT #19
BOARD OF EDUCATION MEETING MINUTES
FOR JULY 6, 2004
EDWIN O. SMITH HIGH SCHOOL
1235 STORRS ROAD
STORRS, CONNECTICUT 06268

The meeting was called to order at 7:30 p.m. by chairperson, Elena Tapia.

PRESENT: Herbert Arico, Janice Chamberlain, Karen Fisherkeller, Bob Jellen, Bob Kremer, Elizabeth McCosh-Lilie, Debbie Potvin, Linda Sabatelli, Mike Sibiga, Elena Tapia

ABSENT: Fran Archambault, Steve Curry

OPPORTUNITY FOR THE PUBLIC TO SPEAK: No Requests

REPORTS:

The personnel committee will be scheduling a meeting to be held in July.

Elizabeth McCosh-Lilie, reported that the policy committee had met and there were several items on the agenda.

Herbert Arico reported that the EASTCONN board of directors would be meeting on September 25th.

SUPERINTENDENT'S REPORT:

Superintendent Silva informed board members that James Lyons will review the audit report at the August meeting. He also asked board members to consider forming a sub committee for curriculum.

CONSENT AGENDA:

MOTION: by Linda Sabatelli, seconded by Bob Kremer, that the following items on the consent agenda be approved:

That the Regional School District #19 Board of Education approve the minutes of the June 1, 2004 board meeting.

That the Regional School District #19 Board of Education receive for review the revised Graduation Policy.

That the Regional School District #19 Board of Education receive for review the revised Athletic Health Screening Policy.

That the Regional School District #19 Board of Education receive for review the revised Non-Certified Employee Discipline/Suspension/Dismissal Policy.

VOTE: Unanimous in favor

MOTION: by Linda Sabatelli, seconded by Debbie Potvin, that the Regional School District #19 Board of Education adopt the new Parent Involvement Policy for Title I Students.

VOTE: Unanimous in favor

MOTION: by Linda Sabatelli, seconded by Debbie Potvin, that the Regional School District #19 Board of Education terminate, with regret, the contract for employment for teacher Jonathan Sawyer in conjunction Article III of the Master Agreement between the Board and E.O. Smith Teacher's Association and Conn. Gen. Statute 10-151.

VOTE: Unanimous in favor

MOTION: by Mike Sibiga, seconded by Bob Kremer, to authorize Principal DeLoreto to look into establishing an E.O. Smith High School foundation and to report his findings back to the board of education.

VOTE: Unanimous in favor

MOTION: by Bob Jellen, seconded by Elizabeth McCosh-Lilie to enter into executive session at 8:12 p.m. with Principal DeLoreto and Superintendent Silva in attendance to discuss legal issue.

VOTE: Unanimous in favor

Moved out of executive session at 8:51 p.m.

MOTION: by Elizabeth McCosh-Lilie, seconded by Bob Kremer, that the Regional School District #19 Board of Education adopt the new Student Attendance at Inter-District Magnet Schools Policy with the following modifications:

Item 2, Page 1: the magnet school *shall* have a requirement----

Add #5, Page 1, Magnet school must have open enrollment

Item 2, page 2: changed to Item 1A

Delete Item 3 on page 2

VOTE on amended motion:

Yes: Karen Fisherkeller, Bob Kremer

No: Bob Jellen, Elizabeth McCosh-Lilie, Debbie Potvin,
Linda Sabatelli, Mike Sibiga, Elena Tapia

Abstain: Janice Chamberlain, Herbert Arico

Motion does not pass: Yes: 2.542 No: 6.00

Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Lynda Breault, Board Clerk

LEGAL NOTICE
MANSFIELD ZONING BOARD OF APPEALS

On July 14, 2004, the Mansfield Zoning Board of Appeals took the following action:

1. Approved the application of Robert & Barbara Bostrom, 802 Middle Turnpike, for a Variance of Art. VIII, Sec. A Schedule of Dimensional Requirements for a 27' variance of the side yard to put a 12' x 24' storage shed on the property as shown on the submitted application.

All in favor.

Reasons for approval:

Topography of the land prohibits placement any other place.
No negative impact on neighborhood
Neighborhood approval

2. Continuance of the hearing of Daniel J. Burgess so applicant can look into the possibility of acquiring a 45' strip of abutting property.

3. Denied the application of Pat Malek, Windswept Lane, for a Variance of Art. VIII, Sec. A Schedule of Dimensional Requirements for a 3' variance in the building height to construct a single-family residence on Lot 4 as shown on the submitted application.

All opposed.

Reasons for denial:

No hardship shown
Situation self created

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INTENTIONALLY



TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER

MARTIN H. BERLINER, Town Manager

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

July 28, 2004

The Honorable Marc S. Ryan, Secretary
CT Office of Policy and Management
450 Capitol Avenue
Hartford, CT 06106

Re: Downtown Mansfield Revitalization and Enhancement Project
Small Town Economic Assistance Program (STEAP) \$500,000

Dear Secretary Ryan:

The Town of Mansfield, in association with the University of Connecticut and private property-owners, has been working for years to help plan the transformation of an existing commercial area on Storrs Road (Route 195) into a vibrant and economically successful mixed-use downtown that will be the heart of our community. We would like to request that the State consider \$500,000 for a town green and related infrastructure improvements for the Town of Mansfield to continue its efforts in downtown Mansfield. Our downtown objectives include:

- Retaining and improving the economic viability of existing businesses;
- Attracting new businesses and real estate development, including new housing;
- Implementing needed public improvements, including pedestrian and vehicular safety improvements;
- Parking enhancements and necessary infrastructure extensions;
- Enhancing the appearance and attractiveness of the downtown area in conjunction with new design standards.

The concept for our downtown project is a village with a Main Street, a town green, new streets and lanes supporting mixed uses, and a residential enclave with row houses, individual houses, and condominium apartments. This village of neighborhoods will be bordered on one side by the current civic and educational district – Town Hall, the regional high school, the University of Connecticut – and on the other by woodlands.

There has been much success over the past few years toward our goal of an improved downtown for residents, students, and visitors. Enthusiasm and interest continue to grow for the project as evidenced by the financial commitment we have received from the federal government through its Rural Business Enterprise Grant program, and, of course, from the State in the 2002 round of STEAP funding. This project is a multi-million dollar project that will require resources from a variety of entities. Additional STEAP funds will build on prior funding received for planning and streetscape

elements for Storrs Center. Funding for this phase of the project will be focused on the heart of the project, which will be the town green. The green will be the place where the Mansfield community, the University, and the larger community of Connecticut, will find common ground. Surrounding the green will be stores, offices, housing, and cultural resources that will ensure that the green becomes a primary destination in the region. The intention is to ring the green with year-round activity, supported by wide sidewalks, streets, and curbside parking. Streetscape elements will include shade trees, benches for seating, trash receptacles, pedestrian lighting, and paved and grassy areas to encourage the community to congregate in the green, informally and for fairs and cultural events. A new street parallel to the main street (Storrs Road/Route 195) will create a section for retail and commercial activity of a more specialized character than is found on the main street. Linking the streets will be a grid of lanes – narrow connectors that may be either one-way streets or pedestrian paths. These will provide opportunities for alternative retail stores and the opportunity to open the rear of properties on Storrs Road to the project as a whole. A more specific funding allocation will be delineated with the completion of a municipal development plan for Storrs Center.

Planning efforts for Storrs Center intensified in 1999, with the development of an enhancement strategy for the revitalization of downtown Mansfield's commercial areas by the national planning firm of HyattPalma. *The Executive Summary of the Mansfield Downtown Action Agenda is attached.* Two key recommendations from the Mansfield Downtown Action Agenda were to establish an independent, non-profit organization to catalyze commercial revitalization in Mansfield, and to develop a more detailed concept Master Plan. The Mansfield Downtown Partnership, Inc. ("Partnership") was organized with a 15-member Board of Directors representing community members, the Town of Mansfield, and the University of Connecticut in June 2001. In the past three years, the Partnership has made much progress including hiring an Executive Director, overseeing the development of a Master Plan for Storrs Center, developing a membership outreach program resulting in 280 individual, business, and organization members, becoming the Town's municipal development agency for Storrs Center, hiring the planning and architectural firm of Looney Ricks Kiss to develop a municipal development plan for the project, and finally designating LeylandAlliance, LLC in June 2004 as master developer for the project. *Please see the attached Partnership's Mission and Vision Statements.*

A consultant team led by Milone & MacBroom, Inc., was hired to prepare a physical master plan and analysis of the economic aspects of the project. The three main elements of the Master Plan for downtown are commercial development including retail and office space, a town green, and market-rate housing. The Downtown Mansfield Master Plan was finalized in May 2002. *A copy of the final Master Plan is attached.*

The implementation method recommended for the concept Downtown Mansfield Master Plan was for the Mansfield Town Council to create a municipal development agency under Chapter 132 of the Connecticut General Statutes. On May 28, 2002, the Mansfield Town Council unanimously approved a motion to designate the Partnership as the municipal development agency for Storrs Center. With the assistance of Looney Ricks Kiss and LeylandAlliance, the Partnership will prepare the Municipal Development Plan which will address the physical issues associated with the development of Storrs Center as well as define land acquisition and disposition, areas of demolition, design and development standards, land use restrictions, job creation, business displacement and relocation, and project financing. In June 2002, the Town of Mansfield was the recipient of \$500,000 from the Small Town Economic Assistance Program for the development of the Municipal Development Plan, and streetscape improvements along Route 195. Funding has been expended and work has been on-going on the Municipal Development Plan over the last year with the initial mapping of the project boundary, zoning, and utilities; soil borings; evaluation of local, state, and federal permits; a market study; and public workshop, held in May 2003, on design elements, having been completed. The

Market Study indicated that there is the potential for the downtown project to capture a broad range of residential, retail, and commercial market opportunities with the chief market being residential and retail development. *The Technical Memorandum: Downtown Mansfield Municipal Development Plan Market Study is attached.* The Municipal Development Plan is expected to be completed in the fall of this year.

On June 10, 2004, the Mansfield Downtown Partnership authorized its Finance and Administration Committee to begin negotiations with LeylandAlliance as its master developer, on the terms of a development agreement between the two parties. LeylandAlliance was one of four firms interviewed by the Partnership to serve as master developer for the downtown project. It is expected that a development agreement will be signed by this fall. *Information about LeylandAlliance and its projects is attached.*

This revitalization and enhancement project will effect public and private stakeholders including business owners and owners of commercial property in the downtown area who will benefit from the retention and strengthening of existing businesses and the creation of new business opportunities. One of the key thrusts of the downtown initiative is to increase foot traffic and enhance the aesthetics of the area, which will directly benefit local businesses. The location of additional housing alone would have a tremendous positive impact on existing businesses. A successful town center would allow residents to have access to a wide range of goods and services at the local level, which might alleviate some of the need to drive long distances to obtain those goods and services. Town residents, including University of Connecticut students, would benefit from an increase in locally-available goods and services and employment opportunities and the establishment of a new community center that would enhance the community's quality of life.

The Town of Mansfield would benefit from an enhanced commercial tax base. The University of Connecticut students, staff, and visitors would benefit from increased off-campus amenities and an overall improvement of the University atmosphere, which will enhance the recruitment of students and faculty. The State of Connecticut would share in all of the above-noted benefits, and accordingly, the State's commitment to the UConn 2000 and 21st Century UConn programs and the overall effort to enhance the University of Connecticut's reputation as a prominent national university and an appropriate "flagship" for the State's higher education system would be advanced.

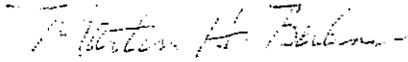
The Town of Mansfield and the University of Connecticut are fully committed to this project and have contributed significant financial resources including the funding of the HyettPalma study, an Environmental Impact Evaluation for the Storrs Center area, the Downtown Mansfield Master Plan, and the operations of the Mansfield Downtown Partnership. The Environmental Impact Evaluation was approved by the State of Connecticut Office of Policy and Management on April 28, 2003, and acknowledges the creation of a Municipal Development Plan for the Mansfield downtown project and, in fact, makes it a requirement of approval by the Office of Policy and Management. *A copy of Marc S. Ryan's, Secretary of the Office of Policy and Management, April 28, 2003 memo approving the Environmental Impact Evaluation to Larry Schilling, Executive Director for Architectural & Engineering Services at the University of Connecticut is attached.*

Continued funding through the Small Town Economic Assistance Program for the town green and related infrastructure improvements will greatly promote this exciting economic development and community enhancement project. We would appreciate an opportunity to work with you and your staff and the State Department of Economic and Community Development to address program requirements and obtain funding assistance.

Please feel free to contact me at (860) 429-3336 for project details or regarding any question that you may have concerning this application.

Thank you again for your assistance.

Very truly yours,



Martin H. Berliner
Town Manager

CC (no attachments): State Representative Denise Merrill
State Senator Donald Williams
U.S. Representative Rob Simmons
Philip Austin, President, University of Connecticut
James Abromaitis, Commissioner, State Dept. of Economic and Community
Development (DECD)
Sheila Hummel, Fiscal Administrative Manager, DECD
Mansfield Town Council
Mansfield Downtown Partnership Board of Directors

Attachments:

- 1) STEAP Application
- 2) Executive Summary: Mansfield Downtown Action Agenda – 2000
- 3) Mansfield Downtown Partnership Mission/Vision Statements
- 4) Downtown Mansfield Master Plan – May 2002
- 5) The Technical Memorandum: Downtown Mansfield Municipal
Development Plan Market Study
- 6) LeylandAlliance Background Information
- 7) A copy of Marc S. Ryan's, Secretary of the Office of Policy and
Management, April 28, 2003 memo approving the Environmental Impact
Evaluation to Larry Schilling, Executive Director for Architectural &
Engineering Services at the University of Connecticut
- 8) May 13, 2002 letter from Town Manager Martin Berliner to Town Council
re: Downtown Master Plan Implementation Alternatives
- 9) Partnership Board of Directors List
- 10) Town of Mansfield Organizational Chart
- 11) Partnership Budget through FY2005-2006



Mansfield Downtown Partnership
Helping to Build Mansfield's Future

July 29, 2004

Mr. Dimple Desai
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: June 30, 2004 Progress Report, and Semi-Annual Financial Report for the Downtown
Mansfield Revitalization and Enhancement Project

Dear Mr. Desai:

I am pleased to provide you with a June 30, 2004 Progress Report, and Semi-Annual
Financial Report for the Downtown Mansfield Revitalization and Enhancement Project.

As reported in the March 30, 2004, report, the Mansfield Downtown Partnership
("Partnership") signed a Development Agreement between the Partnership and Storrs
Center Alliance on April 5, 2004, as its master developer for the town center project.
Unfortunately, the two partners, LeylandAlliance, and Marquette Property Investments,
who were to serve as master developer, terminated their business relationship as it relates
to the Downtown Mansfield Revitalization and Enhancement Project.

Subsequently, the Partnership decided to interview both LeylandAlliance and Marquette
Property Investments separately to serve as master developer for the project. If the
Partnership Board of Directors was not satisfied with either entity, it would release a new
Request for Qualifications. The Partnership's Executive Committee interviewed
LeylandAlliance and Marquette Property Investments on June 8, 2004. The Executive
Committee recommended designating LeylandAlliance as its master developer pending
the negotiation of a successful development agreement. The Partnership Board of
Directors endorsed this decision at its June 10, 2004 Board meeting.

Negotiations are underway with LeylandAlliance on a new development agreement with
approval expected by the fall of 2004. During this time period, LeylandAlliance has
continued to work on the Municipal Development Plan and the Business Plan for the
Storrs Center project. And, on July 27, the LeylandAlliance team met with members of



Mansfield Downtown Partnership
Helping to Build Mansfield's Future

the Partnership Board of Directors and Town staff to outline the process for completion of these documents and review by the Partnership Board, Town of Mansfield staff, Town Committees, University of Connecticut staff, and the general public.

The termination of the business relationship between LeylandAlliance and Marquette Property Investments slowed down the work being performed by Looney Ricks Kiss and LeylandAlliance on the Municipal Development Plan but with the active negotiations of a new development agreement, work will pick up noticeably in the next few months. We expect to have the initial draft of the Municipal Development Plan completed this fall.

Looney Ricks Kiss and LeylandAlliance will continue to work together on the Municipal Development Plan. With the designation of the master developer LeylandAlliance, some of the tasks that Looney Ricks Kiss was to perform as part of the Municipal Development Plan will shift and Looney Ricks Kiss will take on a design review role for some of the tasks to be completed. Looney Ricks Kiss will continue in its role of Municipal Development Plan coordination for the Mansfield Downtown Partnership.

In addition, LeylandAlliance continues negotiations with the University of Connecticut on the property and land owned by the University in the project area, and it is expected that approval of the land agreement and the development agreement will occur at the same time.

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
Cherie Trahan, Mansfield Comptroller
Mansfield Downtown Partnership, Inc., Board of Directors w/o attachments
Lee Cole-Chu, Cole-Chu & Company, LLC, Partnership Attorney w/o attachments

Enclosure: June 30, 2004 Semi-Annual Financial Report

TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, TOWN PLANNER

Memo to: Planning & Zoning Commission/Town Council
From: Gregory J. Padick, Town Planner
Date: 7/29/04



Re: Notice of Scoping, proposed UConn Hazardous Waste Storage Facility

Please find attached a notice of a public scoping meeting for UConn's proposed relocation of its hazardous materials storage facility from an existing area off Horsebarn Hill Rd. to a proposed location adjacent to its sewage treatment facility off North Eagleville Rd. The proposed location follows a recommendation contained in a comparative site study completed in March and previously distributed to the PZC and Town Council. I served as the Town's representative on an advisory committee for the alternative site study and, in my opinion, the proposed location is the best available on UConn's Storrs campus. I have attached a March 22nd letter from the advisory committee to UConn President Austin and a summary portion of the comparative study report which lists the primary review considerations that resulted in the recommended site.

The public scoping meeting is scheduled for Thursday, August 5th, at 6:30 p.m. in the Bishop Center, and I plan to attend this meeting to represent Town interests. The purpose of a scoping meeting is to identify review factors to be considered in preparing an Environmental Impact Evaluation under Connecticut's Environmental Policies Act review program. Upon completion of the EIE, a Public Hearing opportunity will be provided. At this time, based on the comprehensive efforts of the University, its consultants and the advisory committee members, additional Town input into the scoping process is not considered necessary. The deadline for any scoping comments is August 20th, but UConn officials have related that input will be accepted throughout the EIE process.

No action by the PZC or Town Council is considered necessary at this time.

Notice of Scoping for Proposed New Hazardous Waste Storage Facility

Municipality where proposed project might be located: University of Connecticut Storrs Campus, Mansfield, CT

Address of Possible Project Location: off LeDoyt Road

Project Description:

The proposed action is the construction of a new Hazardous Waste Storage Facility (HWSF) for the University of Connecticut at a site located west of, and adjacent to the University's Wastewater Treatment Plant (WWTP) off LeDoyt Road in the northwestern area of the Storrs Campus. The proposed action also involves the decommissioning of the existing HWSF located off Horsebarn Hill Rd. in the eastern portion of the Storrs Campus. The new HWSF would be a state-of-the-art facility designed in compliance with all applicable state and federal regulations and standards. An area of approximately 1/3 acre is needed for the new facility and supporting infrastructure. The preferred site is an area that was formerly the sand filter beds of the WWTP.

Project Map: Click [here](#) to view a map of the project area.

Written comments from the public are welcomed and will be accepted until the close of business on: August 20, 2004.

There will be a Public Scoping Meeting for this project at:

DATE: Thursday, August 5, 2004

TIME: 6:30 PM - 8:30 PM

PLACE: Merlin D. Bishop Center, One Bishop Circle, Storrs, CT, Room 7

NOTES:

Written comments should be sent to:

Name: Richard Miller, Esq.

Agency: University of Connecticut
Office of Environmental Policy

Address: 31 LeDoyt Road, Unit 3055
Storrs, CT 06269-3055

Fax:

E-Mail: rich.miller@uconn.edu

If you have questions about the public meeting, or other questions about the scoping for this project, contact:

Name: Richard Miller, Esq.
Agency: University of Connecticut
Office of Environmental Policy
Address: 31 LeDoyt Road, Unit 3055
Storrs, CT 06269-3055
Phone: (860) 486-8741
Fax:
E-Mail: rich.miller@uconn.edu

The agency expects to release an Environmental Impact Evaluation for this project, for public review and comment, in December, 2004.

EIE Notices

The following Environmental Impact Evaluations have been completed by state agencies and are available for review and comment.

1. EIE Notice for Parking Garage and Associated Site Improvements at the Midtown Campus of Western Connecticut State University

Municipality where project is proposed: Danbury

Address of Possible Project Location: On the Midtown Campus of WCSU at the corner of Fifth Avenue and Osbourne Street

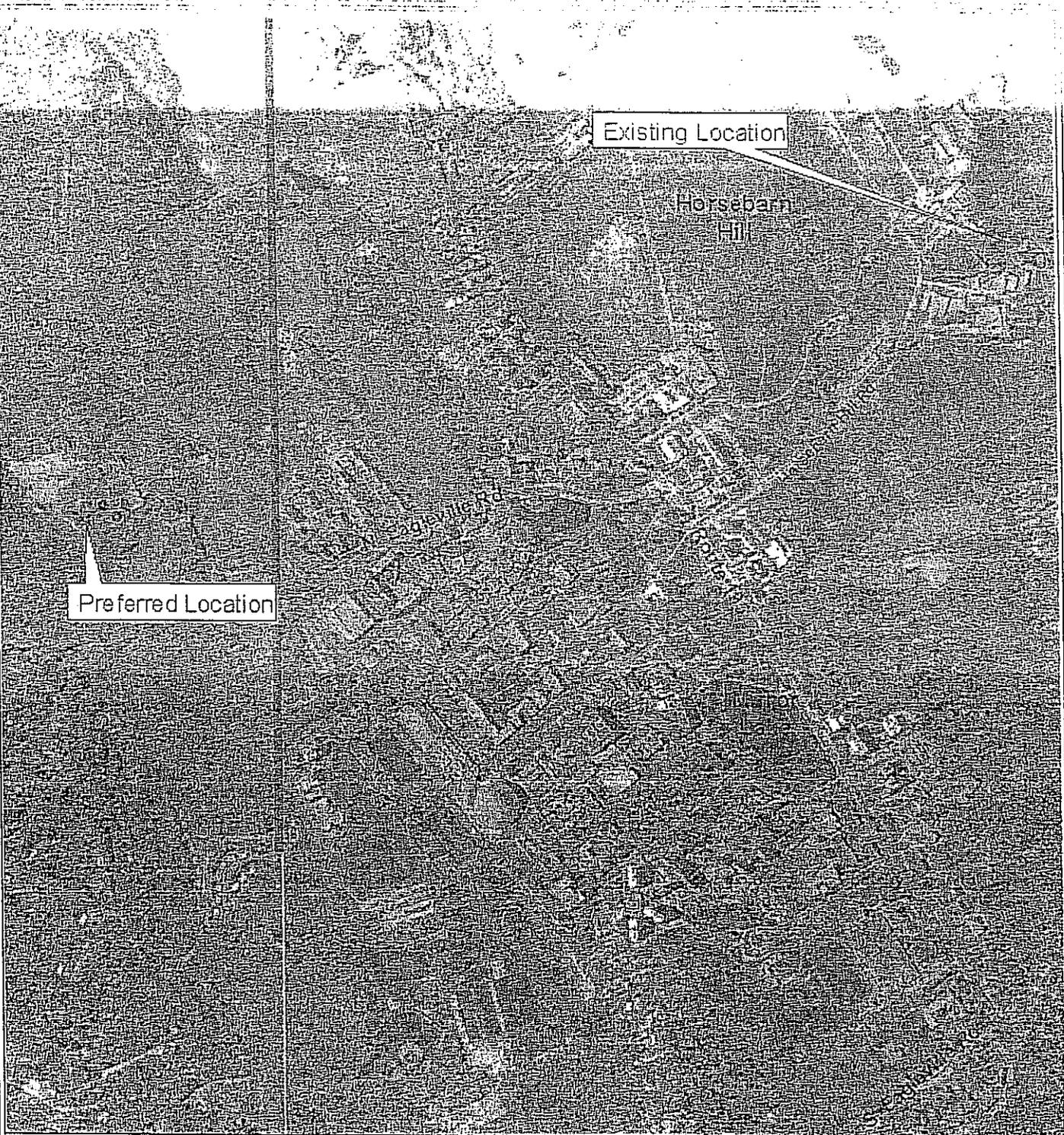
Project Description: The purpose of the proposed action is to construct at the WCSU Midtown Campus in Danbury, Connecticut, a parking garage for approximately 831 cars, in addition to minor surface parking and associated courtyards, walkways, and landscaping.

Project Map(s): [Click here to view a map of the project area.](#)

Comments on this EIE will be accepted until the close of business on:
September 3, 2004

The public can view a copy of this EIE at: Western Connecticut State University's Ruth Haas Library in Danbury, CT.

Any person can ask the sponsoring agency to hold a Public Hearing on this EIE by sending such a request to that address below by July 30, 2004. If a hearing is requested by 25 or more individuals, or by an association that represents 25 or more members, Connecticut State



Existing Location

Horsebarn Hill

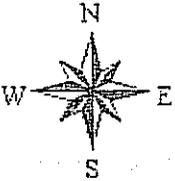
Preferred Location

Aerial Photo, 2002

1000 0 1000 Feet

LEGEND

★ Project Locations



Hazardous Waste Storage Facility
 Environmental Impact Evaluation
 University of Connecticut
 Storrs, Connecticut



BAY STATE ENVIRONMENTAL CONSULTANTS, INC
 EAST LONGMEADOW, MA EAST HARTFORD, CT

Figure 1: Locus Map

March 22, 2004

Philip Austin, President
University of Connecticut
Gulley Hall
Storrs, Connecticut 06269

Letter of Transmittal: Hazardous Waste Facility Comparative Site Study
for the University of Connecticut March, 2004

Dear President Austin,

Our Advisory Committee has completed its work to provide input on the above noted study, to locate a site for a new facility to house the temporary storage of hazardous waste at the University of Connecticut campus in Storrs. The charge originally given to the Committee was to evaluate the current site (southeast of Horsebarn Hill Rd) and one other (inside the fence line of the existing UCONN water pollution control facility (WPCF)). The Committee was to use methodology, developed by the Consultants chosen, to analyze the suitability of each site for a new hazardous waste storage facility which would be used, as is the current facility, to receive, consolidate and temporarily store such waste awaiting shipment to an approved disposal facility. The Advisory Committee included the following members:

John Flaherty, Captain, UCONN Fire Department
Glenn Warner, Associate Professor & Director, UCONN Institute of Water Resources
Michael Callahan, P.E. & Chairman, Windham Water Works Commission
Meg Reich, Willimantic River Alliance
Gregory Padick, Town Planner, Mansfield, CT
Karla Fox, Associate Vice President & Chair, UCONN Master Plan Advisory Committee
Pamela Schipani, Associate Director, UCONN Residential Life
Jennifer Kaufman, Mansfield Resident near WPCF

As is detailed in the accompanying report, the Committee met periodically from October, 2003 through March, 2004 with the University's Director of Environmental Policy, who chaired the Committee, and Staff of the Environmental Health & Safety Department, who provided technical expertise about the operation of the facility, as well as the Consultants selected to prepare the site analysis and report. A Public Meeting was also held in November, 2003, at which citizens from Mansfield, Windham and the University community provided comments, concerns, background information and correspondence, particularly on the current facility's location.

Given the interests the members represent and the concerns raised at the Public Meeting, the Committee insisted that additional sites be evaluated and the recommended methodology modified. In all, six sites were evaluated using the modified method. After some productive discussions, as well as extra time and effort by Staff and Consultants, the Committee unanimously agreed that the site to the west of the WPCF is best suited for such a facility, and recommend it to you for further consideration.

The Committee would like to offer the following specific observations and/or conclusions:

1. The existing facility has been at its current location, within the public drinking water supply watershed of the Willimantic Reservoir since 1989. It has not had any incidents, due undoubtedly to the care and efforts of the staff that run it. The current facility is inadequate and a new facility is needed. Now is the time for the University to locate a new facility, on campus, outside of the public drinking water supply watershed.
2. The Committee strongly believes that a hazardous waste storage facility located on the campus, and associated collection and consolidation services provided by UCONN's Environmental Health & Safety Department, ensures the highest level of protection to the University community and its neighbors. We believe that alternative approaches (such as direct pick up by a vendor) without a storage facility would afford less protection.
3. A new, state-of-the-art facility located on the main campus is necessary. Even though the Committee is confident that we have selected the best site, we urge the University to make special efforts to minimize and mitigate the risks from a new facility on adjacent neighbors & land uses, as well as on the Willimantic River watershed, where the Committee is recommending that it will be located.
4. The Committee urges the University to proceed expeditiously to conduct the Environmental Impact Evaluation and provide a new facility at the recommended location.
5. The Committee has developed and attached a list of recommendations which we think should be taken into account in siting, designing, constructing and operating a new facility. We hope that these thoughts will be of use in the next phases of planning for a new hazardous waste storage facility for the University's Storrs campus.
6. Once a site is finalized, the University's Master Plan should be updated to include this new facility.

And finally, the Committee also wants to commend the efforts of Richard Miller, UCONN Director of Environmental Policy, Meghan Ruta, Environmental Intern and Betsey Frederick, SEA Consultants for providing structure, organization and technical support to the Committee; and also for their good humor and flexibility in meeting the changing demands of Committee members.

Sincerely,



Meg Reich
for the Advisory Committee members

enclosures as noted:

*HW Site Study 3/2004
HW Committee Recommendations*

Design Recommendations (March 17, 2004)

In order to satisfy the concerns of the broader University community, the building codes, fire codes, and NFPA-recommended practices should be considered as minimum standards and only as an appropriate starting point for the design. The University should strive for a very high standard and commit to a state-of-the-art facility. The following are issues that the Committee believes should be taken into consideration during the next planning phase for the Hazardous Waste Storage Facility.

Site Issues

1. Access to the proposed site is less than ideal because it requires travel through a congested parking lot. Consideration should be given to providing a more direct access to the proposed new facility through F-Lot, North Eagleville Road, or North Hillside Road.
2. When evaluating storm water management options, UConn should evaluate the feasibility of using special retention basins that would not only control the normal run-off associated with the building and impervious surfaces, but basins that include specific, special provisions to minimize or eliminate the negative impacts of an accidental spill and/or contaminated run-off from possible firefighting activities at the site.
3. Site security should be a high priority. Lighting, fencing, and exterior CCTV surveillance cameras should be included.

Building Design and Configuration

1. The building should be large enough to ensure that all hazardous materials are securely stored inside the building. Containers should not be stored outside.
2. The building should have adequate facilities for a laboratory and an office including, at a minimum, restroom facilities, eyewash and drench shower, office area with electrical outlets, telephone and data jacks.
3. To assist in the selection of materials and other major design decisions, the University should consider performing a formal vulnerability analysis during the design phase for the building.
4. The building materials used should be selected to minimize the impact of any accidental spills, explosion, and/or fires, as well as deliberate sabotage or a terrorist attack.
5. The layout of the building should be appropriately compartmentalized to minimize the impact of any accidental spills, explosion, and/or fires, as well as deliberate sabotage or a terrorist attack.

6. The building should include fire detection and fire suppression systems.
7. Secondary containment should be used for all storage systems within the building.
8. Special consideration should be given to the design of a loading dock to ensure that the transfer of hazardous material from the transportation trucks to the building (and vice versa) can be accomplished with minimal effort and will minimize the likelihood and any impacts of an accidental spill. A covered loading dock is required by CT DEP; dock levelers should be included to increase the functionality of the dock
9. Special means should be incorporated into the building and site design to delay and detect any accidental releases.
10. A state-of-the-art building security system with intrusion detection and formal door access system should be included.

Administrative Issues

1. To ensure that a new facility becomes operational ASAP, the EIE process should be commenced immediately and completed expeditiously.
2. A direct CCTV and audio link should be established between the Police Dispatcher and the new facility.
3. And finally, the University, through an Administrative mandate, should commit to a formal waste reduction program with the goal of reducing the total amount of hazardous materials delivered, used, stored, and processed throughout the campus.

HAZARDOUS WASTE FACILITY
COMPARATIVE SITE STUDY
FOR
THE UNIVERSITY OF CONNECTICUT

MARCH 2004

S E A Consultants Inc.
Science/Engineering/Architecture
Cambridge, Massachusetts
Rocky Hill, Connecticut
Concord, New Hampshire

TABLE OF CONTENTS

EXECUTIVE SUMMARY

1.	INTRODUCTION.....	1-1
1.1	WHY A CENTRALIZED FACILITY?.....	1-1
1.2	INITIAL SITE SCREENING PROCESS.....	1-2
1.2.1	<i>Baseline Assumptions</i>	1-2
2.	PRELIMINARY SITE SELECTION.....	2-1
2.1	EVALUATION METHODOLOGY.....	2-1
2.1.1	<i>Evaluation Criteria, Scoring and Weight Factors</i>	2-2
3.	SITE SCORING.....	3-1
3.1	RESULTS OF SCORING.....	3-1
3.1.1	<i>The Existing Facility</i>	3-1
3.1.2	<i>Parcel Within the Water Pollution Control Facility</i>	3-1
3.1.3	<i>Parcel West of the WPCF – At the Transfer Station</i>	3-1
3.1.4	<i>Parcel D, Parcel E and the Science Quad</i>	3-1
4.	CONCLUSIONS AND RECOMMENDATIONS.....	4-1

LIST OF APPENDICES

APPENDIX A.....	Matrix and Scoring Sheet
APPENDIX B.....	GIS Maps
APPENDIX C.....	Advisory Committee Meeting Schedule
APPENDIX D.....	Sources for GIS Data

EXECUTIVE SUMMARY

The University of Connecticut's Hazardous Waste Storage Facility has been located at its present site since 1989. The facility provides for centralized interim storage and is the location at which hazardous wastes collected from throughout the campus are prepared for off-site disposal. Several improvements have been incorporated into the facility since its inception to enhance security and provide improved working conditions for the Environmental Health & Safety (EH&S) personnel who manage the materials and waste stored at the facility.

Prior to investment of capital funds to substantially improve this facility at its present location, the University undertook a Comparative Site Study in late 2003/early 2004 to evaluate options for relocation of the facility to a different on-campus site. The University sought a site that could adequately meet the operating demands, public health and safety requirements, and environmental protection mission of the EH&S Department in a manner that met or exceeded standards established at the existing facility.

S E A Consultants Inc. was engaged by the University to conduct the Comparative Site Study, with the assistance of a project Advisory Committee composed of representatives from the local community, the campus population, environmental advocacy groups, and the University administration. The charge given to the Committee was to evaluate a minimum of three sites, including the existing site, and determine the most appropriate location for a new, or substantially renovated facility. Ultimately, S E A and the Committee evaluated six sites that were identified through a preliminary screening process.

S E A worked closely with the Committee to develop the criteria against which the sites would be evaluated in greater detail. Members of the Committee brought with them considerable knowledge and information about the University and the surrounding community - information that was essential to the identification of appropriate and measurable criteria for this analysis. S E A would like to acknowledge and express gratitude to the Committee members for their efforts and contributions to this study:

The Committee includes:

- Captain John Flaherty, University Fire Department
- Associate Professor Glenn Warner, Director, Institute of Water Resources
- Mr. Michael Callahan, P.E., Chairman, Windham Water Works Commission
- Ms. Meg Reich, Willimantic River Alliance
- Mr. Gregory Padick, Town Planner, Mansfield, CT
- Ms. Karla Fox, Associate Vice President, Chair, UConn Master Plan Advisory Committee
- Ms. Pamela Schipani, Associate Director, Residential Life
- Ms. Jennifer Kaufman, Resident, Mansfield, CT

The Committee was chaired by Richard Miller, Director of Environmental Policy. Frank Labato, Director, and Stefan Wawzyniecki, Chemical Health and Safety Manager/Chemical Hygiene Officer, of the University's Environmental Health and Safety Department, provided technical assistance to the Committee. Additional assistance was provided by a student Environmental Intern.

The Committee agreed that the evaluation should rely on objective data to the extent practicable. Among the data sources referenced for the evaluation were existing operating records for the current facility, the University's North Campus and Outlying Parcels Master Plans, engineering plans for utilities and sites, orthophotos and aerials of the campus, USGS topography maps and Geographic Information Systems (GIS) mapping for the University and surrounding area. The GIS mapping allowed the committee to see graphic representation of existing natural and built resources, and evaluate potential impacts to those resources based on proximity, topography and adjacencies to other existing or proposed land uses.

To compile and process the data obtained from these sources, the Committee used a Multi-Attribute Decision Matrix (the "matrix") to determine how each site compared relative to each of the others. The matrix calculates scores for each site relative to specific criteria. While all of the criteria were chosen because they were deemed important to the process, each of the criteria was not deemed to be equally important. The Committee achieved a consensus around the criteria to be included in the matrix, as follows:

- **Environmental/Ecological Impact** – proximity to plant and animal habitats as well as wetlands and watercourses.
- **Public Health Impact** – proximity to existing or anticipated academic/classroom buildings, homes, or student housing.
- **Public Water Supplies** – proximity to groundwater or surface water public water supplies, and proximity to the recharge areas or watersheds associated with those supplies.
- **Public Safety/Security and Accessibility** – does the site minimize potential for accidental as well as malicious damage, or terrorist threats, and will it allow for timely emergency response and minimal disruption of campus activity in the event of a release?
- **Consistency with University of Connecticut Master Plans, Local and State Plans of Conservation and Development and Surrounding Land Use** – is the site location in conformance with plans for future use and/or preservation and conservation, and does it complement surrounding land uses?
- **Operational Efficiency and Cost** – does the site allow for appropriate upgrades in waste handling systems, site interior circulation, staff oversight from a proximate location, and cost efficiencies in labor and equipment?
- **Traffic Safety/Circulation** – does the site location minimize pedestrian/vehicle conflicts, accommodate efficient waste vendor access and egress from the campus, and minimize distance traveled on campus roads for internal waste pick-ups/deliveries (i.e. proximity to waste generators)?
- **Regulatory Requirements** – will the site location trigger additional permitting or reporting requirements?

The Committee reached consensus about the appropriate criteria to evaluate, however, members differed in their opinion as to the relative importance of each criterion. The matrix tool allowed S E A and each Committee member individually to assign his or her own value (referred to as the "weight factor") to the respective criterion, and independently score the six sites selected for detailed evaluation. Therefore, each member arrived at an independent assessment of relative site suitability. Upon completion of the site scoring by S E A and Committee members individually, the range of scores for each site was recorded, and the average of the range was calculated. Through this analysis, a consensus was met regarding a preferred site.

The following six sites were evaluated:

- The existing facility location;
- A parcel within the fenced area of the Water Pollution Control Facility (WPCF);

- A parcel west of the WPCF in the vicinity of the existing Transfer Station and decommissioned sand filter beds;
- The northern portion of Parcel D (see North Campus Master Plan);
- The northeastern portion of Parcel E (see North Campus Master Plan); and,
- An area within the Core Campus/Science Quad.

Based on the data available, and the process established, the site that scored best relative to the others was the parcel west of the WPCF in the vicinity of the existing transfer station. On the basis of the evaluation results, S E A recommends that the Transfer Station site become the primary alternative site for a re-located hazardous waste storage facility.

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CHRISTOPHER J. DODD
CONNECTICUT

Item #11

WASHINGTON OFFICE:
449 RUSSELL SENATE OFFICE BUILDING
(202) 224-2823
TDD (202) 224-5464

United States Senate

WASHINGTON, DC 20510-0702

STATE OFFICE:
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WETHERSFIELD, CT 06109
(860) 258-8940
TDD (860) 629-7498

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COMMITTEES:
BANKING, HOUSING, AND
URBAN AFFAIRS

FOREIGN RELATIONS

HEALTH, EDUCATION, LABOR,
AND PENSIONS

RULES AND ADMINISTRATION

June 9, 2004

The Honorable Elizabeth C. Paterson
Mayor, Town of Mansfield
Four South Eagleville Road
Audrey P. Beck Building
Mansfield, Connecticut 06268

Dear Mayor Paterson:

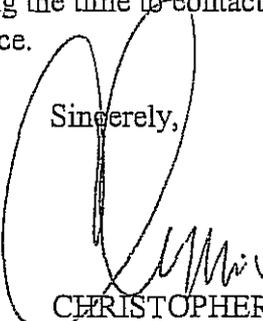
Thank you for contacting me regarding the highway bill and funding for the extension of Hillside Road. It was a pleasure to hear from you.

I share your concern about this issue. As you know, the House version of the Highway bill, which was passed on April 2, 2004, included \$4.5 million for the project to extend Hillside road from the University of Connecticut's Storrs campus to connect with Route 44. This bill has not yet gone to conference, but please be assured that I will continue with my colleagues Senator Joseph Lieberman (D-CT) and Representative Rob Simmons (R-CT) to include this project in the final version of the highway bill.

The University of Connecticut has also requested Federal support for the Hillside Road extension in the fiscal year 2005 Transportation, Treasury, and Independent Agencies appropriations bill. Federal funding, if secured in this bill, would be used for the road's extension to Route 44. As you may know, the current budget is expected to contain the largest deficit in our nation's history – more than \$400 billion. This deficit will make it difficult to secure funds in an appropriations bill, even for a worthy cause such as the Hillside Road extension. However, you may be assured that I will support the University's request to my utmost ability.

Again, thank you for taking the time to contact me. Please do not hesitate to do so again if I may be of any further assistance.

Sincerely,


CHRISTOPHER J. DODD
United States Senator

Good to hear from you
CJD:kb

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STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

Item #12

2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

July 20, 2004

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

RECD JUL 22 2004

Dear Mr. Berliner:

Subject: Project No. 77-202
Salt Storage Facility at
US Route 6 North Frontage Road
Town of Mansfield

Enclosed is a set of preliminary design plans for constructing a new salt storage shed at the Department's highway maintenance facility on North Frontage Road adjacent to the US Route 6 expressway, plus a picture of a typical salt shed building. This project is part of a comprehensive program to update all of the Department's salt storage facilities in Connecticut by constructing state-of-the-art salt mixing and storage buildings and related site work improvements. These projects are needed to minimize the release of sodium and other storm control material into the environment, as required by State regulation.

The improved salt storage facility will allow the Department to better maintain the state roads in the Mansfield area. Final design plans for this project are scheduled to be completed in September 2004. Construction is anticipated to begin in the spring of 2005, contingent upon receipt of funding and environmental permits.

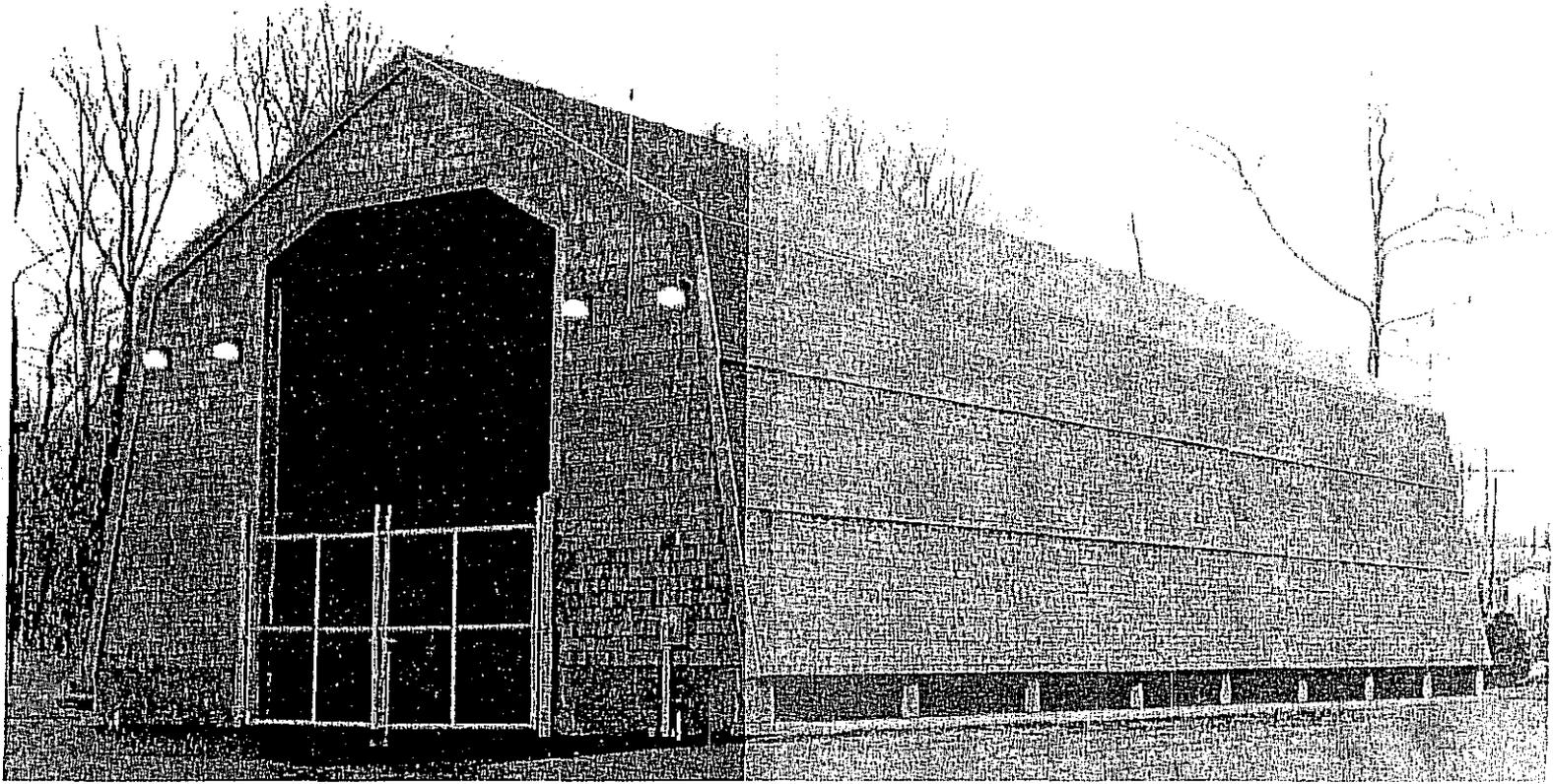
Mr. Robert Messina, the Project Manager, will be in contact with you shortly to discuss the project. Should you have any questions in the meantime, please contact Mr. Messina at (860) 594-3305.

Very truly yours,



James H. Norman, P.E.
Manager of State Design
Bureau of Engineering and
Highway Operations

Enclosure



Shed Description: The salt shed is a gambrel style building constructed of wood and typically measures 96' long X 45' wide X 35' high. The roof of the shed is covered with asphalt shingles. The ends of the shed are covered with cedar shingles. Site work typically includes the installation of new bituminous pavement with an impervious membrane, site lighting, and a closed drainage system. The site is designed to direct all storm water runoff through a gross particle separator located down-drain of the site. The gross particle separator is designed to trap any sand that may wash off the site.

SUMMARY

<i>Total Acres of Land with Buildings/Facilities:</i>	161.40
<i>Total Acres of Land with Individual Management Plans:</i>	1338.03
<i>Total Acres of Land with Grouped Management Plans:</i>	197.81
<i>Total Acres in Easements:</i>	241.07
<i>Total Acres of Town Owned Land and Easements</i>	1938.31

Notes:

*Excludes roads owned by the Town

*Does not include two parcels owned by the Mansfield Housing Authority

*Through a lease arrangement, the Town manages active recreational uses at the 55-acre Lions Club property west of Wormwood Hill Rd.

*Through a lease arrangement, the Town manages a 44-acre open space parcel along Nelson's Brook between Birch Road and Middle Turnpike.

*Through a lease arrangement, the Town maintains limited public access rights from Depot Road to the Willimantic River.

*Through an easement arrangement with J. James, the Town maintains an open space and recreation easement on approximately 4.5 acres of land adjacent to Schoolhouse Brook Park (between Clover Mill Road and Browns Road)

* There is a trail agreement with John Troyer for a trail on his property connecting to the Southern portion of Dunhamtown Forest.

*Through a conservation easement with the Prignano family a portion of Nipmuck trail along Sawmill Brook is permanently preserved.

Land with Buildings/Facilities		
Name	Location	Acreage
Audrey P. Beck Building	So. Eagleville Rd	5.40
Eucharist Center(Library)	Warrenville Rd. (Rt.89)	4.10
Discovery Depot (Childcare center)	Depot Rd.	15.60
Eagleville Fire Dept.	Storrs Rd.(Rt. 195	1.00
Goodwin School	Hunting Lodge Rd.	11.80
Gurley (Pink Ravine) Cemetery	Bonemill Rd	1.80
Middle School	Spring Hill Rd.	25.00
New Mansfield Center Cemetery	Cemetery Rd	4.40
Old Eagleville Schoolhouse	Stafford Rd (Rt 32/S. Eagleville Rd.(Rt. 275)	1.70
Old Mansfield Center Cemetery	Storrs Rd. at Cemetery Rd	1.50
Old Town Hall (Historical Society)	Storrs Rd.(Rt, 195	0.70
Reynolds School (storage use	Depot Rd.	1.00
Senior Center	Maple Rd.	1.90
Southeast School	Warrenville Rd. (Rt.89)	16.10
Town Garage/Dog Pound	Clover Mill Rd.	20.00
Transfer Station	Warrenville Rd. (Rt.89)	26.70
Vinton School	Stafford Rd (Rt 32)	22.70
Total Acres of Land with Buildings/Facilities:		161.40

Parks and Other Land with Site-Specific Management Plans

Name	Location	Acreage
Baxter Farm	E. side of Baxter Rd.	25.80
Bodwell Farm	Spring Hill Rd. (N. of Mansfield Middle School)	6.50
Bicentennial Pond/Schoolhouse Brook Pond	N. Side of Clover Mill Rd.	170.00 *
Crane Hill Field	950' of frontage along Crane Hill Road	12.23
Common Fields/Col. E Storrs Field	Bassetts Br/Cemetery/Storrs Rd	19.00
Coney Rock Preserve	Mulberry Road includes a 9-acre open space dedication from Horseshoe Hts subdiv.	68.25
Dunhamtown Forest	S. of Dunham Pond Rd./, Fieldstone Drive, former Dunnack Property, former Sibley Property, and Maplewoods Subdivision	226.13
Eagleville Preserve	Stafford Rd./ E. of Willimantic River	23.00
Echo Lake	off Echo Rd.	13.00
Fifty Foot	East/ Storrs Roads	102.00
Ferguson Property	Crane Hill Road	1.19
Harakaly Property	Warrenville Rd. (South of Mt Hope Rd)	0.80
Little Lane Property	Little Lane	1.90
McGregor Property	Stonemill Rd./ E of Fenton River	2.20
Marrow Meadow	Marrow Road	16.00
Middle Turnpike Property	N. of Northeast Correctional Center	43.60
Mt. Hope River Park	Warrenville Rd.	35.33
Porter Meadow	Storrs. Rd. opposite Puddin Lane	6.80
Schoolhouse Brook Park	So. Side of Clover Mill Rd (Includes Barrows, Hall, Swanson Larkin Property)	328.50
Shelter Falls Park	Birch/ Hunting Lodge Roads	75.10
Spring Hill Field	Spring Hill Road	16.00 *
Sunny Acres park	Meadowbrook Lane	6.50
Thornbrush Road Property	Thornbrush Road (Off Old Kent Rd)	0.90
Torrey Property	S. side of Gurleyville Rd. W of Fenton River	28.80

Town Owned Land and Conservation Easements As of July 1, 2004

Saw Mill Brook Preserve	South of Crane Hill Rd along Sawmill Brook Includes Fesik property and Landlock parcel purchased from the Vernon Family).	78.50
White Cedar Swamp	Mansfield City/ White Oak Roads	30.00
Total Acres of Land with Individual Management Plans:		1338.03

Note: * = portions of one 231-acre parcel

Open Space Land with Grouped Management Plans	
Name	Acreage
Birchwood Heights Rd.	1.40
Boulder Lane	6.30
Candide Lane (N. of Stearns Rd. includes segment of Cider Mill Brook)	3.61
Chatham Drive (3 parcels)	8.30
Cheney Drive	1.10
Costello Circle	0.90
Coventry Rd.	1.20
Coventry Rd. (Smith Farms Subdivision)	32.70
Crane Hill Rd.	1.20
Davis Rd.	1.50
Deerfield Lane	17.00
Elizabeth Rd.	4.00
Ellise Road	1.80
Farmstead Road	2.10
Fellen Road	0.90
Fellen Road	0.90
Gurleyville Road (east of Bundy Lane)	1.20
Highland Road (corner of Stearns Rd.)	21.90
Hillcrest Drive	0.20
Hillyndale Road	2.10
Holly Drive	1.60
Homestead Drive (2 parcels)	5.70
Jacobs Hill Road	2.70
Kaya Lane	9.40
Lorraine Drive	2.10
North Eagleville Road(two groups of parcels at Meadowood Road)	3.70
North Eagleville Road/ Hillyndale Rd.	3.30
Phillip Drive	5.90
Meadowbrook Ln opposite Pollack Rd (Pine Grove Subdivision)	0.85
Meadowbrook Ln opposite Pollack Rd (Pine Grove Subdivision)	0.85
Quail Run Road (Vinton Woods subdivision)	6.45
Russet Lane	0.90
Sawmill Brook Lane	13.80
Stafford Road (North of Coventry Road)	9.90
Stafford Road (South of Cider Mill Road)	6.00
Stearns Road (No. side East of Vinton School)	2.30
Stearns Road (So. Side between Stafford and Woodmont Roads)	6.20
Warrenville Rd. (South of Mt Hope Rd)-Stephen Estates	0.80
Storrs Road (So. Of Cedar Swamp Road)	4.00
Thomas Drive	5.50
Westgate Lane	0.90
Woodmont Drive	1.70
Total Acres of Land with Grouped Management Plans:	204.86

Conservation Easements	
Land Protected with Written Agreements with the Town	
Name	Acraage
Adeline Pl. (Pine Grove subdivision)	1.60
Bassetts Bridge Rd. (Hawthorne Park Subdivision)	1.47
Birch Road/Hunting Lodge Rd.(Highbrook subdivision)	3.80
Brookside Lane (Deer Ridge subdivision)	3.00
Brookside Lane (Deer Ridge subdivision)	3.00
Browns Rd. (Southern portion of Schoolhouse Brook Park)	4.50
Browns Rd. (Well House Subdivision)	1.58
Candide Lane (Ouimette/ Pichey Parcels)	1.00
Candide Lane/Stearns Road (Pond View Estates)	0.73
Cantor/Grous Subdivision, Storrs Rd.	6.40
Chatham Dr. (2 parcels)	1.60
Conantville Rd. (Ledgebrook)	3.00
Coventry Rd. (Smith Farms Subdivision)	32.30
Crane Hill Road (Dressler & Weitz Subdivsion)	2.75
Crane Hill Road (Palmer Property (DevelopmentRights))	14.00
Davis Rd. (Gifford Estates subdivision)	15.00
Dunnock (Dunnock Acres)	5.52
East Rd/Windswept Ln (Windswept Manor subdivision)	6.30
Fieldstone Drive/Maplewoods subdivision)	13.80
Highland Rd./Stoneridge Lane(Laurel Ridge subdivision)	7.00
Hillyndale Rd. (Lynwood subdivision)	1.90
Homestead Dr. (Homestead Acres subdivision)	2.00
Lorraine Dr.(Woodland Estates subdivision)	5.00
Maple Rd/MaxFelix Dr. (Maplewoods Sect. 2 subdivision)	18.93
Maple Road (Mapleview Farms subdivision)	11.50
Maple Road (Nursing and Rehab Center)	3.00
Middle Turnpike (Favretti property)	7.70
Moulton Rd. (Raynor Subdivsion)	1.18
Mulberry Road (Partridge Way subdivision section 2)	4.75
Mulberry Road (Partridge Way subdivision)	4.30
Nipmuck Rd. (Fenton Valley subdivision)	0.50
South Bedlam Rd. (Buhrman Estates Subdivision, Sections 1,2 and 3)	16.70
South Eagleville Rd. (Crossing at Eagle Brook subdivision)	11.80
South Eagleville Rd. (Mansfield Cooperatives project)	15.70
Spring Hill Rd. (resubdivision of Gifford Estates, lot 27)	2.90
Stearns Rd./Candide Ln (Pondview subdivision)	0.73
Storrs Heights Rd. (Janes property)	1.70
Storrs Rd. (Norling property)	7.00
Warrenville Rd.(Roaring Brook subdivision)	3.20
Warrenville Rd.(Stephen Estates) 2 parcels	12.50
White Oak Rd. (Cider Farms II subdivision)	6.00
Wildwood Rd.(Nichols/Hepple property)	0.50
Woodland Rd. (Best Subdivision)	5.20
Wormwood Hill Rd. (Abbe Estates subdivision)	0.30

Town Owned Land and Conservation Easements As of July 1, 2004

Wormwood Hill Rd. (Abbe Estates subdivision)		2.49
Wormwood Hill Rd. (Little Divide subdivision)		4.00
<i>Total Acres in Easements:</i>		279.83

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To strengthen
and promote
cities as centers
of opportunity,
leadership, and
governance.

June 12, 2004

Cynthia van Zelm, Executive Director
Mansfield Downtown Partnership
PO Box 513
Storrs, CT 06268

Dear Ms. van Zelm,

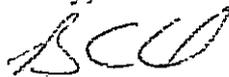
I am pleased to congratulate you on the inclusion of Mansfield, Connecticut in the National League of Cities' Examples of Programs for Cities database. Your *Mansfield Downtown Action Agenda 2000* joins more than six thousand proven city solutions that NLC provides to its 18,000 member cities on a wide range of issues. To ensure database accuracy, please look over the enclosed program description, make any changes or additions that you see fit, and return it to NLC at your earliest convenience.

In addition to the database, NLC offers other venues through which your city can exhibit its successful program.

- The **James C. Howland Awards for Municipal Enrichment** recognize and highlight communities that, through effective policies and thoughtful planning, have preserved and/or enriched a high quality of life in cities, towns, and villages. The nomination deadline for 2004 has passed, but information and nomination forms for 2005 will be available shortly at [www.nlc.org/Programs/Awards/Howland awards](http://www.nlc.org/Programs/Awards/Howland%20awards).
- NLC's **City Showcase** is an annual exhibition of successful, creative programs from cities and towns across the country. This year, the Showcase will be held in Indianapolis at NLC's annual Congress of Cities, November 30 - December 4, 2004. This is NLC's biggest conference of the year, attracting more than 4,000 of the nation's city officials. Information and an application can be found at [www.nlc.org/Conferences/Congress of Cities/City Showcase](http://www.nlc.org/Conferences/Congress%20of%20Cities/City%20Showcase).

Once again, congratulations on your accomplishments, and please consider participating in either or both of the aforementioned programs. If you have any questions, please feel free to contact Dylan Nicole de Kervor at (202) 626-3073 or via email at dekervor@nlc.org.

Sincerely,



Bruce Calvin
Manager
Municipal Reference Service

Past Presidents: Karen Anderson, Mayor, Minnesota; Clarence E. Anthony, Mayor, South Bay, Florida; William H. Hudnut, III, Vice Mayor, Town of Chevy Chase, Maryland; Sharpe James, Mayor, Newark, New Jersey; Brian J. O'Neill, Councilman, Philadelphia, Pennsylvania; Directors: Lorraine Anderson, Councilmember, Arvada, Colorado; Ronald Bates, Mayor Pro Tem, Los Alamitos, California; Phil Bazemore, Mayor Pro Tem, Monroe, North Carolina; Daniel Beardsley, Jr., Executive Director, Rhode Island League of Cities and Towns; Conrad W. Bowers, Mayor, Briggston, Missouri; Rozelle Boyd, Councilor, Indianapolis, Indiana; Kenneth Bueche, Executive Director, Colorado Municipal League; Leo V. Chaney, Jr., Councilmember, Dallas, Texas; Roger C. Clair, Mayor, Ealingbrook, Illinois; Roosevelt Coats, Council Member, Cleveland, Ohio; Lisa Doolay, Executive Director, West Virginia Municipal League; C. Virginia Fields, Manhattan Borough President, New York; New York; Clay Ford, Jr., Mayor Pro Tem, Gulf Breeze, Florida; Dai Haeg, Councilmember, Buffalo, Minnesota; S. Ellis Hankins, Executive Director, North Carolina League of Municipalities; Ken Harward, Executive Director, Association of Idaho Cities; Lester Halko, Mayor, Wilmar, Minnesota; Ruth Hopkins, Councilmember, Prairie Village, Kansas; Ted Jennings, Mayor, Brewton, Alabama; Wills Johnson, Councilwoman, Oklahoma City, Oklahoma; Halec Kawagoe, City Clerk, Carson, California; Joseph Nuestras, Councilor, Escabote, New Mexico; Cynthia McCollum, Council Member, Madison, Alabama; Rudolph McCollum, Jr., Mayor, Richmond, Virginia; Don Moier, Executive Director, League of Kansas Municipalities; Carlton Moore, Commissioner, Fort Lauderdale, Florida; Joe Moore, Alderman, Chicago, Illinois; Nancy Nathanson, Councilmember, Eugene, Oregon; Kathleen M. Novak, Mayor, Northglenn, Colorado; Alex Padilla, City Council President, Los Angeles, California; Bart Peterson, Mayor, Indianapolis, Indiana; Margaret Peterson, Councilmember, West Valley City, Utah; Terry Riley, Council Member, Kansas City, Missouri; John Russo, City Attorney, Oakland, California; Jeanie E. Smith, Executive Director, Mississippi Municipal League; Shep Stohel, Deputy Mayor Pro Tem, Plant, Texas; Ted Tedesco, Mayor, Ames, Iowa; Liberto Silva, Vice Mayor, Flagstaff, Arizona; Dan Thompson, Executive Director, League of Wisconsin Municipalities; Dick Traini, Assembly Chairman, Anchorage, Alaska



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Donald J. Borut

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Please indicate any changes in contact information or program description in the areas provided and return to the address listed below. Thank you.

- There are no changes.
I have reviewed the provided program information and it is accurate.
- I have indicated changes below.
- This program no longer exists:
 - It has been completed.
 - It has been discontinued.

Program contact information:

Contact: Cynthia van Zelm, Executive Director

Phone: (860) 429-2740

Email: None on record

Web address:

www.mansfieldct.org/town/Departments_and_Servi
ces/downtown_partnership

Address:

Mansfield Downtown Partnership
PO Box 513
Storrs, CT 06268

Updated contact information:

Contact: _____

Title: _____

Phone: _____

Email: _____

Program Web address: _____

Address: _____

Program description: *Mansfield Downtown Action Agenda 2000*

The Mansfield Downtown Action Agenda 2000 outlines the concepts of Mansfield's downtown revitalization plan. To accomplish the goals set forth, Mansfield entered into a partnership with the University of Connecticut and members of the community to create the Mansfield Downtown Partnership. The concept master plan includes three main elements: mixed-use development, a town green, and market-rate housing. Streetscape improvements are also a vital piece of future development.

Updated program description:

Please attach an updated description, if necessary.

Please return to:
Dylan Nicole de Kervor
National League of Cities
1301 Pennsylvania Ave. NW
Washington DC 20004
Fax: (202) 626-3043

COMPLETED BY:
Name: _____
Signature: _____
Phone: _____
Email: _____