



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, September 13, 2004**  
**COUNCIL CHAMBERS**  
**AUDREY P. BECK MUNICIPAL BUILDING**  
**7:30 p.m.**

**AGENDA**

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CALL TO ORDER	
ROLL CALL	
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1. Issues Regarding the UConn Landfill Including the UConn Consent Order, Public Participation Relative to the Consent Order and Well testing (Item #1, 08-09-04 Agenda) .....	7
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17. 2004 Mansfield Recycling Brochure (enclosed) .....

18. “Celebrate Mansfield” – Saturday, September 18, 2004 (enclosed) .....

19. Apartments & Condominiums in the Windham Region – 2004/05 Edition (enclosed) .....

20. Mansfield Parks and Recreation – Fall 2004 Brochure (enclosed) .....

21. Mansfield Community Center News – Summer 2004 (enclosed) .....

**EXECUTIVE SESSION**

REGULAR MEETING-MANSFIELD TOWN COUNCIL-AUGUST 9, 2004

Mayor Elizabeth Paterson called the regular town council meeting to order at 7:35 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 7:54 p.m.)and Schaefer

II. APPROVAL OF MINUTES

Mr. Schaefer moved and Ms. Blair seconded to approve the minutes of July 26, 2004 as corrected. The date mentioned in the minutes was corrected from 204 to 2004.

So passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

No comments from the public.

IV. OLD BUSINESS

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

DEP needs to approve the remedial action plan and construction of the approved remedial options. The schedule continues.

2. University Spring Weekend

The Committee on Community Quality of Life, a subcommittee of the Council, has met with Mr. Bruce Clouette as chair. One suggestion, which will be important, is to develop strict rules and regulations on persons renting in Mansfield. Discussion followed.

3. Reynolds School Renovation

Mr. Schaefer moved and Ms. Blair seconded to adopt the following resolution:

Whereas, the Town Council rescinds 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.

So passed unanimously.

V. NEW BUSINESS

4. Appointment of New Town Council Member

Mr. Schafer moved and Mr. Clouette seconded that 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.

Motion so passed unanimously.

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

Mr. Haddad moved and Ms. Blair seconded that, 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.

Motion so passed unanimously.

6.State Grant to Purchase Alternate Fuel Vehicle (Pool Car) ConnDOT's Alternate Fuel Vehicle Demonstration Program

Mr. Hawkins moved and Mr. Paulhus seconded that 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.

Motion so passed unanimously.

7. Extension of Single Family Refuse and Recycling Collection Contract

Ms. Blair moved and Mr. Clouette seconded that 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.

Motion so passed unanimously.

VI. DEPARTMENTAL REPORTS

VII. REPORTS OF COUNCIL COMMITTEES

The Committee on Community Quality has met again and is attempting to define the housing codes.

VIII. REPORTS OF COUNCIL MEMBERS

Mr. Paulhus was in Willimantic to greet Governor Jodi M. Rell.

Mr. Jeffrey Smith, Director of Finance, spoke on the increase in fund balance. The transfers will be presented to the Council members at the next meeting.

IX. TOWN MANAGER'S REPORT

The Downtown Partnership signed a Development Agreement between the Partnership and Storrs Center Alliance as its master developer for the town center project. The plans will be presented to the public in September and the project should begin next spring or early summer.

Town Council requested more information on the summary of town owned land and Conservation Easements.

X. FUTURE AGENDAS

XI. PETITIONS, REQUESTS AND COMMUNICATIONS

8. M. Berliner re: Downtown Mansfield Revitalization and Enhancement Project Small Town Economic Assistance Program

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

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

11. Honorable C. Dodd re: Hillside Road Extension

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

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

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

15. University of Connecticut-Responsibilities of Community Life: The Student Code

XII. EXECUTIVE SESSION

Not needed

XIII. ADJOURNMENT

At 8:25 p.m. Mr. Schaefer moved and Mr. Paulhus seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MH*  
**CC:** Martin H. Berliner, Town Manager  
**Date:** September 13, 2004  
**Re:** Issues Regarding the UConn Landfill Including the UConn Consent Order,  
Public Participation Relative to the Consent Order and Well Testing

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**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) Interim Monitoring Program Report – May 2004 Sampling Round
- 2) Monthly Progress Report – August 2004

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University of Connecticut  
*Administration and Operations Services*

Architectural and  
Engineering Services

Larry G. Schilling  
*Executive Director*

REC'D SEP 2 2004

**August 31, 2004**

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

**RE: CONSENT ORDER #SRD 101, STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION (CTDEP)  
MONTHLY PROGRESS REPORT – AUGUST 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 August 2004
- Schedule for Compliance (Revision No. 3)
- Listing of Project Contacts
- Reports
- Certification

*An Equal Opportunity Employer*

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e-mail: larry.schilling@uconn.edu

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

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

The selection of the Construction Manager (CM) for the project, and the Award of the Construction Manager contract, was based on an evaluation by the University of the Proposals submitted by Pre-Qualified Construction Managers, the Pre-Qualification Application, and further supplementary information as obtained by the University. The CM represents UConn on the job and will also be the liaison for issues that may arise in the community during construction. While the design and implementation plan tried to anticipate problems during construction, if any problems arise, the on-site manager will be the person to address them as quickly as possible.

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. A Notice to Proceed was issued to O & G on August 31, 2004.

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.

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Location

The Study Area includes the former UConn landfill, former chemical pits, and F Lot, which are located in the northwest corner of the UConn campus. The area is bordered by North Hillside Avenue to the east/northeast, Cedar Swamp Brook to the north and west, and Hillyndale Road to the south. The location of the Study Area is illustrated on Figures 1.

The Study Area is located primarily on the UConn campus, with residential areas to the west, and commercial areas to the south of the landfill and F Lot. Businesses in the commercial district include gas stations and a Connecticut Light and Power (CL&P) electrical substation along North Eagleville Road. The landfill and its environs are abutted by a number of UConn facilities, including the Motor Pool, Central Warehouse, the UConn Facilities Management/Operations Departments, parking areas, and the water pollution control facility (WPCF). UConn dormitories, classrooms, and a parking garage are located southeast of the Study Area along North Eagleville Road.

The residential areas near the Study Area include single-family homes and a number of apartment complexes. The closest residential property to the Study Area is a student apartment complex known as Celeron Square. Celeron Square is located immediately west/northwest of the landfill and former chemical pits area.

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

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- 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:* 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

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- 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, 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.

On July 22, 2004, Addendum No. 2 to the Comprehensive Hydrogeologic Investigation and Remedial Work Plan was submitted to CTDEP.

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.

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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 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.

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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

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- 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. Twenty-five 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 thirteen active residential water supply wells. On August 13, 2004 Interim Monitoring Report May 2004 Sampling Round #14 was submitted to CTDEP.

**Closure Schedule Following CTDEP Approvals**

- 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
- 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
- 41 Meadowood Road
- 65 Meadowood Road
- 202 Separatist Road
- 206 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.

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**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.

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.

Environmental Research Institute: ERI's work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. ERI is presently not conducting any sample analyses as part of the UConn Landfill project and IMP. ERI had completed groundwater profiling and soil gas surveys, along with public meeting preparation.

**Discussion on Activities Completed in August 2004**

UConn:

- Completed construction of the extension of Water Service - Meadowood and North Eagleville Road
- Submittal to CTDEP: Application for General Permit for the Discharge of Groundwater Remediation Wastewater to a Sanitary Sewer

**CTDEP Consent Order**  
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**August 31, 2004**

- Submittal to CTDEP: Application for General Permit for the Discharge of Stormwater Dewatering Wastewater
- Issued a Notice to Proceed to O & G Industries, Inc.

Haley & Aldrich:

- On July 22, 2004, Addendum No. 2 to the Comprehensive Hydrogeologic Investigation and Remedial Work Plan was submitted to CTDEP (revisions in response to Town and regulatory comments) along with a letter detailing responses to specific comments
- Continued design and permitting work for landfill and former chemical pits remediation based on RAP
- Review of proposed well abandonment program and permanent discrete zone monitoring system program
- Preparation of CTDEP Application for General Permit for the Discharge of Groundwater Remediation Wastewater to a Sanitary Sewer (applicable to contaminated waters generated during construction dewatering)
- Preparation of CTDEP: Application for General Permit for the Discharge of Stormwater Dewatering Wastewater
- Initiation and Completion of Round 15 sampling for the Interim Monitoring 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

Mitretek:

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

Phoenix

- Conducted analyses of sampling from IMP and additional residential areas.

ERI:

- No analyses conducted.

RVA:

- Continued to communicate with public and respond to public queries.
- Discussed fall public meeting issues with staff and CTDEP.

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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 August 16, 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>
<i>Comprehensive Hydrogeologic Report and Remedial Action Plan - integration of information in all interim reports and all previous reports</i>	<ul style="list-style-type: none"> <li>▪ <i>Results of Comprehensive Hydrogeologic Investigation</i></li> <li>▪ <i>Remedial Action Plan</i></li> <li>▪ <i>Long Term Monitoring Plan</i></li> <li>▪ <i>Schedule (to include public and agency review, permitting, design, and construction)</i></li> <li>▪ <i>Post-Closure</i></li> <li>▪ <i>Redevelopment Plan for the UConn Landfill and F-Lot</i></li> </ul>	<i>August 29, 2002 (presentation**)</i>  <i>October 31, 2002 (Comprehensive Report Submitted to CTDEP)</i>
<i>Comprehensive Final Remedial Action Plan Report</i>	<i>Release of Report and Plan for CTDEP and public review of remedial design</i>	<i>January 2003</i>
<i>Remedial Action Design to include comprehensive interpretive design of the Landfill final cap</i>	<i>Detailed design drawings and specifications of the preferred remedial alternative(s)</i>	<i>A TRC Meeting was held Wednesday, June 25, 2003.</i> <i>Summer 2003 (Comprehensive Design Submittal)</i> <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>

CTDEP Consent Order  
 Monthly Progress Report – August 2004  
 August 31, 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 August 16, 2004		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
<i>Implement Remedial Action Plan for the UConn Landfill, former chemical pits, F-Lot and contaminated groundwater</i>	<i>Finalize detailed construction drawings, and specifications</i> <i>Develop bid packages based on approved Remedial Action Plan</i> - Competitive Bidding Process - Select Contractor - Obtain Permits as detailed in the Remedial Action Plan Mobilization & Fieldwork	<i>July 2003 through June/July/August 2004</i> <i>(Contractor selection June/July 2004 Notice of Award Sent to O&amp;G).</i> <b>REVISED ****</b>
<i>Initiation of Construction of Approved Remedial Option</i>	<i>Selection of contractors and the beginning of Pre-Construction Phase Services and construction of approved remedial options</i>	<i>January/February/March/April/May/June/July/August 2004.</i> mobilize contractor(s) (Contingent on Construction Timetable ***) <b>REVISED ****</b>
Initiation of Long Term Monitoring Plan (LTMP)	IMP sampling continues quarterly.	<i>August 2004</i> <b>REVISED ****</b>
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 ***) <b>TO BE REVISED ****</b>
Post-Closure Monitoring	Begin post-closure monitoring program of the Remedial Action upon approval from CTDEP	August 2005 (Contingent on Construction Timetable ***) <b>TO BE REVISED ****</b>

- \* 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 August 16, 2004

**CTDEP Consent Order  
Monthly Progress Report – August 2004  
August 31, 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

**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

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

**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

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

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

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

**CT Dept. of Environmental Protection**  
Contact: Ray Frigon  
79 Elm St.  
Hartford, CT 06106-5127  
(860) 424-3797

**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 – August 2004  
August 31, 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 – August 2004**  
**August 31, 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  
Dave Longo, O&G  
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

Haley & Aldrich, Inc.  
800 Connecticut Blvd.  
Suite 100  
East Hartford, CT 06108-7303

Tel: 860.282.9400  
Fax: 860.282.9500  
HaleyAldrich.com



Letter of Transmittal

Date 13 August 2004  
File Number 91221-611  
From Richard P. Standish

---

To Connecticut Department of Environmental Protection  
Water Management Bureau/PERD  
79 Elm Street  
Hartford, Connecticut 06106-5127

Attention Raymond L. Frigon, Jr.  
Copy to C. Franks, USEPA  
R. Miller, EHHD  
~~M. Benner, Town of Mansfield~~  
S. Soloyanis, Mitretek Systems  
J. Pietrzak, UConn  
J. Kastrinos, Haley & Aldrich

Subject UConn Landfill  
Interim Monitoring Program Report

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Copies	Date	Description
1 each	August 2004	Interim Monitoring Program Report May 2004 Sampling Round #14

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Transmitted via  First class mail  Overnight express  Hand delivery  Other

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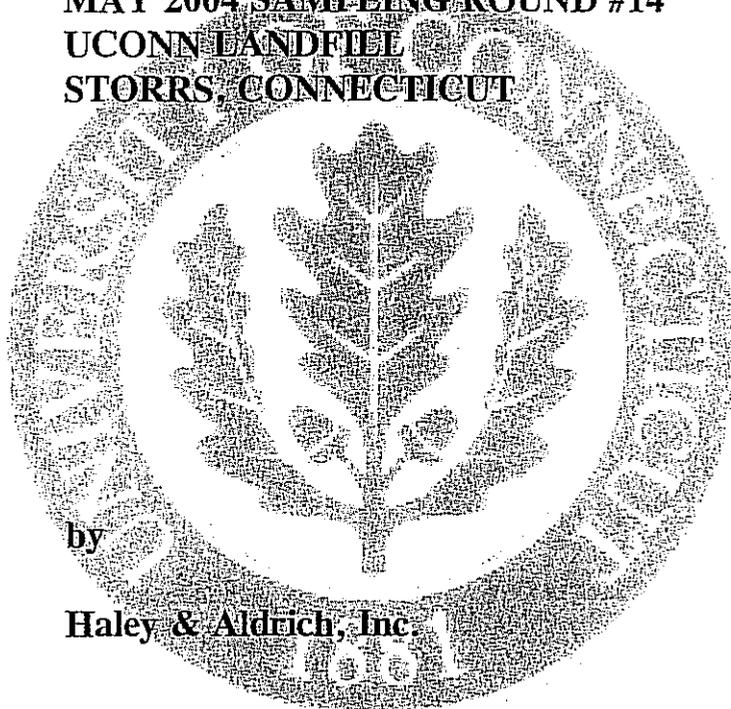
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**INTERIM MONITORING PROGRAM REPORT  
MAY 2004 SAMPLING ROUND #14  
UCONN LANDFILL  
STORRS, CONNECTICUT**



by

**Haley & Aldrich, Inc.**

for

**University of Connecticut  
Storrs, Connecticut**

**File No. 91221-611  
August 2004**

Haley & Aldrich, Inc.  
800 Connecticut Blvd.  
Suite 100  
East Hartford, CT 06108-7303

Tel: 860.282.9400  
Fax: 860.282.9500  
HaleyAldrich.com

**HALEY &  
ALDRICH**

6 August 2004

Connecticut Department of Environmental Protection  
Water Management Bureau/PERD  
79 Elm Street  
Hartford, Connecticut 06106-5127

Attention: Raymond L. Frigon, Jr.

Subject: Interim Monitoring Program Report  
May 2004 Sampling Round #14  
UConn Landfill  
Storrs, Connecticut

Ladies and Gentlemen:

The following certification is being submitted to the Department of Environmental Protection in accordance with the terms as delineated in the Consent Order No. SRD-101 issued 26 June 1998 for the document specified below:

OFFICES

Boston  
Massachusetts

Cleveland  
Ohio

Dayton  
Ohio

Detroit  
Michigan

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

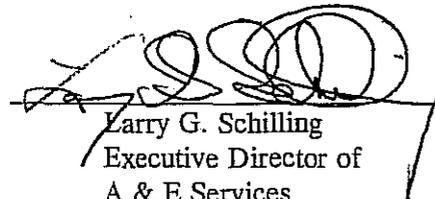
- Interim Monitoring Program Report  
May 2004 Sampling Round #14  
UConn Landfill  
Storrs, Connecticut

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.

Agreed and accepted as stated above:



Richard P. Standish, P. G., LEP  
Vice President  
Haley & Aldrich, Inc.



Larry G. Schilling  
Executive Director of  
A & E Services  
University of Connecticut

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I. INTRODUCTION	1
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III. SAMPLING PROCEDURES	4
IV. SUMMARY OF RESULTS	5

LIST OF TABLES

Table No.	Title
I	Summary of Analytical Results

LIST OF FIGURES

Figure No.	Title
1	Interim Monitoring Program Sampling Locations

## I. INTRODUCTION

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

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

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

Since the initiation of the IMP in September 2000, groundwater samples have been submitted to the Environmental Research Institute (ERI) for analysis. On 25 September 2003, in light of investigations being conducted at ERI by federal and state agencies, the CTDEP issued a letter to the University requesting groundwater samples collected in the next round of the IMP be submitted to a private laboratory certified by the Department of Public Health.

Groundwater samples collected in May 2004, also referred to as Round #14, were submitted to Phoenix Environmental Laboratories, Inc., in Manchester, Connecticut for analysis. Details of this sampling event are documented in this report. Subsequent sampling will be conducted on a quarterly basis.

## II. SCOPE OF PROGRAM

Twenty-five (25) monitoring locations were identified to be sampled in this round, seven monitoring wells for shallow groundwater, five locations for surface water, and thirteen active residential water supply wells. All IMP sampling locations are shown on Figure 1.

Seven shallow groundwater monitoring wells sampled were:

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

In addition, five surface water monitoring locations were sampled:

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

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

213 North Eagleville Road;  
219 North Eagleville Road;  
10 Meadowood Road;  
11 Meadowood Road;  
65 Meadowood Road;  
143 Separatist Road;  
157 Separatist Road;  
202 Separatist Road;  
206 Separatist Road;  
219 Separatist Road;  
3 Hillyndale Road;  
233 Hunting Lodge Road; and  
55 Northwood Road.

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

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

Samples collected from eight of the remaining active domestic water supply wells were analyzed for VOCs only.

For this sampling round, all groundwater and surface water samples were submitted to Phoenix Environmental Laboratories, Inc. (Phoenix Laboratories) of Manchester, Connecticut for analysis.

As in previous IMP rounds, the Eastern Highlands Health District (EHHD) collected two split samples from residential locations which were submitted to the Department of Public Health's (DPH) laboratory for analysis.

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

### III. SAMPLING PROCEDURES

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

Sampling procedures for the residential water supply wells were conducted in accordance with procedures previously established by CTDEP and the DPH for the health consultation study completed in 1999. Samples were collected from the water supply system prior to treatment after running the tap for approximately eight minutes.

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

#### IV. SUMMARY OF RESULTS

The analytical results from the May 2004 IMP round # 14 sampling are summarized in Table I. A discussion of the results below is organized by general sample types and locations - shallow groundwater monitoring wells, surface water samples, and active residential wells.

##### Shallow Groundwater Monitoring Wells

In general, results show typical landfill leachate impact in shallow groundwater from wells located on or near the northern and northwestern toe of the landfill slope (MW-101, MW-103, and MW-112) and southwest of the landfill near the head of the western tributary of Eagleville Brook (MW-105). These impacts are generally characterized by VOCs, ETPH, higher metals, and other indicator parameters such as higher chemical oxygen demand, higher chloride, higher conductivity, and lower dissolved oxygen and oxygen reduction potential (ORP). In this sampling round ETPH, PCBs, organochlorine pesticides and chlorinated herbicides were not detected in the wells. In general, VOC concentrations were slightly lower in MW-101 and MW-103, and generally the same in MW-105 and MW-112 as in the previous round # 13 collected in February 2004. In MW-101, MW-103 and MW-105, metal concentrations generally remained the same, but were slightly higher in MW-112 than in the previous round. Groundwater protection criteria were exceeded for benzene in MW101, MW103, MW105 and MW112; and for chlorobenzene in the duplicate sample collected from MW103.

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

Well B11A is located west of the landfill, not in an area of active landfill leachate migration in shallow groundwater. No VOCs, semi-VOCs, chlorinated herbicides, organochlorine pesticides, ETPH or PCBs were detected in the groundwater from well B11A. Metals and other parameters were within typical drinking water ranges.

Well B13 is located in the western tributary of the Eagleville Brook drainage. The on-going hydrogeologic investigation data has shown that it is likely that both landfill leachate and leachate from the former chemical pit area are migrating through the subsurface in the vicinity of B13. Chloroform and PCE were detected at low concentrations at this location in past rounds, however were not detected in the previous round #13 samples nor in this round. No VOCs, semi-VOCs, chlorinated herbicides, organochlorine pesticides, ETPH or PCBs were detected above laboratory detection limits at this location. Metals and other parameters were within typical drinking water ranges.

## Surface Water Samples

Five surface water samples were analyzed in this round of sampling. No VOCs, semi-VOCs, organochlorine pesticides, ETPH or PCBs were detected in any of the surface water samples collected this round. The chlorinated herbicide 2,4-D was detected at 2.3 ug/l in the sample collected from SW-A. 2,4-D has not been detected at this location in any of the previous sampling rounds. Metals and other parameters were within typical surface water ranges.

## Active Residential Wells

Five active residential wells (233 Hunting Lodge Road, 11 Meadowood Road, 65 Meadowood Road, 55 Northwood Road and 3 Hillyndale Road) did not have any detectable concentrations of VOCs, semi-VOCs, TPH, chlorinated herbicides, organochlorine pesticides, or PCBs. In the samples collected from 3 Hillyndale Road and 65 Meadowood Road, copper was detected above surface water protection criteria; however the concentrations were below drinking water criteria. All other metals and drinking water parameters were detected within acceptable ranges.

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

Samples from the drinking water supplies at 10 Meadowood Road and 219 North Eagleville Road were split with EHHD and analyzed at the DPH laboratory. Results from the split samples were in general agreement with the results provided by Phoenix Laboratories for these locations.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MWH*  
**CC:** Martin Berliner, Town Manager; Jeffrey Smith, Director of Finance  
**Date:** September 13, 2004  
**Re:** Financial Statements Dated June 30, 2004

---

**Subject Matter/Background**

Enclosed please find the Financial Statements Dated June 30, 2004, as prepared and submitted by the Department of Finance.

**Recommendation**

Staff recommends that the Council refer this item to the Finance Committee for review.

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

*Move, effective September 13, 2004, to refer the Financial Statements Dated June 30, 2004 to the Finance Committee for review.*

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MWH*  
**CC:** Martin Berliner, Town Manager; Joan Gerdson, Town Clerk  
**Date:** September 13, 2004  
**Re:** Historic Documents Preservation Grant

---

**Subject Matter/Background**

Attached please find an application in the amount of \$7,000.00 to the state's Historic Documents Preservation Grant Program. As explained in the application, the grant funds would be used to hire a consultant to assist with the development of an improved records management program for the town. Due to the magnitude and the importance of the records generated by the organization, this is a key project for staff.

The state funds the grant program via a specific \$3.00 filing fee charged with the filing of land records, in which the town retains \$1.00 and remits the \$2.00 balance to the state. The State Library's Office of the Public Records Administrator oversees the fund and coordinates the grant program for Connecticut municipalities.

**Financial Impact**

The grant program does not require a local "match" or contribution from the town.

**Recommendation**

Staff recommends that the Council authorize the Town Manager to submit the grant application on behalf of the town. If the Town Council supports this recommendation, the following resolution is in order:

*Resolved, effective September 13, 2004, that Martin H. Berliner, Town Manager, is empowered to execute and to deliver in the name of and on behalf of this municipality, an application and a contract with the State Library for a Historic Document Preservation Grant.*

**Attachments**

- 1) Proposed Grant Application

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HISTORIC DOCUMENTS PRESERVATION  
 GRANT APPLICATION - FY2005  
 Connecticut Municipalities  
 GP-001



STATE OF CONNECTICUT  
 Connecticut State Library  
 231 Capitol Ave., Hartford, CT 06106  
 PUBLIC RECORDS ADMINISTRATOR

Name of Municipality: Town of Mansfield  
 Title of MCEO: Town Manager  
 Name of Municipal Chief Executive Officer: Martin H. Berliner  
 Address: 4 South Eagleville Road  
 Mansfield Ct. 06268

Phone: 860-429-3336 FAX: 860-429-6863 e-mail:

Name of Town Clerk: Joan E. Gerdsen Check if Designated Applicant

Phone: 860-429-3302 FAX: 860-429-7785 e-mail:

Grant Contract Period (Check One): Cycle 1  Beginning: 8/1/04 Ending: 6/30/05  
 Cycle 2  Beginning: 1/1/05 Ending: 6/30/05

Maximum Grant Allowed: \$ 7,000 Small Municipality (population less than 25,000)  
 \$12,000 Medium Municipality (population between 25,000 and 99,999)  
 \$17,000 Large Municipality (population 100,000 or greater)

Amount Requested: \$7,000.00

Primary Grant Category (check one):  
 Inventory and Planning  Organization and Indexing   
 Program Development  Storage and Facilities   
 Preservation/Conservation

Project Summary/Objectives: The Town of Mansfield has established a records management project. A team of staff has been selected. This team plans to hire Mr. Bartucca to assist in the inventory and planning of existing records in town hall, identifying actual records by department. He will evaluate current record keeping and our records management system. With the Records Management Team he will develop a records management plan that will include policies for the various departments and a system of Work Plan (Time table of activities covered by the grant; vendor and/or staff duties. Attach additional sheets if necessary): OVER  
 The Consultant services will be provided at the rate of \$30.00 per hour with project completion by June 1, 2005. The consultant will be working on offices specified by the Management Team.

Budget Summary <sup>1</sup>	Grant Funds (A)	Local Funds (B)	Total Funds (A+B)
1. Vendor Peter J Bartucca	\$ 7,000.00	\$	\$ 7,000.00
2. Supplies/Equipment	\$	\$	\$
3. Personnel Costs (Additional temporary help or additional hours)	\$ <sup>2</sup>	\$ <sup>3</sup>	\$
4. Printing of Final Report (Planning grants only)	\$	\$	\$
TOTAL	\$ 7,000.00	\$	\$ 7,000.00

<sup>1</sup> Please attach a detailed budget on a separate sheet including a itemized list of items covered by the grant with a total.  
<sup>2</sup> Base pay only for personnel hired directly by the municipality. Personnel costs for Vendors should be listed under Vendor.  
<sup>3</sup> Personnel taxes and benefits if grant funds used for base pay.



Project summary continued

organization for municipal records. He will identify non-record materials and suplicate materials that may be discarded, and with staff develop a system to dispose of record and non-record materials. in a timely fashion.

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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; Kevin Grunwald, Director of Social Services  
**Date:** September 13, 2004  
**Re:** NECASA Grant Program to Support the Activities of Local Alcohol, Tobacco and Other Drug Abuse Prevention Councils

---

**Subject Matter/Background**

The attached application to support local alcohol, tobacco and other drug abuse prevention councils is designed to foster the continued development of local municipal-based activities focused on the prevention of alcohol, tobacco and other drug use. The development of these activities is coordinated and facilitated through local prevention councils, such as ADAPT in Mansfield, which are representative advisory groups comprised of students, professionals and other residents.

More specifically, the purpose of this grant is to:

- Facilitate, with the support of local elected officials, the development of alcohol, tobacco and other drug abuse prevention initiatives at the community level
- Focus public awareness on the prevention of alcohol, tobacco and other drug abuse
- Stimulate the development of local substance abuse prevention activities

**Financial Impact**

This grant provides a maximum of \$3,300 annually to fund the Ambassador's Club, the Project Safe Homes and the Safe Graduation programs.

**Recommendation**

The programs funded by this grant have operated successfully for many years and have provided support for information dissemination, education and positive alternatives to substance abuse. Consequently, staff recommends that the Town Council authorize staff to submit the application as proposed. If the Town Council supports this recommendation, the following motion is in order:

*Move, effective September 13, 2004, to authorize the Town Manager to submit the attached application to the Northeast Communities Against Substance Abuse, Inc. requesting \$3,300 in grant funding to support the activities of Mansfield's local alcohol, tobacco and other drug abuse prevention council.*

**Attachments**

- 1) Proposed Grant Application

**ATTACHMENT B**  
**FUNDING APPLICATION**  
**2004-2005**

1	APPLICATION DATE  September 1, 2004	FUNDING START DATE  October 1, 2004		
2	Applicant Agency (Legal Name & Address) Town of Mansfield 4 S. Eagleville Rd. Storrs, CT 06268  FEIN <u>06-6002032</u>			
3	Contact Person (programmatic)  Jāmit P. Romayko, LCSW	Telephone Number  (860)429-3317		
	Title  Coordinator Youth Service Bureau	Fax Number  (860)429-6863		
4	Contact Person (Fiscal)  Jeffrey Smith	Telephone Number  (860)429-3343		
	Title  Finance Director	Fax Number  (860)429-6863		
5	List town(s) included in application  Town of Mansfield			
6	IS LITIGATION PENDING ON ANY OF THE APPLICANT ORGANIZATION'S PROGRAMS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YES, ATTACH EXPLANATION.			
<b>FUNDING SUMMARY</b>				
7	PROGRAM TYPE LPC	PROGRAM BUDGET DOLLARS REQUESTED		
	Local Prevention Council ADAPT	\$3,300 \$3,300		
<small>I certify that to the best of my knowledge and belief, the information in this application is true and correct, the document has been duly authorized by the governing body of the contractor, the contractor has legal authority to apply for assistance, the contractor will comply with applicable state and/or federal regulations, and that I am a duly authorized signatory for the contractor.</small>				
	NAME (print or type)	TITLE	SIGNATURE	DATE
	Martin H. Berliner	Town Manager	<i>Martin H. Berliner</i>	

B-1

*Marty's* →  
*Seal*

## FUNDING APPLICATION

8	Council Name: <u>ADAPT</u> Telephone # <u>(860)429-3317</u> Address <u>c/o Youth Service Bureau 4 S. Eagleville Rd.</u> City & State <u>Storrs, CT</u> Zip Code <u>06268</u> Contact Name: <u>Janit P. Romayko</u>
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9	Scope of Funded Activities:  <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; border-bottom: 1px solid black;">List Cities/Towns Included</th> <th style="width: 15%; border-bottom: 1px solid black;">Amount Allocated</th> <th style="width: 55%; border-bottom: 1px solid black;">Strategies Covered in Programming (check all that apply - minimum of 2 required)</th> </tr> </thead> <tbody> <tr> <td style="border-bottom: 1px solid black;"><u>Ambassador's Club</u></td> <td style="border-bottom: 1px solid black;"><u>\$300</u></td> <td rowspan="5" style="vertical-align: top; padding-left: 10px;"> <input checked="" type="checkbox"/> Information Dissemination  <input checked="" type="checkbox"/> Education  <input checked="" type="checkbox"/> Community-Based Processes  <input checked="" type="checkbox"/> Alternatives  <input type="checkbox"/> Problem Identification &amp; Referral  <input checked="" type="checkbox"/> Environmental                 </td> </tr> <tr> <td style="border-bottom: 1px solid black;"><u>Middle School Film</u></td> <td style="border-bottom: 1px solid black;"><u>\$900</u></td> </tr> <tr> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> </tr> <tr> <td style="border-bottom: 1px solid black;"><u>Safe Homes</u></td> <td style="border-bottom: 1px solid black;"><u>\$100</u></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><u>Safe Graduation</u></td> <td style="border-bottom: 1px solid black;"><u>\$2000</u></td> </tr> <tr> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td> </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td> </td> </tr> </tbody> </table>	List Cities/Towns Included	Amount Allocated	Strategies Covered in Programming (check all that apply - minimum of 2 required)	<u>Ambassador's Club</u>	<u>\$300</u>	<input checked="" type="checkbox"/> Information Dissemination <input checked="" type="checkbox"/> Education <input checked="" type="checkbox"/> Community-Based Processes <input checked="" type="checkbox"/> Alternatives <input type="checkbox"/> Problem Identification & Referral <input checked="" type="checkbox"/> Environmental	<u>Middle School Film</u>	<u>\$900</u>			<u>Safe Homes</u>	<u>\$100</u>	<u>Safe Graduation</u>	<u>\$2000</u>						
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<u>Safe Homes</u>	<u>\$100</u>																				
<u>Safe Graduation</u>	<u>\$2000</u>																				

10	Target Population (see instructions): <u>2400</u> Estimate Number of Individuals to be Served <u>K-8: 700; 9-12: 1100; Parents: 600</u>
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**FUNDING APPLICATION  
PROJECTED PROGRAM ACTIVITY MEASURES**

11	<b>PREVENTION PROGRAMS</b>	
<b>STRATEGIES</b>	<b>PROPOSED ACTIVITIES</b>	<b>NUMBERS TO BE SERVED</b>
INFORMATION DISSEMINATION	Safe Homes (AT)	K-8: 700 9-12:1100 Parents: 600
EDUCATION	Safe Homes (AT) Parent Education	K-8:700 9-12:1100 Parents:600
COMMUNITY BASED PROCESSES	Safe Homes (AT)	K-8:700 9-12:1100 Parents:600
ALTERNATIVES	Safe Graduation (AT)	9-12:200 Adults:60
PROBLEM IDENTIFICATION & REFERRAL		
ENVIRONMENTAL	CS/7th & 8th Grade Community Service Group at Mansfield Middle School	K-8:700 Adults:100

(Duplicate if additional space is required)

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

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FUNDING APPLICATION

ITEMIZED BUDGET  
SCHEDULE 4b

FUNDING PERIOD: October 1, 2004 - June 30, 2005

Source & Amount of Income:

Program Expenses:

Mansfield:	Safe Graduation	\$2000
	CS Film	900
	Ambassador's	300
	Safe Homes	100

## FUNDING APPLICATION

### BUDGET NARRATIVE

FUNDING PERIOD: October 1, 2004 - June 30, 2005

Briefly describe proposed expenses listed on Schedule 4b:

Safe Graduation 2005	\$2000
Facility rental	\$1500
Prizes	500

CS Film 2004-5	900
Filming/Editing	\$600
Refreshments for CS Parents mtgs	300

Ambassadors Club	300
Refreshments for mtgs: 15@ \$20	

Safe Homes	100
Parent mtgs refreshments 2@ \$50	

FUNDING APPLICATION

ATTACHMENT C  
COUNCIL MEMBERSHIP

COUNCIL MEMBER	ADDRESS	TITLE	REPRESENTATION
Lydia Myers	Mansfield Middle School	Guidance Counselor	Ambassador's Club
Janit Romayko	4 S. Eagleville Rd Storrs	YSB Coordinator	YSB/CYATS
Kevin Grunwald	4 S. Eagleville Rd. Storrs	Director of Social Serv.	Town of Mansfield
Donna Koropatkin	Mansfield Middle School	Teacher	CYATS
Chris Murphy	E.O. Smith	Student	YSB Advisory Board
Kathleen Narowski	E.O. Smith	Student	YSB Advisory Board
Valerie Thompson	Mansfield Middle School	Student	YSB Advisory Board
Giara Hamlin	Mansfield Middle School	Student	YSB Advisory Board

ATTACHMENT G

Letter of Intent to Contract  
Local Prevention Council Program  
2004-2005

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

for the 2004-2005 funding period. We will submit a completed application by September 20, 2004

We understand that all funds must be used by the June 30, 2005 end date.

Towns covered by this application: Mansfield

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

\_\_\_\_\_  
Date



SEND TO:

NECASA  
559 Hartford Pike  
Suite 210 B  
Dayville, CT 06241

**LOCAL PREVENTION COUNCIL PROGRAM  
2003/2004 FINAL REPORT FORMAT**

1. Name of Town(s) / City(s) Reporting: Mansfield

Please check: Region:  I  II  III  IV  V

Subregion:  A  B  C  D

Name & Telephone Number of Person Completing This Form:

Name: Janit P. Romayko

Telephone #: (860)429-3317

2. Name of one contact person (include name, address & phone number) who can be contacted regarding questions on this report:

Janit P. Romayko  
Town of Mansfield  
4 S. Eagleville Rd.  
Storrs, CT 06268 (860)429-3317

---

3. List the name, affiliation and mailing address of all Council members. (Copies of 2003/2004 Council meeting minutes must be attached to this report.)

Lydia Myers, Mansfield Middle School, Mansfield, CT 06268  
Janit Romayko, 4 S. Eagleville Rd., Mansfield, CT 06268  
Kevin Grunwald, 4 S. Eagleville Rd., Mansfield, CT 06268  
Donna Koropatkin, Mansfield Middle School, Mansfield, CT 06268  
Chris Murphy, E.O. Smith, Mansfield, CT 06268  
Kathleen Narowski, E. O. Smith, Mansfield, CT 06268  
~~Valerie Thompson, Mansfield Middle School, Mansfield CT 06268~~  
Ciara Hamlin, Mansfield Middle School, Mansfield, CT 06268

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2003/2004 LPC FINAL REPORT

4. List all approved activities in 2003/2004 LPC grant and the dollars spent on each.

<u>Activity</u>	<u>Total Dollars Spent</u>
Safe Graduation	\$2200
CS/CYATS Film	\$900
Ambassador's Club	\$200

5. Address all progress, or lack of it, for each of your activities.

<u>Activity</u>	<u>Progress Report</u>
Safe Graduation	Half of the graduating class on attendance * won "Future Directors" award at Manchester
CS/CYATS Film	Community College * Met seven times per marking peirod and attended 2 assemblies
Ambassador's Club	

6. Describe LPC activities that supported the CT Coalition to Stop Underage Drinking and the MATCH – Mobilization Against Access to Tobacco for Children’s Health initiatives:

CS/CYATS Film won the special category Futre Directors Award at Manchester Community College on June 10, 2004

2003/2004 LPC FINAL REPORT

7. Indicate the amount of money you received from DMHAS for this grant:

\$ 3300

8. Indicate the actual cost of this project and all expenses incurred.

Actual Cost of Project: \$ 3300

9. Discuss the validity of your project. Would you recommend it to other groups?

Yes                       No

Please explain: Safe Grad was held for the 16th year in a new location.

Planning Committee will attempt to have higher attendance in 2005. (see attached  
newspaper articles). Safe Grad is definitely institutionalized at ECS High School  
thanks to parent involvement. Ambassador's Club, Safe Homes, and Community Service  
groups are also part of the MS "Fabric" with staff and students.

10. Would you consider repeating this type of project in the future?

Yes                       No

11. Discuss any additional areas related to your grant you feel are necessary to address.

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**2003/2004 LPC FINAL REPORT**

12. Please answer the following:

Number of Youth served:	<u>1700</u>
Number of Adults served:	<u>600</u>
Number of Total <u>Events</u> :	<u>12</u>

13. Please attach the following to this report:

- 2003/2004 Council Meeting minutes

Authorized Signatures:

September 20, 2004  
Date

Coordinator: Youth Service Bureau  
Title

\_\_\_\_\_  
LPC Chairperson Signature

Mansfield  
City/Town

Mail completed report to:

**Northeast Communities Against Substance Abuse, Inc. (NECASA)  
559 Hartford Pike, Suite 210B  
Dayville, CT 06241**

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## Janit P. Romayko

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**From:** Michael Gergler [gergler@wilcox-reynolds.com]  
**Sent:** Friday, June 25, 2004 10:24 AM  
**To:** Janit P. Romayko  
**Subject:** RE: Safe Grad

Janit:  
The committee for this years Safe Grad  
Michael Gergler  
Wendy Gergler  
Casey Leeds  
Jeanne Mullaney  
Curt Vincente  
Jill Phillips  
Patty Barry  
MaryAnn Bienkowski

This was the first year holding the event at the Mansfield Community Center which was wonderful. Attendee by Graduates was 132 approximately one half of the graduates. Events included a Hypnotist (VERY popular), Tattoo Artist, Trivia Game show , Activities in the Gym included basketball and human fuss ball. Also popular was an old time photo shoot. IN addition the pool is open from 11:00 to 2:00 and due the usage the time was extended this year until 2:30.

The event starts a 10:00 pm. all seniors must be in the building by 11:00. The event of over at 3:30 am. No one is permitted to leave without us calling a designated parent to advise they are leaving. All attendees sign a contract accepting the terms of SAFE GRAD. AT 2:45 a drawing is held for the approximately 70 or 80 gifts that are given, ranging from cash awards to TV's to Microwaves. The students must be in attendance to get the prizes.

I do not anticipate too many changes for 2005 except the attempt to have an even higher percentage of seniors attend.

There will be some changes regarding the use of the MCC, as you might expect being the first year we learned about a few items to possibly change.

If you need more information please advise.

Mike

-----Original Message-----

**From:** Janit P. Romayko [mailto:RomaykoJP@MANSFIELDCT.ORG]  
**Sent:** Friday, June 25, 2004 10:06 AM  
**To:** Michael Gergler  
**Subject:** RE: Safe Grad

Mike: Can you email me the #'s, theme and a few comments about Safe Grad and perhaps a few names of the committee members. I am submitting the grant to NECASA again at the end of July and could use your feedback, comments, etc and anything you would like to change for 2005...JR

-----Original Message-----

**From:** Michael Gergler [mailto:gergler@wilcox-reynolds.com]  
**Sent:** Friday, June 25, 2004 8:03 AM  
**To:** RomaykoJP@mansfieldct.org  
**Subject:** Safe Grad

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *Matt*  
**CC:** Martin Berliner, Town Manager; Gregory Padick, Town Planner; Lon Hultgren, Director of Public Works  
**Date:** September 13, 2004  
**Re:** Windham Region Council of Governments Regional Transportation Plan Update

---

**Subject Matter/Background**

The Windham Region Council of Governments (WINCOG) is in the process of updating its 2001 Regional Transportation Plan and has provided member municipalities an opportunity to recommend revisions. Recommendations for suggested revisions are to be submitted by the end of September 2004.

The attached Mansfield portion of the Regional Plan includes suggested revisions drafted by the Town Planner. These draft revisions incorporate recommendations from the Director of Public Works and the Transportation Advisory Committee.

At its September 7, 2004 meeting, the Planning and Zoning Commission reviewed and found the proposed revisions to be acceptable. The Mansfield Traffic Authority is expected to review and act on the recommended revisions at its September 9, 2004 monthly meeting.

**Financial Impact**

There is no financial impact with this item, as the Regional Transportation Plan does not commit the town to implement any recommended projects.

**Recommendation**

Subject to consideration of Traffic Authority comments and Town Council input, staff advises that the Council authorize the Town Planner to submit to WINCOG Mansfield's recommendations for revisions to the Regional Transportation Plan.

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

*Move, effective September 13, 2004, to authorize the Town Planner to submit to the Windham Region Council of Governments the attached recommendations for revisions to the Regional Transportation Plan.*

**Attachments**

- 1) Mansfield portion of 2001 Regional Transportation Plan with recommended revisions identified in longhand

- 2) September 2, 2004 memo from Town Planner to Planning and Zoning Commission
- 3) June 22, 2004 Minutes from Transportation Advisory Committee

Portion of 2001 WINDHOG Regional Transportation Plan  
with 9/2/04 recommended revisions. JRP

G. MANSFIELD

Mansfield has experienced residential and commercial growth over the past <sup>three</sup> ~~two~~ decades, particularly during ~~the 1980's~~. This growth is widely dispersed throughout the town, although concentrations of activity are located adjacent to the UConn campus and adjacent to Willimantic. Completion of the ongoing UConn 2000/ 21st Century developments and other UConn Master Plan projects and the potential completion of Route 6 improvements or realignment are expected to further stimulate development activities in Mansfield, particularly in the northwestern and southern portions of town.

Citizen concerns over vehicular and pedestrian traffic safety, congestion and neighborhood impacts continue to be increasingly important transportation issues in Mansfield, as well as other towns in the Windham region. In order to address our region's multi-faceted transportation needs in a comprehensive fashion, it is imperative that an integrated, intermodal regional transportation network be developed that serves Mansfield as well as other towns in the Windham region. To protect our historic and environmental features, our air quality and our rural and scenic character, neighboring towns must work together to address transportation needs and associated land use goals and objectives.

Many of the expressed concerns and experienced problems within Mansfield have been oriented to portions of Route 195 and roadways abutting or leading to the University of Connecticut campus, but concerns over traffic safety and air quality have been expressed throughout the town. Residents also have expressed concerns that extensive alterations and widening of the Town's street system will detrimentally affect the rural, historic and scenic character of Mansfield and increase vehicular speeds. The transit and road improvement recommendations contained in this regional plan are designed to help reduce automobile traffic, particularly single-occupant usage, and to protect and, where appropriate after careful study, improve or modify Mansfield's existing road system to enhance vehicular, pedestrian and bicycle safety. To help accomplish these goals, this plan advocates the use of all legally enforceable measures that will help reduce vehicular traffic associated with new land uses and an expansion and active promotion of pedestrian and bicycle travel, public transit services and ride-sharing programs.

Public education should be an integral component of all programs to encourage alternative forms of transportation. The introduction of significant parking fees and other auto use disincentives should be considered and the current fare-free public transportation program should be continued and expanded as appropriate. Primary public transit services that include the northwestern sector of town, including the University of Connecticut's main and Depot campuses, southern portions of town adjacent to the town of Windham, and areas adjacent to schools and public facilities need to be preserved and expanded. Additionally, reliable transit service needs to be provided between the UConn campuses and the Hartford area.

All transportation improvement programs and projects should be based on a comprehensive pre-design planning analysis that defines existing and anticipated problems, considers alternative solutions to defined problems and emphasizes a broad, systematic, intermodal approach that considers all cumulative and interrelated impacts. Transportation planning should not be done on a segmented, improvement-by-improvement or program-by-program basis. It is essential that residents be given ample opportunities to comment during the pre-design planning process and that all pre-design planning efforts, particularly those involving State roadways and public transit services, be coordinated with local, regional and State officials.

To achieve many of this Plan's transportation objectives, the University of Connecticut, in direct association with the State Department of Transportation, the Windham Region Transit District and the Town of Mansfield must assume a leadership role in promoting public transit, ride-sharing programs and pedestrian and bicycle travel, and in reducing vehicular traffic in and out of the University campus. Continued expansion of UConn's shuttle bus program, which has been improved in the past few years, the creation of new park and ride lots to serve the campus area and the establishment of incentives to increase employee car/van pooling and variable work hours for staff are examples of how the University can help reduce vehicular traffic on Mansfield roadways. In addition, as UConn continues to modify its on-campus parking, related policies must be coordinated with its public transit and ride-sharing services, and the University should implement programs to help reduce vehicular use in the campus area. Efforts to promote pedestrian and bicycle use should continue to be concentrated in areas within and adjacent to the University of Connecticut,

in areas adjacent to local schools, parks and municipal buildings, in commercial, industrial and higher density residential areas and along designated bicycle routes. Safe accessways for pedestrians and bicycle users, as well as secure bicycle lockers, should be considered at all park and ride and bus stop locations. Additional bicycle racks should be provided on the UConn campus and within existing commercial areas. Secure bicycle lockers should be considered for on-campus UConn students and individuals wishing to commute on bicycle to the UConn campus. Secure bicycle lockers should be provided at multi-family housing projects. Off-road sidewalk and bicycle path improvements should be considered in designated high-density areas and in conjunction with all new multi-family, commercial and industrial land uses. Roadside safety improvements that would enhance safe pedestrian and bicycle use should be considered in conjunction with road maintenance and improvement programs. *A transit hub accommodating all modes of transportation should be considered and to the degree feasible, incorporated into*

It is recognized that an ongoing road maintenance and safety improvement program is a necessary component of a comprehensive traffic safety program. Road improvements can alter traffic patterns and affect vehicular speeds and inappropriate road improvements can detrimentally affect the character of a community. Appropriately designed and implemented traffic-calming improvements can reduce vehicular speeds and enhance public safety. In considering road safety improvements, public input should be obtained at early stages of the planning process, and there should be additional opportunities for citizen input before road improvements are designed and at subsequent stages of design and approval. A pre-design analysis should include improvements, existing road and roadside characteristics, potential environmental impacts, alternative design options, traffic counts, level of service factors, accident history, speed limits and public transportation programs that may reduce vehicular traffic. Through comprehensive planning efforts and public participation, necessary road improvements can be implemented that will minimize impacts on the environment, roadside character and neighboring properties without compromising public safety. In general, non-structural measures should be considered prior to structural alterations and road improvements should oriented toward safety improvements on arterial and collector street, particularly those streets servicing public facilities and the higher-density areas. Road improvements designed solely to accommodate or facilitate greater volumes of traffic or higher traffic counts should be discouraged.

*Mansfield  
Storrs Cent  
"Downtown  
Project."*

*→ and Mansfield Center*  
In the past few years, walkway/bikeway improvements have been implemented by the Town in southern Mansfield, particularly in the East Brook Mall area and in the UConn campus area, particularly along Hunting Lodge Road and South Eagleville Road. New bus stops and shelters have been constructed by the Town and University along Route 195 and along Hunting Lodge Road. Speed humps have been installed by the Town on Depot, Eastwood and Westwood Roads, and on Meadowbrook Lane. Additionally, an assortment of traffic calming devices are being considered on numerous Town and University roads.

*→ New walkway/bikeways have been designed and will soon be constructed along Route 44 west of Route 195 and along Separatist Road.*

*→ nine roads and additional speed humps and other traffic calming devices are being considered.*

39

• Walkway/pedestrian improvements Mansfield Library to Southeast Fields

B

Improvement Needs

Route	Description of Improvement	Local Priority Rank (if any)
-------	----------------------------	------------------------------

*Pedestrian and Bicycle Improvements - On and adjoining State Highways*

32	• Walkway/pedestrian improvements near Rt. 275 intersection	X B
44	• Bikeway/walkway on Route 44 from Route 195 to Birch Rd. <sup>1</sup>	A
44/195	• Establish park and ride lot north of Routes 195/44 intersection	B
44/195	• Walkways serving the Four Corners area	A
89	• Walkway/pedestrian improvements Route 195 to <del>Southeast</del> <sup>the Mansfield</sup> Library School fields	A
195	• Streetscape improvement Bassett's Bridge Rd. to Route 89 <sup>1</sup>	A
195	• Walkway improvements Big Y Plaza to Genantville Rd.	X B
275	• Walkway/pedestrian improvements Maple Rd. to Separatist Rd.	A
430 (N. Eagleville Rd.)	• Walkway Hillside Rd. to Hunting Lodge Rd. • Construction of bicycle/pedestrian enhancement improvements along all State roadways, particularly adjacent to UConn campuses and Four Corners	A A
633	• Provide high-security bike lockers at S. Frontage Rd. commuter lot.	B

195

walkway/streetscape improvements within and adjacent to Mansfield's stores center "Downtown" project (from UConn campus to Liberty Bank)

A

Puddin Lane (west side) and streets to Riverview Road (east side)

*Bicycle and Pedestrian Improvements - On and Adjoining Local Roads:*

Walkway	• Birch Rd. from Hunting Lodge Rd. to Route 44	A
Walkway	• Conantville Rd. from East Brook Mall Drive to Pollack Rd.	A
Walkway	• Eastwood Rd. from Rte. 275 to Hillside Circle	AB
Walkway	• HUNTING LODGE ROAD N. EAGLEVILLE TO CELERON SQ.	AB A
Walkway	• Hunting Lodge Road from Separatist Rd. to N. Eagleville Rd.	AB
Walkway	• Maple Rd. from Fieldstone Dr. to Spring Hill Rd.; Fieldstone to DAVIS RD. DR.	AB
Walkway	• No. Eagleville Rd. from Hunting Lodge Rd. to Southwood Rd.	A
Walkway/Bikeway	• Separatist Rd. from Rte. 275 to Hunting Lodge Rd.	A
Walkway	• Spring Hill Rd. from Maple Rd. to Davis Rd.	AB
Bicycle routes	• Construction of bicycle / pedestrian enhancement improvements along all other bicycle routes as designated in Mansfield's Transportation Bike Path Plan	B

*Transit*

- Enhancement of the WRTD, Willimantic/Storrs bus service to increase service hours and the frequency of service stops. Continuation of Free Free Program A
- Improvements to WRTD bus stops including lighting, bus shelters, bicycle lockers and pedestrian/bicycle access to bus stops (particularly in the Mansfield Center and Four Corners areas). A
- Expansion of Dial-a-Ride program to include evening and weekend service and out-of-region services for elderly and handicapped. A
- Encourage/mandate UConn & other major employers to take steps to increase participation in car/van pool programs and other programs to reduce vehicular traffic. A
- Enhancement of UConn's shuttle bus service to increase hours of operation and frequency of stops and to improve service reliability. A
- Expansion of UConn shuttle bus routes to service all larger apartment developments in Mansfield, Willington and Ashford in addition to continued service to UConn's Depot campus. Consideration of Park-Ride lots at UConn's Depot campus and other locations, which will help reduce vehicular traffic in the campus area. All lots should have adequate lighting, bus shelters, bicycle lockers and pedestrian/bicycle access. A
- Expansion of Hartford commuter bus service to UConn's Depot and Storrs campuses A
- ~~Improvements to the small dirt lot in Mansfield Center on the west side of RT 195 at the intersection of Route 89. This lot is used as a WRTD bus stop and for overflow parking for First Church. Materials used for surfacing should be appropriate for the Historic District in which it is located.~~ A
- Expansion of bus service to Mansfield Middle School, Bicentennial Pond, Mansfield Library and southern Mansfield (south of Puddin Lane). B
- Expansion of WRTD Willimantic/Storrs bus service along Routes 44 and 32, including service to UConn's Depot Campus B
- Establishment of additional passenger service along the New C

England Central Railroad, including passenger stops to serve Willimantic and the University of Connecticut, including the Depot Campus

State Highways	Local Roads	Improvements	Priority
44/430		Completion of road connecting Route 44 with UConn campus (North Hillside Road) with adjacent off-road bicycle/pedestrian path and intersection improvements at Route 44.	A
195		Safety improvements* (particularly at the intersections with Chaffeeville Rd., <del>Belton Rd., and Dog La.</del> And between the two Flaherty Rd. intersections.) and signalization improvements between N. Eagleville and S. Eagleville Rds. <del>(5 locations were on 1996-8 SLOSS list)</del>	A
275		Safety improvements*, particularly at the Route 32 intersection	A
32		Safety improvements*, particularly near the intersections with RT 31 and RT 275. Additional improvements on RT 32 should be considered once a decision is made on major transportation improvements along the Rt. 6 corridor. <del>(3 locations between Pleasant Valley Rd. and Rt. 32 were on the 1996-98 SLOSS list)</del>	B
44		Safety improvements*, particularly near the intersections with RT 32, Birch/Cedar Swamp Rd., and Baxter/ Hunting Lodge Rds. <del>(The area between Cedar Swamp Rd. and Old Wood Rd. was on the 1996-8 SLOSS list)</del>	B
89		Safety improvements* particularly near Mount Hope Road intersection	B
<b>Local Roads</b>			
	Maple	Safety improvements*, improved drainage between Davis and Fieldstone, improved roadway and pedestrian/bicycle access south of Fieldstone and north of Davis	A
	Mansfield City	Safety improvements, particularly between Spring Hill Rd & Pleasant Valley Rds. (improved road surface and improved pedestrian/bicycle access)	A
	North Eagleville Rd.	Safety Improvements* especially pedestrian oriented improvements	A
	Separatist	Safety improvements*, esp. pedestrian-oriented Improvements	A
	Eastwood, Westwood, Hillside Circle, and Meadowbrook Ln.	Traffic-calming improvements to reduce vehicular speeds and improve pedestrian safety	A
	Cedar Swamp (no. and so. of 195, Baxter (no. of 44), Meadowbrook Ln.	Speed humps were installed on <del>Eastwood, Westwood, Hillside Circle and Meadowbrook Ln.</del> in 2000 and are being monitored for effectiveness. <i>here been Depot and Dog Lanes</i>	A
	Stone Mill	Reconstruction of bridge over Fenton River	B

→ Clovermill Rd, in the Storrs Center "Downtown project area (UConn campus to Liberty Bank)"

Numerous Roads

→ Cedar Swamp, Baxter and Deleville Roads,

→ Potential speed humps and other traffic calming devices are being considered on additional roads.



TOWN OF MANSFIELD  
OFFICE OF PLANNING AND DEVELOPMENT

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GREGORY J. PADICK, TOWN PLANNER

Memo to: Planning and Zoning Commission  
From: Gregory J. Padick, Town Planner  
Date: 9/2/04



Re: WINCOG Regional Transportation Plan Update

Please find attached a copy of the Mansfield portion of WINCOG's 2001 Regional Transportation Plan with suggested revisions for consideration in a pending update. The suggested revisions incorporate recommendations from the Director of Public Works and Mansfield's Transportation Advisory Committee. In general, the suggested revisions update the narrative, delete completed projects, update planned projects and incorporate 3/30/04 walkway/bikeway priorities as recommended by the Transportation Advisory Committee and staff.

Following PZC review and any appropriate revisions, the suggested revisions will be forwarded to the Traffic Authority and Town Council for review and transmittal to the WINCOG staff. The Regional Transportation update process includes additional opportunity to comment on finalized drafts prior to WINCOG adoption.

No formal PZC action is required, but members are encouraged to review the proposal and be prepared to discuss potential revisions at the 9/7/04 meeting. WINCOG officials have requested any Town recommendations to be submitted before the end of September.

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Town of Mansfield  
Transportation Advisory Committee  
Minutes of the Meeting  
June 22, 2004

Present: Stephens (Chair), Taylor, Nash, Koehn, Hultgren (staff)

The meeting was called to order by Chair Stephens at 7:38 p.m.

The minutes of the March 30<sup>th</sup> meeting were approved on a motion by Nash/Taylor.

Hultgren and Nash reported on the status of the fare free bus program. The USG has been contacted but the new President said they won't be able to commit until UConn begins again this fall. The UConn Administration has been asked several different times, but has not yet responded. Nash will follow-up with the undergraduate students and staff will continue to try to get an answer from the administration. In any event, the fare free program for Mansfield residents can continue at least until the Town's '04-'05 appropriation of \$15,000 is exhausted. (Note - I have subsequently learned that the Mansfield '03-'04 program is paid through July 28<sup>th</sup>, and the UConn program [if and when the administration makes good on its promise to pay] is paid through September 5<sup>th</sup>). Hultgren also said that some regional transit system grant funds formerly used by Windham might be available to Mansfield on a 20% local match basis. He will follow-up with WRD to see if this is indeed the case. If it is, Committee members suggested (1) transportation to and from the UConn area (as in from other cities such as Hartford) as well as (2) bus service to Wal-Mart and (3) Dial-A-Ridge funding be considered.

The committee discussed accommodating public transportation in the Downtown Partnership project. Several courses of action to try to make sure this is a priority were discussed. Hultgren will find the letter requesting this that the committee sent a year or so ago. Taylor will discuss it with the Partnership's Executive Director and determine appropriate follow-up.

Hultgren updated members on the status of the enhancement projects: Rt. 44/Birch Road bids open this week; Separatist Road easements are being surveyed and two Downtown streetscape grant projects are being drafted by the Partnership (with Town Engineering assistance).

Hultgren also updated members on the status of road projects: Maple Road right-of-way acquisition is 99% complete; Chaffeeville/Rt. 195 intersection is in design; the Birch Road roundabout is scheduled for this construction season; the Clover Mill Road loop pavement reclamation project is almost to final plans and specifications; and design work on Rt. 89 near the Mt. Hope Road bridge has not yet begun.

The Mansfield section of the Regional Transportation Plan was reviewed and the following comments offered which will be forwarded to the Town Planner for incorporating into the update:

- \* 1. Public Transportation to and from the area should be emphasized ✓
- 2. Bike and Pedestrian projects should remain a high priority ✓
- 3. The Fare Free program should continue ✓
- ✓ 4. The Downtown Project should also serve as an important area transportation 'hub' accommodating all applicable modes.
- 5. Transportation and Development should be done so as to minimize travel on local, neighborhood roads. ✓

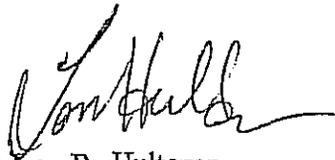
- X
- ✓ 6. Walkway/bikeway priorities should be realigned with the committee's March 30<sup>th</sup> priority listing recommendations, and correctly labeled.
  7. Property may exist for a park and ride facility north of Four Corners – this should remain a potential project.

Koehn reported that a rideshare page now exists on the Town website and she said it was being used. She sent a list of transportation links to staff to incorporate if possible on the page. Publicity will follow, particularly at the upcoming Know Your Town Fair.

The next meeting was scheduled for September 15<sup>th</sup>, subject to the need to meet earlier.

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

Respectfully submitted,



Lon R. Hultgren  
Director of Public Works

cc: Town Manager, Town Clerk, Town Planner, Assistant Town Engineer, Project Engineer, Social Services Director, Janet Freniere, file

attach: Spreadsheet – priorities  
USG Act  
USG Petitions



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MWH*  
**CC:** Martin Berliner, Town Manager  
**Date:** September 13, 2004  
**Re:** Suggestions for Connecticut Conference of Municipalities' 2005 Legislative Program

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**Subject Matter/Background**

Attached for your review and consideration are the staff's suggestions for inclusion within the Connecticut Conference of Municipalities' 2005 Legislative Program.

**Recommendation**

If the Council wishes to adopt the program in its entirety, the following motion would be in order:

*Move, effective September 13, 2004 to authorize the Town Manager to present staff's recommendations to the Connecticut Conference of Municipalities for inclusion in its 2005 Legislative Program.*

**Attachments**

- 1) Proposed Suggestions for Connecticut Conference of Municipalities' 2005 Legislative Program

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**TOWN OF MANSFIELD**  
**SUGGESTIONS FOR CCM'S 2005 STATE LEGISLATIVE PROGRAM**  
**September 13, 2004**

**Education**

- Increase funding for the Education Cost Sharing Grant (ECS)
- Increase funding and separate Special Education funding
- Support adequate funding of the Operating Budgets for the state's public colleges and universities

**Environment**

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

**Health, Welfare and Social Services**

- Increase state per capita grant contribution to Health Districts
- Increase state assistance to Connecticut Legal Services
- Establish a statewide kinship caregiver navigator system for CT to allow caregivers to better obtain reliable information and referral to community resources
- Subsidize guardianship for grandparents and other relatives raising kin children
- Subsidize supportive housing for kinship care families; low interest loans for home improvement
- Establish an interim study group, composed of CT State Departments/Agencies, to examine the issues, the resources and propose a strategy for support kinship caregivers

**Housing and Community Development**

- Support programs that link rent subsidies, transitional housing and follow-up services to prevent homelessness

**Licenses and Permits**

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

### **Municipal Labor Relations**

- Amend municipal employee collective bargaining statutes to clarify the statutory definition of "department head" for purposes of excluding such personnel from collective bargaining. The definition of "department head" should include staff reporting directly to the chief executive officer and staff directly supervised by a board or commission.

### **Property Tax Relief and Reform**

- Introduce legislation designed to promote community preservation by: (1) establishing a Geographic Information Systems Council to coordinate a uniform geographic information system capacity for the state and municipalities; (2) providing for technical assistance to municipalities for build out analysis; (3) requiring a tax incidence study biennially; and (4) establishing training for local land use officials.

### **Public Safety**

- Encourage the state to study regulations pertaining to distractions while driving
- Enable the use of photo-radar for enforcement of traffic speeds on local roads, with the infraction established as a parking-type fine of a specified amount that does not count as a moving violation or a violation against one's license. (A few states do this successfully now.)
- Encourage the state to implement interoperable communications systems. The systems should follow the guidance provided by the FCC, be consistent with the APCO 25 standard, and function at the command and control, task (tactical), interdisciplinary and mutual aid levels.

### **Transportation**

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



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MWH*  
**CC:** Martin Berliner, Town Manager; Walter Topliff, Assessor  
**Date:** September 13, 2004  
**Re:** An Ordinance Regarding the Exemption of Property Leased to Charitable, Religious or Nonprofit Organizations

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**Subject Matter/Background**

At Monday night's meeting, staff will present the Council with a proposed ordinance regarding the exemption of property leased to charitable, religious or nonprofit organizations. The ordinance is designed to accomplish two goals: 1) allow the town to **exempt** any real or personal property leased by an existing charitable, religious or nonprofit organization to another existing charitable, religious or nonprofit organization; and 2) clarify that the town may **tax** any real or personal property leased by an existing charitable, religious or nonprofit organization to a for-profit entity or other organization that does not have nonprofit status.

If the Council is amenable to the proposal, staff will request that we schedule a public hearing for 7:30 p.m. at the regular meeting on September 27, 2004, to solicit public comment regarding the ordinance.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MWH*  
**CC:** Martin Berliner, Town Manager; SGT Cox, Resident State Trooper Sergeant  
**Date:** September 13, 2004  
**Re:** Amendment to An Ordinance Regulating the Possession of Alcohol by Minors

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**Subject Matter/Background**

At Monday night's meeting, we may ask the Council to consider amending the ordinance regulating the possession of alcohol by minors to lower the fine for a violation from \$100 to \$90. The reasoning behind this request would be that under state law most municipal fines of \$90 or less are treated as infractions, whereas fines in excess of \$90 usually require the officer to issue a summons to Superior Court. In general, infractions are simpler to administer and less time consuming for the issuing officer and the court.

If the local prosecutor recommends that the fine be lowered, we will present the Council with a proposed amendment on Monday night and request a public hearing for 7:45 p.m. at the September 27, 2004 meeting.

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INTEROFFICE MEMORANDUM

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TO: MANSFIELD TOWN COUNCIL  
FROM: JEFFREY H. SMITH   
SUBJECT: BUDGET TRANSFERS 2003/2004  
DATE: 9/9/2004

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The items listed below are for requested budget transfers for the fiscal year 2003/2004. All of the increases in appropriations are offset by reductions from other areas. A brief description of the requested transfers over \$1,000 is detailed below.

- Legislative – Increase \$3,778 – Primarily due to increased Printing & Binding costs.
- Personnel Management – Increase \$ 38,889 – Increase primarily due to cost of legal services for contract negotiations.
- Town Attorney – Increase \$18,680 - Greater need for legal services than originally anticipated.
- Town Clerk – Increase \$9,057 – Professional & Technical expenditures as well as expenditures for Indexing and Recording were greater than anticipated.
- Accounting & Disbursements – Increase \$ 6,698 – Position transferred from Finance Administration to Accounting and Disbursements.
- Revenue Collections – Increase \$1,829 – Primarily due to the hiring of Temporary help in August & September that was not included in budget.
- Property Assessment – Increase \$3,591 – Increase in Travel & Conference Fees and expenditures for Overtime in anticipation of October 2004 Revaluation.
- Patrol Services – Increase \$8,357 – More Part-time hours needed for weekend patrols.
- Animal Control – Increase \$ 4,365 – Increase due to more part-time hours required than anticipated and increased expenditures for Veterinary Services.
- Eagleville Fire Dept – Increase \$ 3,541 – Regular full time hours were greater than anticipated.
- Engineering – Increase \$2,097 – Project Engineer position was filled at a higher step than budgeted.
- Maintenance of Buildings – Increase \$34,786 – The cost of fuel oil was approximately \$28,350 over budget, Building Repairs were \$9,750 over budget and Building Supplies were \$8,130 over budget. This was somewhat offset by a savings of \$10,490 for Natural Gas.

- Recreation Administration – Increase \$2,562 – Professional & Technical, Temporary help, and Recruitment expenditures were more than anticipated.
- Boards & Commissions – Increase \$1,740 – Parks & Advisory commission expenditures were greater than anticipated.
- Employee Benefits – Increase \$56,402 – MERS percentage was increased by the State Retirement Commission after the budget was adopted.

Town of Mansfield  
Legal Budget Transfers  
FY 2003/2004

Account No.	Description	Adjusted Budget	Add'l.	Reduction	Adjusted Approp.
111 11100 54999 06	Legislative	54,680	3,778	-	58,458
111 12100 54999 06	Municipal Mgmt.	177,050	806	-	177,856
111 12200 54999 06	Personnel Mgmt.	55,160	38,891	-	94,051
111 13100 54999 06	Town Attorney	12,000	18,680	-	30,680
111 13200 54999 06	Probate	1,820	-	(1,556)	264
111 14200 54999 06	Registrars	31,420	-	(1,606)	29,814
111 15100 54999 06	Town Clerk	166,510	9,057	-	175,567
111 15200 54999 06	General Elections	17,510	-	(5,171)	12,339
111 16100 54999 06	Finance Admin	71,380	-	(11,095)	60,285
111 16200 54999 06	Accounting & Disb.	209,110	6,698	-	215,808
111 16300 54999 06	Revenue Collections	118,980	1,829	-	120,809
111 16401 54999 06	Board of Assessment Appeals	-	94	-	94
111 16402 54999 06	Property Assessmt	157,430	3,591	-	161,021
111 16510 54999 06	Central Copying	40,000	-	(2,254)	37,746
111 16511 54999 06	Central Services	38,500	-	(4,289)	34,211
111 16600 54999 06	Information Technology	96,650	-	(2,839)	93,811
	<b>Total General Government</b>	<b>1,248,200</b>	<b>83,424</b>	<b>(28,810)</b>	<b>1,302,814</b>
111 21200 54999 06	Patrol Services	676,110	8,357	-	684,467
111 21300 54999 06	Animal Control	76,590	4,365	-	80,955
111 22101 54999 06	Fire Marshal	93,350	-	(739)	92,611
111 22155 54999 06	Fire & Emerg Services Adm	67,510	18	-	67,528
111 22200 54999 06	Mansfield Fire Dept	718,050	-	(20,289)	697,761
111 22300 54999 06	Eagleville Fire Dept	585,960	3,541	-	589,501
111 22400 54999 06	Four Corners Fire Dept	6,100	-	-	6,100
111 23100 54999 06	Civil Preparedness	26,390	-	(512)	25,878
	<b>Total Public Safety</b>	<b>2,250,060</b>	<b>16,281</b>	<b>(21,540)</b>	<b>2,244,801</b>
111 30100 54999 06	Public Works Admin	150,410	870	-	151,280
111 30200 54999 06	Supervision & Operations	74,650	-	(15,819)	58,831
111 30300 54999 06	Road Services	628,530	-	(28,139)	600,391
111 30400 54999 06	Grounds Maintenance	261,900	-	(2,531)	259,369
111 30600 54999 06	Equipment Maintenance	308,570	-	(10,114)	298,456
111 30700 54999 06	Engineering	150,890	2,097	-	152,987

Town of Mansfield  
 Legal Budget Transfers  
 FY 2003/2004

Account No.	Description	Adjusted Budget	Add'l.	Reduction	Adjusted Approp.
111 30800 54999 06	Building Inspection	91,640	-	(3,799)	87,841
111 30900 54999 06	Building Maintenance	462,810	34,786	-	497,596
	<b>Total Public Works</b>	<b>2,129,400</b>	<b>37,753</b>	<b>(60,402)</b>	<b>2,106,751</b>
111 41200 54999 06	Health Reg. & Inspection	5,000	-	(176)	4,824
111 42100 54999 06	Social Service Admin.	169,730	515	-	170,245
111 42202 54999 06	Mansfield Challenge	2,430	-	(86)	2,344
111 42203 54999 06	Peer Outreach	360	-	(232)	128
111 42204 54999 06	Youth Employment-MMS	4,000	-	(27)	3,973
111 42210 54999 06	Youth Services	155,650	-	(4,496)	151,154
111 42300 54999 06	Senior Services	149,410	-	(4,973)	144,437
111 43100 54999 06	Library Administration	485,660	-	(5,869)	479,791
111 44100 54999 06	Recreation Administration	117,190	2,562	-	119,752
111 45000 54999 06	Contrib. To Area Agencies	237,480	-	(9,735)	227,745
	<b>Total Community Development</b>	<b>1,326,910</b>	<b>3,077</b>	<b>(25,594)</b>	<b>1,304,393</b>
111 51100 54999 06	Planning Administration	199,740	-	(1,354)	198,386
111 52100 54999 06	Plan/Zoning Inland/Wetland	20,180	-	(2,188)	17,992
111 58000 54999 06	Boards & Commissions	4,050	1,740	-	5,790
111 71000 54999 06	Employee Benefits	1,250,390	56,402	-	1,306,792
111 72000 54999 06	Insurance	105,000	621	-	105,621
111 73000 54999 06	Contingency	60,540	-	(59,410)	1,130
111 92000 54999 06	Other Financing Uses	551,500	-	-	551,500
	<b>Total Other Financing</b>	<b>2,191,400</b>	<b>58,763</b>	<b>(62,952)</b>	<b>2,187,211</b>
<b>TOTAL</b>		<b>9,145,970</b>	<b>199,298</b>	<b>(199,298)</b>	<b>9,145,970</b>

AGRICULTURE COMMITTEE  
MINUTES OF AUGUST 11, 2004 MEETING

PRESENT: Bob Peters, Charlie Galgowski, George Thompson, Vicky Wetherell.

1. George Thompson was acting chairman.
2. Minutes of the July 14 meeting were approved.
3. Fall Event  
The committee discussed publicity and prizes for the apple pie baking contest at the Festival on the Green on September 18.
4. Review of Agricultural Leases  
The committee has been asked to recommend terms for written agricultural-use leases that will be established with lessees who currently have verbal leases. The committee reviewed current leases for Town properties and recommended which existing lease to use as a template for each new lease: the Commonfield lease for the Torrey and Mt. Hope fields, and the Eagleville lease for the Crane Hill field. They recommended no lease for Porter Meadow and a continuing verbal lease for the Baxter field. They also recommended a clarification of reporting requirements in the leases: should reports by lessees be required and who on the Town staff should receive them. The committee's recommendations will be forwarded to the Parks Coordinator.

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**Mansfield Commission on Aging: Minutes**  
**Monday, July 12, 2004 2:30 PM – Senior Center**

PRESENT: S. Thomas (Chair), C. Phillips, M. Thatcher, B. Acebo, P. Secker, K. Grunwald (staff), P. Hope (staff), J. Brubacher  
REGRETS: J. Kenny, D. Mercier, E. Norris, N. Stevens

- I. **Call to Order:** The meeting was called to order at 2:35 PM by the Chair, S. Thomas.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to serve as the recording secretary for this meeting.
- III. **Acceptance of Minutes** of the June 14, 2004 meeting: accepted as written.
- IV. **Correspondence** - Chair and Staff: S. Thomas reported from the CT Coalition on Aging Legislative Bulletin regarding recent legislation affecting seniors; copies will be included in the next packet. S. Thomas shared a copy of a letter to the Committee on Committees retroactively nominating C. McMillan and E. Norris.

**V. Optional Reports on Services/Needs of Town Aging Populations**

**A. Health Care Services**

Wellness Center and Wellness Program – J. Kenny was not present; no report.

Mansfield Center for Nursing and Rehabilitation – J. Kenny: no report.

**B. Social, Recreational and Educational**

Senior Center – P. Hope distributed her report. She noted that there has been a small increase in participation in the meal program. One of the kitchen staff has resigned, and they are considering decreasing the frequency of Windham Hospital meals to only once a week. TVCCA meals would continue to be offered M-F. P. Hope also pointed out that program activity tends to decrease during the summer months. There will be a trip arranged to Summerville, an assisted living facility, and many members have expressed interest in seeing the facility.

There is a new Resident Service Coordinator at Wright's Way, and staff have been encouraging residents to participate in the meals program on a regular basis.

Wellness Services P. Hope handed out a survey from Senior Resources and information on recent changes in Medicare.

Senior Center Assoc. – John Brubacher: no report.

**C. Housing**

Assisted Living Project: K. Grunwald reported that Sharry Goldman and Jan Scottron from the Coalition for Assisted Living attended the presentation by Summerville, and representatives of the Coalition will be visiting there to explore their interest in developing a facility in Mansfield.

Juniper Hill: S. Thomas reported that she had received an email from Marcia Zimmer requesting support for HUD funding for assisted living units for handicapped residents. P. Hope had provided a letter of support from the Senior Center.

Jensen's Park, Other: no report.

**D. Related Town and Regional Organizations**

Com. on Physically and Sensorily Impaired - Mary Thatcher: no report.

Senior Resources of Eastern CT: no report.

Town Plan of Conservation and Development: no report.

Town Community Center: no report.

**VI Old Business**

Status of a Drive-by Mail Box: K. Grunwald shared a copy of a letter to the Storrs Postmaster from Assistant Town Manager, Matthew Hart, authorizing the Post Office to install a drive-up mailbox in the driveway of the Beck Building/Community Center.

Process for up-dating the Long Range Plan (2004-2014) – K. Grunwald: A suggestion was made that we evaluate where we are in terms of status of items in the current plan. A motion was made and seconded to incorporate strategies into the Long Range Plan that support realistically achievable and measurable objectives. The motion was passed by the Commissioners present. It was agreed that the process of using surveys to collect data are important and need to be incorporated into this plan. K. Grunwald and P. Hope will bring sample survey questions to the next meeting.

**VII New Business: none.**

**VI. Adjournment: the meeting was adjourned at 4:20 PM.**

(next meeting set for Monday, Sept 13 , 2004 at 2:30, Senior Center)

**EASTERN HIGHLANDS HEALTH DISTRICT  
BOARD OF DIRECTORS – REGULAR MEETING  
THURSDAY – June 17, 2004  
COVENTRY TOWN HALL – BOARD ROOM B**

Board Members Present: M Kurland, R Fields, P Schur, W Kennedy, J Stille (alternate seated), L Eldredge (Alternate)

Board Members Absent: M Berliner, J Devereaux, T Tieperman, J Elsesser, E Paterson

Staff Present: R Miller, Dr Dardick

By consensus, M Kurland ran the meeting due to the absence of all board officers. Meeting was called to order at 5:04pm by M Kurland.

A MOTION was made by B Kennedy, seconded by J Stille, to approve the minutes of the February 19, 2004 meeting as presented. THE MOTION PASSED unanimously.

**PUBLIC COMMENTS:**

No public attending

**OLD BUSINESS**

**BY-LAW AMENDMENT**

A MOTION was made by R Fields, seconded by W Kennedy, to adopt the Eastern Highlands Health District By-Laws (version 2, drafted March 11, 2004) as amended and effective immediately, June 17, 2004. A discussion ensued. W Kennedy expressed concern that under these proposed amendments as few as three affirmative votes could pass budgets and amend by-laws. J Stille expressed concern with the diminishing influence that the smaller towns would have under the proposed amendments and questioned if the growth of existing member towns or the addition of new, larger towns would further erode the small town influence. R Miller responded, indicating that significant growth of existing towns must occur before additional appointments to the Board are made; and that, at this time, only small towns have the potential to join the Eastern Highlands Health District. THE MOTION PASSED unanimously. Amended By-Laws attached.

**NEW BUSINESS**

**FY02/03 AUDIT REPORT**

A MOTION was made by J Stille, seconded by R Fields, to accept the auditor's report for the fiscal year 02/03. A discussion ensued. R Fields noted the significant reduction in fund balance from FY 01/02 to FY 02/03. R Miller explained that much of the reduction is due to cuts in the State Per Capita grant, significant increases in medical insurance costs and less than expected revenues from fees for service. THE MOTION PASSED unanimously.

**FY03/04 AUDITOR**

A MOTION was made R Fields, seconded by J Stille, to approve the appointment of Kostin Rufkis and Co as the official auditor for FY 03-04. THE MOTION PASSED unanimously.

**RESOLUTION FOR SIGNATURE AUTHORIZATION**

A MOTION was made by J Stille, seconded by R Fields, to adopt the Resolution for Signature Authorization as presented. THE MOTION PASSED unanimously. A copy of the Resolution is attached.

## STAFF SALARY INCREASES FOR FY 04/05

A MOTION was made by J Stille, seconded by W Kennedy, to increase the staff salary payscales by 2.7% for the FY04-05, effective July 1, 2004. A discussion ensued. THE MOTION PASSED unanimously.

## FY 04/05 PER CAPITA GRANT APPLICATION

A MOTION was made by R Fields, seconded by J Stille, to approve the FY04-05 per capita grant application as presented and authorize submittal to the Department of Health. THE MOTION PASSED unanimously.

## MUTUAL AID MOU's

A MOTION was made by R Fields, seconded by J Stille, to authorize the Director Of Health to sign the Memoranda of Understanding titled, "Mutual Aid Public Health Preparedness & Surge Capacity," with all of the local part time and/or full time public health jurisdictions contiguous with Eastern Highlands Health District. THE MOTION PASSED unanimously.

Dr Dardick left the meeting at 5:15pm

## TOWN REPORTS

### *MANSFIELD*

Nothing to report.

### *TOLLAND*

New walk-in clinic ribbon cutting on 6/29, opening 7/9. Sewer project going ahead. Town budget now in place.

### *WILLINGTON*

Nothing to report.

### *BOLTON*

Town budget passed, developers looking to purchase property in town to build condo project, Fiano's Banquet Facility changing ownership.

### *COVENTRY*

CVH group walks suspended due to staff transitions in the CVH program.

## DIRECTOR'S REPORT

R Miller discussed the STEPS grant proposal.

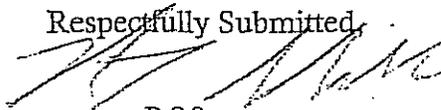
R Miller discussed the CDC performance standard assessment tool and indicated that a retreat was held on 5/25/04.

R Miller presented and discussed the quarterly reports.

R Miller discussed Ashford's joining EHHD and the transfer of documents.

The meeting adjourned at 5:40pm.

Respectfully Submitted,



Robert P. Miller, Secretary

EASTERN HIGHLANDS HEALTH DISTRICT  
BOARD OF DIRECTORS – REGULAR MEETING  
THURSDAY – August 19, 2004  
COVENTRY TOWN HALL – BOARD ROOM B

Marty Berliner  
Town of Mansfield

REC'D AUG 30 2004

Meeting was called to order at 4:31 pm.

Present: R Fields T Tieperman, J Elsesser, Charles Johnson, E Paterson, M Kurland, J Devereaux

Absent: P Schur, M Berliner, W Kennedy, J Stille (Alternate), L Eldredge (Alternate)

Staff present: R Miller

A MOTION was made by R Fields, seconded by J Elsesser, to approve the minutes of the June 17, 2004 meeting as presented. THE MOTION PASSED with R Field voting yea, and T Tieperman, B Paterson, C Johnson, E Paterson, J Elsesser abstaining.

## PUBLIC COMMENTS:

No public attending

## OLD BUSINESS

### Smallpox post exposure mass vaccination plan

A MOTION was made by J Elsesser, seconded by R Fields, pursuant to Article IV, Section 2 of the EHHD By-Laws to adopt the Eastern Highlands Health District, Post Exposure Smallpox Vaccination Plan, Mass Vaccination Region #40, Revised 8/13/04. A discussion ensued, asking that Ashford be added to the plan as a future amendment. It was recommended that the plan be burned onto CD's for distribution to member towns. THE MOTION PASSED unanimously.

## NEW BUSINESS

### Preventive Health Block Grant

A MOTION was made by J Elsesser, seconded by M Kurland, to ratify the Preventive Health Grant application as presented and amend the fy 04/05 operating budget to reflect the appropriation to revenues of \$17,312. THE MOTION PASSED unanimously. J Elsesser recommended developing sun screen samples with EDDH logo for distribution.

### Office Space Renovation and Expansion

A MOTION was made by R Fields, seconded by T Tieperman, to approve an appropriation not to exceed \$3,500 from the Capital Nonrecurring Fund for the Main office expansion and renovation. THE MOTION PASSED unanimously.

J Devereau arrived at 4:52.

## TOWN REPORTS

COVENTRY – Sewer project ongoing, Phase 3A and Phase 3B construction started; no progress on the Guido property; received \$500,000 STEAP grant for village improvements, parking lot and matching grants for business store front and sidewalk improvements; a Subway has been proposed for the village pharmacy location; new age 55 housing project looking for approval.

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HOUSING AUTHORITY OF THE TOWN OF MANSFIELD  
REGULAR MEETING  
MINUTES  
July 21, 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 Wednesday July 21, 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
Gretchen Hall	-	Commissioner

Also present was Cathy K. Forcier, Executive Director.

Joan Christison-Lagay arrived at 9:10

Grace Hunderlach arrived at 9:20

**MINUTES**

After review and due deliberation a motion was made by Richard Long, seconded by Gretchen Hall to approve of the minutes of the regular meeting of June 17, 2004 with a correction. Motion passed unanimously.

**COMMUNICATION**

None

**COMMENTS FROM THE PUBLIC**

None

## **REPORT OF THE DIRECTOR**

Mrs. Forcier presented a tenant request to alleviate his financial burden on a last month's rent due to having to return to Gaza under emergency conditions. Richard Long made a motion, Gretchen Hall seconded the motion, to reduce the tenant's rent to \$420.00 for the month of August. Motion passed unanimously.

Mrs. Forcier presented a newspaper article on financial and legal problems at Springfield, Massachusetts Housing Authority.

Mrs. Forcier reported the Section 8 Public Housing Agency (PHA) Plan had been drafted but would need to have modifications after the Section 8 Administrative Plan has been reviewed.

### **Bills**

The Commissioners were presented with a list of bills for June 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 Richard Long, seconded by Gretchen Hall, and passed unanimously, and it was voted to approve the Wright's Village, Holinko Estates, and Section 8 Financial Reports for the month of May 2004.

### **Section 8 Statistical Reports**

The Commissioners reviewed the Section 8 Statistical Reports for June 2004. After discussion and due deliberation, a motion was made by Joan Christison-Lagay, seconded by Richard Long, and passed unanimously.

### **Report of the Tenant Representative**

Mrs. Hunderlach reported that all was peaceful in the Village and that the new monthly coffee hour, started by the Resident Service Coordinator (RSC), Kate Cox, was held in the Knop Shop.

**UNFINISHED BUSINESS**

**Legal Issue- Holinko Estates Tenant** -Mrs. Forcier reported the executed stipulation was finally received by the attorney and would be entered into court. Mrs. Forcier mentioned that the tenant has not paid her full rent for July.

**Holinko Estates Environmental Phase II Survey-** Mrs. Forcier reported that Department of Economic Development (DECD) had just approved the expenditure of the additional \$3100.00 for the survey. Mrs. Forcier will meet with the engineer shortly to discuss the procedure.

**Memo Sent to Tenants, June 21, 2004** – The recent memo was discussed. The Board of Commissioners tendered an apology to the Executive Director, Cathy Forcier, for a misunderstanding.

**NEW BUSINESS**

**Review of Section 8 Administrative Plan – First Six Chapters** – Mrs. Forcier presented the recommended changes to the plan. Richard Long made a motion, seconded by Joan Christison-Lagay, to approve the Section 8 Administrative Plan with the changes. The motion passed unanimously.

**Affordable Assisted Living Facility** - Mrs. Forcier notified the Board of the new assisted living facility that low-income seniors are able to take advantage of in Glastonbury Connecticut.

**New Budget Item** – Mrs. Forcier notified the Board that the Housing Authority had received a bill for gasoline, from the Town, for the first time, retroactive, from May 2003. The Board suggested Fred log use.

**Translation Software** – Mrs. Forcier requested the Board consider purchasing translation software due to the new requirement by Housing and Urban Development (HUD) to provide services to those who have Limited English Proficiency (LEP). The Board suggested looking into what larger housing authorities are doing to be assured of the integrity of the translated documents.

**Annual Adjustment Factor (AAF)** – Mrs. Forcier reported to the Board that she had sent in an appeal to HUD of the AAF due to increasing rents, taxes, and utilities.

July 21, 2004 Minutes continued

**Cell Phone for Maintenance Mechanic** – Mrs. Forcier reported that the pager was no longer working and asked if the Board wanted to replace it with another pager or a cell phone. Richard Long made a motion, seconded by Gretchen Hall, to approve of the most economical cell phone service that would work in our area. Motion passed unanimously.

**Conference for Commissioners** – Mrs. Forcier presented a brochure on a conference in Martha's Vineyards that teaches through case studies.

**Fire at Holinko Estates** – Mrs. Forcier reported on a fire in apartment 3H at Holinko Estates on July 8, 2004 and the resulting damage. Also reported were the steps to make repairs.

**Housing and Development Law Institute (HDLI) Membership** – Mrs. Forcier presented a brochure on the HDLI. Joan Christison-Lagay made a motion, seconded by Richard Long, to pay \$195.00 to join the membership.

#### 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 11:26 A.M.

Respectfully Submitted,

Cathy K. Forcier

APPROVED:

Anne Jordan Crouse

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

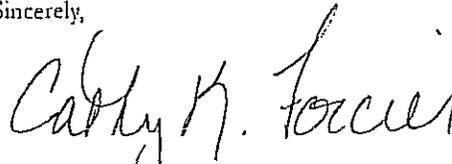
September 3, 2014

Joan Gerdson, Town Clerk  
Town of Mansfield  
4 South Eagleville Road  
Storrs, CT 06268

Dear Joan:

I would like to inform you that the Board voted at their August meeting to change the time of the September, October and November meetings to 9:30 a.m. instead of 9:00 a.m.

Sincerely,



Cathy K. Forcier  
Executive Director

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MINUTES  
MANSFIELD INLAND WETLAND AGENCY  
Regular Meeting, Tuesday, July 6, 2004  
Council Chambers, Audrey P. Beck Municipal Building

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

Acting Chairman Barberet called the meeting to order at 7:10 p.m., appointing both alternates to act as voting members.

Minutes – 6/21/04 –Plante MOVED, Zimmer seconded to approve the Minutes as amended (p. 1, W1256, “Center” was changed to “Centre”); MOTION PASSED unanimously.

Communications – Wetlands Agent’s 6/30/04 monthly business memo was noted.

Old Business

W1257, Bell, plant nursery operation, 552 Bassetts Bridge Rd. – Holt MOVED, Plante seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to James Wesley Bell and Jean E. Bell (file W1257) for work within 150 feet of wetlands associated with a plant nursery and restaurant operation on property owned by the applicants at 552 Bassetts Bridge Rd., as shown on a map dated 1/15/04, revised through 5/28/04, as described in other application submissions, and as heard at Public Hearing on 5/17/04, 6/7/04 and 6/21/04. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized according to sediment and erosion control plan directions in reports by Richard Snarski, CSS;
2. The footbridge and waterfall originally a part of this application are not included in this approval and require a separate application to this agency;
3. The Wetlands Agent is to report monthly to this agency on the progress of work on the first phase of this operation, to insure timely progress on work, to protect the site’s wetlands;
4. This approval is valid for a period of five years (until 7/6/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1259, Chovnick, proposed automotive repair building in buffer zone at Rt. 32/Cider Mill Rd. – Mr. Meitzler’s 6/30/04 memo was noted. After brief discussion, Holt MOVED, Plante seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Benjamin Chovnick (file W1259), for construction of a 50-ft. by 70-ft. metal structure for servicing and repair of motorcycles and cars, on property owned by Elinor Chovnick at 213 Stafford Rd., as shown on a map dated 4/2/96, revised through 6/14/04, and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. If any change of use of this property is planned, the owner shall bring such change to the Agency for review and approval of the potential for wetland impact, prior to any such change occurring;
3. This approval is valid for a period of five years (until 7/6/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1262, Town of Mansfield, Merrow Meadow trail work, Merrow Rd. – Mr. Meitzler's 7/1/04 letter requesting a 65-day extension for this project was noted. Holt MOVED, Gardner seconded to grant a 65-day extension of time for consideration of action on application W1262, Merrow Meadow trail work, to allow time for staff review of alternatives and possible reduction in scope of the proposal as it was submitted. MOTION PASSED unanimously.

W1263, Labbe, shed in buffer, Rt. 32 – Holt MOVED, Plante seconded to grant an Inland Wetland License under Sec. 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Conrad J. Labbe (file W1263) for replacement of a garage that previously burned, on property owned by the applicant at 412 Stafford Road, as shown on a map dated 5/18/04 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 7/6/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1264, Thompson, Bonemill Rd, 6-lot subdivision – Mr. Meitzler's 6/30/04 memo was noted. Holt MOVED, Gardner seconded to grant an Inland Wetland License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to KMC, LLC (file W1264) for a six-lot subdivision of single-family homes on 40,000 square foot lots with onsite septic and individual wells on property owned by Byron Thompson located at Middle Turnpike and Bone Mill Road, as shown on a map dated 5/12/04 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 7/6/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

New Business - Mr. Meitzler's 6/30/04 memo discusses both of the items below.

W1266, Moskowitz, Stonemill Rd., pond within 150 feet of wetlands – Goodwin MOVED, Holt seconded to receive the application (file W1266) submitted by Robert Moskowitz under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a pond at 117 Stonemill Road on property owned by the applicant with a map dated June 29, 2004, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1264, Yankee, Hillyndale Rd., house within 150 feet of wetlands – Mr. Meitzler's memo notes that this same plan was previously approved as W299. Since more than 10 years have elapsed, a new permit is required. Goodwin MOVED, Holt seconded to receive the application (file W1267) submitted by James Yankee under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a single-family residence with well and septic system at Lot 4, Hillyndale Road, on property owned by the applicant, with a map dated April 29, 1987 and revised June 25, 2004, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

Field trip – Members agreed by consensus to schedule a field trip for Tuesday, July 13<sup>th</sup>, at 1 p.m.

Wetlands Regulations Review Committee – A meeting date will be set at the September IWA meeting.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

P.100

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

MINUTES  
MANSFIELD INLAND WETLAND AGENCY  
Regular Meeting, Monday, August 2, 2004  
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:08 p.m., appointing Alternate Ryan to act as a voting member.

Minutes: 7/6/04 – Mr. Favretti stated that he had heard the relevant tapes and felt qualified to vote. Plante MOVED, Gardner seconded that the Minutes be approved as presented; MOTION CARRIED, all in favor except Ryan, Kochenburger and Hall (all disqualified).

7/13/04 field trip – Holt MOVED, Gardner seconded that the Minutes be approved as presented; MOTION CARRIED, Holt, Gardner and Plante in favor, all else disqualified.

Communications: Draft 7/21/04 Conservation Commission Minutes, regarding W1266 (Moskowitz); W1267 (Yankee); W1219 (Bone Mill subdivision); 7/29/04 Wetlands Agent's Monthly Business memo.

Old Business

W1262, Merrow Meadow trail work, Town of Mansfield – Mr. Meitzler's 7/29/04 memo was noted, after which Holt MOVED and Kochenburger seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to the Town of Mansfield (file W1262) for trail improvement and wetland crossing for equipment access on property owned by the Town (Merrow Meadow Park), located on Merrow Road, as shown on a map dated 4/15/04, revised through 7/14/04, and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls (as shown on the Plans) shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 8/2/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this Agency for further review and comment. MOTION PASSED unanimously.

W1266, Moskowitz, Stone Mill Rd., pond within regulated area – Mr. Meitzler's 7/29/04 memo was noted. Holt MOVED, Ryan seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Robert Moskowitz (file W1266) for excavation of a new pond on property owned by the applicant located at 117 Stone Mill Road, as shown on a map dated 6/29/04 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. An undisturbed barrier, approximately 75 feet from the pipe inlet, shall be left between the proposed pond and the existing pipe under the driveway;
3. Work in this undisturbed area shall be limited to:
  - a. construction of an overflow spillway area approximately 5 feet wide at the bottom and about one foot lower than the adjacent undisturbed areas, and
  - b. When final grading around the new pond is done, it is advisable to shape the portion of this area nearest the pond as a dam by removing piled stones and creating an earth barrier for extreme flow conditions;
4. Areas of excavated material spread around the pond excavation shall be seeded immediately after grading is finished. This is to include all areas of spread material remaining undisturbed for more than 30 days;

5. This approval is valid for a period of five years (until 8/2/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this Agency for further review and comment.

After discussion, the MOTION PASSED unanimously.

W1267, Yankee, Hillyndale Rd., proposed house within regulated areas – Mr. Meitzler's 7/29/04 memo recommends that the applicant revise the plan according to specific current Health Dep't. requirements and that separation distances between work areas and adjacent wetlands be increased. At the meeting, it was made clear that Eastern Highlands Health District approval must be obtained before the IWA could approve the application, since there have been revisions to the State Health Code since the original approval was issued. Mr. Yankee remarked that he could have begun work on a revised plan had he been aware of this necessity. He explained his dilemma if repositioning of the house is deemed necessary by the Health District, and requested approval of the application with a condition requiring coordination of plans with the Health District, in order to facilitate construction. However, it was made clear by the Chairman that the Agency cannot approve an application without prior Health District approval. After further discussion, Holt MOVED, Zimmer seconded that the Inland Wetland Agency table action on the proposal from James Yankee (file W1267) and that the applicant revise the plan according to specific requirements of the Eastern Highlands Health District and increase separating distances between work areas and the adjacent wetlands. MOTION PASSED unanimously. Mr. Yankee expressed dissatisfaction with this action.

New Business – The Wetlands Agent's 7/30/04 New Business memo discusses the items below.

W1268, Miner, N. Eagleville Rd., deck expansion in buffer – Goodwin MOVED, Holt seconded to receive the application of Russell Miner under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the replacement of a deck at 391 North Eagleville Road, on property owned by the applicant, as shown on a map dated 7/19/04 and other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1269, Grand Shart, LLC, 4-lot subdivision on Cedar Swamp Rd. – Goodwin MOVED, Holt seconded to receive the application of Grand Shart, LLC under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 4-lot residential subdivision at Cedar Swamp Road, on property owned by the applicant, as shown on a map dated 7/26/04 and other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1270, Town of Mansfield, Clover Mill Road construction project – Goodwin MOVED, Holt seconded to receive the application of the Town of Mansfield Department of Public Works under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the reclamation, overlay of pavement and installation of a guard rail on Clover Mill Road, on property owned by the applicant, as shown on a map dated 6/18/04 and other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1271, Peterson-Blinn, single-family house within regulated area on Mansfield City Road – Goodwin MOVED, Holt seconded to receive the application of Elizabeth Peterson-Blinn under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a single-family dwelling and associated site improvements on property owned by the applicant and located at 577 Mansfield City Road, as shown on a map dated 7/8/04 and other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

Field trip – It was agreed by consensus to schedule a field trip for Wednesday, September 1<sup>st</sup>, beginning at 1 p.m.

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

MANSFIELD PLANNING & ZONING COMMISSION  
Regular Meeting, Monday, July 19, 2004  
Council Chambers, Audrey P. Beck Municipal Building

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

Acting Chairman Barberet called the meeting to order at 7:10 p.m., appointing Alternate Ryan to act as a voting member, Mr. Mutch, and then Mr. Pociask, to act for member disqualifications.

Minutes

7/6/04 - With the addition of acknowledgement of passage of the Chatham Hill motion on p. 2, Holt MOVED, Gardner seconded to approve the Minutes as amended; MOTION CARRIED, all in favor except Kochenburger (disqualified).

7/13/04 field trip – Holt MOVED, Gardner seconded to approve the Minutes as presented; MOTION CARRIED, Barberet, Gardner, Holt and Plante in favor, all else disqualified.

Zoning Agent's Report –

June Monthly Zoning Enforcement Activity Report was acknowledged. Mr. Hirsch noted there has been no significant increase in single-family homes over the past 3 years.

Mulch storage at 497 Middle Tpk – A unacceptable plan was submitted to Mr. Hirsch last week as documentation for a site modification request. A corrected plan must be submitted if the request is to be pursued. Meanwhile, the site is still under citation.

Student rental housing update – Mr. Hirsch's 7/8/04 memo to the Town Manager/Town Planner updates enforcement activity of 10 sites that were issued violation notices in April of this year.

Illegally-parked cars for sale at Rts. 195/89 – Mr. Hirsch plans to contact the State Highway Dep't. to ask whether signs forbidding car-parking for sales purposes can be put up at the site.

Illegal house excavation at 23 Mansfield Hollow Rd. – Mr. Hall has been asked for a written timetable addressing site restoration.

Cemetery Rd. trail – Mr. Hirsch said the Town is not involved in this dispute over the legal status of the trail, but is trying to facilitate some solution.

Old Business

Bell special permit application for commercial agricultural use at 552 Bassetts Bridge Rd., file 1217, MAD 8/25/04 Mr. Hall disqualified himself; Mr. Mutch acted in his stead. Mrs. Holt MOVED, Mrs. Gardner seconding, to approve with conditions the special permit application (file 1217) of J. and J. Bell for a garden/farm outlet with accessory café on property located at 552 Bassetts Bridge Road, in an RAR-90 zone, as submitted to the Commission and described in application submissions including Statements of Use, a site plan dated 1/15/04 revised through 5/28/04, a floor plan dated 5/7/04, a sightline plan dated 5/28/04, a soils and erosion control plan and a landscape management plan, and as presented at Public Hearings on May 17, June 7 and June 21, 2004. This approval is granted because the application as hereby approved is considered to be in compliance with Article V, Section B and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval, which authorizes certain agriculturally-oriented commercial uses within a residential zone, is specifically tied to the application submissions and conditions cited in this motion. Unless modifications are specifically authorized, approved uses of this property are limited to those uses and activities described by the applicant, including restrictions on the months of commercial operation (April through October) and days and

hours of operation (Friday, Saturday and Sunday from 10 a.m. to 6 p.m.). Any questions regarding authorized uses of this property shall be reviewed in advance with the Zoning Agent and, as appropriate, the PZC. Any significant changes or expansions of use, including any significant alteration of the proposed café food service use, shall require additional special permit approval;

2. Pursuant to the Inland Wetland Agency's 7/6/04 approval, footbridge and waterfall elements of the proposal shall not be implemented without subsequent IWA authorization;
3. Proposed tree and brush removal, which is necessary to improve sightlines at the intersection of Bassetts Bridge Road and the site driveway, requires prior approval from the Mansfield Tree Warden. This sightline work must be completed as an initial element of the project, and the achieved sightlines shall be maintained by the applicant through periodic brush removal. No Zoning Permit shall be issued until the approved sightlines have been achieved;
4. The proposed café use is not approved, because a café is not considered accessory to an agricultural use and is inappropriate in the RAR-90 zone. It is anticipated that a café use would present ongoing enforcement problems, particularly with respect to restrictions on the size and scale of this food service use, and that a café would contribute to potential neighborhood impacts including, but not limited to increased traffic, noise and other neighborhood concerns presented at the Public Hearings;
5. All agricultural uses shall comply with the provisions of Article VII, Section I.3 and Article VII, Section G.12. These permitted use provisions include or reference standards for fertilizers, pesticides, fungicides and other chemical uses, limit the amount of agricultural and horticultural products that are not grown on a property-owner's land, and limit the nature and amount of products sold that are accessory and associated with the agricultural or horticultural products sold onsite;
6. As described in applicant submissions, plants for sale will be native and non-invasive species. The current listing of species that may be invasive, as prepared by the University of Connecticut Center for Conservation and Biodiversity) shall be consulted periodically to help avoid the sale of invasive species;
7. The applicant shall be responsible for meeting all applicable permit requirements from Eastern Highlands Health District and Mansfield's Building and Fire Marshal's Offices (see 5/13/04 report from the Fire Marshal). The proposed handicap parking spaces shall be sized and shall include signage and pavement markings as per current State requirements;
8. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records.

Mrs. Holt stated she feels that a café is a commercial use and cannot be allowed in a residential zone. Members discussed this question at length; finally agreeing that a report from the Town Planner is needed clarifying whether or not this use could be viewed as accessory to an agricultural use in a residential zone. It was then moved, seconded and unanimously passed to forego a decision until receipt of Mr. Padick's report, and the motion was tabled.

Hall gravel removal special permit renewal application, file 910-2 – Mr. Mutch disqualified himself and Mr. Pociask acted in his stead. Goodwin MOVED, Holt seconded to approve with conditions the special permit renewal application of Edward C. Hall (file 910-2) for excavating and grading for future agricultural uses on his property off Mansfield Hollow Road, as presented at Public Hearings on 6/21/04 and 7/6/04. This renewal is granted because the application as hereby approved is considered to be in compliance with Art. V, Sec. B and Art. X, Sec. H of the Mansfield Zoning Regulations. Approval is granted with the following conditions, which must be strictly adhered to, due to potential adverse neighborhood impacts. Any violation shall be reason for revocation or non-renewal of this special permit.

1. No activity shall take place until this renewal of special permit is filed on the Mansfield Land Records by the applicant. This approval for special permit renewal shall apply only to the authorized Phase I area of the site, and shall not apply to any existing or proposed activity easterly of the Phase I limits shown on the 2004 Gravel Permit Renewal Plan dated revised June 25, 2004;
2. This renewal of special permit shall be effective until July 1, 2005;
3. Excavation activity shall take place only in accordance with plans dated 12/1/91 and 5/9/95, as revised to 6/25/04;
4. This special permit renewal does not authorize the deposition of more than 100 cubic yards of fill material onto the permit premises (the whole 17-acre lot) during any 12-month period;

5. All work shall be performed by Edward C. Hall or his employees. No other subcontractors or excavators shall excavate in or haul from this site. All work shall be performed using the equipment stated on said plans and in the applicant's Statement of Use;
6. No more than 8,000 cubic yards of sand and gravel or the amount of material remaining in Phase I, whichever is less, shall be removed per year;
7. Topsoil:
  - a) A minimum of 4" of topsoil shall be spread, seeded and stabilized over areas where excavation has been completed;
  - b) No loam shall be removed from the property. All stockpiled loam presently on the site shall be used for restoration of the area where gravel is removed;
8. In order to ensure that dust does not leave the site, erosion and sedimentation controls and site restoration provisions as detailed in the plans shall be strictly adhered to and the following measures shall be implemented:
  - A. No more than 1.5 acres shall be exposed at any one time;
  - B. The work shall be performed as described, from north to south and west to east, occurring in a "trough";
  - C. The swale along the haul road shall be kept dust-free and maintained to trap fine material and to keep the gravel surface of the road clean;
  - D. If the above measures do not control dust on the site as evidenced by complaints from nearby residents and verification by the Zoning Agent, dust monitors shall be installed immediately, with the advice of the applicant's engineer, and with their operation approved by the PZC;
  - E. The haul road shall be watered as necessary to prevent dust;
  - F. All loads shall be covered at the loading location;
  - G. There shall be no stockpiles of any material other than topsoil located outside the excavation area. Any stockpiles will be only as part of the daily operation of the excavation and shall not exceed 10 cubic yards in size. All stockpiled material shall be graded off and stored within the lower portions of the site in order to minimize any windblown transport.
9. In order to ensure adequate buffering year-round to the south, the following measures shall be taken:
  - A. The existing natural buffer of large trees to the south and east shall not be removed;
  - B. If spruce trees are planted along the south side as future Christmas trees, none shall be harvested while there is a gravel permit outstanding on the property. They shall be planted at the edge of the existing field or hand-planted as infill with existing vegetation;
  - C. If underbrush must be removed to plant very small spruce trees (up to 18"), larger, fast-growing evergreen shrubs (4-6 ft.) shall be planted and maintained.
10. In order to ensure that there is no damage to the major aquifer underlying this site and nearby wells, the following shall be done:
  - A. An annual ground water monitoring report (due 10/1) shall be submitted to the Zoning Agent;
  - B. Excavation shall not take place within 4 feet of the water table;
  - C. No materials not connected with the agricultural operation shall be stored onsite unless specifically authorized. Any burial of stumps obtained from the permit premises shall be confined to the DEP's regulations;
  - D. With the exception of manure, which shall be spread in accordance with the letter received at the 4/6/94 meeting from Joyce Meader of the Cooperative Extension Service, no pesticides or fertilizers shall be applied unless a specific application plan is approved by the PZC. All agricultural operations on the subject site shall employ Best Management Practices as recommended by the Tolland County Soil and Water Conservation District and Cooperative Extension Service for the application of manure, fertilizers or pesticides and the management of animal wastes;
  - E. No refueling, maintenance or storage of equipment shall be done onsite, in order to minimize the potential for damage from accidental spills;
11. An annual report on April 15 shall be submitted to the Zoning Agent by the applicant. Any request for annual renewal shall be accompanied by a Licensed Engineer's report indicating:
  - A. the current status of the gravel removal operation (including mapping) with the approval granted by the PZC;
  - B. a report of conformance or lack thereof with the approval granted by the PZC

12. Quarterly site inspections shall be conducted by the Zoning Agent, together with a neighborhood representative (as proposed in application submissions);
13. Old Mansfield Hollow Rd. shall be the only route used for deliveries out of the neighborhood;
14. All zoning performance standards shall be strictly adhered to;
15. Any new phase (II or III) of the permit shall not become effective until the previous phase (I or II) has been completed and restored to the satisfaction of the PZC. (This permit does not necessarily imply approval of any future phase.)
16. The existing \$8,300 cash bond and bond agreement shall remain in place until the activity has ceased and the area has been stabilized and restored to the satisfaction of the PZC.
17. Hauling operations and use of site excavation equipment shall be limited to the hours of 8 am to 5:30 p.m. Mon.-Fri., and 8 a.m. to 1 p.m. on Saturday, with no hours of operation on Sunday.

Further, it should be noted that if there are any changes to the site or plan not authorized by this approval, the applicant shall request a modification before proceeding. Such a request for modification may be considered major and may entail a Public Hearing, depending on the nature of the request and its potential for impact on the health, welfare and safety of Mansfield's citizens and nearby residents.

This special permit shall become valid only after it is obtained by the applicant from the Mansfield Planning Office and filed by him upon the Mansfield Land Records. MOTION PASSED unanimously.

Members questioned whether the current bonding amount, \$8,300, established over 10 years ago, would be sufficient to cover any necessary Town restoration action today; Mr. Hirsch responded that perhaps the Town Planner and Ass't. Town Engineer should look into this for next year.

Proposed motorcycle/automotive garage, 213 Stafford Rd., Chovnick, file 827-3 – Mr. Plante MOVED, Mrs. Holt seconding, to approve with conditions the special permit application (file 827-3) of Benjamin Chovnick for a new garage, office improvements, one-bedroom apartment and site work related to existing and proposed motorcycle and automotive repair use on property located at 213 Stafford Road, in a PB-5 zone, as submitted to the Commission and shown on a site plan dated April 12, 2004, revised through June 14, 2004; a 3-page set of floor plans and elevation plans dated 4/12/04; a landscape plan revised to 6/29/04, and an undated Statement of Use with 6/23/04 supplement, and as presented at Public Hearings on June 21 and July 6, 2004. This approval is granted because the application as hereby approved is considered to be in compliance with Article V, Section B and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval is specifically tied to the applicant's submissions and Public Hearing testimony and the conditions cited in this motion. Unless modifications are specifically authorized, the proposed uses and site improvements shall be limited to those authorized by this approval. Any questions regarding authorized uses and required site improvements shall be reviewed with the Zoning Agent and, as appropriate, the PZC;
2. Pursuant to Article X, Section D.7, the PZC authorizes the continued use of the existing driveway, which is less than 24 feet in width, to serve the subject site. The existing drive width is considered adequate based on existing and anticipated low-traffic volumes and the lack of traffic safety issues in the past. In the event the subject use is modified, the PZC reserves the right to require the subject driveway to be widened;
3. The parking area adjacent to the Cider Mill Brook embankment shall be delineated with a wheel stop barrier comprised of 8"x 16" x18.5-ft. double-bolted wooden beams or equivalent acceptable to the PZC officers. Individual spaces shall be identified on the barrier. Existing beams may be utilized if found acceptable by the Town Planner and Ass't. Town Engineer. This required barrier shall be maintained and replaced when necessary, to ensure a secure barrier adjacent to the steep embankment;
4. Except for depicted paved areas adjacent to the existing and proposed garages, parking and storage areas shall be surfaced with ¾" stone. The proposed handicap space shall be sixteen feet in width and have a paved surface with signage and pavement markings as per current State requirements;
5. All vehicles parked or stored overnight or longer shall be located in designated parking spaces or in the storage area west of the existing garage;
6. This approval requires the following landscape and screening improvements to be installed and/or maintained in an acceptable manner prior to the issuance of a Certificate of Compliance unless, pursuant to Article XI, Section E.3, this work is covered by a cash bond with agreement acceptable to the PZC officers with staff assistance:

- A. Tree and shrub plantings as depicted on the applicant's landscape plan revised to 6/29/04, provided all plantings have a minimum pot size of two gallons and that, prior to installation, planting details, including the configuration and composition of planting beds/holes and mulching provisions are submitted to and approved by the PZC officers with staff assistance;
  - B. Previously-approved landscaping around the free-standing identity sign shall be maintained and, as necessary, re-mulched to be consistent with new plantings;
  - C. Except for the above-referenced landscape plantings and existing trees and shrubs, all areas between the proposed garage and Cider Mill and Stafford Roads shall be maintained as lawn areas;
  - D. Stockade fencing in locations depicted on approved site and elevation plans shall be maintained and/or installed. Specifics for new fencing shall be approved prior to installation by the PZC officers with staff assistance
7. All Building and Fire Code requirements, including accessibility requirements for the proposed ramp to the existing house shall be met prior to the issuance of a Certificate of Compliance. The applicant also shall be responsible for meeting all State and Federal requirements regarding vehicle maintenance, waste product storage and disposal and other hazardous materials. Best Management Practices as defined by the State Dep't. of Environmental Protection shall be used for fertilizer, pesticide and other chemical use associated with the maintenance of the building;
  8. As described at the 7/6/04 Public Hearing, a sliding chain-link gate may be utilized to close off the driveway south of the new garage building. The gate shall be designed and installed in a manner that ensures the retention of proposed stockade fencing that is required to screen the proposed dumpster area from Route 32. Colored fence slats approved by the PZC officers shall be inserted and maintained within the chain-link fencing to enhance screening;
  9. The proposed dumpster location is considered acceptable, provided it can be fully-screened from Route 32. In the event the proposed stockade fencing does not adequately screen this waste storage area, it shall be relocated to a screened area south or west of the existing garage;
  10. This approval authorizes an attached identity sign on the easterly side of the new garage building and a free-standing identity sign in the existing sign location. The applicant's proposed identity sign on the northerly side of the building is not approved, as it does not meet the criteria cited in Article X, Section C.6.e;
  11. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records;
  12. This approval waives several provisions of Article V, Section A.3.e, since the information submitted with the application is sufficient to determine compliance with applicable approval criteria.

MOTION PASSED unanimously.

Bone Mill subdivision application, 6 proposed lots at Rt. 44/Bone Mill Rd., MAD 8/11/04, file 1214 – Mrs. Ryan disqualified herself and Mr. Mutch acted in her stead. Memos were received from the Town Planner (7/15/04), Ass't. Town Engineer (7/15/04), Eastern Highlands Health District (7/16/04), and Parks Advisory Committee (undated, re: 7/7/04 PAC meeting); written concerns from A. and S. Cyr, read at the 7/6/04 meeting, were also received. P. Miniutti (site designer) and M. Peterson (engineer) were present. Mr. Miniutti noted revised plans incorporated changes based on staff recommendations, as well as comments from the Cyrs. These changes include house shifts, inclusion of a full white pine screen between the project and the Cyr property, removal of the full pine row from land adjacent to the agricultural land, and fencing now to be on the Cyr property. During discussion of drainage issues, Mr. Peterson said the project has received Health District approval and the revised plans include the change on Lot 6 mandated in the Health District's memo. Removal of 5, rather than 4 specimen trees would be necessary if the houses are repositioned. Mr. Miniutti stated that the applicant prefers the possibility of an agricultural use of the 3-acre proposed open space area, rather than the Parks Advisory Committee's recommendation to allow it to revert to forest. Mr. Miniutti said he had shifted the houses on lots abutting the Cyr property, to accommodate Mr. Cyr's wishes. Members discussed this at great length without coming to any unanimous conclusion. Mr. Hall and Mr. Kochenburger volunteered to work on a motion based on the original plan ("Plan A," the 6 house fronts facing each other), after members agreed by non-binding vote that that is the plan they prefer. Mr. Cyr was assured that his comments would be taken into consideration.

Tower Communications proposed tower in Ashford – Mr. Padick's 7/15/04 memo was noted. Holt MOVED, Gardner seconded that the PZC Chairman, with staff assistance, be authorized to submit a letter to the State Siting

Council regarding the Tower Ventures II, LLC proposed telecommunication facility in Ashford. It is understood that this letter will incorporate the tower-sharing and expandability recommendations cited in a 7/15/04 report from the Town Planner. MOTION PASSED unanimously.

Verbal Updates – Portions of the Downtown Partnership's 2003 annual progress report were included in members' packets, as well as information on the UConn landfill closure project; Health Distr. Director R. Miller's 7/8/04 comments were noted.

New Business

Regional Transportation Plan update – Mr. Padick's 7/15/04 memo was supplemented with a copy of the current Mansfield segment of the plan, with notes added by the Director of Public Works. A review report from Mr. Padick is expected for the 8/2/04 meeting, and members were asked to review the draft and comments.

Maplewoods, Sec. II subdivision, request for bond release, Maxfelix Dr., file 974-3 – Memos from the Town Planner and Ass't. Town Engineer, both dated 7/15/04, were noted. Mrs. Holt MOVED, Mr. Hall seconded to reduce the performance bond requirement for the Maplewoods, Section 2 subdivision to \$22,500, to authorize the Chairman to sign a revised bond agreement, and to authorize the Town Planner to take appropriate action to release \$77,500 plus accumulated interest to Depot Associates. MOTION PASSED unanimously.

Communications and Bills – As noted on the Agenda. It was noted that the Chairman of the Zoning Board of Appeals is to meet in a few weeks with the Town Attorney, the Town Planner, and the PZC Chairman to discuss the ZBA's wish to place signs at locations of pending ZBA applications.

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

To: Town Council/Planning & Zoning Commission  
 From: Curt Hirsch, Zoning Agent  
 Date: August 18, 2004



Re: *Monthly Report of Zoning Enforcement Activity*  
*For the month of July, 2004*

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	20	18	20	20	20
Certificates of Compliance issued	25	14	10	25	10
Site inspections	51	78	23	51	23
Complaints received from the Public	4	2	4	2	4
Complaints requiring inspection	3	0	3	2	3
Potential/Actual violations found	8	8	2	8	2
Enforcement letters	8	3	6	8	6
Notices to issue ZBA forms	1	3	3	1	3
Notices of Zoning Violations issued	5	3	2	5	2
Zoning Citations issued	0	2	1	0	1

Zoning permits issued this month for single family homes = 3, multi-fm = 0  
 2004/05 Fiscal year to date: s-fm = 3, multi-fm = 0

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## MANSFIELD PLANNING &amp; ZONING COMMISSION

Regular Meeting, Monday, August 2, 2004

Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:47 p.m., appointing Alternate Ryan to act as a voting member.

Minutes: 7/19/04 – Mr. Favretti stated that he had heard the relevant tapes and felt qualified to vote. Zimmer MOVED, Gardner seconded that the Minutes be approved as presented; MOTION PASSED unanimously.

Zoning Agent's Report – The July Monthly Activity Report was acknowledged. Mr. Hirsch reported that there has been no significant progress on the mulch storage issue at 497 Middle Turnpike.

Old Business

Special permit application, proposed commercial agricultural use at 552 Bassetts Bridge Rd., J.&J. Bell, File 1217, MAD 8/25/04 – Mr. Favretti stated that he had heard the relevant tapes and read all distributed information on this application and felt qualified to participate in voting. The Town Planner's 7/28/04 memo was noted. After general discussion of the café aspect of the application, Plante MOVED, Holt seconded to take the previously-tabled motion off the table; MOTION PASSED unanimously. Holt MOVED, Plante seconded to amend the motion by replacing condition #4A with condition #4B, as follows: "The proposed café food service use shall be accessory in nature and limited to 49 meals per day, pursuant to a 4/22/04 letter from Eastern Highlands Health District. Unless subsequent approval is granted, café products shall be limited to sandwiches, soups, salads, baked goods and non-alcoholic beverages. Prior to the initiation of the café use, a menu confirming compliance with this condition shall be submitted to the PZC officers for approval. All future menu changes or other alterations of the café use shall be submitted to the PZC for review. Any significant alterations shall require approval." MOTION PASSED unanimously. The MOTION as amended was then voted on and PASSED unanimously. The motion as approved is as follows:

Mrs. Holt MOVED, Mrs. Gardner seconding, to approve with conditions the special permit application (file 1217) of J. and J. Bell for a garden/farm outlet with accessory café on property located at 552 Bassetts Bridge Road, in an RAR-90 zone, as submitted to the Commission and described in application submissions including Statements of Use, a site plan dated 1/15/04 revised through 5/28/04, a floor plan dated 5/7/04, a sightline plan dated 5/28/04, a soils and erosion control plan and a landscape management plan, and as presented at Public Hearings on May 17, June 7 and June 21, 2004. This approval is granted because the application as hereby approved is considered to be in compliance with Article V, Section B and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval, which authorizes certain agriculturally-oriented commercial uses within a residential zone, is specifically tied to the application submissions and conditions cited in this motion. Unless modifications are specifically authorized, approved uses of this property are limited to those uses and activities described by the applicant, including restrictions on the months of commercial operation (April through October) and days and hours of operation (Friday, Saturday and Sunday from 10 a.m. to 6 p.m.). Any questions regarding authorized uses of this property shall be reviewed in advance with the Zoning Agent and, as appropriate, the PZC. Any significant changes or expansions of use, including any significant alteration of the proposed café food service use, shall require additional special permit approval;

2. Pursuant to the Inland Wetland Agency's 7/6/04 approval, footbridge and waterfall elements of the proposal shall not be implemented without subsequent IWA authorization;
3. Proposed tree and brush removal, which is necessary to improve sightlines at the intersection of Bassetts Bridge Road and the site driveway, requires prior approval from the Mansfield Tree Warden. This sightline work must be completed as an initial element of the project, and the achieved sightlines shall be maintained by the applicant through periodic brush removal. No Zoning Permit shall be issued until the approved sightlines have been achieved;
4. The proposed café food service use shall be accessory in nature and limited to 49 meals per day, pursuant to a 4/22/04 letter from Eastern Highlands Health District. Unless subsequent approval is granted, café products shall be limited to sandwiches, soups, salads, baked goods and non-alcoholic beverages. Prior to the initiation of the café use, a menu confirming compliance with this condition shall be submitted to the PZC officers for approval. All future menu changes or other alterations of the café use shall be submitted to the PZC for review. Any significant alterations shall require approval;
5. All agricultural uses shall comply with the provisions of Article VII, Section I.3 and Article VII, Section G.12. These permitted use provisions include or reference standards for fertilizers, pesticides, fungicides and other chemical uses, limit the amount of agricultural and horticultural products that are not grown on a property-owner's land, and limit the nature and amount of products sold that are accessory and associated with the agricultural or horticultural products sold onsite;
6. As described in applicant submissions, plants for sale will be native and non-invasive species. The current listing of species that may be invasive, as prepared by the University of Connecticut Center for Conservation and Biodiversity, shall be consulted periodically to help avoid the sale of invasive species;
7. The applicant shall be responsible for meeting all applicable permit requirements from Eastern Highlands Health District and Mansfield's Building and Fire Marshal's Offices (see 5/13/04 report from the Fire Marshal). The proposed handicap parking spaces shall be sized and shall include signage and pavement markings as per current State requirements;
8. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records. MOTION PASSED unanimously.

Subdivision application, "Bone Mill," 6 proposed lots at the corner of Bone Mill Rd. and Rt. 44, KMC, LLC, appl., B. Thompson, owner, file 1219, MAD 8/11/04 - After brief discussion, Kochenburger MOVED, Holt seconded to approve with conditions the six-lot Bone Mill subdivision, on property owned by Byron Thompson, located at the corner of Bone Mill Road and Middle Turnpike (Rt. 44), in an RAR-40/MF zone, as submitted to the Commission and shown on plans dated May 12, 2004 as revised through July 14, 2004. This approval is granted because the application as hereby approved is considered to be in compliance with the Mansfield Zoning and Subdivision Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer, soil scientist and landscape architect;
2. To appropriately address subdivision design criteria and a necessary PZC approval of lot frontage waivers, the final plans shall utilize the common driveway locations and basic house orientations depicted on the applicant's 5/12/04 and 6/7/04 map submissions. All map notes, including those notes related to stone walls and specimen trees, shall be revised as necessary to be consistent with these revisions. Drainage improvements, landscape and fencing improvements proximate to the southerly property line and other map elements with the exception of underground utilities, as depicted on plans revised to 7/14/04, shall be retained except where in conflict with the required revisions to the common drive locations and house orientations. Any revisions required by Eastern Highlands Health District also shall be incorporated;
3. Unless an alternative underground layout is approved by the PZC officers, with staff assistance, underground service to the 6 lots shall be provided from both CL&P poles 5504 and 5505. This revision, which will necessitate two underground crossings of Bone Mill Road, will help minimize impacts on roadside specimen trees. Specific underground routes shall be depicted on final plans;
4. As agreed to by the applicant, evergreen buffer plantings of a size and type that will not shade the open space area, shall be added to the plans. At a minimum, the plantings shall be installed along the northerly property line of Lot 6. Due to existing vegetation and site topography, a buffer is not required, but may be added along Lots 4 and 5. Final plans shall include the size and type of buffer plantings, and the selected species shall be approved by the PZC officers, with staff assistance. To help ensure that future plantings on Lots 4, 5 and 6 will

not shade the agricultural open space land, a Notice shall be filed on the Land Records, with appropriate references included in the deeds of Lots 4, 5 and 6, that specifies that no tree or shrub with a mature height greater than 6 feet shall be planted or maintained within 25 feet of the open space parcel;

5. This approval accepts, pursuant to the open space provisions of Section 13, the deeding of the depicted open space parcel to the Town of Mansfield. Town ownership will help promote the future use of the prime agricultural soils contained on this property;
6. This approval authorizes two common driveways. Common driveway easements that address maintenance and liability issues, including the maintenance of depicted driveway sightlines, shall be submitted to the Planning Office for approval by the PZC officers, with staff assistance, and the Town Attorney. The common driveway work shall be completed or bonded in an amount and form acceptable to the PZC officers, with staff assistance, before the filing of the subdivision plan, pursuant to Section 7.10.e. Driveway note "d" on Sheet 6 shall be revised to be consistent with this condition, and Sheet 6 shall be revised to modify or eliminate the existing driveway note depicted west of Bone Mill Road, near the open space parcel.
7. Pursuant to subdivision regulations provisions, particularly Sections 7.5 and 7.6, this action specifically approves a waiver of lot frontages for lots 2, 3, 4 and 5 and the depicted building envelopes for all lots. Unless revisions are specifically authorized by the Commission, the depicted building envelopes shall serve as the setback lines for all future structures and site improvements, pursuant to Article VIII of the Zoning Regulations. This condition shall be noted on the final plans (replacing an existing note "i" on Sheet 6) and specifically Noticed on the Land Records;
8. The final map shall be revised to add a note that provides clear notice to the subject lot-owners that their lots abut an existing horse farm to the south and other existing and potential agricultural lands. This information shall also be included in a Notice on the Land Records with appropriate reference on the deeds of the subject lots;
9. The final plans shall include a revision to the outlet design for the foundation drain that will direct water to the open space parcel. The new design shall incorporate a level-spreader or other design element that will minimize drainage impacts onto the agricultural open space parcel;
10. All fencing and buffer plantings depicted on final plans shall be completed by the developer or bonded in an amount and form acceptable to the PZC officers, with staff assistance, before the filing of the subdivision plan;
11. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety (90) or one hundred and eighty (180)-day filing extension has been granted):
  - A. All final maps, including submittal in digital format, a right-of-way deed along Bone Mill Road, common driveway easements, an open space deed, a foundation drain easement, and a Notice on the Land Records to address conditions 4, 7 and 8 for recording on the Land Records (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Sec. 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
  - B. All monumentation (including delineation of the open space parcel with iron pins and the Town's official markers every 50 to 100 feet on perimeter trees or on cedar posts), with Surveyor's Certificate, and all required subdivision work, including buffering and common driveway improvements, shall be completed or bonded pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant.

MOTION PASSED unanimously.

Proposed Regional Transportation Plan Update – The Town Planner's 7/30/04 memo was noted. At the meeting, Mr. Padick related that Mansfield's recommendations could be conveyed in September, and that the regional goal is to complete the update by the end of 2004. A draft for PZC review will be forwarded in September.

#### Verbal Updates

Storrs Center Downtown project/Downtown Partnership – Mr. Padick updated the PZC on recent progress and anticipated approval of a new agreement with Storrs Center Alliance, the designated developer. A Downtown Partnership Director's meeting is scheduled for August 3<sup>rd</sup>.

Public Hearing: Zone change application, proposed rezoning from RAR-40 to R-20, 27 acres of land north of Conantville Rd./south of Puddin Lane, V.&F. Bovino, o/a – The Public Hearing was called to order at 8:15 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Ryan and Zimmer. The legal notice was read and communications were acknowledged from the Town Planner (7/29/04), H. Swadlow & K. Lukatela (7/20/04), and a 7/28/04 petition signed by 35 property-owners of land abutting or within 500 feet of the site. Mr. Padick clarified that the next regular PZC meeting is scheduled for Sep't. 7<sup>th</sup>, which is more than 35 days from August 2<sup>nd</sup>, and therefore, unless an extension is requested and approved or a special meeting is scheduled, the Public Hearing must be closed tonight, August 2<sup>nd</sup>.

Project engineer E. Pelletier, representing the applicants, displayed a map and explained their reasons for the proposed zone change. These include:

- the southerly portion of the Bovino land is already zoned R20;
- the site is proposed as Medium to High-Density in Mansfield's Plan of Conservation & Development;
- the site has good soils for septic systems and areas of potential development not visible from existing roads;
- the property has frontage on Pudding Lane, with good sightlines;
- public water service exists along Conantville R. and on Puddin Lane east of the site;
- the R-20 zone has a limited number of permitted uses, and many other uses could be possible under existing zoning;
- the proposal would not significantly affect traffic, would help to protect existing neighborhood character, and would not affect property values of neighboring properties.

No one else was present to speak in favor of the proposal. The following persons spoke and were not in favor of the application at this time:

Michael Beal, 159 Puddin Lane, felt that neighbors had not had enough time to review the application, and asked that the Public Hearing be continued, and if continuation was not possible, that the application be denied. He submitted his comments in writing.

Paul Brody, 32 Pine Ridge Lane, speaking for Dianne Brody, of the same address, expressed concern over the lack of time afforded for neighbors to study the proposal and communicate comments to the PZC; he asked that the applicant request a 60-day Hearing extension, and if that is not possible, that the PZC deny the application.

John Hankins, 129 Puddin Lane, stated opposition to the proposal for the following reasons:

- concern regarding the recent pace of development in Mansfield and uncertainty over potential impacts of this zone change;
- his opinion that the rezoning would not promote the public's health, welfare and safety;
- concern that higher density with onsite septic systems would not provide adequate separation from nearby wells. He is opposed to higher density on this site.

In response to questions from members, Mr. Pelletier reported that the nearest existing sewer lines are at the Natchaug Hospital site and that, with R-20 zoning, approximately 25 to 35 new lots could be expected.

Mr. Padick stated that sufficient time has been provided for adequate public study of the application to comply with the Town's regulations. On behalf of the applicants, Mr. Pelletier requested a 30-day extension of the Public Hearing period. Holt MOVED, Gardner seconded to accept the 30-day extension provided by the applicant, and resume the Public Hearing on Tuesday, September 7<sup>th</sup>. MOTION PASSED unanimously.

Cancellation of August 17<sup>th</sup> meeting – After brief discussion, Holt MOVED, Plante seconding, that the August 17th regular PZC meeting be cancelled. MOTION PASSED unanimously.

### New Business

Notice of Scoping Proposal, UConn Hazardous Waste Storage Facility - A 7/29/04 memo from the Town Planner was briefly discussed and members agreed with Mr. Padick that the previous work of the Relocation Advisory Committee suitably identified issues that should be addressed in the pending Environmental Impact Evaluation process. No action was felt to be necessary at this time.

"Toll Road" subdivision. 4 lots off Cedar Swamp Rd.. Grand Shart. LLC. o/a, file 1221 – Holt MOVED, Gardner seconded to receive the subdivision application (file 1221) submitted by Grand Shart, LLC, for 4 proposed lots, "Toll Road" subdivision, on property located off Cedar Swamp Road, owned by the applicant, as shown on plans dated 7/26/04 and as described in other application submissions, and to refer said application to the staff, Design Review Panel, Town Council, Conservation Commission, Parks Advisory Committee, Recreation Advisory Committee and Open Space Preservation Committee for review and comment. MOTION PASSED unanimously.

Request for filing extension. Stone Mill Acres subdiv.. Stone Mill Rd., file 1195 –The Town Planner's 7/29/04 memo was briefly discussed. Holt then MOVED, Ryan seconding, that the Planning and Zoning Commission, pursuant to Section 6.15 of the Subdivision Regulations, grant a second ninety-day extension for filing final subdivision plans for the Stone Mill Acres subdivision (file 1195). MOTION PASSED unanimously.

Plan of Conservation & Development Committee - A committee meeting was scheduled for September 1<sup>st</sup>, following the scheduled 1 p.m. field trip.

Communications and Bills – As listed on the Agenda.

ZBA sign issue – A recent letter from the Town Attorney advised that the officers of both the ZBA and PZC meet to further discuss the issue and try to reach an acceptable solution.

The meeting was adjourned at 9:11 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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TOWN OF MANSFIELD  
Solid Waste Advisory Committee  
Minutes of the Meeting  
April 15, 2004

Present: Gogarten (chair), Squires, Smith, Hultgren (staff), Walton (staff)

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

The minutes of February 12, 2004 were reviewed and no corrections made.

Hultgren said that a new sign had been erected at the transfer station entrance saying that proof of residency is required. He said the windshield stickers had been ordered and should be in for a May 1<sup>st</sup> start-up date.

Hultgren reviewed the quantity of bulky waste and amounts collected at the transfer station. In February, 21 tons were disposed of and receipts collected averaged \$57/ton; however, in March over 50 tons were received and the average collected was only \$31/ton. He said if the high (50 ton) monthly quantities continued, a bulky waste scale will be required in order to cover costs (which are \$60/ton tipping plus \$15/ton transportation for a total of \$75/ton).

Hultgren reported that the electrical work at the transfer station had begun to be able to provide power to the refuse and cardboard compactor units that will be rented from Willimantic Waste Paper. These units will provide considerable savings in haul costs which will begin to be realized as soon as they are installed.

Walton showed committee members the tops to the six clear recycling containers that were constructed by Windham Tech for the Town. These will be used at Lions and Southeast fields this year to gain experience with them.

Hultgren said that the landfill closure effort was underway, but currently hampered by wet weather.

Walton reported that rid litter day was scheduled for May 1<sup>st</sup> and she had enlisted help from various Mansfield groups and non-profits to participate. A discussion of the Town's overall litter problem ensued. The Manager's office is working on a litter ordinance, which members agreed was very necessary as the litter provisions of the solid waste ordinance are weak. The question of adopt-a-road signs and other anti-litter signs was discussed. Walton will discuss this with the PZC Chairman.

The need to restart the prison-crew litter patrol effort was also agreed to be a high priority.

Walton reported that the Downtown Partnership Fall Festival was going to be held on September 18, 2004 and she had proposed to them to make the event environmentally friendly (low waste)

by using compostable single-service items. She also had cooperatively purchased several recycling containers with two other Towns.

Walton reported that the sneaker recycling program was underway at all schools with Willimantic Waste Paper as the regional depot. She also said she was presenting programs on recycling and non-toxic cleaners.

Hultgren said he was setting up a committee to study LEED ("green building") concepts for the Town in hopes that it could be adopted prior to the formal building plan for the downtown development. Walton will assist in getting this study group up and running.

The next meeting was set for June 10<sup>th</sup>, unless a May meeting is required.

The meeting was adjourned at approximately 8:45 p.m.

Respectfully Submitted,

Lon R. Hultgren  
Director of Public Works

cc: Virginia Walton, Recycling Coordinator, Members, file, Town Manager, Town Clerk

TOWN OF MANSFIELD  
Solid Waste Advisory Committee  
Minutes of the Meeting  
August 26, 2004

Present: Gogarten (chair), Squires, Smith, Roberts, Ames, Knox, Hultgren (staff), Walton (staff)

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

The minutes of April 15, 2004 were reviewed and no corrections made.

Walton and Smith attended an April workshop on community-based social marketing, which uses techniques that foster sustainable behavior change. Since attending the workshop, Walton has met with E.O. Smith High School and UConn to see if they are interested in using some of these strategies. A UConn marketing professor has volunteered to conduct and analyze a recycling attitudes survey at the high school this year in order to develop an effective high school recycling program. UConn is hoping to kick off a recycling promotional campaign this fall. Walton will contact host communities that work closely with their universities on recycling programs to bring to the next UConn meeting. Walton will be using some of the community-based social marketing strategies at the back to school nights, Know Your Town Fair and Festival on the Green. These include giving out sticker and washable tattoos and making America recycles day promises public knowledge.

Walton reported on a trip to NYC, hosted by the Green Building Council, to visit the Solaire. This is a high-rise residential building that received LEED silver rating. Although it looks like any other building, it features green roofing, building integrated photovoltaic panels, on-site water recycling, and recycled building materials. Its occupancy rate was full long before completion.

Hultgren stated that there was a request for the transfer station hours to be extended. It was decided to enter the time from each ticket that is input into the database of the transfer station study. Once this information is gathered, the transfer station hours will be evaluated.

Hultgren reported that while most of the issued stickers have been entered into the transfer station study database, staff is just beginning to enter individual ticket information. Already there are two interesting findings – 1) the number of tickets that have been issued has far surpassed staff's expectations and 2) a significant number of these tickets have been issued to households with collection service. By the next SWAC meeting, staff will have some information entered into the database to evaluate.

Hultgren reported that two trash compactors have been installed and should pay for themselves within several months based on reduced container haul costs.

Walton stated that the six clear recycling containers used at Lions and Southeast fields are

working very well and Public Works staff is in the process of building a few more to install at other parks. Public Works staff is pleased with these containers as well.

Hultgren said that the landfill closure effort is half to two thirds finished and should be complete by mid October as planned.

Walton explained how the September 18, 2004 Festival on the Green will be a low-waste event. DEP has given approval to compost the event waste at the transfer station. Willimantic Waste Paper donated \$300 to purchase utensils made from corn. Walton has been meeting with food vendors to ask for their help by providing food service on paper only. There will be 20 waste areas around the festival, and she needs volunteers to be nearby to help attendees sort their waste. There will be a recycling center at the festival with information about the low waste event.

Walton reported that an agreement has been signed with the master developer, Storrs Center Alliance, and the Downtown Partnership. The developer will be introducing themselves to the community, Sept 8 at 7 PM in the Bishop Center. Walton continues to advocate for the incorporation of LEED certification in the municipal development plan. The developer's approach appears to be ecologically-focused.

Walton reported that PZC does not want to post anti-litter signs. Walton will be publicizing anti-litter with stickers and washable tattoos at the upcoming public events. It was suggested that free litter disposal be better publicized. Staff will continue to enforce litter complaints through the solid Waste Ordinance until a litter ordinance is adopted. The prison-crew did a litter patrol in the late spring. Members were encouraged to give staff a list of roads that need a clean-up and the prison-crew will be contacted.

Hultgren stated that he received a request for a dumpster at a duplex this summer. The Solid Waste Ordinance does not allow for dumpsters at duplexes, as it is not considered a multi-family residence. It was recommended by the Committee to allow duplexes the option of having dumpster service. It is anticipated that very few will elect this option since it is over twice the expense of the highest single-family service.

Hultgren said that the committee to study LEED ("green building") concepts for the Town made a proposal to the Town Manager to use the LEED standards as a guideline for any major renovations, expansions and new building as long as it is cost effective. Cost effectiveness will be based on a life-cost analysis. From the information gathered by the committee, the life of a LEED structure is cost effective.

Walton stated that Citizens for Responsible Growth has taken interest in promoting the use of LEED. They asked if the Solid Waste Advisory Committee would be interested in co-sponsoring an informational LEED training. Hultgren suggested that the committee wait until the Town Manager's office makes a decision on staff's LEED proposal.

Walton said that a composting workshop is scheduled for September 11, 2004 at Mansfield Supply. The transfer station compost demonstration area has been dismantled, so the three

composters from this site will be given away at the workshop.

The next meeting was set for October 14, 2004.

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

Respectfully Submitted,

Virginia Walton  
Recycling/Refuse Coordinator

Cc: Lon R. Hultgren, Director of Public Works, Members, file, Town Manager, Town Clerk

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WINDHAM REGION COUNCIL OF GOVERNMENTS  
MINUTES  
August 6, 2004

A meeting of WINCOG was held on August 6 at the Lebanon Historical Society Museum & Visitor Center at 856 Trumbull Hwy, Lebanon, CT. Chairman Daniel McGuire called the meeting to order at 8:35 p.m.

Voting COG Members Present: Ralph Fletcher, Ashford; Rusty Lanzit, Chaplin; Chic Shifrin, Columbia; Margaret Haraghey, Hampton; Dan McGuire, Lebanon; Elizabeth Wilson, Scotland. Michael Paulhus, Windham.

Staff Present: Barbara Buddington, Jana Butts.

Others Present: Roger Adams, Chamber of Commerce; Dennis Gorgolione, Windham resident; Liz MacDonald, American Red Cross; Diane Randall, Partnership for Strong Communities; Donna Simpson, Connecticut East Tourism District.

#### PUBLIC COMMENTS

Mr. Twiss announced a Hispanic Entrepreneurial Seminar hosted by the CT Small Business Development Program. All workshops and handouts will be in Spanish. The sessions will cover marketing, business planning, legal considerations, accounting and financial statements. The workshops will be held once a week for ten weeks starting in September.

#### MINUTES

**MOVED** by Ms. Haraghey, **SECONDED** by Mr. Paulhus, to approve the minutes of the 7/9/04 meeting as submitted. **MOTION CARRIED** with Mr. Shifrin abstaining.

#### AMERICAN RED CROSS

Ms. MacDonald described her agency's role in emergency response and handed out an information sheet. In addition to providing blood donation services, the American Red Cross (ARC) provides shelter facilities, food service, physical and mental health services, supply distribution, response to family inquiries and many other services in the event of large- and small-scale disasters. Ms. MacDonald also handed out a poster to hang in dispatch centers with ARC phone numbers and encouraged the council to remind their emergency personnel that they may call on ARC for small emergencies such as house fires and floods. Ms. MacDonald also distributed flyers outlining ARC's "Prepare for Life" campaign which includes 4 steps to prepare for emergencies: 1) Build a Kit, 2) Make a Plan, 3) Get Trained, and 4) Give Blood.

ARC wishes to renew its Memoranda of Understanding (M.O.U.) with all WINCOG municipalities. By signing the M.O.U., towns may confirm that they wish to receive emergency services from ARC in the event of an emergency. Updated M.O.U.s have been forwarded to all municipalities. These should be signed and returned to ARC if towns wish to participate. ARC also requests updated copies of municipal emergency operations plans.

Mr. Lanzit requested ARC's participation in Chaplin's "Know-Your-Town-Fair" on September 18.

Ms. Buddington reminded the COG that she was looking for 12-15 people to take the first Community Emergency Response Team (CERT) Training. Mr. Adams offered to put a notice in the Chamber of Commerce newsletter.

#### HOMELAND SECURITY

Ms. Buddington reported that Mansfield had received a proposed scope of work and cost estimate for the planning phase of the Communications Interoperability Pilot Project. Because no one from Mansfield could attend today's meeting, this will be added to the September agenda for discussion. Ms. Buddington reminded those present that the Division of Homeland Security has recommended that 10% of each town's local allocation be set aside for regional planning projects. Ms. Buddington reported that she met with each of the four units of the Willimantic Fire Department to explain the CERT program. Two members of that department have attended the "Train-the-Trainer" sessions and will be running the CERT training cooperatively with Liz McDonald from the Red Cross. Mr. Paulhus noted that Troop K has a new commander: George Barski.

#### TRANSPORTATION

STIP amendment: Project #170-RT04: Adding \$750,000 to 2003 STIP (programmed for 2004 obligation) for Recreational Trails program. Eight trail projects\* are identified in the Windham Region. **MOVED** by Ms. Wilson, **SECONDED** by Ms. Haraghey, the STIP amendment as submitted. **MOTION CARRIED UNANIMOUSLY.**

#### SUPPORTIVE HOUSING

Ms. Randall of the Partnership for Strong Communities described supportive housing which is a form of affordable housing targeted towards people with mental, addiction, and chronic health problems. The goal of supportive housing is to provide people who might otherwise be homeless with a normal rental housing situation with access to necessary mental and health services. Brick Row Apartments, off Main Street in Willimantic, is the only supportive housing in the region. Ms. Randall distributed a pamphlet and a report titled "A Guide for Expanding Supportive Housing in Connecticut". The state interagency council on supportive housing aims to create 10,000 units of

\* indicates attachment to file copy of minutes

supportive housing in CT in 10 years. Ms. Randall described supportive housing as a tough challenge with extraordinary benefits. The Office of Policy and Management supports it because it has been shown to reduce Medicare costs by 72%. The Office of Veteran's Affairs supports it because many potential residents are veterans.

In response to a question from Mr. Paulhus, Ms. Randall responded that there is no data at this time indicating that a single site model is more beneficial than scattered sites. There is a trend towards single occupancy efficiencies as the most preferable housing type. Mr. Paulhus noted that supportive housing sites are well maintained and that the perception of supportive housing is different from reality.

Mr. McGuire noted that homelessness is a pervasive problem, not just a big city problem. Ms. Randall added that here is currently a low-occupancy site under consideration in Hebron.

#### MEMBERS' FORUM

Mr. Shifrin thanked WINCOG and Ms. Butts for filling in as the interim Deputy ZEO during the Planner/ZEO's medical leave. Ms. Buddington noted that WINCOG has the benefit of two qualified GIS people, including Ms. Butts and Planner Kristie Beaulieu, and a very competent intern, Dagmar Noll. She invited towns to take advantage of the opportunity to contract for short-term staffing assistance. Ms. Beaulieu has created a Regional Atlas showing regional boundaries for various state, federal, and regional programs. Digital copies have been distributed to each town.

#### UPDATES AND DIRECTOR'S REPORT

Workforce Investment Area: Mr. Twiss noted that an English version of the Entrepreneurial Seminar (see above) was recently sponsored by the Eastern CT Workforce Investment Board.

Connecticut East: Ms. Simpson updated the board on the activities of the Connecticut East including their new advertising campaign and distributed promotional picture frames. She noted that advance bookings and bus trips were down slightly. Also, they have noticed an increase in "day trippers" rather than overnight stays. Mr. Paulhus asked if the Tourism Board could help Windham who has been approached by a major hotel chain and Ms. Simpson responded that they would offer any assistance they could.

Animal Control: Mr. McGuire noted that NECCOG was pursuing a regional pound that he had requested a copy of the feasibility study from the chairman. [Note: Brooklyn, Killingly, and Pomfret cooperated with NECCOG to create an intermunicipal facility with an anticipated cost savings of between 30-50 cents per capita. Sterling opted out after the cooperative costs proved higher than their individual costs.]

Mr. McGuire spoke to the chairmen of SECCOG and NECCOG. SECCOG agreed to meet jointly with WINCOG to discuss inter-regional topics such as animal control, legislation, and corridors. WINCOG chose October 22 as a preferred date and SECCOG will be making arrangements for the meeting, probably in Norwich or Franklin. Mr. McGuire will invite NECCOG to attend also. This meeting will be for the executive committees of the COGs.

Comprehensive Economic Development Strategy: Ms. Buddington noted that the CEDS Strategy meeting is scheduled for September 7 at EASTCONN, time to be announced.

CERC SiteFinder: Ms. Buddington noted that, since all properties that could be listed with a real estate agent and all municipal properties could be listed for free, it may not be cost efficient for the smaller towns to subscribe to the CERC SiteFinder service. The larger towns such as Coventry, Mansfield, and Windham may derive some benefit for the subscription fee of \$450-600. She distributed correspondence from CERC as a follow-up to the July presentation.

#### NEW BUSINESS

Items for September 3 meeting:

- Paramedic Program
- Digital Document Archive
- Communications Interoperability Project

#### ADMINISTRATION

COG members already received the Director's Report and most items had already been discussed.

#### PUBLIC COMMENT (Cont.)

Mr. Gorgolione spoke against government involvement in housing issues.

The COG thanked Mr. McGuire hosting the meeting at the Lebanon Historical Society Museum and Visitor Center. Next month, Chaplin will host the COG meeting at their Senior Center.

There being no further business, the meeting was adjourned at 10:12 a.m.

Respectfully submitted by Jana Butts, staff.

\* indicates attachment to file copy of minutes

## ADMINISTRATION

- Vacation: Office Manager Janet Laukaitis will be on vacation the week of August 9; your director will be on vacation August 13 - 20.
- Town Dues: We have received FY 2005 dues from seven of our nine towns: Ashford, Chaplin, Columbia, Hampton, Mansfield, Scotland, and Windham. Thanks for helping to improve our summer cash flow.
- ZEO fill-in: Senior Planner Jana Butts was sworn in as Columbia's temporary deputy zoning enforcement officer to fill in for the ZEO who was out on a short-term medical leave.
- Thread Mill Museum Newsletter: WINCOG intern Dagmar Noll volunteered her time to work on the Windham Textile and History Museum's newsletter after normal working hours. WINCOG provided the space and use of office equipment.
- WINCOG Regional Atlas: Planner Kristie Beaulieu has completed a draft compilation of maps showing how the Windham Region fits into various regional breakdowns: regions designated by federal and state agencies or programs, and other miscellaneous regional efforts. This task was undertaken at my request, to be used as a reference document for the office. A copy will be available for your perusal at today's meeting. We are working on developing a digital copy so that we can distribute copies on CDs.

### *Technical assistance contracts active in FY 05:*

Contract #	Description	Status
Ashford	POCD assistance	in progress
Mansfield	Mapping assistance	began 6/04
Columbia	fill-in staffing (part time) for ZEO for one week	completed 7/04
Hampton	POCD assistance	in progress

## UPCOMING DATES OF INTEREST

- August 6      Deadline - APTA's Local Transit Coalition Grant applications
- September 1    Deadline for comments on Pre-Disaster Hazard Mitigation - Risk and Vulnerability Assessment draft
- September 3    Next scheduled WINCOG meeting
- September 7    Northeastern CT Economic Partnership Strategy Committee meeting (EASTCONN) (time TBA)
- September 15   Noon, WINCOG planning meeting (at WINCOG offices)

## ECONOMIC DEVELOPMENT

- CERC SiteFinder: As a follow-up to his presentation at WINCOG's July 9 meeting, Christopher Edge sent a letter noting that he will be following up with a few towns regarding individual membership in the SiteFinder program. If a few towns sign up individually, he will offer WINCOG the opportunity to have an "umbrella" membership (my term, not his) to cover the other towns.
- STEAP grants: Please let our office know if you are applying for a grant under the Small Town Economic Assistance Program. It is helpful for us to keep track of economic development efforts in the region - especially now that we must annually update the Northeastern CT Economic Partnership's Comprehensive Economic Development Strategy. (If you read that mouthful aloud, you will better understand why we frequently resort to acronyms - the NCEP's CEDS).

## HOUSING

- Apartment and Condominium Guide, 2004-2005: Largely through the efforts of intern Dagmar Noll, the 2004 update of this publication has been completed. Approximately 700 copies have been printed and many of these will be made available to town clerks and municipal and university housing departments for distribution. A copy will also be available on WINCOG's web site.

## TRANSPORTATION

- STIP amendment: ConnDOT has asked WINCOG to endorse the addition of 2004 Recreational Trails program funding to the 2003-2005 Statewide Transportation Improvement Program (STIP). Although this is a DEP program, the Federal Highway Administration requires that funding for it be programmed in the STIP. Endorsement for this amendment is endorsement for the total pot of funds, and not for funding for particular projects. ConnDOT has provided a list of all projects under consideration. There is \$750,000 available for the program, and the total cost of all the projects under consideration is \$1,190,209. A separate sheet is attached identifying the listed projects in or affecting the Windham Region.

## TRANSIT

- Jobs Access transportation: Since the change to a "one-broker" system for Jobs Access transportation in eastern Connecticut, WRTD has been asked by case managers to provide passes for 244 trips on its fixed route services and the Route 32 commuter service. (The fares for these trips is paid by the Jobs Access program).
- Feasibility Study for Vehicle Maintenance/Storage Facility: WINCOG staff spent most of a day with a consultant from Gannett Fleming discussing modifications to the initial specifications for the proposed facility and possible locations for the facility. Thanks to Windham's Economic Development Director Ted Montgomery for spending time discussing and visiting several parcels. (See Transit Administrator's report, attached)

## LAND USE PLANNING

- Regional Planning Commission: At the August 4 meeting, the commission discussed and acted on the following referrals:
  - a. #04-07-15-CY: Coventry: A proposal to create a Professional Office District on Rte. 31 near the Mansfield town line. **Conformance to the Regional Plan. No intermunicipal impacts.**
  - b. #04-07-15-BN: Bolton: A proposal to create a one year moratorium in the Business and Industrial Districts for the purposes of updating regulations affecting these areas. **No intermunicipal impacts.**
  - c. #04-07-19-TD: Tolland: A proposal to revise the regulations concerning parcel boundary adjustments, accessory dwelling units, signs, landscaping, pedestrian and bicycle design standards, and stormwater design standards. **No intermunicipal impacts.**
  - d. #04-07-30-LN: Lebanon: A proposal to rezone a parcel of land on Williams Crossing Road from Industrial to Residential/Agricultural. **Conformance to the Regional Plan. No intermunicipal impacts. Additional comments.**

The Regional Planning Commission also continued to work on updates to the Regional Transportation Plan including the general goals and maintenance concerns.

- Ashford Plan of Conservation and Development: The Ashford Plan Committee continues to work on the final stages of the draft. Public information/input sessions will be scheduled soon.
- Mansfield Plan of Conservation and Development Maps: WINCOG staff digitized a development areas map for the POCD and will be providing other mapping services to the town.
- Hampton Plan of Conservation and Development: WINCOG staff supplied the Hampton Planning and Zoning Commission with information they requested for their plan draft. WINCOG will be providing minor mapping services to the town as well.

## EMERGENCY PLANNING UPDATES

- Homeland Security - Regional Emergency Planning: We have not yet received a contract or work program for FY 2004 Homeland Security Funding. Telephone conversations with the Division of Homeland Security indicated that we should receive something before the end of August.
- Community Emergency Response Teams (CERT): Your director met separately with each of the

Willimantic Fire Department's four units to describe and answer questions about the CERT program. This was done at the request of the two Willimantic firemen who took the CERT Train the Trainer course in June, and who will be overseeing the CERT training.

- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through Department of Environmental Protection (DEP): A first draft of the Risk and Vulnerability Assessment portion of this plan has been distributed and comments should be submitted to WINCOG by September 1. Two copies have been provided to each town - one to the emergency management director and the other to the chief elected official or town manager.

## CENSUS AFFILIATE ACTIVITIES

- Data Requests: Staff responded to requests for data from: 2 businesses, 1 private non-profit, and 1 private citizen.

## LOCAL ASSISTANCE

- Ashford* - Continued work on Town POCD under contract.
- Columbia* - Filled in as Deputy ZEO during staff medical leave.
- Coventry* - Participated in interviews for new ZEO.
- Hampton* - Provided demographic tables for the POCD.
- Lebanon* - Helped ZEO with parking standards.
- Mansfield* - Continued work on POCD maps under contract.
- Scotland* - Prepared GIS CD for PZC member.
- Windham* - Participated on Frog Pond Environmental Review Team and submitted comments
  - Provided traffic counts for Route 6 to economic development director.
  - Provided Conservation Commission info/procedures to the Recreation Director.
- All Towns* - Staffed one meeting of the regional emergency planning workgroup.

## OTHER ASSISTANCE

- Continued to participate in Willimantic White Water Partnership.

## MEETINGS

- July 9 - WINCOG Board meeting (BB, JB)
- 13 - Ashford POCD (JB)
- 14 - Frog Pond ERT / Windham (BB, JB)
  - DAR Advisory Committee (BB, MP)
  - Meeting with Mansfield Town Planner re: POCD Maps (JB, KB)
- 16 - Meeting with consultant re: feasibility study for transit facility (MP, and BB *(very briefly)*)
- 19 - Meeting with CERT subcommittee (BB)
  - Ashford POCD (JB)
- 20 - DPH Focus Area A (Public Health Preparedness) / Middletown (BB)
  - WINCOG Regional Emergency Planning Workgroup / Coventry (BB)
- 26 - CERT meeting with Willimantic Fire Department unit (BB)
  - Ashford POCD (JB)
- 28 - CERT meeting with Willimantic Fire Department unit (BB)
- 29 - Meeting with CRCOG executive director (BB)
  - ZEO interviews / Coventry (JB)
- 30 - CERT meeting with Willimantic Fire Department unit (BB)
- August 2 - CERT meeting with Willimantic Fire Department unit (BB)
  - Ashford POCD (JB)
- 4 - Willimantic Whitewater Partnership (JB, BB)
  - Regional Planning Commission (JB)

\* Time not charged to WINCOG

## ADMINISTRATION

- Congratulations to Senior Planner Jana Butts who has qualified for membership in the American Institute of Certified Planners. She was one of seven members of the Connecticut Chapter of the American Planning Association to pass the May exam.
- Vacations: Most of us managed to take some time away from the office this summer - although not all vacations turned out exactly the way they were planned! The lack of meetings in August (see the last page of this report) will be more than compensated for in September.
- Rescheduling of Planning Meeting: We had scheduled a lunch meeting on September 16 for WINCOG members to discuss priorities for the use of staff time for the upcoming year. Because this date coincides with the first day of Rosh Hashana, we will be rescheduling that meeting.
- Map printing: In response to a request from one of our member towns for map printing services, staff developed a fee schedule, which takes into consideration the staff time involved and costs of materials. This fee schedule applies ONLY to the printing of a pre-formatted map layout or digital image. A copy of the fee schedule is available at today's meeting.

### *Technical assistance contracts active in FY 05:*

Contract #	Description	Status
<i>Ashford</i>	<i>POCD assistance</i>	<i>in progress</i>
<i>Mansfield</i>	<i>Mapping assistance</i>	<i>began 6/04</i>
<i>Columbia</i>	<i>Fill-in staffing (part time) for ZEO for one week</i>	<i>completed 7/04</i>
<i>Hampton</i>	<i>POCD assistance</i>	<i>in progress</i>

## UPCOMING DATES OF INTEREST

- TBA            WINCOG planning meeting (lunchtime) - date to be re-scheduled at Sept. 3 meeting.
- September 7    (Tuesday) Northeastern CT Economic Partnership Strategy Committee meeting (EASTCONN) (time TBA)
- September 21    (Tuesday, 3:30 pm) WINCOG Regional Emergency Planning Meeting at Coventry Town Hall Annex
- October 1        Next scheduled WINCOG meeting

## ECONOMIC DEVELOPMENT

- NCEP Strategy Committee: The Strategy Committee (policy group) of the Northeastern Connecticut Economic Partnership will meet next week to share what is happening in the various partner organizations and to begin to focus on the goals and objectives set at the June meeting. Please know that you are welcome to attend and participate in this meeting. The committee is co-chaired by Michael Paulhus (for WINCOG) and Dale Clark (for NECCOG).
- EDA Planning Grant update: In August, NECCOG Executive Director John Filchak was in communication with Tony Pecone, the regional Economic Development Administration representative, regarding our application to the EDA for planning funds. Evidently there are a few other regions in Connecticut applying for similar grants, and Tony has arranged for the Connecticut Economic Resource Center (CERC) to make one application on behalf of the regions collectively and act as a "pass-through" for the funds. This will simplify the administration both from the point of view of the EDA and also for the regions. John reported that he has had a call from CERC President Marty Hunt and the two of them will be coordinating the application.

## TRANSPORTATION

- Regional Transportation Plan: We have been inching our way forward with the RTP update, fitting it in around vacation schedules and other ongoing projects. We will share with you two maps at today's meeting which show those segments of state roads in the region that have seen the significant increases in traffic volumes over two different time periods: 1990 - 2003 and 2000 - 2003.

- Web Site links: In other assistance to ConnDOT, we added a link to WINCOG's website for access to ConnDOT's draft Long Range Plan, which is now available for public comment.

## TRANSIT

- Transit information: Intern Dagmar Noll has been working with Transit Administrator Mindy Perkins on a format change for the Storrs / Willimantic fixed route service schedule to make it more user friendly. Dagmar and Mindy attended UConn's Graduate Appreciation and Orientation Night last week, taking with them not only a large supply of the new schedules, but also copies of a large-print version of the schedule and wallet-sized one-stop "mini-schedules" for the stop at Shippee Hall/Mansfield Rd. All of the information was very well received. Students were particularly interested in learning about the bike racks on the buses. Dagmar is also re-designing WRTD's web site. We are hopeful that the new site will be ready by October.

## LAND USE PLANNING

- Regional Planning Commission: At the September 1 meeting, the commission discussed and acted on the following referrals:
  - a. #04-07-30-CA: Columbia: A proposal to make changes to the zoning regulations concerning ham radio towers, permitted and special exception uses in the commercial and manufacturing zones, and signs. **Action: Creation of Special Referral Committee.**
  - b. #04-08-12-AD: Ashford: A proposal to modify the regulations concerning trailers and home occupation permits and to create a regulations concerning in-law apartments. **Action: Conformance to the Regional Plan. No intermunicipal impacts.**
  - c. #04-08-17-SM: Salem: A proposal to create a Special Agriculture Zone. **Action: No intermunicipal impacts.**

The Regional Planning Commission also continued to work on updates to the Regional Transportation Plan, including the maintenance concerns.
- Ashford Plan of Conservation and Development: The Ashford Plan Committee continues to work on the final stages of the draft. Public information/input sessions will be scheduled soon.

## EMERGENCY PLANNING UPDATES

- Homeland Security training: OEM recently notified emergency management directors that it is offering two on-line courses dealing with planning and training employees for handling a terrorist emergency. These are free during the month of September, which has been designated as National Preparedness Month. Municipalities, businesses, and non-profits are invited to take advantage of this opportunity. For more information, go to the following web site: <http://www.homeland-security-training.com/home>.
- Homeland Security - Regional Emergency Planning: A repeat of the report for last month: We have still not received a contract or work program for FY 2004 Homeland Security funding, so we are not sure what tasks will be expected of us this year. Our Regional Emergency Planning Workgroup meeting scheduled for August 17 was cancelled because of vacation schedules. On the agenda for today's meeting is a request for endorsement of an application to the state for planning funds for our proposed pilot regional communications system. Note that one of the tasks proposed for this initial effort may at least partially overlap with required municipal reporting (annually) of tower and antennae locations to the CT Siting Council.
- Community Emergency Response Teams (CERT): Please contact our office if you know of anyone who might be interested in participating in the inaugural CERT training (and who would be willing to give helpful feedback after each session). General information about CERT is available on WINCOG's web site, [www.wincog.org](http://www.wincog.org). When we have a half-dozen or so interested participants we will set up a schedule for the classes.

- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through Department of Environmental Protection (DEP): Some towns submitted requests for changes to the initial draft of the risk and vulnerability assessment portion of this plan. Planner Kristie Beaulieu will be making the changes, and then the final document will be printed. We will then move forward with the mitigation component.

#### OTHER

- Joint Purchasing: Hampton First Selectman Margaret Haraghey suggested in a recent email that WINCOG might look into joint purchasing arrangements. Some of you long-timers may remember that the Windham Region Municipal Officials Association considered that topic several years ago. We heard a presentation on the CT Department of Administrative Services (DAS) purchasing program at one meeting, and there was some discussion about CRCOG's program. This is an activity that is quite staff-intensive, and the larger the purchasing group, the more savings you are likely to realize. So if there are other organizations already doing it, it makes more sense to piggy-back on their efforts.

Municipalities are eligible to purchase items off of the state contracts offered through the DAS. CRCOG's municipal services coordinator, Hedy Ayers (who has responsibility for the Capitol Region Purchasing Council), reports that non-CRCOG towns are welcome to participate in CRCOG's cooperative purchasing program for a "small fee" of .045 per person, but subject to a minimum fee of \$750 and a maximum of \$1,500. She also indicated that her board has authorized her to offer a "discounted rate" should an entire COG wish to join on behalf of its members. The table below shows what the costs would be for WINCOG towns to participate individually. I have asked her to clarify what is meant by a COG "joining on behalf of its members." (*Last minutes note: further information will be available at the meeting, and Hedy has offered to give a presentation at our October 1 meeting*)

#### CRCOG Cooperative Purchasing Program Costs of participation for WINCOG towns

*For non-member towns, CRCOG charges .0452 cents per capita, with a \$750 minimum and a \$1500 maximum.*

	CT DPH 2002 Population Estimate	.0452 per capita	Cost with \$750 minimum applied
Ashford	4,223	\$191	\$750
Chaplin	2,331	\$105	\$750
Columbia	5,150	\$233	\$750
Coventry	11,938	\$540	\$750
Hampton	1,859	\$84	\$750
Lebanon	7,076	\$320	\$750
Mansfield	21,554	\$974	\$974
Scotland	1,597	\$72	\$750
Windham	22,976	\$1,039	\$1,039
Total	78,704	\$3,557	\$7,263

- Annual Reporting to CT Siting Council: In mid-August, each chief elected official received a letter from the CT Siting Council which notified them of the provision of PA 04-226 that requires each chief elected official to "file annually with the CT Siting Council a report containing the location, type, and height of each existing telecommunications tower and each existing and proposed antenna subject to local jurisdiction." The first report is to be filed by October 1, 2004. We suggested the addition of this as an item for discussion at today's meeting - in particular, whether member towns would like to have WINCOG take the responsibility for gathering the information and filing these reports.

As is frequently the case, the CT Siting Council did not send copies of this correspondence to regional planning organizations. We are grateful to Columbia Town Planner (and former WINCOG staff) Carl Fontneau for calling this to our attention.

## CENSUS AFFILIATE ACTIVITIES

- Data Requests: Staff responded to requests for data from one private non-profit and one resident.

## LOCAL ASSISTANCE

- Ashford* - Continued work on Town POCD under contract.
- Lebanon* - Provided information on stump burying to ZEO.
- Mansfield* - Continued work on POCD maps under contract.
  - Provided census information to resident
- Scotland* - Provided assistance to PZC regarding design review.
- Windham* - Provided information on regulations for design review to town planner.
  - Provided revised map to Recreation Director for "Weed and Seed" application.
  - Provided information on architectural review boards to planning commissioner.
- All Towns* - Participated with GVI on inter-municipal greenway planning.

## OTHER ASSISTANCE

- Continued to participate in Willimantic White Water Partnership.
- Provided map to Chamber of Commerce for use in brochure update.

## MEETINGS

- August 6 - WINCOG Board meeting / Lebanon (BB, JB)
- 9 - Plan of Conservation and Development Committee / Ashford (JB)
- 11 - Willimantic Whitewater Partnership / Willimantic (JB) \*
- 16 - Plan of Conservation and Development Committee / Ashford (JB)
- 18 - Planning and Zoning Commission / Scotland (JB)
- 24 - GVI Quarterly Meeting / Brooklyn (JB)
- 26 - Plan of Conservation and Development Committee / Ashford (JB)
- 30 - Plan of Conservation and Development Committee / Ashford (JB)
- Sept. 1 - Regional Planning Commission (JB)
- 2 - Mansfield POCD Maps (JB, KB)

\* Time not charged to WINCOG

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## STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF STATE POLICE  
TROOP C

Over the Holiday weekend, Mansfield Police Officers and Resident Troopers were busy with UCONN students and their guests who attended unsanctioned events at "off campus" residences and apartment complexes. For the second time in as many weekends, additional Troopers from the Troop C barracks in Tolland were called in to aid the Mansfield Police and Mansfield Resident Troopers quell a large party at the Carriage House Apartment Complex. Partygoers numbering in the thousands were ushered back towards campus by Troopers and Mansfield Police Officers without any major incidents.

Between Friday September 02, 2004 and Saturday September 03, 2004 Thirty partygoers were cited for various Town Ordinances governing liquor violations. Approximately twenty-two people were arrested and charged with possession of alcohol by a minor. Two people were charged with criminal impersonation. Two students were cited for creating a public disturbance, one student was arrested for breach of peace and one student was arrested on a narcotics violation.

Any questions should be directed to Sgt. Sean Cox, Mansfield Resident Trooper Sergeant. 860-429-6024

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## Town of Mansfield Office of Emergency Services

**To:** William Jordan, Fire Chief  
**Cc:** Martin Berliner, Town Manager  
**From:** David J. Dagon, Emergency Services Administrator  
**Date:** August 30, 2004  
**Subject:** OEMS – Equipment



---

Attached please find the Application for the OEMS Equipment Grant for Emergency Medical Services for fiscal year 2004 – 2005. The funds have been designated by the Department of Public Health for costs related to Personnel Training and Training Equipment.

If the grant is awarded it may be used for tuition and fees, books, materials, and other expenses directly related to participation in the training program as proposed in the application package.

Grantees will be required to provide programmatic and financial information to OEMS as follows:

- Submission of a final expenditure report within 30 days of the end of the grant cycle.
- Submission of original or verifiable copies of all receipts and other appropriate documentation related to the disposition of the grant to the Commissioner within 7 days of request.

If you have any questions please contact me.

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Office of Emergency Medical Services  
Equipment Grant Award Application Form  
(Please Print)

**1) Applicant Information**

Company Name Eagleville Fire Department

Street 879 Stafford Road

Town/City Mansfield, CT 06268

Phone Number (860) 429-2050

Federal Tax ID Number E - 5727

Contact Person David J. Dagon, Emergency Services Administrator  
(860) 429-3364, dagondj@mansfieldct.org

**2) Grant Category (Circle one)**

Training Equipment

Personnel Training

**3) Title of Proposal**

EMT-B Refresher Training

**4) Attachments (check if document is attached)**

	Yes	No
Justification of Need Narrative	<u>X</u>	___
Proposed Work Plan Narrative	<u>X</u>	___
Budget	<u>X</u>	___

I, the undersigned, do hereby agree to comply with and be bound by all the grant restrictions and requirements of sections 19a-178b-1 through 19a-178b-6, inclusive, of the Regulations of Connecticut State Agencies.

Approved

[Signature]  
Signature of Chief Executive Officer  
of EMS Organization

Approved

[Signature]  
Signature of Chief Elected Official  
of town(s) whose population is most  
directly affected by the grant

Date Submitted to OEMS 8/30/04

Submit Completed Application Package to:

State of Connecticut  
Department of Public Health, OEMS  
410 Capitol Avenue MS # 12 EMS  
PO Box 340308  
Hartford, CT 06134

## Justification of Need

The Eagleville Fire Department is a combination volunteer/career department with eighteen full and part-time paid personnel and 37 active volunteers. The EFD responds from two stations and provides fire, rescue, and first responder Emergency Medical Services to a district within the Town of Mansfield. According to the 2002 estimates from the Department of Public Health, Mansfield's population is 21,554. The Eagleville Fire Department's district accounts for approximately one-half of the Town's population.

The department responds automatic aid to two other districts within the Town of Mansfield. These two districts; one covered by the Mansfield Volunteer Fire Company, includes a regional high school with a student and staff population of 1,370, and the other is covered by the University of Connecticut (UConn) Fire Department have a combined population of greater than 25,000 when the university is in full session from September to June. In addition, the Eagleville Fire Department is part of the Tolland County Mutual Aid System and responds to neighboring communities as necessary.

Twenty-six (26) members of the Eagleville Fire Department will require EMT-B Refresher training prior to April of 2005. EMT-Bs requiring recertification represents approximately half the membership of the department. The Eagleville Fire Department wishes to provide this training to its members at little, or no, cost and in a manner that is convenient for them to attend to insure uninterrupted EMS delivery to our entire community.

A grant for Personnel Training and Training Equipment, if awarded, would allow the department to contract an EMS-Instructor to conduct an in-house refresher course as well as provide for the updated version of the course text, which we understand was updated in 2002.

If awarded, the Eagleville Fire Department plans to utilize the grant funds to pay seventy percent (70%) of the cost of tuition and textbooks, up to the maximum allowed under the grant program of \$2,999.00, to recertify 26 Firefighter/EMT-Basics prior to April of 2005.

David J. Dagon, Emergency Services Administrator for the Town of Mansfield, will be responsible for the oversight and management of the grant funds.

## **PROPOSED WORK PLAN**

The Eagleville Fire Department plans to utilize the grant funds under the EMS Equipment Grant to pay seventy percent (70%) of the cost of tuition and textbooks, up to the maximum allowed under the grant program of \$2,999.00, to recertify 26 Firefighter/EMT-Basics.

The department would contract with an EMS-Instructor to conduct an in-house refresher course as well as provide for the updated version of the course text.

David J. Dagon, Emergency Services Administrator of the Town of Mansfield, will be responsible for the oversight and management of the grant funds.

**BUDGET**

EMT-B Refresher course for 26 EMT-Bs:

Tuition:	\$140.00 per person	\$3,640.00
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Textbooks:	\$ 35.25 per person	\$ 916.50
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Total:		\$4,556.50
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70% of EMT-B Refresher costs:		\$3,189.55
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<b>Total amount of Grant funds being requested:</b>		<b>\$2,999.00</b>
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faxed HHB  
8/23/04



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

Lon R. Hultgren, P.E., Director

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

Route 44 Bikeway to begin Construction

News Item for Immediate Release

For more information contact Timothy Veillette at 429-3340  
or Lon Hultgren at 429-3332

The Mansfield Department of Public Works announces construction is beginning on a bike/pedestrian trail along Route 44 from Birch Road east to the CVS at Route 195. Construction is expected to begin immediately following the Labor Day weekend. It is anticipated that the bulk of the work will be completed by the end of December, with final landscaping and cleanup be done next spring. No road or lane closures are anticipated; work is in the shoulder of the road. Mather Corporation of Bloomfield, Connecticut will be constructing this facility which is funded in part by Federal Transportation Enhancement Program Funds.

The new trail will be an 8 and 10 foot paved travel path along the south side of Route 44. Pedestrian crosswalks and signs will be placed at all road intersections. A new pedestrian/bike bridge will be constructed over the Cedar Swamp Brook. Plantings will be installed for screening as well as for beautification. This project will add to the existing trails in Mansfield to provide enhanced bike and pedestrian travel.

As always, please drive slowly and carefully through the work zone, for your safety as well as that of the workers.

If you have any questions please contact the Department of Public Works, Timothy Veillette at 429-3340.

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PZC file # 1221

## APPLICATION REFERRAL

## Mansfield Planning &amp; Zoning Commission

TO:  Public Works Dep't., c/o Ass't. Town Eng'r.  Recreation Advisory Committee  
 Health Officer  Open Space Preservation Committee  
 Design Review Panel  Parks Advisory Committee  
 Committee on Needs of Persons w/Disabilities  Town Council  
 Fire Marshal  Conservation Commission  
 Traffic Authority

The Planning and Zoning Commission has received a 4 lot subdivision application and will consider the application at a ~~Public Hearing~~/regular meeting on Sept 7<sup>th</sup>. Please review the application and reply with your comments to the Planning Office before Sept 2\*. For more information, please contact the Planning Office, 429-3330.

\* Due to summer vacations etc. comments received prior to the PZC's 9/20/04 meeting will be fully considered.

## APPLICATION INFORMATION

Applicant: Grand Short LLC  
Owner: " " "  
Agent(s): Datum Engineering + Surveying  
Proposed use: 4 lots  
Location: Along Cedar Swamp Rd / Old Tolland Turnpike  
Zone classification: RAR-40  
Other pertinent information:

- Full sized maps available in Planning Office
- An Inland Wetland License application is pending
- Proposal includes conservation easement areas, the deed of the Old Tolland Turnpike R.O.W. to the Town and a common drive for 3 lots.
- The applicant has submitted to the Tolland County Superior Court a request to discontinue Old Tolland Turnpike

signed



date

8/6/04

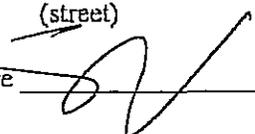
file # 1221  
filing date 7/28/04

MANSFIELD PLANNING & ZONING COMMISSION  
APPLICATION FOR SUBDIVISION OR RESUBDIVISION APPROVAL

Name of subdivision Toll Road Subdivision

Name of subdivider (applicant) Grand Shart, LLC c/o Samuel L. Schragar Phone # 860-487-0350  
(please PRINT)

Address P.O. Box 534, Storrs, CT 06268  
(street) (town) (state) (zip)

Signature  (owner ) (optionee ) Date 7/28/04

OWNER (IF OTHER THAN SUBDIVIDER)

Name same as subdivider Phone # \_\_\_\_\_  
(please PRINT)

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

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

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

SUBDIVISION DATA

Location: Cedar Swamp Road - 650' ± Southerly of Route 195

Zoning district RAR-40 Total # of acres 16.3  
Total # of lots 4

EXTENSION OF TIME

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

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

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

Signature \_\_\_\_\_ Date \_\_\_\_\_  
1/01



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**Town of Mansfield  
Conservation  
Commission**

# Memo

**To:** Mansfield Town Council  
**From:** Conservation Commission  
**Date:** 9/9/2004  
**Re:** Aquifer Protection Regulations

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At the Conservation Commission's (CC) regular meeting on September 15, 2004, at 7:30 in Conference Room B, Betsey Wingfield, Acting Director of DEP's Planning and Standards Division of the Bureau of Water Management, will attend to discuss DEP's aquifer protection regulations and the Mansfield CC's concerns. We invite you to attend this meeting and share in the discussion.

The CC's intent is to discuss DEP's mapping regulation that automatically excludes the full areas of watersheds partially drained by perennial streams from the protections accorded recharge areas. This discussion will occur at the beginning of the Conservation Commissions meeting and should last approximately 30 to 45 minutes.

**Please respond to Jennifer Kaufman at 429-3015x110 or [KaufmanJS@Mansfieldct.org](mailto:KaufmanJS@Mansfieldct.org) so that appropriate accommodations can be made to seat additional guests.**

Thank you.

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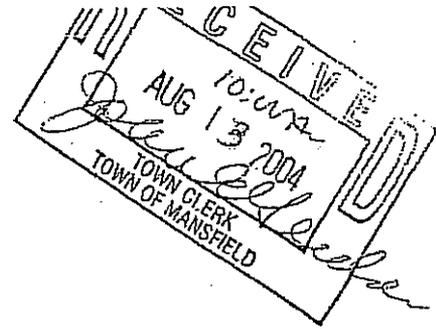


University of Connecticut  
Office of the Vice President and  
Chief Operating Officer

Item #16

Office of Environmental Policy

Richard A. Miller  
Director



August 10, 2004

Joan Gerdson, Town Clerk  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT. 06268

RE: ENVIRONMENTAL IMPACT EVALUATION (EIE) FOR THE BURTON  
FAMILY FOOTBALL COMPLEX AND THE MARK R. SHENKMAN  
TRAINING CENTER - STORRS, CT, INCLUDING THE RESPONSE TO  
COMMENTS ON THE DRAFT EIE

Dear Ms. Gerdson:

Enclosed for your information is a copy of the above referenced document prepared in  
response to your and other comments to the draft EIE. (For public availability)

Sincerely,

*Richard A. Miller*

Enc.

*An Equal Opportunity Employer*

31 LeDoyr Road Unit 3055  
Storrs, Connecticut 06269-3055

Telephone: (860) 486-8741  
Facsimile: (860) 486-5477  
e-mail: rich.miller@uconn.edu

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Comments Received on EIE and Response to Comments  
July 26, 2004

The Burton Family Football Complex and  
The Mark R. Shenkman Training Center

Environmental Impact Evaluation

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During the 45-day public comment period (May 4 through June 18, 2004) on the Environmental Impact Evaluation (EIE) for the proposed construction of The Burton Family Football Complex and The Mark R. Shenkman Training Center (formerly known as the Burton Family Football Complex and Intramural, Recreational and Intercollegiate Athletic Facility), written comments were received from the following agencies and members of the public:

- Connecticut Department of Environmental Protection (CTDEP)
- Town of Mansfield
- Council on Environmental Quality (CEQ)
- Mr. Allen Ward
- Citizens for Responsible Growth
- Dr. Scott Lehmann

Responses to the comments received are contained in the following paragraphs. Copies of written comments received on the EIE are included in Appendix A of this document. A public hearing was held on June 10, 2004. Comments received and issues discussed during the June 10, 2004 public hearing are also addressed in this document. A copy of the meeting minutes and other documentation from the public hearing are included in Appendix B of this document.

**1. Connecticut Department of Environmental Protection**

Response to Comment 1 – Wildlife Habitat

Section 3.2.3 of the EIE has been updated to include information on the preferred alternative site for the proposed tennis court relocation that was not available when the EIE was released for public comment. This information is summarized below.

Three additional Habitat Evaluation Stations (HES) were evaluated during April 2004. HES-6, HES-7, and HES-8 were selected to represent the vegetated community and habitat in the area of the proposed tennis courts, south of the Ice Arena parking lot. HES-6 is within the upland hardwood forest, approximately 240 feet south of the parking lot. HES-7 is located within the watercourse associated with the stream that begins at the culvert immediately south of the Ice Arena parking lot. This watercourse is hydrologically connected via a culvert to the isolated forested wetland, identified by HES-8, located to the north of the parking lot.

The area of the proposed tennis courts is located primarily within a mid-successional upland hardwood forest with an estimated age of 60 years (as opposed to an old growth forest, which is usually at least 180-220 years old) directly adjacent to the Ice Arena parking lot. HES-6 is representative of the majority of the vegetative composition and upland habitat in this area. The closed deciduous hardwood canopy in this area is consistent with the age and successional status of the trees located within HES-1 and HES-2. Overall, the habitat associated with this forested area was rated as low-moderate.

The forested wetland/watercourse represented by HES-7 lies approximately 300 feet west of the upland habitat described for HES-6. The watercourse runs south, starting at the outlet of a culvert located directly south of the Ice Arena parking lot. Upstream of this culvert, immediately north of the parking lot, is a small forested wetland (HES-8) that discharges into the HES-7 watercourse. The watercourse appeared to be impacted by the adjacent parking lot. The watercourse flows south to a lowland wetland system associated with Kings Brook. Overall the habitat associated with the HES-7 wetland and watercourse was rated as moderate-good.

The forested wetland north of the Ice Arena parking lot is surrounded by pavement and routinely floods into the parking lot. The parking lot impacts in the HES-7 watercourse were also noted in the HES-8 forested wetland. This isolated wetland provides an oasis of refuge habitat for wildlife species that are adapted to living in developed landscapes. Due to its small size and severe fragmentation, this forested wetland habitat was rated as poor-moderate.

No state or federal listed species (endangered, threatened or special concern) were observed during the April 2004 field surveys of the project area. In addition, the Connecticut Natural Diversity Database has not reported any documented occurrences of listed species in the project area.

#### Response to Comment 2 – Historic Wetland Soils

Appendix G of the EIE includes images of aerial photographs obtained from the Connecticut State Library. The photos show that the area of work for the construction of the proposed facility is an area where historic disturbance and filling had occurred between 1951 and 1970, prior to the passage of the Connecticut Inland Wetlands and Watercourses Act and the Federal Clean Water Act in 1972.

Determination of whether the soils in the proposed construction areas presently qualify as regulated wetlands can be aided by CTDEP guidance on disturbed wetland soils, as described in the March 1982 issue (Issue #9) of the *Wetland Adviser*, a former periodic CTDEP memorandum on inland wetland issues of importance to municipal wetland agencies. The CTDEP guidance indicates that disturbed soils can qualify as regulated wetlands based on several factors including the level of destruction of the surface layers by grading and stripping, the quantity of fill placed over a wetland area, and soil taxonomy and moisture regime. Due to the variability of filled and graded areas, detailed site analysis is recommended to determine whether a particular area is a regulated wetland. However, the guidance provides the following general rule:

*"...areas with more than two feet of earthy fill placed over wet mineral soils and more than three feet of earthy fill placed over wet organic or tidal marsh soils would be excluded from the wetlands category. In most cases, the soils of these areas will no longer exhibit the aquic moisture regime. This general rule should not be substituted for on-site inspections by a qualified soil scientist in those cases where questions or disputes arise."*

Recent test borings from the proposed construction areas (football complex and training center, relocated tennis courts, and existing Parking Lot I) show the depth of fill overlying organic deposits as approximately 3.5 to 10 feet in the area of the proposed football complex and training center and approximately 3.5 feet in Lot I. No fill was encountered within the proposed tennis court relocation area, and the soils in this area were not identified as wetland soils. Copies of boring logs are provided in Appendix G. The amount of fill in the proposed construction areas exceeds the criteria outlined in the above CTDEP guidance, suggesting that the soils do not meet the criteria for classification as regulated wetlands. This conclusion was confirmed by the recent field surveys of the site, during which no wetland soils were identified in the proposed construction areas. (Two small turf areas at the southern end of the existing soccer practice fields were identified and delineated as regulated wetlands during the recent field surveys, although these areas are outside the proposed areas of construction.)

Also included in Appendix G is a copy of correspondence from CTDEP regarding expansion of Parking Lot I (the Ice Arena Lot), which occurred in late 1996 and 1997. Parking Lot I is directly adjacent to the proposed tennis court facility, and several stormwater management retrofits to the Lot I drainage system are proposed as part of this project. The December 9, 1996 letter from Robert L. Smith, CTDEP Water Management Bureau Chief, states:

*"According to your plan, an access road on the northeast edge of the existing parking lot [Lot I] will be removed and the area near the wooded wetland restored to grass. Minor grading associated with the removal of this roadway and subsequent restoration is shown on the plan to extend appropriately 20 feet into the adjacent wetland. Upon discussion with Cheryl Chase of my Inland Water Resources staff, it is my understanding that you have agreed to revise your grading plan so as to avoid this wetland. Based on this understanding and provided proper sedimentation and erosion controls are used to prevent pollution of the wetlands, no Inland Wetlands and Watercourses permit will be required for this proposal."*

This further supports the conclusion that the disturbed soils in this area are not classified as regulated wetlands.

### Response to Comment 3 – Wetlands Mapping

Section 3.2.3 of the EIE has been updated to include the results of field investigations conducted during the EIE public comment period. This information is summarized below.

Regulated wetlands identified in the vicinity of the project area include:

- A forested wetland located southeast of the athletic fields and west of the residences on Hillside Circle and Westwood Road,
- An isolated forested wetland north of the Ice Arena parking lot (Lot I) that receives parking lot drainage,
- A watercourse and associated stream bank that receives stormwater runoff from the isolated wetland and the adjacent parking lot, and
- Two small turf areas at the southern end of the existing soccer practice fields exhibited wetland characteristics. These turf areas are outside the proposed areas of construction.

The proposed tennis courts and detention basin will be situated within approximately 30 to 40 feet of the adjacent wetland, with a 10 to 20 foot undisturbed vegetated buffer between the proposed limit of clearing and the wetland boundary. The detention basin outlet will discharge via a riprap energy dissipater to an upland area approximately 20 feet from the adjacent wetland and watercourse. The project will incorporate appropriate erosion and sediment controls and post-development stormwater BMPs to avoid or minimize potential impacts to this wetland and watercourse, including retrofits to Lot I storm drainage system. The stormwater management system for the site will also maintain the volume of surface and groundwater flow to the isolated wetland north of Lot I, and improve the quality of runoff to the isolated wetland.

### Response to Comment 4 – Modification to Outlet from Isolated Wetland

The need for a CTDEP Inland Wetlands and Watercourses Permit will be determined based on the design of the proposed stormwater management system retrofits for Lot I, as presented in the CTDEP Flood Management Certification application and associated review of the application by the CTDEP.

### Response to Comment 5 – Stormwater

All elements of the project will be consistent with the requirements for flood management certification and the University policy regarding no net increases in peak runoff for projects not included in the *UConn Campus-wide Stormwater Management Study*. For both subdrainage basins, the project will not result in increases in peak flows over existing conditions for storms up to and including the 100-year storm.

Any increases in conveyance capacity associated with the proposed tennis court site will be included in the overall analysis of peak flows.

Best management practices will be incorporated into the design to mitigate water quality impacts and the draft Connecticut Stormwater Quality Manual will be used as guidance for the design process.

The list of permits in Section 1.5 of the EIE has been modified to extend the applicability of the General Permit for the Discharge of Stormwater and Dewatering Wastewater Associated with Construction Activity to projects disturbing 1 acre or more. This project is anticipated to disturb greater than 5 acres and will require registration with CTDEP and preparation of a Stormwater Pollution Control Plan.

#### Response to Comment 6 – Sustainable Design Guidelines

Consistent with the University's draft Sustainable Design Guidelines, the design will incorporate the following water conservation measures (Bemis Associates, LLC, personal communication, July 2004):

- Low water consumption plumbing fixtures throughout the facility, with maximum flow rates in compliance with the 2003 International Plumbing Code requirements (water closets - 1.6 gallons per minute or gpm, urinals - 1.0 gpm, lavatories - 0.5 gpm, and showers - 2.5 gpm).
- Electronic metering faucets for lavatories in public areas.
- High efficiency domestic water heater. The operating efficiency will be 88%, which exceeds the baseline standard set by the 2003 International Energy Conservation Code. The domestic hot water heating system will operate independently of the building heating system as a further energy conservation measure.

#### Response to Comment 7 – National Ambient Air Quality Standards

Table 3.1 in the EIE has been updated to reflect the changes in the 8-hr ozone standard that became effective during the public comment period and a note included regarding the anticipated changes to the PM<sub>2.5</sub> standards.

#### Response to Comment 8 – Construction Emissions

UConn will support the use of emission control devices and "clean" fuels for the project construction. Section 3.1.1 of the EIE and the Mitigation Measures Summary table have been updated accordingly.

## **2. Town of Mansfield**

#### Response to Comment 1 – Mitigation Measures and Best Management Practices

The recommended mitigation measures, as well as construction and post-construction stormwater best management practices, will be incorporated into the construction plans and any required permit applications. The project will comply with public notice requirements associated with the permitting process.

Additionally, UConn will voluntarily provide opportunities for public review of the project design, permitting, and construction through the following avenues:

- Project updates at regularly scheduled, advertised meetings of the Town/University Relations Committee
- Ongoing electronic access to project information (EIE, public hearing presentation, permit applications, design plans, etc.) will be provided through the UConn Office of Environmental Policy website (<http://www.ecohusky.uconn.edu/index.html#>). The website, which is currently accessible but still under construction, will provide a forum for dissemination of environmental policy information on specific UConn projects and other environmental programs and initiatives. The information will be made available for download or viewing in a readily accessible format such as Adobe Portable Document File (pdf) format. The website will also allow for electronic comments and feedback on the posted materials.
- An informational meeting to be held during the latter stages of the project design or early construction phase of the project to share information with the public and interested members of the UConn campus community. The informational meeting will address topics such as the project design, permitting, construction, and mitigation implementation and provide a forum for continued public input.

#### Response to Comment 2 – Stormwater Management

The proposed project reflects a significant improvement in stormwater management design over previous UConn projects of similar size and scope. The project incorporates a comprehensive and integrated approach to management of stormwater quality and quantity. Such an integrated approach addresses multiple objectives including peak runoff rates, runoff volume, stormwater quality, groundwater recharge, and stream channel protection. The proposed stormwater management system is consistent with the requirements for CTDEP Flood Management Certification, the University policy regarding no net increases in peak runoff for projects not included in the *UConn Campus-wide Stormwater Management Study*, and the peak flow control criteria in the draft Connecticut Stormwater Quality Manual. The project will not result in increases in peak runoff over existing conditions for storms up to and including the 100-year storm for any of the subdrainage basins within the project area. The stormwater analysis conducted to date for the project, and in support of the CTDEP Flood Management Certification application, indicates that there will be a decrease in peak runoff rates under the proposed conditions for the 2, 5, 10, 25, 50 and 100-year frequency design storms.

Due to relatively high groundwater levels throughout the site, the drainage analysis has not taken credit for infiltration that may occur on the site during dry periods, which would further reduce runoff rate and volume. To mitigate potential increases in runoff volume, the project design may incorporate infiltration in the proposed underground detention system at the McMahan parking lot, pending additional subsurface testing to assess the feasibility and degree of infiltration that is possible. The final stormwater management design for the project will be determined based on the results of additional subsurface testing and the CTDEP Flood Management Certification review and approval process.

A detailed erosion and sediment control (E&SC) plan will be developed as a requirement for registration under the CTDEP General Permit for the Discharge of Stormwater and Dewatering Wastewater Associated with Construction Activity. Detailed E&SC measures for the project will be included in the Stormwater Pollution Control Plan that will be prepared as required by the General Permit. Operation and maintenance requirements for the construction E&SC measures will be included in the Stormwater Pollution Control Plan. Operation and maintenance of post-construction stormwater best management practices will be consistent with the requirements for Flood Management Certification and guidance contained in the draft Connecticut Stormwater Quality Manual.

Final design plans and construction practices for the project will incorporate the stormwater management recommendations contained in the EIE. Opportunity for the public to review the detailed design plans for the stormwater management system will be provided through the public notice requirements associated with the permitting process, as well as the additional voluntary public outreach programs described above (see the response to the Town of Mansfield Comment 1).

#### Response to Comment 3 – Neighborhood Impacts from Tennis Facility

Sections 3.1.2 and 5.4 of the EIE have been updated to include information on potential noise and lighting impacts and associated mitigation for the proposed tennis facility. A minimum of 300 to 400 foot undisturbed wooded buffer will be retained between the proposed tennis facility and the neighboring residences near the intersection of Separatist and South Eagleville Roads to help minimize lighting and noise impacts. Currently, the proposed tennis facility is intended for daytime usage only. The current design does not include lighting for play at night. In the future event that lighting for night play is added, UConn will pursue lighting that meets the minimum requirements for recreational play at night while minimizing impacts on the surrounding area. If lighting for night play is added, UConn will limit the facility usage to designated hours of the evening only. Exterior lighting for safety and security at the proposed tennis facility will be consistent with the UConn draft Sustainable Design Guidelines and will be full cutoff. Mitigation measures cited in the EIE designed to minimize neighborhood impacts will be incorporated into the final design plans and subsequently implemented and maintained.

#### Response to Comment 4 – Construction Impacts

Construction access to and from the project site, including prohibition of construction traffic on designated local roads, will be incorporated into the final project plans and specifications. Section 3.1.1 of the EIE and the Mitigation Measures Summary table have been updated accordingly.

#### Response to Comment 5 – Wooded Area Along Stadium Road

The project design team is in the process of identifying trees within the existing wooded area along Stadium Road west of the proposed football complex and training center that would provide value as a wooded buffer and enhance site aesthetics, while accommodating the construction of key design elements, including biofiltration swales, rain gardens, and a

stormwater basin. Faculty and staff from the UConn Arboretum Committee performed a site walk of the wooded area in early July 2004. No specimen trees were identified. However, several large, healthy oak and ash trees were identified, as well as several less valuable trees that should remain as a moderate visual buffer. Numerous white pine were present, in addition to red pine that were observed to be dying due to a pest infestation in the area. Significant, well-established invasive species were also observed in the area, including Multi-flora rose and Asiatic bittersweet.

A landscape architect from BSC Group also surveyed the stand of trees on the west side of the proposed football complex and training center to further assess the quality of the existing stand of trees, identify any specimen grade trees, and assess the impact the proposed project will have on key trees. The existing stand of trees is approximately one acre in size and can be characterized as a climax forest with most of the mature trees being white pine and oaks in the 18" to 24" caliper range. The under story is made up of saplings of maple and oak, poison ivy, and Asiatic bittersweet. Of the larger trees, none possess the qualities of a "specimen" grade tree. However there is aesthetic value in the stand of large trees.

The proposed facility will impact the stand of trees, with the largest impact at the southern end of the stand where a stormwater basin and separate entrance to the training center will be. This entrance will be used day and night by student athletes and members of the campus community participating in the recreational services program. The majority of trees in this area are white pine, and none are specimen quality. A retaining wall has also been proposed to reduce the impact on the remaining stand.

Invasive species and poison ivy will be removed, and the under story will be thinned to promote the growth of desirable vegetation that will add to the aesthetic and environmental quality of the stand. The healthy mature trees will be limbed to open selected views to the proposed building and pruned, taking out the dead wood to allow light to penetrate to the under story. The under story will be supplemented with native species to promote diversity and soil stabilization.

Table 5-1 (Mitigation Measures Summary) of the EIE has been updated to reflect the recommended mitigation measures associated with the stand of trees west of the proposed football complex and training center.

### **3. Council on Environmental Quality**

#### **Response to Comment 1 – Ecological Resources**

As indicated in the response to CTDEP Comment 1, Section 3.2.3 of the EIE has been updated to include information on the preferred alternative for the proposed tennis court relocation, including an analysis of impacts to ecological resources in this area. This information includes the results of additional field investigations that were not available when the EIE was released for public comment. A copy of the report documenting the additional wetland/wildlife habitat investigations in the vicinity of the proposed tennis courts is included in Appendix F. Figure 3-8 in the EIE has also been revised to show the field-

delineated wetlands and habitat evaluation stations that are referenced in the EIE and the wetland/wildlife reports in Appendix F.

The area of the proposed tennis courts is located primarily within a mid-successional upland hardwood forest (with an estimated age of 60 years as opposed to an old growth forest, which is usually at least 180-220 years old) directly adjacent to the Ice Arena parking lot. Habitat evaluation station 6 (HES-6) is representative of the majority of the vegetative composition and upland habitat in this area. The closed deciduous hardwood canopy in this area is consistent with the age and successional status of the trees located within HES-1 and HES-2. Overall, the habitat associated with this forested area was rated as low-moderate for several reasons (as described more fully in the May 10, 2004 report in Appendix F), including its proximity to the adjacent parking lot and no distinct changes in adjacent vegetative community/habitat composition (i.e., low ecotonal diversity), lack of evergreens and topographic distinction, lack of ground cover, and lack of an immediate water source.

Construction of the relocated tennis courts within the upland hardwood forest south of the Ice Arena parking lot will result in the loss of several acres of upland forest and associated low/moderate wildlife habitat. The project has further reduced the amount of forested area impacted by eliminating the previously proposed sand volleyball courts and clubhouse building and moving the tennis courts to the north directly adjacent to the existing parking lot. Additional areas around the courts and at the southern end of the site are necessary to accommodate stormwater controls that will address potential stormwater quality and quantity impacts. Locating the proposed tennis courts adjacent to the existing parking lot would minimize habitat fragmentation by tying the proposed impacts to existing impacts associated with the parking lot and provides an opportunity to cost-effectively retrofit the Lot I storm drainage system for water quality and quantity enhancements.

The loss of upland forest and associated habitat associated with this alternative was weighed against the need to relocate the tennis courts to an area that would preserve existing playing fields and be close to the existing tennis courts and athletic support facilities. Analysis of alternative locations for the proposed tennis courts is discussed further in the response to CEQ Comment 3 below.

#### Response to Comment 2 – Wetland Soils

See response to CTDEP Comment 2 regarding disturbed wetland soils.

#### Response to Comment 3 – Tennis Court Relocation Alternatives

There is currently a shortage of indoor and outdoor playing fields on campus for the University's athletic teams, recreational users, and intramural programs. Relocating the tennis courts to existing playing fields would be counterproductive to the University's goal of increasing overall activity space for student athletics and University recreation. While the proposed facility provides new indoor activity space, which will indirectly help to alleviate the shortage of playing fields, it does not eliminate the need to maintain the University's outdoor playing fields at current levels. Therefore, preservation of existing outdoor playing fields, which are used extensively by the majority of the University's 24 varsity sports

programs, intramural programs, and recreational users, was an overriding consideration in the selection of preferred sites for both the football complex and training center and the relocated tennis courts.

A limited number of alternative sites were available for the relocated tennis courts within the athletics neighborhood of campus that would not replace existing playing fields or parking areas. Those sites generally consisted of the area south of the Ice Arena and soccer practice fields (as discussed in the EIE Alternatives Analysis), as well as the site of the Memorial Stadium fixed seating area. The Memorial Stadium playing field was not considered a feasible alternative for the relocated tennis courts since this would eliminate essential outdoor playing fields. Relocating the tennis courts to the site of the existing Memorial Stadium bleachers was also not considered feasible since the footprint of the bleacher seating alone is not large enough to accommodate the tennis courts. Consideration was also given to splitting up the existing tennis courts and relocating them at multiple sites, such as the Memorial Stadium bleachers or the UConn North Campus. The major disadvantage of this approach is that it would reduce the number of courts that could be used by the University tennis teams for practice and competition and would likely require duplication of athletic support facilities elsewhere on campus. As indicated in the EIE, relocating all of the tennis courts to a location such as the North Campus would remove the intercollegiate tennis practice area and competition site from other athletic venues on campus.

Response to Comment 4 – Drainage and Stormwater

See the response to Town of Mansfield Comments 1 and 2 regarding stormwater management and the additional public outreach methods that UConn will employ to provide information to and solicit input from the public as the project progress through final design, permitting, and implementation.

Response to Comment 5 – Green Building

UConn is fully committed to the concept of “green” construction by incorporating sustainable design elements into this and other campus capital improvement projects, thereby creating highly sustainable buildings. Although no formal sustainability goal has been established for this project, the project design has been guided by the University’s draft Sustainable Design Guidelines, which the University has developed to provide an alternate yet comparable program to the U.S. Green Building Council’s LEED standards. As indicated at the June 10, 2004 public hearing, UConn is considering formal LEED certification for this project in addition to conformity with the UConn draft Sustainable Design Guidelines. However, the design costs associated with certification could be substantial as well as the proposed certification documentation fees (\$40,000 to \$80,000), and UConn is weighing these costs against the benefits of certification versus the similar environmental benefits achievable through its own sustainable design guidelines. The money that would be spent to achieve LEED certification could be used for additional building enhancements. The University will pursue formal LEED certification for this project, provided that it is not cost prohibitive.

#### 4. Allen Ward

See previous responses to comments by the Town of Mansfield and the CEQ regarding stormwater, habitat, and neighborhood impacts and the additional public outreach methods that UConn will employ to provide information and solicit input from the public as the project progresses through final design, permitting, and implementation.

Relocating the tennis courts to the Memorial Stadium football field would eliminate much needed outdoor playing fields and directly oppose one of the key objectives of the project, which is to increase the availability of both indoor and outdoor playing fields for UConn athletic teams and other recreational users on campus. Relocating the tennis courts to the site of the existing Memorial Stadium bleachers is not feasible since the footprint of the bleacher seating alone is not large enough to accommodate the tennis courts. Further elaboration on these points is made in the previous response to CEQ Comment 3 and elsewhere in this document.

#### 5. Citizens for Responsible Growth

##### Response to Comment 1 – Public Review

In addition to the public notice requirements associated with the permitting process, UConn is also committed to providing other opportunities for public review of the project during final design, permitting, and construction as described in the previous response to the Town of Mansfield Comment 1. These will include the EcoHusky website, Town/University Relations Committee meetings, and a project informational meeting.

##### Response to Comment 2 – Stormwater

See the response to Town of Mansfield Comment 1 regarding stormwater management for the proposed project. To reiterate, the project will result in a decrease in peak runoff rates under the proposed conditions for the 2, 5, 10, 25, 50 and 100-year frequency design storms as a result of the project's proposed stormwater management system. A goal of the final stormwater management design is to maintain existing runoff volumes by implementing infiltration at the proposed underground detention system in the McMahon parking lot. The feasibility and degree of infiltration achievable at this location will be determined by site subsurface conditions. The project will be consistent with the requirements for CTDEP Flood Management Certification, the University policy regarding no net increases in peak runoff, the peak flow control criteria in the draft Connecticut Stormwater Quality Manual, and the draft UConn Sustainable Design Guidelines.

##### Response to Comment 3 – Function and Value of Historical Wetlands

See response to CTDEP Comment 2 regarding disturbed wetland soils.

#### Response to Comment 4 – Noise Impacts from Tennis Courts

Minimal noise impacts are anticipated from the proposed tennis courts. The tennis courts are not anticipated to draw large crowds of spectators. Limited spectator seating is provided on the grass slope at the eastern end of the preferred tennis court relocation area. Crowd noise is not expected to be significant, and the courts will not utilize a public announcing system or loud speakers. Additionally, a minimum 300 to 400 foot undisturbed wooded buffer will remain between the proposed tennis courts and the closest residences, which are near the intersection of Separatist and South Eagleville Roads. As indicated in the response to the Town of Mansfield Comment 3, provisions for play at night are not included in the current design. In the event that lighting for night play is added in the future, UConn will limit the facility usage to designated hours of the evening to minimize the potential for noise and light impacts on the surrounding neighborhood.

#### Response to Comment 5 – Light Impacts

See the response to the Town of Mansfield Comment 3 regarding potential lighting impacts from the proposed tennis courts.

The interior lighting within the football complex and training center has been designed to allow for control of the lighting in separate areas or zones of the building (Bemis Associates, LLC, personal communication, July 2004). Occupancy sensor controls will be utilized to control lighting in the coaches' offices, academic offices, and administrative spaces. Occupancy of these spaces will be primarily during daylight hours so that light trespass at night will be minimal. Window shading treatments will also help to control light escaping from windows at night. Manual lighting controls are planned for the lobby area, but the lights will be "zoned" to allow display lighting and other non-essential lights to be turned off at night or when the building is not occupied. The lighting system in the practice field space will be designed to allow multiple uniform light levels to accommodate various activities that this space will be used for. The final design may also incorporate automatic light level reduction for the strength training center if estimated daylight contribution is adequate.

#### Response to Comment 6 – Wooded Buffer

The undisturbed wooded buffer between the proposed tennis court relocation area and the adjacent residences will be maximized to the extent possible. The design includes a minimum undisturbed wooded buffer of approximately 300 to 400 feet between the preferred tennis court relocation area and the closest residences near the intersection of Separatist and South Eagleville Roads.

#### Response to Comment 7 – Football Complex and Training Center Usage

The football complex portion of the facility will be used primarily by the UConn football program, with the exception of other student athletes who may utilize the academic support, training, or medical facilities under certain circumstances. Visitors to the facility will be able to tour the atrium-style lobby, which will feature UConn football memorabilia and dynamic graphic elements. The training center and indoor playing field (also formerly referred to as

“The Indoor Facility”) will be used by the football program, the University’s other intercollegiate athletic sports teams, and the entire campus community through the University’s Recreational Services Program. Examples of intramural and recreational use of the training center may include intramural flag football, whiffle ball, and soccer. Virtually all of the University’s 24 varsity sports teams (11 men’s and 13 women’s), comprising approximately 650 student athletes, will utilize the indoor multi-purpose artificial turf playing field for practice and training purposes.

The use of the term “participant hours” in the EIE refers to the total number of hours that individuals from the campus community (students, faculty, staff) utilize the University’s recreational facilities. Facilities for recreational services are currently used more than 5,000 hours per year, which equates to approximately 14 hours per day. The term “participations” used in the EIE refers to the number of times that individuals access and use the University’s recreational facilities.

The breakdown of the number of users by gender is approximately 50% male and 50% female for informal recreation (non-organized activities), 10% male and 90% female for fitness classes, and 90% male and 10% female for the intramural program.

Response to Comment 8 – Project Funding

\$31 million of the project’s total estimated cost (\$40 million) is being publicly funded under UConn 21<sup>st</sup> Century. The balance will be funded through private donations and contributions.

Response to Comment 9 – Water Usage and Conservation

The estimated domestic water demand for the proposed facility of approximately 13,000 gallons per day (gpd) is based on the anticipated number of occupants in various areas of the facility and typical daily water usage per occupant and activity in each area. The following table summarizes the domestic water demand estimates for the proposed facility:

Number of Occupants	Estimated Daily Unit Water Usage (gpd per occupant)	Estimated Daily Water Demand (gpd)
<i>Main Level</i>		
733 assembly occupants	5	3,665
95 locker room/training occupants	10	950
63 business occupants	10	630
22 storage occupants	1	22
1570 practice facility occupants	3.5	5,495
	Subtotal:	10,872 gpd
<i>Mezzanine Level</i>		
202 assembly occupants	5	1,015
81 locker room/training occupants	10	810
6 storage occupants	1	6
121 sprint lanes	3.5	424
	Subtotal:	2,255 gpd
	<b>Total Water Demand:</b>	<b>13,127 gpd</b>

Source: Bemis Associates, LLC and Jeter Cook & Jepson Architects, Inc., personal communication, July 2004.

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See response to CTDEP Comment 6 regarding specific water conservation measures for the proposed facility.

Response to Comment 10 – Sustainable Design

See response to CEQ Comment 5 regarding sustainable design and LEED certification.

**6. Scott Lehmann**

Response to Comment 1 – EIE Presentation of Alternatives

Section 1.4 of the EIE has been revised to include additional information regarding the need for the proposed project, in particular the training center portion of the project (formerly referred to as the “Indoor Facility”). This information is summarized below.

There is currently a shortage of indoor and outdoor playing fields on campus for the University’s athletic teams, recreational users, and intramural programs. The playing fields are used by the University’s 24 varsity sports, including 11 men’s teams and 13 women’s teams, as well as the intramural and recreational programs, which have experienced significant and continued growth in recent years. The recreation program has more than doubled its participation rates, from 200,000 in 1997 to 465,000 participations annually. The outdoor playing fields have a limited usage capacity in order to maintain the fields in a suitable condition for practice and competition and for overall safety to prevent injuries. The playing fields require regular maintenance and periodic replacement. Overuse of the fields results in more frequent replacement and ultimately increased “down time”. UConn currently has only one artificial turf playing field, which is used extensively by the soccer, field hockey, and lacrosse teams and the University’s Recreational Services program. Additional playing fields, both indoor and outdoor, are critical to begin meeting the University’s current and future athletic and recreational needs.

Indoor athletic and recreational facilities provide venues for practice and competitive play during inclement weather. Weather conditions are often unpredictable, and on many occasions team practices and training cannot occur outdoors due to rain, snow, and other weather conditions. The safety of student athletes and prevention of injuries severely limits the use of outdoor playing facilities during inclement weather. The proposed indoor athletic practice and training facility will provide a much needed year-round venue for athletic practice, training, and recreational activities. During inclement weather it will provide greater continuity in practice schedules and address safety concerns. The facility will also provide the campus with additional athletic and recreational facilities, which will reduce the burden on existing playing fields and providing additional opportunity for recreational uses. Virtually all of UConn’s sports teams will utilize the training center in some fashion for activities such as indoor practice, training, running, drills, and strength and conditioning training. Additionally, the University’s recreational and intramural programs will utilize the facility extensively.

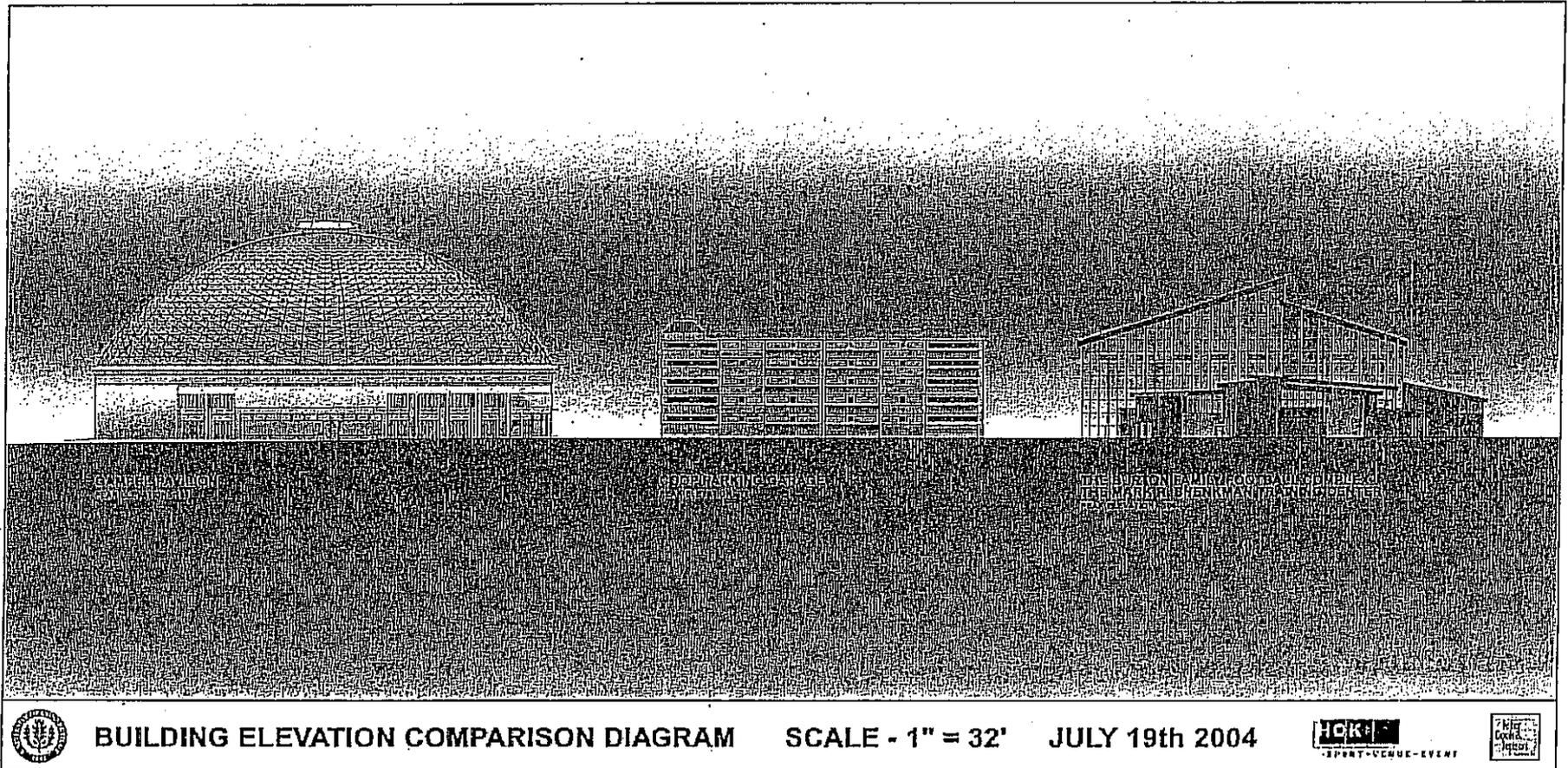
An indoor practice and training facility is essential to the UConn football program and forwards the University’s mission to provide the best possible facilities for student athletics

and recreation. The University's strategic plan recognizes the role of athletics as a method of building a sense of community, enhancing student life, and improving the University's image. The facility will allow the University to attract the best possible student athletes and compete at the highest levels, both academically and athletically. Several other peer institutions in the BIG EAST conference, including the University of Pittsburgh, West Virginia University, Syracuse University, and Rutgers University, currently have indoor practice and training facilities. The proposed Burton Family Football Complex and Mark R. Shenkman Training Center will allow the football program and other intercollegiate sports programs to better compete with these institutions and attract the highest quality student athletes. In addition, the training center will provide another venue for UConn's growing recreational services program.

#### Response to Comment 2 – EIE Assessment of Visual Impact

The rendering of the proposed facility shown at the June 10, 2004 public hearing is not to scale and was solely intended as a concept rendering. A new scale elevation drawing of the proposed football complex and training center has been incorporated into the final EIE and is provided below. The drawing depicts the comparative sizes of the proposed building and the nearby Gampel Pavilion and South Parking Garage. The height of the proposed building at its peak is approximately 106 feet, while the peak heights of Gampel Pavilion and the South Parking Garage are approximately 145 feet and 76 feet, respectively. The first floor elevations of all three buildings are similar (between elevations 640 to 647), therefore the drawing accurately depicts the relative elevations of the buildings. Overall, the proposed building is similar in scale to Gampel Pavilion and the South Parking Garage. The proposed building is also consistent with the size and scale of the existing buildings that are within the views from the surrounding area, including from on-campus locations. The view of the proposed facility from on-campus locations to the west will be partially obstructed by the existing stand of trees along Stadium Drive on the west side of the proposed building. As indicated in responses to previous comments, the stand of trees will be selectively preserved to maintain a visual buffer and enhance the aesthetics of the existing stand.

Elevations of the proposed football complex and training center depicting the comparative sizes of the proposed building and the nearby Gampel Pavilion and South Parking Garage. (The scale of the drawing shown below has been modified from the scale shown on the original drawing).



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### Response to Comment 3 – Scale and Need for the Football Complex and Training Center

As discussed in the previous response (Comment 2 – EIE Assessment of Visual Impact), the proposed facility will have an overall footprint of approximately 165,000 square feet, and the training center portion of the building will be approximately 106 feet tall at its peak to allow for kicking and punting during football practice. The football complex portion of the facility is approximately 35 feet tall. The proposed facility is similar in scale to Gampel Pavilion and the South Parking Garage, and the roofline of the training center is approximately 40 feet lower in elevation than the top of Gampel Pavilion and 30 feet higher in elevation than the parking garage, as shown on the scale elevation drawing provided in the EIE. While the proposed facility is a large building, it is not inconsistent with the other large facilities in the immediate area (Gampel and the parking garage) and is situated in a topographic setting flanked by a wooded hillside to the east and a modest stand of trees to the west.

As described in the response to Comment 1 of Dr. Lehmann, an indoor training facility of this size and scale is essential to the UConn football program and will begin to address critical needs of the University's competitive sports and growing recreational programs.

### Response to Comment 4 – Stormwater Management

See previous responses to comments regarding stormwater management.

The University recognizes the sensitivity of this issue due to the discharge of stormwater to downstream watercourses that have experienced problems associated with the Hilltop Apartments detention basin and other developments in this area of campus. However, the proposed project reflects a significant improvement in stormwater management design over previous UConn projects of similar size and scope. The project incorporates a comprehensive and integrated approach to management of stormwater quality and quantity, including a number of best management practices that address pollutant reduction, detention of peak flows, infiltration and groundwater recharge, and stream channel protection. Drainage calculations performed as part of the project design and Flood Management Certification application indicate that the project will result in a decrease in peak runoff rates under the proposed conditions for the 2, 5, 10, 25, 50 and 100-year frequency design storms as a result of the project's proposed stormwater management system. The goal of the final stormwater management design is to maintain existing runoff volumes by implementing infiltration at the proposed underground detention system in the McMahan parking lot. Additional infiltration of runoff into the proposed rain gardens, swales, and detention basins is anticipated during dry periods (although not explicitly accounted for in the drainage calculations). A goal of zero-discharge of stormwater runoff from the site of the proposed project is unrealistic due to the physical site limitations (high groundwater and limited infiltration capacity of the soils) and limited irrigation needs of the nearby playing fields and landscaped areas.

### Response to Comment 5 – Loss of Woods at Proposed Tennis Court Facility

See previous responses to CEQ Comments 1 and 3 regarding the preferred location of the proposed tennis court facility in the wooded area south of the Ice Arena parking lot. The existing athletic field and adjacent wooded area behind the Ice Arena was considered as an alternative location for the proposed tennis courts in the EIE. Although this location would result in slightly less disturbance to existing wooded areas, it would result in the loss of a portion of the existing athletic field, which was one of the key criteria guiding the selection of the preferred alternative. As described in previous responses, maintaining existing outdoor playing fields is critical to addressing the needs of the University's sports teams and recreational users. Locating the tennis courts adjacent to the existing parking lot also reduces habitat fragmentation by tying the proposed impacts to existing impacts associated with the parking lot and provides an opportunity to cost-effectively retrofit the Lot I storm drainage system for water quality and quantity enhancements.

## **7. Public Hearing Comments**

The following responses address comments received during the June 10, 2004 Public Hearing. The responses are organized by the major issues discussed at the public hearing. In some instances, specific questions that do not fit these broad topics are addressed individually. A copy of the minutes from the public hearing and associated documents (attendance list, meeting minutes, etc.) are attached. Several of the commenters at the public hearing also submitted written comments subsequent to the hearing, which are addressed in previous sections of this response document.

### Response to Comments on Neighborhood Impacts

See previous responses to comments regarding potential neighborhood impacts resulting from the proposed facilities.

The existing site topography, as well as a wooded buffer, will partially or fully obstruct the view of the facility from the nearby residences along Hillside Circle and Westwood Road, as demonstrated by the sightline analysis presented in the EIE. Similarly, the proposed tennis court facility will also be buffered from the closest residences near the intersection of Separatist and South Eagleville Roads by a minimum of 300 to 400 feet of undisturbed woodland. The building has been oriented to minimize tree clearing on both sides of the building and to avoid infringement upon the adjacent Morrone Stadium soccer field. Additionally, the proposed subsurface detention system in the McMahan Parking Lot will tie into the existing drainage system upgradient of the proposed facility and will not require additional tree clearing.

As described in the previous response to the Town of Mansfield Comment 5, although no specimen trees were identified, selected trees will be preserved within the wooded area along Stadium Road west of the proposed football complex and training center. Invasive species and poison ivy will be removed, and the under story will be thinned to allow light penetration and promote the growth of desirable vegetation. The under story will also be supplemented with native species to promote diversity and soil stabilization. These

recommended mitigation measures have been incorporated into appropriate sections of the EIE.

A new scale elevation drawing of the proposed football complex and training center has been incorporated into the final EIE and this document. The rendering depicts the facility size and scale relative to nearby buildings.

### Response to Comments on Stormwater Management

#### *Mosquito Concerns*

See previous responses to comments regarding stormwater management and potential impacts to downstream receiving watercourses associated with peak rates of runoff and runoff volumes.

A concern was raised about the proposed stormwater controls (catch basins, rain gardens, swales, detention basins, etc.) potentially providing breeding habitat for mosquitoes. Some stormwater treatment practices can provide breeding habitat for mosquitoes and other nuisance insects. Generally speaking, relative to stormwater basins and similar treatment practices, there is the potential for mosquito breeding if water is allowed to stand/stagnate, in the absence of predators, for more than 7 to 10 days in the summer (DEP Roger Wolfe, Mosquito Management Coordinator).

The proposed rain gardens, biofilter swales, and detention basins are designed to retain water for 24 hours or less following a storm event, and are not designed to retain a permanent pool of water or permanent ponding conditions. The design of the proposed stormwater management system for the project will incorporate mosquito control recommendations from the draft Connecticut Stormwater Quality Manual, including:

- Limiting water retention or draining time to 5 days or less (based on a 7 to 10 day summer breeding period and a factor of safety). Structures designed with sumps or basins that retain water permanently or longer than 5 days should be sealed completely to prevent entry of adult mosquitoes.
- Providing sufficient slope on basin floors and swales for adequate drainage.
- Ensuring sufficient separation distance to the seasonal high groundwater table for infiltration structures.
- Sealing potential mosquito entry points in underground stormwater treatment devices.

#### *Ice Arena Parking Lot Flooding*

The stormwater retrofits proposed for the Ice Area parking lot (Lot I) will provide treatment and detention of parking lot runoff that currently discharges to the unnamed tributary south of the parking lot untreated and with little or no detention. These retrofits are also intended to address the current parking lot flooding problem due to overflow of standing water in the isolated wetland located north of the parking lot.

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## Response to Comments on Public Review

See the previous responses to comments regarding public outreach measures that UConn will employ as the project progresses through final design, permitting, and implementation.

## Response to Comments on Facility Construction

As indicated previously, construction access to and from the project site, including prohibition of construction traffic on designated local roads, will be incorporated into the final project plans and specifications.

Section 3.2.2 of the EIE discusses the potential for handling or discharge of contaminated groundwater during construction dewatering. It appears unlikely that soils to be removed from the site or groundwater at the site are contaminated. No evidence of groundwater contamination at the project site has been identified in either the subsurface investigations or the Phase I Environmental Site Assessment that was conducted for the site. However, the potential to encounter subsurface contamination exists for most construction projects in previously developed areas. The EIE addresses this potential in a general sense and identifies the potential need for alternate handling, discharge and permitting for contaminated versus clean groundwater. If contamination is discovered during construction, additional explorations and laboratory chemical testing are recommended to characterize materials to be removed from the site for appropriate disposal or reuse.

As described previously, a detailed erosion and sediment control (E&SC) plan will be developed as a requirement for both the CTDEP Flood Management Certification and the CTDEP General Permit for the Discharge of Stormwater and Dewatering Wastewater Associated with Construction Activity. A General Permit registration will be prepared and submitted to CTDEP prior to the start of construction, and detailed E&SC measures for the project will be included in the Stormwater Pollution Control Plan that will be prepared as required by the General Permit. Operation and maintenance requirements for the construction E&SC measures will be included in the Stormwater Pollution Control Plans. Operation and maintenance of post-construction stormwater best management practices will be consistent with the requirements for Flood Management Certification and guidance contained in the draft Connecticut Stormwater Quality Manual. Construction inspections for erosion and sediment control purposes will be performed by qualified UConn staff or third-party engineering consultants who will provide oversight to ensure that the E&S controls are implemented properly.

Several foundation options are being evaluated to address the fill and organic deposits (peat) in the central and western portions of the proposed football complex and training center building (GZA, April 2004). These options include:

- Option 1 - Removing the unsuitable fill and organic deposits, placing compacted fill, and constructing traditional spread footings bearing on the compacted fill
- Option 2 - Performing ground improvement on the existing fill and organic deposits, thereby making them suitable for foundation support, and placing spread footings on the improved soil

- Option 3 - Pile foundations.

The current preferred foundation alternative is a combination of Options 1 and 2. Traditional spread footings will be used, where feasible, such as below the east and west walls of the facility. Vibro-compacted concrete columns will likely be used beneath portions of the football complex, while some of the organic deposits will also be left in place in these areas. Organic deposits will be removed and replaced in the most critical areas to the south of the training center. The final foundation design will be selected based on a number of factors, including settlement, dewatering and cost.

#### Response to Comments on Historical Wetlands

See previous responses to comments by DEP, CEQ, and Citizens for Responsible Growth regarding this issue.

#### Response to Comments on Wooded Area Along Stadium Road

See response to the Town of Mansfield Comment 5 regarding preservation of trees in the wooded area along Stadium Road west of the proposed football complex and training center.

#### Response to Comments on Need for Facility, Alternatives Analysis, and Site Location

See responses to previous comments regarding the need for the proposed football complex and training center and the analysis of alternative locations for the proposed facilities.

#### Response to Comments on Design of Facility for Current and Future Needs

The proposed football complex and training center has been designed to begin to accommodate the current and future needs of the University's football program, and begins to address student recreational needs. The facility will provide the University with the most modern, state-of-the-art on-campus facility of its kind in the Big East conference.

#### Response to Comments on Traffic

The 41 new vehicle trips that are projected to be generated during the afternoon peak hour as a result of the proposed facilities are not considered a significant increase according to industry standard methods for assessing traffic impacts at intersections. However, this increase in traffic could be perceived as "significant" by individuals or residences in the vicinity of the project area depending on the local traffic patterns and whether or not the additional vehicles travel by any given residence. In terms of industry-standard traffic analysis criteria, this projected increase in traffic does not warrant additional mitigation measures. However, the need for traffic mitigation will be assessed in the context of the University's State Traffic Commission (STC) Major Traffic Generator Certificate update.

#### Response to Comments on LEED Certification

See response to CEQ Comment 5 regarding sustainable design and LEED certification.

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