



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, October 12, 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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**EXECUTIVE SESSION**

**18. Personnel**

REGULAR MEETING-MANSFIELD TOWN COUNCIL-SEPTEMBER 27, 2004

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 7:32 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Blair, Clouette, Haddad, Hawkins, Koehn, Paterson, Paulhus, Schaefer

Absent: Redding

II. APPROVAL OF MINUTES

Ms. Blair moved and Mr. Clouette seconded to approve the minutes of September 13, 2004, with one spelling correction.

So passed unanimously.

There was a short break in the meeting to wish Carl Schaefer a happy 70<sup>th</sup> birthday and to share a cake with him.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mr. Bob Cook, 219 Separatist Road, spoke on the problems created by the parties being held on Hunting Lodge Road specifically at Carriage House Apartments. On September 3, 2004 he returned home late, and found it almost impossible to go down Hunting Lodge Road because of the amount of people who were drunk and walking down the road. He did not feel safe in his car. This issue is not a University/Town issue it is a public safety issue and therefore a Town issue. This has been a long-standing public issue and containment of a crowd is not the answer. He urged the Town Council to identify the problem as a public safety issue and gave potential solutions. The town needs to pass and enforce ordinances on jaywalking, loitering and littering. He felt that state police were not needed to enforce these ordinances just the town police or perhaps town constables. They could fine those persons involved. However, these solutions need to be announced by the media in the local radio stations, newspaper, and the Daily Campus.

IV. PUBLIC HEARINGS

1. An Ordinance Regarding the Exemption of Property leased to Charitable, Religious or Nonprofit Organizations

The Public Hearing was opened at 7:45 p.m. No comments Public Hearing closed.

2. Amendment to An Ordinance Regulating the Possession of Alcohol by Minors

The Public Hearing was opened at 7:48 p.m. No comments. Public Hearing closed.

V. OLD BUSINESS

3. An Ordinance Regarding the Exemption of Property leased to Charitable, Religious or Nonprofit Organizations

Mr. Haddad moved and Mr. Schaefer seconded that effective September 27, 2004, to adopt "An Ordinance Regarding the Exemption of Property Leased to Charitable, Religious or Nonprofit Organizations" as presented by staff in its draft dated September 13, 2004, and which ordinance shall become effective 21 days after publication in a newspaper having circulation in the Town of Mansfield.

So passed unanimously.

4. Amendment to An Ordinance Regulating the Possession of Alcohol by Minors

Ms. Blair moved and Mr. Hawkins seconded that effective September 27, 2004 to amend "An Ordinance Regulating the Possession of Alcohol by Minors" as presented by staff in its draft dated September 13, 2004 and which amendment shall become effective 21 days after publication in a newspaper having circulation in the Town of Mansfield.

Motion so passed Ms. Koehn abstained.

5. University Spring Weekend and Campus/Community Relations

No action taken.

VI. NEW BUSINESS

6. Open Space Acquisition

Mr. Haddad moved and Ms. Blair seconded that effective September 27, 2004, to refer the acquisition of the Morneau property to the Planning and Zoning Commission for review pursuant to Connecticut general Statutes 8-24, and to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on October 12, 2004 to solicit public comment on the proposal.

So passed unanimously.

### Section 1. Title.

This ordinance shall be known and may be cited as the "Exemption of Property Leased to Charitable, Religious or Nonprofit Organizations Ordinance."

### Section 2. Legislative Authority.

This ordinance is enacted pursuant to the provisions of *Connecticut General Statutes* §12-81(58), as amended.

### Section 3. Intent and Purpose.

This ordinance is designed to implement the provisions of *Connecticut General Statutes* §12-81(58), as it may be amended from time to time, to allow the Town to exempt from local taxation certain real and personal property that is leased by a charitable, religious or nonprofit organization from another charitable, religious or nonprofit organization and is used exclusively for the purposes of the lessee charitable, religious or nonprofit organization.

### Section 4. Exemption of Real or Personal Property.

Pursuant to the provisions of Section 12-81(58) of the *Connecticut General Statutes*, the Town of Mansfield does hereby exempt any real or personal property leased by a charitable, religious or nonprofit organization to another charitable, religious or nonprofit organization, provided that: a) the lessor is, as determined by the assessor, exempt from local taxation as of the date of the applicable tax list; b) the lessee is, as determined by the assessor, exempt from local taxation as of the date of the applicable tax list; and c) the leased property is used exclusively for the purposes of the lessee. Said exemption shall apply to the tax list of October 1, 2004, and to each tax list thereafter.

### Section 5. Quadrennial Submission of Proof of Tax Exempt Status.

On a quadrennial basis in accordance with the assessor's schedule, any charitable, religious or nonprofit organization leasing property from another charitable, religious or nonprofit organization, shall submit evidence in a form prescribed by the assessor demonstrating that the lessee organization is, as determined by the assessor, exempt from local taxation as of the date of the applicable tax list and that the leased property is used exclusively for the purposes of such charitable, religious or nonprofit organization.

#### Section 6. Certificate of Correction.

Pursuant to *Connecticut General Statutes* §12-57, any charitable, religious or nonprofit organization may at any time prior to the payment of the tax or within one year subsequent to the payment thereof, request a certificate of correction from the assessor to remove certain leased property from the tax list of the municipality. Thereafter, in the event of prior payment of the tax, any charitable, religious or nonprofit organization may make application, in writing, to the collector of revenue for a refund of said tax pursuant to Section 12-129 of the *Connecticut General Statutes*. Any such charitable, religious or nonprofit organization requesting a certificate of correction must submit evidence in a form prescribed by the assessor demonstrating that the organization is, as determined by the assessor, exempt from local taxation as of the date of the applicable tax list and that the leased property is used exclusively for the purposes of such charitable, religious or nonprofit organization.

#### Section 7. Construction.

Whenever used, the singular number shall include the plural, and the use of the plural the singular.

Section 7. Violations and Penalties.

- A. For the first violation, any person cited under Section 3 of this Ordinance shall be subject to a fine of ninety dollars (\$90) ~~one hundred dollars (\$100)~~ OR required to complete a substance abuse awareness and prevention program, which cost shall not exceed ninety dollars (\$90) ~~one hundred dollars (\$100)~~. For each subsequent violation, any person cited under Section 3 of this Ordinance shall be subject to a fine of ninety dollars (\$90) ~~one hundred dollars (\$100)~~.
  
- B. For the first violation, any person cited under Section 4 of this Ordinance shall be subject to a fine of ninety dollars (\$90) ~~one hundred dollars (\$100)~~ OR required to complete a substance abuse awareness and prevention program, which cost shall not exceed ninety dollars (\$90) ~~one hundred dollars (\$100)~~. For each subsequent violation, any person cited under Section 4 of this Ordinance shall be subject to a fine of ninety dollars (\$90) ~~one hundred dollars (\$100)~~.
  
- C. All fines paid pursuant to this Ordinance shall be payable to the Collector of Revenue of the Town of Mansfield

7. MRRA- Amendment to Solid Waste Regulations

Mr. Haddad moved and Mr. Clouette seconded to recess as the Town Council and convene as the MRRA.

So passed unanimously.

Mr. Schaeffer moved and Mr. Paulhus seconded that effective September 27, 2004, to schedule a public hearing for 7:45 p.m. at the Town Council's regular meeting on October 12, 2004 to solicit public comment on the proposed amendment to Section A196-6 (L) of the Solid Waste Regulations.

So passed unanimously.

Mr. Haddad moved and Ms. Blair seconded to adjourn as the MRRA and reconvene as the Town Council

So passed unanimously.

8. Presentation on Strategic Planning

Mr. Matt Hart, Assistant Town Manager, gave a presentation to the Council on Strategic Planning.

By consensus the Council requested that the staff prepare a draft proposal.

VII. QUARTERLY REPORTS

Mr. Haddad moved to table to the next meeting all quarterly reports.  
Seconded by Ms. Blair.

So passed unanimously

VIII. DEPARTMENTAL REPORTS

IX. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette reported on the Committee on the Community Quality of Life. Members are: Mr. Clouette, Mr. Hawkins, Ms. Blair and Mayor Paterson.

The committee has met three times to discuss the quality of life in town and the impact of large off campus parties on residents and property in Mansfield. The committee knows that this is a personal safety issue. They will move forward and look at existing ordinances and how they can be enforced. The committee has drafted 13 strategies on this issue, 8 of which are solely the town's responsibility. Hopefully by the end of October there will be a report given to the Council. Sean Cox, our Resident Trooper has been working with other law enforcement agencies to step up enforcement. No restrictions have been placed on the committee on their recommendations i.e. Staffing. Other ordinances may be needed to assist in the achievement of these recommendations.

X. REPORTS OF COUNCIL MEMBERS

Mr. Paulhus reported that he attended the Festival on the Green and that it was very successful.

Mayor Paterson announced that there were over 200 volunteers that assisted with this program held on September 19, due to the inclement weather on the 18<sup>th</sup>.

XI. TOWN MANAGERS REPORT

There is a Downtown Partnership meeting on October 5, 2004 at 1244 Storrs Road.

There is a Town/University Relations Committee Meeting on October 15, 2004 from 4-5:15pm

The DEP, as part of the state's Natural Heritage, Open Space and Watershed Land Acquisition Grant Program, has awarded Mansfield the grant to preserve the Dorwart Property.

The Town Manager handed out the list of STEAP Awards for Fiscal Year 2004-2005.

The Town Manager handed out a list of construction projects for the University also an article from the Daily Campus "freshman class best in UConn history".

Mr. Hawkins handed out the story in the Chronicle of September 27, 2004, about the police sting which arrested 8 at an UConn frat party.

XII. FUTURE AGENDAS

XIII. PETITIONS, REQUESTS AND COMMUNICATIONS

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

10. E. Paterson re: Town Representatives to Community-Campus Partnership  
on Substance Abuse

11. E. Paterson and M. Berliner re: Inmate Work Crew

12. E. Paterson and M. Berliner re: Accessible Mailbox

XIV. EXECUTIVE SESSION

Not needed.

XV. ADJOURNMENT

At 8:38 p.m. Ms. Blair moved and Mr. Hawkins seconded to adjourn the  
meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

LEGAL NOTICE  
TOWN OF MANSFIELD

PUBLIC HEARING  
OPEN SPACE ACQUISITION-MORNEAU PROPERTY

The Mansfield Town Council will hold a Public Hearing at their regular meeting on Tuesday October 12, 2004 at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building, 4 South Eagleville Road to hear public comment regarding the acquisition of the Morneau property on Clover Mill Road abutting the Harrison Marsh portion of Schoolhouse Brook Park.

Packets describing the parcel are on file in the Town Clerks office. At this hearing interested persons may appear and be heard and written communications received.

Dated at Mansfield, Connecticut, this 28<sup>th</sup> day of September, 2004.

Joan E. Gerdson, Town Clerk

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LEGAL NOTICE  
TOWN OF MANSFIELD  
PUBLIC HEARING  
AMENDMENT TO SOLID WASTE REGULATION

The Town Council, acting as the MRRA, will hold a public hearing on the amendment to the solid waste regulations at their regular meeting on Tuesday October 12, 2004 at 7:45 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building, 4 South Eagleville Road to hear public comment on this amendment.

The change is in the definition of a "multi-family" residence from three units to two units to accommodate the occasional need for a dumpster at a two-unit residence.

Packets describing the amendment are on file in the Town Clerk's office. At this hearing interested persons may appear and be heard and written communications received

Dated at Mansfield, Connecticut, this 28<sup>th</sup> day of September, 2004.

Joan E. Gerdson, Town Clerk

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Jeffrey Smith, Director of Finance; Matt Hart, Assistant Town Manager  
**Date:** October 12, 2004  
**Re:** Financial Statements Dated June 30, 2004

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**Subject Matter/Background**

At its September 13, 2004 meeting, the Town Council referred this item to the Finance Committee.

**Recommendation**

The Finance Committee has reviewed the statements, and recommends that the Council accept the item as presented.

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

*Move, effective October 12, 2004, to accept the Financial Statements Dated June 30, 2004 as prepared and submitted by the Department of Finance.*

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin H. Berliner*  
Martin H. Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 12, 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) Quarterly Progress Report – July, August and September 2004



University of Connecticut  
*Administration and Operations Services*

Architectural and  
Engineering Services

REC'D OCT 04 2004

September 30, 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)  
QUARTERLY PROGRESS REPORT – JULY, AUGUST & SEPTEMBER 2004  
UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT  
PROJECT # 900748**

Dear Mr. Frigon:

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

- Remedial Action Plan Implementation, Landfill and Former Chemical Pits
- UConn Landfill Closure
- Update on Extension of Water Service - Meadowood and North Eagleville Roads
- UConn F-Lot Landfill Closure
- UConn Landfill Interim Monitoring Program
- Closure Schedule Following CTDEP Approvals
- Hydrogeologic Investigation – UConn Landfill Project
- Long-Term Monitoring Plan
- Technical Review Sessions
- Technical Review Session Information
- UConn's Technical Consultants - Hydrogeologic Team
- Discussion on Activities Completed in July 2004
- Discussion on Activities Completed in August 2004
- Discussion on Activities Completed in September 2004
- Schedule for Compliance (Revision No. 3)
- Listing of Project Contacts
- Reports
- Certification

*An Equal Opportunity Employer*

31 LeDoyr Road Unit 3038  
Storrs, Connecticut 06269-3038

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

**CTDEP Consent Order  
Quarterly Progress Report – July, August, & September 2004  
September 30, 2004**

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

Pre-Construction Phase Services required by UConn that 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

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Mansfield Public Library, in the Town Manager's Office, at University Communications and at the CTDEP in Hartford.

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 Road 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;

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

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

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

### Permit Applications

*ACOE NE:* As part of the U.S. Army Corps of Engineers New England District (ACOE NE) Individual Permit Application for the Closure Plan for the UConn Landfill and Former Chemical Pits, a vernal pool survey was completed within a 600-foot radius of the UConn Landfill in Storrs, CT. Vernal pools are considered "special wetlands" under ACOE NE Programmatic Permit for Connecticut. On July 15, 2003, the ACOE NE published a Public Notice regarding UConn's request for a permit under Section 404 of the Federal Clean Water Act. A wetland mitigation plan has been prepared in response to comments received from the Corps of Engineers on the federal wetland permit application (letter C. Rose to J. Kastrinos, October 30, 2003). The mitigation plan addresses restoration of federally regulated wetlands disturbed during the remediation project construction and other mitigation for wetlands that will be permanently lost due to the project. It also addresses implementation of the restoration plan, including topsoil requirements, plantings, and control of invasive species.

Haley & Aldrich and Mason & Associates have prepared a detailed Mitigation/Restoration Plan and conducted an on-site meeting with the ACOE NE and with the United States Environmental Protection Agency (EPA). Comments from CTDEP were also 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

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transmittal from Haley & Aldrich to CTDEP provided responses to comments by CTDEP on the ACOE NE Application No. WQC 200302988, IW-2003-112, FM-2003-205. On May 24, 2004 a letter response to comments from the CTDEP on the ACOE Application was submitted.

Conditional Approval Letter Received

A Conditional Approval Letter dated June 5, 2003, regarding the Comprehensive Hydrogeologic Report and Remedial Action Plan, was issued by CTDEP to UConn. CTDEP approved the Plan that includes the following elements:

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

Closure Plan

On August 4, 2003, the Closure Plan report was submitted to CTDEP, Town of Mansfield, Eastern Highlands Health District (EHHD), and the USEPA. The plan describes how the Remedial Action Plan will be implemented to close the UConn landfill, former chemical pits and F-Lot disposal site. Elements of the closure plan included:

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

On January 22, 2004, the revised Closure Plan report was submitted to CTDEP, Town of Mansfield, EHHD, and the USEPA. The closure plan sets aside areas for a number of activities to take place, including soil processing and stockpiling, room for storing materials and equipment, and soil and waste removal areas.

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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.

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.

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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 IMP Report will follow the initiation of Round #13 IMP Sampling and will be distributed to CTDEP and others.

Wetlands Mitigation

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

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

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

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

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

CTDEP Conditional Approval

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

Table 1  
Residences Connected to UConn Water System and Well Abandonment Responses

<u>Address</u>	<u>Offer to Connect</u>	<u>Well Abandonment</u>
10 Meadowood Road	Accepted	Accepted
11 Meadowood Road	Accepted	Accepted
21 Meadowood Road	Accepted	Accepted
28 Meadowood Road	Accepted	Accepted
213 North Eagleville Road	Accepted by new owner	Accepted by new owner
	<u>Residence Not Connected</u>	
22 Meadowood Road	Rejected	Rejected

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

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

**UConn F-Lot Landfill Closure**

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

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

IMP sampling continued during this period. 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.

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**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 | • 65 Meadowood Road   | • 206 Separatist Road |
| • 41 Meadowood Road | • 202 Separatist Road | • 211 Separatist Road |

**Technical Review Sessions**

Public involvement principles are summarized as follows:

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

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- 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. The permitting process undertaken for the UConn landfill and former chemical pits will take place with a public meeting in October 2004.

The last step in the preparation for the closure of the UConn landfill and former chemical pits will take place with a public meeting in October 2004 on the project permits, which include:

- Section 404 Individual Permit (U.S. Army Corps of Engineers)
- Inland Wetlands and Watercourses Permit and 401 Water Quality Certificate
- Flood Management Certificate
- General Permits for Discharge of Groundwater Remediation Wastewater to a Sanitary Sewer (possible modification to existing permit)
- General Permit for Discharge of Stormwater and Dewatering Wastewaters from Construction Activities
- Combined Permit for Disruption of a Solid Waste Closure Area, Landfill Closure, and Post-Closure Use

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The CTDEP will accept comments on the permits at the Public Meeting. Final review of the permit applications is ongoing, and the Public Meeting date and comment period will be announced at the end of September. The article below summarizes the final documents under review, including the Wetland Mitigation Plan, the Section 404 Individual Permit application to the Army Corps of Engineers and related permit applications to CTDEP. UConn has contracted with O&G Industries of Torrington, CT, to act as Construction Manager for the closure construction. GZA GeoEnvironmental, Inc. will act as a subcontractor to provide environmental and geotechnical engineering services on the project. O&G's Project Manager will participate in the Fall Public Meeting to meet members of the community.

UConn Project Web Site

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

**UConn's Technical Consultants - Hydrogeologic Team**

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

Mitretek Systems: Mitretek's work included meeting attendance and input, technical review of data, fieldwork and coordination with the hydrogeologic team. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan (RAP), 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.

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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 July 2004**

UConn:

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

Haley & Aldrich:

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

Epona:

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

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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
- Began preparation for public meeting in September to discuss public comments on various permits.
- Reviewed draft *UConn Update*

Phoenix:

- Conducted analyses of sampling from IMP and additional residential areas

ERI:

- Limited verification analyses of sampling from IMP

RVA:

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

**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
- 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)

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- 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

**Discussion on Activities Completed in September 2004**

UConn:

- Held pre-construction services meeting with the Construction Manager
- Conducted landfill mowing operations
- Coordinated surveying service requirements
- Preparation for public meeting in October to discuss public comments on various permits
- Wetlands meeting and site visit with ACOE, CTDEP and USEPA on September 20, 2004

Haley & Aldrich:

- 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
- Review of Round 15 sampling for the IMP

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- Attended pre-construction services meeting with the Construction Manager
- Commence on preparation for public meeting in October to discuss public comments on various permits
- Wetlands meeting and site visit with ACOE, CTDEP and USEPA on September 20, 2004

Epona:

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

USGS:

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

Mitretek:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on RAP
- Began preparation for public meeting in October to discuss public comments on various permits

Phoenix:

- Conducted analyses of sampling from IMP and additional residential areas

ERI:

- No analyses conducted

RVA:

- *UConn Update* preparation
- Continued to communicate with public and respond to public queries
- Discussed fall public meeting issues with staff and CTDEP
- Began preparation for public meeting in October to discuss public comments on various permits

**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*):

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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 September 9, 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 Technical Review Committee 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>

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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 September 9, 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- September 2004 mobilize contractor(s) (Contingent on Construction Timetable ****)</i> <b>REVISED ****</b>
Initiation of Long Term Monitoring Plan (LTMP)	IMP sampling continues quarterly.	<i>On-going 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 September 9, 2004

**CTDEP Consent Order  
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**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

**CT Dept. of Environmental Protection**

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

**Mansfield Public Library**

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

**UConn at Storrs**

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

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**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**  
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cc:

Gail Batchelder, HGC Environmental Consultants  
Martin Berliner, Town of Mansfield  
Scott Brohinsky, UConn  
Thomas Callahan, UConn  
Marion Cox, Resource Associates  
Brian Cutler, Loureiro  
Amine Dahmani, ERI  
Elida Danaher, Haley & Aldrich  
Dale Dreyfuss, UConn  
Nancy Farrell, RVA  
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

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
 Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager; Gregory Padick, Town Planner  
**Date:** October 12, 2004  
**Re:** Open Space Acquisition – Morneau Property

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**Subject Matter/Background**

As previously discussed, staff has executed a tentative agreement to purchase the .9-acre Morneau property on Clover Mill Road. The agreement is subject to approval of the Town Council.

The parcel is located on the west side of Clover Mill Road abutting the Harrison Marsh portion of Schoolhouse Brook Park, and consists of a portion of the marsh and upland area adjacent to the road. The Open Space Preservation Committee supports the purchase, and believes that it would serve several goals:

- Complete the acquisition goals for this section of Schoolhouse Brook Park
- Provide some off-road parking for visitors using the Marsh Trail (Current parking is along the road, which always raises safety concerns.)
- Prevent future inappropriate uses by a future private owner that could impact water quality to the marsh
- Serve as a possible site for an observation deck to view the marsh and its wildlife

At its last meeting, the Town Council referred this item to the Planning and Zoning Commission (PZC) for review pursuant to *Connecticut General Statutes* §8-24. The PZC has voted to support the purchase of the Morneau property as the acquisition would promote Plan of Conservation and Development goals and objectives.

**Financial Impact**

The purchase price of this property is \$4,300, and the town has available funds in the open space account.

**Legal Review**

The Town Attorney has reviewed and approved the purchase agreement.

**Recommendation**

Staff recommends that the Council authorize the Town Manager to execute the tentative purchase agreement.

If following the public hearing the Council supports this recommendation, the following motion would be in order:

*Move, effective October 12, 2004 to authorize the Town Manager to execute the attached tentative purchase agreement for the .9-acre Morneau property on Clover Mill Road.*

**Attachments**

- 1) Tentative Purchase Agreement
- 2) Open Space Preservation Committee Recommendation to Town Council
- 3) Planning and Zoning Commission Response to CGS §8-24 Referral
- 4) Site Map

AGREEMENT TO SELL AND PURCHASE REAL ESTATE

This agreement is entered into on Sept. 13, 2004 by and between the Town of Mansfield (Purchaser) and Rachel G. Morneau, Trustee (Seller).

1. Contingent upon final approval by the Mansfield Town Council, the Seller agrees to sell to the Purchaser 1 (more or less) acre of unimproved land situated on the westerly side of Clover Mill Road as depicted on the attached map. The subject parcel is depicted on assessors map 23, block 60. The subject property was acquired by the Seller in 1976 (Mansfield Land Records Volume 146, Page 137).
2. The purchase price shall be \$4,300.00 (Four Thousand Three Hundred Dollars) and shall be paid as follows:
  - a. \$500.00 this date
  - b. Total balance at the time of closing, unless alternative arrangement are mutually agreed upon
3. The Seller agrees to execute, acknowledge and deliver a Warranty Deed conveying title to the subject property, free on all encumbrances, to the Purchaser.
4. The premises are being sold "AS IS" and Buyer has either inspected the property or has waived any inspection.
5. The closing shall take place on or before November 15, 2004 unless an alternative date is mutually agreed upon.

Town of Mansfield (Purchaser)

Rachel G. Morneau, Trustee (Seller)

Martin H. Berliner 9-9-04  
 Martin H. Berliner Date  
 Town Manager

Rachel G. Morneau 9/13/04  
 Rachel G. Morneau Date  
 Trustee

OPEN SPACE PRESERVATION COMMITTEE  
RECOMMENDATION TO THE TOWN COUNCIL

The Momeau Property

DESCRIPTION

The proposed area for Town acquisition is a 0.9-acre parcel on the west side of Clover Mill Road abutting the Harrison Marsh portion of Schoolhouse Brook Park (see map). The property consists of a portion of the marsh and a small upland area adjacent to the road, which has been used for parking in the past.

GOALS

Town ownership of this property would achieve the following goals:

Complete the acquisition goals for this section of Schoolhouse Brook Park.

Provide off-road parking for 2-to-3 cars for park visitors using the Marsh Trail, which enters the park approximately 450 west of the parking area. (see map). Currently, trail parking is along the road, and it is not possible to place cars completely off the road at the trail entrance.

Prevent potentially inappropriate uses of this area by a private owner, which could impact water quality in the marsh and in Schoolhouse Brook, which flows out of the marsh just west of this parcel.

The committee noted that this could be a potential site for an observation deck to view the marsh and its wildlife. Perhaps construction could be funded by a grant and be part of a Scout project, as at Mt. Hope Park.



PLANNING AND ZONING COMMISSION  
TOWN OF MANSFIELD

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
STORRS, CONNECTICUT 06268  
(203) 429-3330

Memo to: Town Council  
From: Planning and Zoning Commission

*RJF - jvr*  
Rudy J. Favretti, Chairman

Date: October 5, 2004

Re: 8-24 referral: Proposed Town purchase of .9-acre Morneau property on Clover Mill Rd.

At a regular meeting on October 4, 2004, the Planning and Zoning Commission unanimously adopted the following motion:

"that the PZC notify the Town Council that the proposed acquisition of the Morneau property would promote Plan of Conservation and Development goals and objectives and is supported by the Planning and Zoning Commission."

If you have any questions regarding this action, please contact the Planning Office.

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: 9/28/04



Re: 8-24 referral: .9-acre Morneau property, Clover Mill Road

Pursuant to the provisions of Section 8-24 of the State Statutes, the above-referenced proposed acquisition of land has been referred to the PZC for comment. The Town Council has scheduled a 10/12/04 Public Hearing on this issue and, if possible, comments should be forwarded prior to the Public Hearing. The PZC has 35 days to report to the Town Council. The following information is provided for the PZC's consideration:

- The property being considered by the Town is about .9 acres in size and is located north of Clover Mill Rd., near the intersection of Rt. 195. The Morneau property abuts Town-owned Schoolhouse Brook Park (over 350 feet of common property line, see attached maps).
- The Morneau property is zoned RAR-90. It is situated within the Willimantic Reservoir drainage basin. Based on Town mapping, a majority of the property contains wetland soils. The site contains the southerly portions of a large marsh area. The site is not within designated flood hazard or stratified drift aquifer areas. Non-wetland areas exist along Clover Mill Rd. that could be utilized for parking or observation of adjacent wetland areas. Brush removal would enhance the scenic character of the marsh area and improve roadside aesthetics.
- The subject property is within an open space preservation classification on the Overall Plan of Development map. Town acquisition would be consistent with items A, C, E, F, H, K and L in the Plan of Conservation & Development's listing of open space priority criteria (page 139).
- The proposed acquisition has been reviewed by Mansfield's Open Space Preservation Committee. The attached narrative from this committee supports Town acquisition, in part to protect water quality in the adjacent marsh area and in part to provide parking and observation opportunities.

Summary/Recommendation

The proposed acquisition of the Morneau property would expand Schoolhouse Brook Park, provide opportunities to expand trail parking, help protect water quality in an adjacent marsh area and enhance roadside aesthetics. Town acquisition would be consistent with Mansfield's 1993 Plan of Conservation & Development. It is therefore recommended that the PZC notify the Town Council that the proposed acquisition of the Morneau property would promote Plan of Conservation and Development goals and objectives and is supported by the Planning and Zoning Commission.



HARRISON  
MARSH

SCHOOLHOUSE BROOK  
PARK

CLOVER HILL RD.

SOUTH MARSH TRAIL

SCHOOLHOUSE BROOK  
PARK

MORNEAU

PARKING

SCHOOLHOUSE  
BROOK

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
 Martin Berliner, Town Manager  
**CC:** Lon Hultgren, Director of Public Works; Matt Hart, Assistant Town Manager  
**Date:** October 12, 2004  
**Re:** MRRA - Amendment to Solid Waste Regulations

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**Subject Matter/Background**

As our solid waste collection system continues to evolve, the applicable Town regulations (first adopted in 1990) need to be revised from time-to-time. In this case, staff recommends changing the definition of a "multi-family" residence from three units to two units to accommodate the occasional need for a dumpster at a two-unit residence. To effect this change, staff has prepared the following amendment to Section A196-6(L) of the regulations:

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

**Financial Impact**

As the collection services are contractual and the Town collects fees to pay for these services, there would be no financial impact to this change.

**Legal Review**

The Town Attorney has reviewed the proposed amendment, and does not anticipate any legal ramifications.

**Recommendation**

Staff recommends that, following the public hearing, the Mansfield Resources Recovery Authority (MRRA) adopt the amendment as proposed by staff. If the MRRA agrees with this recommendation, the following motion is in order:

*Move, effective October 12, 2004, to approve the attached amendment to Section A196-6(L) of the Solid Waste Regulations.*

**Attachments**

- 1) Memorandum from L. Hultgren and V. Walton
- 2) Excerpt from Mansfield Solid Waste Regulations

TOWN OF MANSFIELD  
MEMORANDUM  
9/16/04

TO: Martin H. Berliner, Town Manager  
FROM: Lon R. Hultgren, Director of Public Works  
Virginia Walton, Recycling/Refuse Coordinator  
RE: Change to solid waste regulations multifamily definition

At its August 26, 2004 meeting the Solid Waste Advisory Committee discussed changing the definition of a multifamily residence. The issue was raised by an owner of a duplex who wanted dumpster service, which is available only to multifamily residences. Currently the solid waste regulations define multifamily residences as three or more dwelling units. When the Regulations were originally crafted in 1990, duplexes were excluded from the multifamily definition in order to limit the number of dumpster accounts, as it was a new program of the Town and we wanted the number of single family customers to remain approximately the same.

It was recommended by the Committee to change the definition of multifamily to two or more dwelling units thereby allowing 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. In order to reflect these changes, section A196-6 (L) of the solid waste regulations needs to be modified. Below is the proposed regulation change to reflect the amended Town Code.

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

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

cc: File

A. It shall be mandatory for all persons, except those physically disabled, who are owners, lessees or occupants of residential property, single-family or multifamily, to separate or cause to have separated from other solid waste all materials designated as recyclable in § A196-5 above. Cause to have separated for each rental property having collection service shall include:

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

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

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

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

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

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

G. Unbroken glass and metal food and beverage containers shall be separated from other refuse and recyclables and combined in one or more upright containers used only for this category of recyclables and containing no paper or other rubbish. These recyclables should not be flattened or processed in any

way, but should be rinsed. Labels, lids and neck rings need not be removed. Container(s) must be kept clean and in such a place as not to constitute a nuisance or be otherwise objectionable. PETE No. 1 and HDPE No. 2 plastic containers shall be included with said food containers as per Subsection M below.

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

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

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

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

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

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

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

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

#### § A196-7. Commercial recycling.

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

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

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

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

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**Town of Mansfield  
Agenda Item Summary**

**To:** ~~Town Council~~  
*Martin Berliner*  
**From:** Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 12, 2004  
**Re:** Goal Setting and Strategic Planning

---

**Subject Matter/Background**

Attached please find a copy of a presentation we made to our department heads concerning goal setting and strategic planning. The presentation is very similar to the information we covered with the Town Council at the previous meeting.

At the November staff meeting, we plan to review the subject in more detail with our department heads. We will then present any comments to the Town Council and work with you to decide in which direction you wish to proceed.

**Attachments**

- 1) Presentation to Mansfield Department Heads



**Town of Mansfield  
Goal Setting and Strategic Planning  
Presentation to Mansfield Department Heads  
October 5, 2004**

*Why are we interested in goal setting and strategic planning?*

- Goal setting session for town council - last session in 2001
- Would like an improved process
- Strategic plan to implement council goals

*What is "strategic planning?"*

- "Process by which an organization attempts to control its destiny" – helps an organization to be proactive in planning for the future
- Involves both a process and a product
  - Process – "systemic examination of the organization and its environment by those who have a stake in its future success"
  - Product – document that details the actions required to achieve future goals

*Benefits of strategic planning*

- Goal setting and consensus building among stakeholders
- Comprehensive plan – focus for the organization
- Prepare for the future
- Assess the organization
- Develop the organization's capacity to develop and deliver programs and services
- Allocate resources
- Establish benchmarks

*Drawbacks*

- Process can consume enormous amount of time and resources
- Preparation of plan itself can become focus at expense of other crucial projects and services
- Can create unrealistic expectations – pressure to deliver results
- Do not want to invest resources into producing a plan and let it sit on the shelf

*Characteristics and components of a strategic plan*

- Inherent beliefs and values of key stakeholders help structure plan
- Vision statement – "What do we want the community and the organization to look like?"
- Mission statement – "What is the essential purpose of the organization?"

- Goals – generalized statements of where an organization wants to be at some future time. Should be attainable but ambitious. (Example: all regular employees to develop set of professional development goals)
- Objectives – specific, measurable targets set for each goal (Example: 33% of employees meet standard by end of year 1, 66% by year 2, 100% by year 3)
- Strategies – step-by-step means by which organization attains objectives. Action steps such as programs, events, operations and projects. (Example: revise performance appraisal process to include focus on professional development)
- Implementation plans – breaks down a strategy into action plan, and details more specific steps, tasks and assignments to implement strategy

*Where do we go from here?*

- Council to consider and provide feedback
- Department heads to consider and provide feedback
- Develop proposal – must be manageable for organization our size and a productive use of resources
  - Streamlined process – 6-8 months to prepare
  - More extensive – 12 months to prepare

# Selected Implementation Plans

Whitley County, Indiana

Goal IV	Objective	Policy	Implementation strategy (action)
A new emphasis on people, pride, livability and preservation of the past, looking forward to a livable future. *This concept will include all aspects of recreation, quality of life, environmental issues, cultural activities, education, health care, etc.	Undertake a comprehensive examination of the County's present education system	Determine who will conduct the examination of the school systems	Establish a review committee comprised of an administrator from each of the school districts, a County Commissioner, a school board member from each district, selected chief executive officers of local industries and selected informed residents. The review committee will undertake an on-site review of the facilities in each district, review curriculums, teaching practices and administrative techniques. Using school district resources, the review committee will develop and issue a report evaluating existing conditions and recommending remedial or enhancing actions. The report will be presented to the County Commissioners.
Increase the number of post-high school educational programs available to Whitley County residents.	Start an education awareness campaign in Whitley County		The County EDC will contact colleges and junior colleges in the area to define scope and content of campaign and request assistance from these institutions. Local Chambers of Commerce will be contacted and asked to help coordinate the campaign at the local level. Local residents will be urged to enroll in higher education courses, which off-campus instruction held in convenient locations.

Lead organization	Completion schedule	Estimated cost	Revenue sources
County Commissioners	6-18 months	\$5,000/\$10,000	School district operating funds, County general funds
Education Review Committee	12 months	\$15,000/\$25,000	School district operating funds, County general funds
County EDC, local colleges and junior colleges, local Chambers of Commerce	12 months ongoing	\$2,000/\$5,000 annually	County EDC funds, user fees, local EDC funds



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin H. Berliner*  
Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 12, 2004  
**Re:** Proclamation Designating the Month of October as "Meet the Blind" Month in Mansfield

---

**Subject Matter/Background**

The National Federation of the Blind has requested that the Council designate October as "Meet the Blind" Month in Mansfield, and we have attached a proclamation to that effect. This request is part of the Federation's efforts to promote its ongoing public education campaign.

**Recommendation**

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

*Move, effective October 12, 2004, to authorize the Mayor to issue the attached proclamation designating the month of October as "Meet the Blind Month" in Mansfield.*

**Attachments**

- 1) Proposed Proclamation
- 2) Request from National Federation of the Blind of Connecticut



*Town of Mansfield  
Proclamation*

*Designating October 2004 as Meet the Blind Month in Mansfield*

WHEREAS, the National Federation of the Blind (NFB) was founded in 1940 to end discrimination against the blind and to secure first-class citizenship for all blind persons; and

WHEREAS, today, the NFB, representing more than fifty thousand members across the country, continues to work to secure equal rights and opportunities for the blind; and

WHEREAS, the NFB works to change attitudes about blindness by providing information about blindness to parents, teachers and school administrators, as well as business, political, social and civic leaders; and

WHEREAS, since blind people and blindness are still frequently misunderstood, the National Federation of the Blind has developed a public education campaign, "Meet the Blind Month," to create opportunities for the people of Connecticut to learn firsthand that blind people are basically like everyone else; and

WHEREAS, Connecticut State law secures the right of blind persons to carry and use a white cane or be accompanied by a dog guide, whether on the streets and highways, traveling on public transportation, utilizing public accommodations, locating housing or working on the job, and whereas Connecticut law also requires motorists to exercise appropriate caution when approaching a blind person using a white cane or dog guide; and,

WHEREAS, the Connecticut affiliate of the National Federation of the Blind, now in its 33<sup>rd</sup> year, invites neighbors, coworkers, and classmates to join them at various "Meet the Blind" events throughout the month of October to learn how blind people lead full and active lives.

NOW, THEREFORE, I, Elizabeth C. Paterson, Mayor of the Town of Mansfield, do hereby proclaim the month of October, 2004, as National Federation of the Blind MEET THE BLIND MONTH and urge all the citizens of the Town of Mansfield and surrounding areas to accept this invitation to meet members of the National Federation of the Blind, the voice of the nation's blind.

Dated at Mansfield, Connecticut, this 12<sup>th</sup> day of October 2004.

---

*Elizabeth C. Paterson  
Mayor*



NATIONAL FEDERATION OF THE BLIND OF CONNECTICUT

580 BURNSIDE AVENUE, SUITE 1, EAST HARTFORD, CONNECTICUT 06108  
BETTY WOODWARD, PRESIDENT TELEPHONE: (860) 289-1971 • FAX: (860) 291-2795  
www.nfbct.org

REC'D SEP 28 2004

ATTENTION: Mayors and First Selectmen

In an effort to reach as many blind and visually impaired individuals as possible, the month of October has been designated as "Meet the Blind Month". In addition October 15th has been designated as White Cane Safety Day. Once again we are asking for your recognition of the month of October with a proclamation. We will make every effort to have someone from our organization visit your office or attend a council meeting wherever possible. Enclosed is suggested wording.

Your support and acknowledgement of our goals will be greatly appreciated by all blind citizens of Connecticut. If you wish to speak to a member of the National Federation of the Blind of Connecticut, please feel free to call our outreach office.

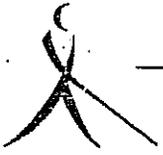
Proclamations may be sent to:  
Betty Woodward  
NFB of CT  
580 Burnside Avenue  
East Hartford, CT 06108  
Telephone: (860) 289-1971

If you have any questions, please do not hesitate to call me.

Cordially,

*Betty M. Woodward*

Betty M. Woodward, President  
National Federation of the Blind of CT



NATIONAL FEDERATION OF THE BLIND OF CONNECTICUT

580 BURNSIDE AVENUE, SUITE 1, EAST HARTFORD, CONNECTICUT 06108
BETTY WOODWARD, PRESIDENT TELEPHONE: (860) 289-1971 • FAX: (860) 291-2795
www.nfbct.org

Proclamation
National Federation of the Blind Meet the Blind Month
October, 2004

WHEREAS, the National Federation of the Blind (NFB) was founded in 1940 to end discrimination against the blind and to secure first-class citizenship for all blind persons; and

WHEREAS, today the Federation, representing more than fifty thousand members across the country continues to work to secure equal rights and opportunities for the blind; and

WHEREAS, the NFB works to change attitudes about blindness by providing information about blindness to parents, teachers, school administrators, and business, political, social, and civic leaders; and

WHEREAS, since blind people and blindness are still frequently misunderstood, the National Federation of the Blind has developed a public education campaign, Meet the Blind Month, to create opportunities for the people of [State] to learn firsthand that blind people are basically like everyone else; and

WHEREAS, Connecticut State law secures the right of blind persons to carry and use a white cane or be accompanied by a dog guide, whether on the streets and highways, traveling on public transportation, utilizing public accommodations, locating housing or working on the job, and Connecticut law also require motorists to exercise appropriate caution when approaching a blind person using a white cane or dog guide; and,

WHEREAS, the Connecticut affiliate of the National Federation of the Blind, now in its 33rd year, invites neighbors, coworkers, and classmates to join them at various Meet the Blind events throughout the month of October to learn how blind people lead full and active lives.

NOW, THEREFORE, I, \_\_\_\_\_, Mayor of the City of \_\_\_\_\_, do hereby proclaim the month of October, 2004, as: National Federation of the Blind MEET THE BLIND MONTH and urge all the citizens of \_\_\_\_\_ and surrounding areas to accept this invitation to meet members of the National Federation of the Blind, the voice of the nation's blind.

Dated at \_\_\_\_\_, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Mayor/First Selectman



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Lon Hultgren, Director of Public Works; Virginia Walton, Recycling/Refuse  
Coordinator; Matt Hart, Assistant Town Manager  
**Date:** October 12, 2004  
**Re:** Resolution Regarding the Use of "LEED" Building Standards for Municipal  
Buildings

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**Subject Matter/Background**

The Leadership in Energy and Environmental Design (LEED™) Green Building Rating System represents the US Green Building Council's effort to provide a national standard for what constitutes a "green building." Through its use as a design guideline and third party certification tool, it aims to improve occupant well being, environmental performance and economic returns of buildings using established and innovative practices, standards and technologies. Increasingly, green building objectives are making their way into mainstream practice in this country through legislative or government agency action, as well as through non-profit, or corporate leadership. The Commonwealth of Pennsylvania and New York City's Department of Design and Construction have developed High Performance Building Guidelines, which establish standards for new construction or renovation using the LEED Green Building Rating system. Further west, the cities of Seattle, Washington and Portland, Oregon have adopted green building ordinances. Locally, the buildings under construction at ECSU are being measured by LEED standards and UConn has included LEED standards in its new environmental policy statement. The US Green Building Council's web site spotlights an array of buildings that are also being constructed with the goal of high-performance and low environmental impact.

Most recently, town staff looked at three different draft municipal policies – the first requiring LEED silver rating certification, the second using LEED standards as a building guide as long as it is cost-effective over the life of the building, and the third recommending the use of recycled- content building materials. It is our recommendation that the second policy be adopted by Mansfield to ensure that energy efficiency and environmental sustainability are key considerations in the planning, design and construction of future municipal building projects. This policy does have an "out clause" if the life-cost analysis deems it more expensive to follow the minimum LEED standards. However, from the information we have gathered, the significant reduction in energy use and higher employee performance, makes green building design cost-effective.

**Financial Impact**

Building projects may be more expensive up front. However, green buildings provide long-term financial benefits that conventional buildings do not. These benefits include

energy and water savings, reduced waste, improved indoor environmental quality, greater employee comfort/productivity, reduced employee health costs and lower operations and maintenance costs.

**Recommendation**

For the reasons articulated above, staff recommends that the Town Council adopt the resolution as proposed by staff.

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

*Resolved, effective October 12, 2004, to issue the attached resolution regarding the use of "LEED" building standards for municipal buildings.*

**Attachments**

- 1) Proposed Resolution
- 2) Memorandum from V. Walton re Adoption of LEED Building Policy



*Town of Mansfield  
Resolution*

*Regarding the Use of "LEED" Building Standards for Municipal Buildings*

WHEREAS, the Town of Mansfield is dedicated to the compatible goals of energy efficiency, environmental protection and economic growth; and

WHEREAS, the Town of Mansfield is dedicated to the environmental health and safety of its employees, and to efficient and effective work environments; and

WHEREAS, municipal government should assume a leadership role in promoting the efficient use of energy and natural resources in the interests of the long-term protection and enhancement of our environment, our economy and the health of our citizens and future generations; and

WHEREAS, the Town enjoys a unique and timely opportunity to design, construct and renovate buildings for the 21st century that will be adequate to serve the needs of its citizens and employees for years to come and that will realize reduced operating costs over the span of a building's life cycle; and

WHEREAS, the US Green Building Council's Leadership in Energy and Environmental Design (LEED) is a voluntary, consensus-based, market-driven green building rating system for new and existing commercial and institutional buildings that is used to determine what constitutes sustainable building by national standards; and

WHEREAS, it is in the best interests of the people of Mansfield that all municipal buildings be constructed, expanded or renovated as modern facilities of the 21st century, combining the most energy-efficient design, the most environmentally sustainable systems, and maximum access and benefit to employees and the public.

**NOW, THEREFORE, BE IT RESOLVED**, that it shall be the policy of the Town of Mansfield to finance, plan, design, construct, manage, renovate, maintain and decommission its facilities and buildings to be sustainable. Town staff and its architects and building committees are hereby directed to use the most recent version of LEED certification standards as a benchmark to achieve maximum energy efficiency and

environmental sustainability relevant to the scope of the new construction or major renovation, provided this can be accomplished on a cost-effective basis, considering construction and operating costs over the life cycle of the building being constructed, expanded or renovated. The Town encourages the use of higher LEED rating levels, if feasible, for all facilities and buildings.

All municipal department heads whose responsibilities include planning, designing, constructing or renovating Town-owned facilities shall be responsible for ensuring compliance with this policy.

Certified a true copy of a resolution adopted by the Town of Mansfield at a meeting of its Town Council on October 12, 2004, and which resolution has not been rescinded or modified in any way.

---

Joan E. Gerdson  
Town Clerk

---

Date

SEAL



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

MEMO TO: Matt Hart, Assistant Town Manager

FROM: Virginia Walton, Recycling/Refuse Coordinator *V. Walton*

REGARDING: Adoption of LEED Building Policy

DATE: August 5, 2004

Several years ago Lon and I were looking into starting a construction and demolition debris recycling program and using recycled-content building materials in municipal projects. At the time, the regional markets were not developed to make either goal feasible and the ideas were put aside. Now, the push for building recycling seems to be emerging with the establishment of standardized whole building energy and environmental performance goals. The Leadership in Energy and Environmental Design (LEED™) Green Building Rating System represents the US Green Building Council's effort to provide a national standard for what constitutes a "green building." Through its use as a design guideline and third party certification tool, it aims to improve occupant well being, environmental performance and economic returns of buildings using established and innovative practices, standards and technologies. LEED includes standards for the reuse of salvaged material and on-site demolition debris, recycling construction and demolition materials, and the use of recycled-content building materials.

Increasingly, green building objectives are making their way into mainstream practice in this country through legislative or government agency action, as well as through non-profit, or corporate leadership. The Commonwealth of Pennsylvania and New York City's Department of Design and Construction have developed High Performance Building Guidelines, which establish standards for new construction or renovation using the LEED Green Building Rating system. Further west, the cities of Seattle, Washington and Portland, Oregon have adopted green building ordinances. The US Green Building Council's web site spotlights an array of buildings that are being constructed with the goal of high-performance and low environmental impact.

Over the past several months, the Director of Public Works, Director of Building Maintenance, Building Maintenance Deputy Director, Building Official, Capital Projects Coordinator and I have been meeting to learn about the LEED process and how it might be used in Mansfield building projects. Bill Leahy, Associate Executive Director of the Institute for Sustainable Energy located at Eastern Connecticut State University, spoke to us about LEED. The buildings under construction at ECSU are being built by LEED standards.

Most recently, our group looked at three different draft municipal policies – the first requiring LEED silver rating certification, the second using LEED standards as a building guide as long as it is cost-effective over the life of the building, and the third recommending the use of recycled-content building materials. It is our recommendation that the second policy be adopted by Mansfield to ensure that energy efficiency and environmental sustainability are key considerations in the planning, design and construction of future municipal building projects. This

policy does have an "out clause" if the life-cost analysis deems it more expensive to follow the minimum LEED standards. However, from the information we have gathered, the significant reduction in energy use and higher employee performance, makes green building design cost-effective.

It is our intention to evaluate this policy once some of our own experience is gained and revise it to higher standards. For now, this is our recommended start.

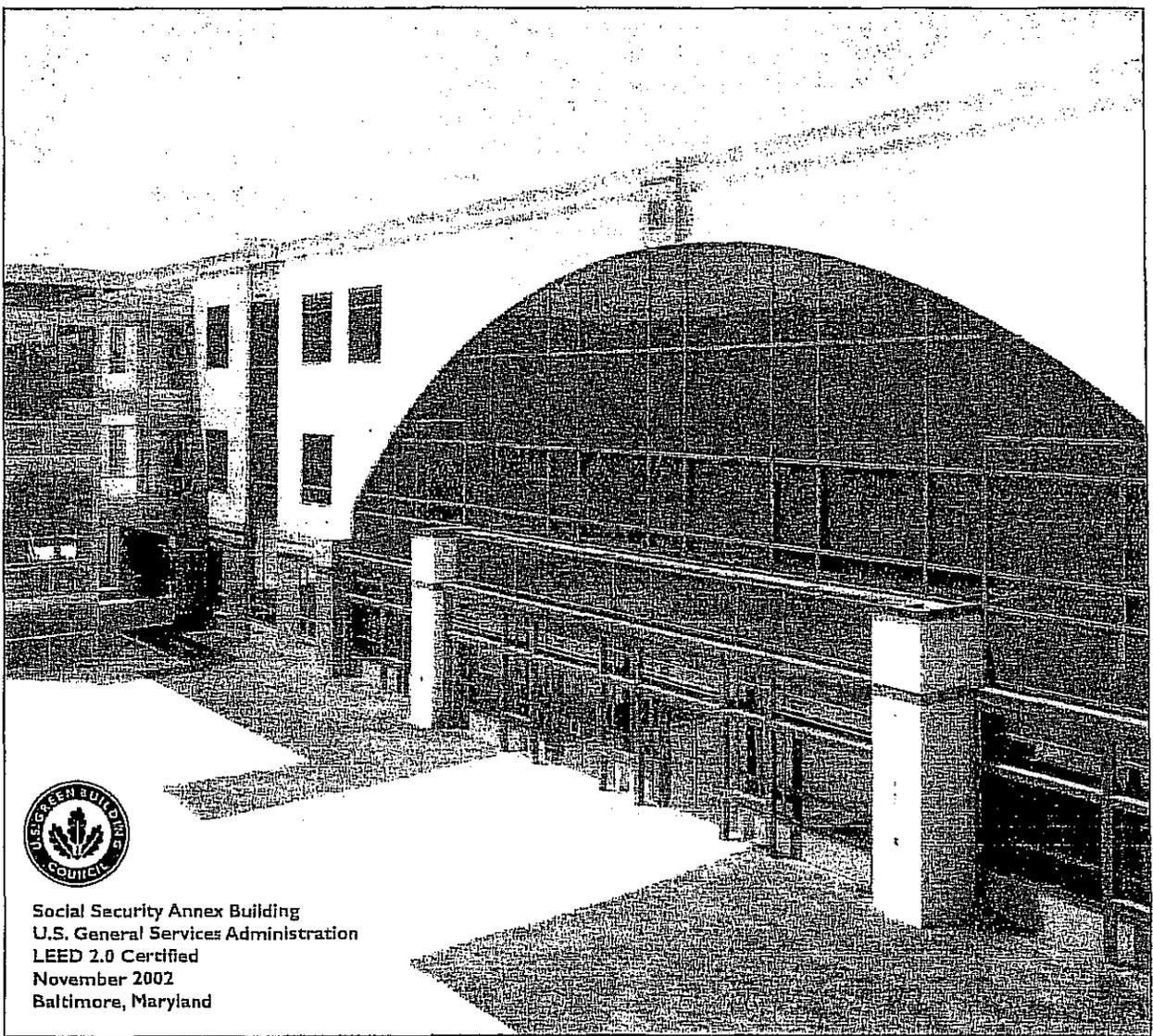
Attachments: Recommended LEED Policy  
"Building Momentum"  
LEED rating system

Cc: Lon Hultgren, Director of Public Works  
Michael Nintean, Building Official  
Allen Corson, Interim Director of Maintenance  
Linda Patenaude, Capital Projects Coordinator



# BUILDING MOMENTUM

NATIONAL TRENDS AND PROSPECTS FOR HIGH-PERFORMANCE GREEN BUILDINGS



Social Security Annex Building  
U.S. General Services Administration  
LEED 2.0 Certified  
November 2002  
Baltimore, Maryland

*Based on the April 2002 Green Building Roundtable  
And Prepared for the U.S. Senate Committee on Environment and Public Works  
By the U.S. Green Building Council*



The U.S. Green Building Council would like to acknowledge Senator James Jeffords (I-VT), chairman of the Environment and Public Works Committee, and his staff for hosting the first Senate Green Building Roundtable and for their leadership on green building issues. We would also like to acknowledge Senator Ron Wyden (D-OR) and other members of the Environment and Public Works Committee and their staff who participated in the roundtable discussion and offered guidance on this report.

Participants in the April 24, 2002, Green Building Roundtable: Bob Berkebile, BNIM Architects; Mark Bundy, Maryland Department of Natural Resources; Bill Browning, Rocky Mountain Institute; Timothy S. Carey, Battery Park City Authority; Michael Chapman, Navy Facilities Engineering Command; Christine Ervin, U.S. Green Building Council; Mark Ginsberg, U.S. Department of Energy; Jim Hartzfeld, Interface Americas; Robert Hascall, Emory University; Kathleen Hogan, U.S. Environmental Protection Agency; Gunnar Hubbard, Davis Langdon Schumann Smith; Ken Hubbard, Hines Development; Vivian Loftness, Carnegie Mellon; Stephen Perry, Joseph Moravec, and Don Horn, U.S. General Services Administration; Jim Toothaker, Pennsylvania Department of Environmental Protection; Rob Watson, Natural Resources Defense Council; Alex Wilson, Environmental Building News; Steven Winter, Steven Winter Associates.

We would also like to acknowledge the contributions of the USGBC Executive Committee and federal agency team; Melisa Crawford, consultant (previously with The Heinz Endowments); Rob Watson; Kath Williams, Montana State University; and Alex Wilson. Thanks also to Claire Barnett, Executive Director of the Healthy Schools Network, for her contributions regarding school and children's environmental health issues.

Thanks to Gunnar Hubbard for his leadership in helping to launch the Roundtable and serving as project manager for this report.

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## EXECUTIVE SUMMARY

**B**uilding Momentum: National Trends and Prospects for High-Performance Green Buildings is an outgrowth of the Green Building Roundtable of the U.S. Senate Committee on Environment and Public Works held in conjunction with the U.S. Green Building Council (USGBC) on April 24, 2002. The Roundtable brought together diverse interests to educate members of Congress on green building trends and generated discussion about the economic and health benefits of green building, the barriers facing its progress, and the opportunities available to federal agencies to further promote sustainable spaces.

*"Our hope is that this is the beginning of a dialogue between Congress and green building interests. This dialogue should lead to action, and this action should result in the expansion of the benefits to all Americans that sustainable design brings."*

—Senator James Jeffords

### Trends and Opportunities

Buildings have a surprisingly profound impact on our natural environment, economy, health, and productivity. In the United States, the built environment accounts for approximately one-third of all energy, water, and materials consumption and generates similar proportions of pollution. The Environmental Protection Agency (EPA) classifies indoor air quality as one of the top five environmental health risks today, affecting the health and performance of occupants. Such health risks have special import for children in our nation's public schools. Emerging research studies point to intriguing links between green buildings and labor productivity—a business expense that dwarfs other building operating expenses.

As reported by Roundtable participants, rich opportunities exist to cost-effectively convert many of those liabilities into benefits. Numerous indicators point to the beginnings of a market transformation that will greatly enhance the way we design, construct, and operate buildings. Just three years ago, for example, no common definition existed for a "high-performance green building," and only a sprinkling of buildings across the country exhibited such features. Today, a diverse mix of more than

600 private and public buildings, comprising 86 million square feet, have registered for third-party certification under the nationally-accepted Leadership in Energy and Environmental Design (LEED™) standard developed by the U. S. Green Building Council. Over the nine month period since the April 24 Roundtable, Council membership has jumped from 1,500 companies and organizations to more than 2,600. Clearly, rapid changes are underway in the market. In addition to private company initiatives, a growing number of state and local governments across the country are encouraging green building practices through various financial, zoning, and other regulatory incentives. Prominent private foundations are beginning to incorporate high-performance green building initiatives into their program and capital budget portfolios.

The federal government has been a leader in the green building movement, including the U.S. General Services Administration (GSA), the U.S. Department of Defense, the U.S. Department of Energy (DOE), and EPA. *Building Momentum* highlights various policies and programs and showcases green buildings. Efforts are paying off—literally. The government's building-related energy costs have dropped 23 percent per square foot since 1985, saving taxpayers \$1.4 billion to date.

Continuing advances in technologies, integrated design practices, and growing industry awareness will no doubt continue to transform a building industry characterized by relatively slow rates of innovation. A key challenge remains: how can the federal government work with the private sector to accelerate this trend and take full advantage of benefits? *Building Momentum* analyzes key barriers and opportunities for federal leadership.

### Barriers

While many green buildings can be constructed at comparable or lower cost than conventional buildings, integration of high-performance features can increase initial costs from an average of 2 to 7 percent, depending on the design and extent of added features. Some of these features can recoup overall net costs in a relatively short period of time.

Unfortunately, decision-makers rarely use life-cycle cost analysis to account for those reduced operating expenses or other kinds of benefits such as enhanced labor productivity and well-being. This first-cost bias also prevails in the federal sector, even though managers are required to conduct life-cycle costing.

Making a convincing business case for high-performance green buildings is further hindered by insufficient research. By any conventional yardstick, private and public investment in building-related research lags far behind that of other vital sectors. For example, the design, construction, and operation of buildings account for 20 percent of U.S. economic activity and more than 40 percent of energy used and pollution generated; yet far less than 1 percent of the federal research budget is allocated to buildings. The European Union spends six times more than the United States on research devoted to the built environment. Despite strong evidence that indoor environments affect health and learning, the major research funding agencies—the National Institutes of Health (NIH) and the National Science Foundation (NSF)—have no programs dedicated to building research. While international and domestic studies begin to link green design features to improved productivity, health, and learning, robust scientific analyses are needed to verify findings and quantify real benefits resulting from enhanced indoor environmental quality.

## THE U.S. GREEN BUILDING COUNCIL —

The U.S. Green Building Council is the nation's foremost non-profit coalition of nearly 3,000 companies and organizations from across the building industry promoting high-performance green buildings that are environmentally responsible, profitable, and healthy places to live and work. The U.S. Green Building Council developed LEED as a voluntary, consensus-based national standard to support and validate successful green building design, construction, and operations. LEED offers third-party certification of qualifying buildings, high-performance design guidelines, and professional training and accreditation services. After a project's completion, it may be qualified at LEED Certified, Silver, Gold or Platinum level.

## Recommendations

As the country's largest landlord, the federal government can significantly accelerate the mainstreaming of high-performance building practices in the industry while saving taxpayer dollars. *Building Momentum* outlines specific recommendations that can strengthen markets for emerging technologies, provide stakeholders with needed tools and incentives, and fill research gaps. Among the most significant recommendations include the following:

- **Federal Agency Projects.** Strengthen existing federal policies relating to high-performance green building including the use of full-cost accounting results for determining construction priorities, and promoting LEED standards as benchmarks for federal building performance.
- **Research.** Boost funding for basic and applied research including the development of innovative materials, products, and technologies; exploring the relationship between green building features and human productivity; and quantification of environmental impacts associated with the extraction, manufacture, use, and disposal of building materials.
- **Economic Incentives and Data Collection.** Establish a national high-performance green building tax credit program with incentives for LEED certification to ensure that projects deliver promised benefits, and collect benefit/cost data on green buildings.
- **Schools.** Fund and implement the Healthy and High-Performance Schools provisions enacted in the Leave No Child Behind Act of 2001.

## INTRODUCTION

On April 24, 2002, the Senate Committee on Environment and Public Works, chaired by Senator James Jeffords (I-VT), convened a Green Building Roundtable in conjunction with the U.S. Green Building Council. The Roundtable brought together representatives from diverse interests—government, academia, the private sector, and the nonprofit community—to educate congressional members and their staffs on green building trends. The roundtable, the first of its kind in Congress, generated a vibrant dialogue about the economic and health benefits of green building, the barriers facing its progress, and the opportunities available to federal agencies to further promote sustainable spaces.

*“For the first time in my memory, this committee will look at indoor space... the built environment. We spend much of our time inside the walls of office buildings, schools, and homes, but we seem to know little about the potential to improve this space, until now. Today, buildings need to incorporate energy efficiency, waste reduction, reduced water consumption, healthy work environments, clean indoor air, and many other green design features. With these improvements will come a better quality of life for all Americans, enhanced economic vitality, and a smaller environmental footprint.”*

—Senator James Jeffords

### The Economic, Environmental, and Social Impacts of Buildings

The construction and operation of buildings consume tremendous amounts of natural resources while producing wastes and pollutants that contribute to environmental damage and potentially compromise the health and productivity of building occupants. While our offices, homes, and schools may not have tailpipes or smokestacks, building development and use causes pollution all the same. According to DOE, there are more than 76 million residential buildings and nearly 5 million commercial buildings in the United States today.

#### Collectively, these buildings consume:<sup>1</sup>

- 37 percent of all energy used in the United States
- 68 percent of all electricity

## INDOOR ENVIRONMENTAL QUALITY

*Creating Healthy Spaces*

Indoor air can contain a number of potentially harmful chemicals and biological agents, including carbon dioxide, volatile organic compounds (VOCs), molds, various allergens, and infectious agents. EPA classifies indoor air quality as one of the top five environmental health risks today, and there is growing evidence that poor indoor air quality affects the health and performance of the people who work, live, and study in buildings:

- Air pollution concentrations indoors can be 2 to 5 times higher than the air we breathe outside, with some measurements 100 times greater.
- An investigation of 20 studies with 30,000 subjects found significant associations between low ventilation rates and higher carbon dioxide concentrations where sick building syndrome symptoms were prevalent.
- A Lawrence Berkeley National Laboratory study (2000) found that building characteristics and indoor environments significantly influence the occurrence of communicable respiratory illness, allergy, and asthma symptoms, sick building symptoms, and worker performance.
- This same study estimated the potential national savings from health and productivity gains after indoor environmental quality improvements would fall between \$23 and \$56 billion.

- 12 percent of fresh water supplies and 88 percent of potable water supplies
- 40 percent of raw materials

#### Collectively, these buildings generate:

- More than one-third of municipal solid waste streams
- 36 percent of total emissions of anthropogenic carbon dioxide (CO<sub>2</sub>) emissions, the primary greenhouse gas associated with global climate change
- 46 percent of sulfur dioxide emissions (SO<sub>2</sub>)—a precursor to acidic deposition—through the consumption of fossil-fuel-fired electricity
- 19 percent of nitrogen oxide emissions (NO<sub>x</sub>), and 10 percent of fine particulate emissions

## THE U.S. GREEN BUILDING — COUNCIL —

The U.S. Green Building Council, is the nation's foremost non-profit coalition of nearly 3,000 companies and organizations from across the building industry promoting high-performance green buildings that are environmentally responsible, profitable, and healthy places to live and work. A diversity of interests have converged to promote green buildings. Council members include GSA and the Centers for Disease Control; Johnson Controls and leading automobile manufacturers; the Natural Resources Defense Council and the Rocky Mountain Institute; Turner Construction and Hines Development; the Packard Foundation and The Heinz Endowments; and numerous state and local governments and professional firms. The Council also has more than twenty chapters forming across the country.

Leadership in Energy and Environmental Design (LEED), developed by the USGBC, is a voluntary, consensus-based national standard to support and validate successful green building design, construction, and operations. LEED offers third-party certification of qualifying buildings, high-performance design guidelines, and professional training and accreditation services. After a project's completion, it may be qualified at LEED Certified, Silver, Gold or Platinum level. Also in development are LEED rating criteria for existing buildings, commercial interiors, homes, and various applications for special markets such as retail stores, laboratories, and schools.

(PM-10 and PM-2.5), all of which cause air quality problems such as smog and acid rain or present direct risks to human health

- Indoor air contaminants that affect human health and performance

The construction industry—in terms of materials manufactured, design and engineering jobs, material shipping, construction, real estate, facilities management, and investments in buildings—accounts for 20 percent of the U.S. economy.<sup>2</sup> Yet, the majority of buildings are still designed and constructed with little regard for environmental impacts or occupant well-being. The challenge is to build more intelligently. But what exactly does it mean to build green?

## MAKING THE BUSINESS CASE

for High-Performance  
Green Buildings

The Green Building Roundtable challenged international developer Hines and the U.S. Green Building Council to describe the economic arguments for green buildings. The resulting pamphlet, "Making the Business Case for High-Performance Green Buildings," produced in partnership with the Urban Land Institute and The Real Estate Roundtable, details the top ten reasons:

- In the event that up-front costs are higher, they can be recovered through lower operating costs.
- Integrating design features lowers ongoing operating costs.
- Better buildings equate to better employee productivity.
- New technologies enhance health and well-being.
- Healthier buildings can reduce liability.
- Tenant costs can be reduced significantly.
- Property value will increase.
- Many financial incentive programs are available for green buildings.
- Communities will notice your efforts.
- Using best practices yields more predictable results.

### What is a "Green" Building?

Green buildings are designed, constructed, and operated to boost environmental, economic, health, and productivity performance over that of conventional building. As reflected in the U.S. Green Building Council's voluntary LEED rating system, widely accepted as the national standard for green buildings, an integrated design approach addresses the potential of the site itself, water conservation, energy efficiency and renewable energy, selection of materials, and indoor environmental quality. A project that meets higher levels of LEED certification can include a wide array of features such as stormwater retention through landscaping, innovative wastewater technologies, reflective roofs, energy generating sources, personal

comfort controls, certified woods, low-emitting materials, and advanced monitoring systems to assure that the building meets design objectives. A green building approach also embraces not just how we build but also where we build, taking into consideration site selection, development density, transportation, and other factors that contribute to smart growth. This intersection between the building itself and smart growth is a field attracting more attention in the industry today.

*"If Thomas Jefferson were a part of this hearing he might be startled by some of the changes since he was in the neighborhood. He would have written a message by hand and sent it to Europe on a boat and waited for the response.*

*We can accomplish this in an instant.*

*On the other hand, if he looked at how we are building houses and buildings, they're not unlike what he was doing at Monticello more than 200 years ago. He might say, with that kind of advancement, why don't your houses make their own energy?*

*Why don't they make their residents healthier and more productive? Why don't they add vitality to their neighborhoods? Why don't they host landscapes that clean the air and water?*

*Why don't they include a transportation system that runs on hydrogen or urban waste?*

*I think these are questions that we can answer today in the affirmative in every case."*

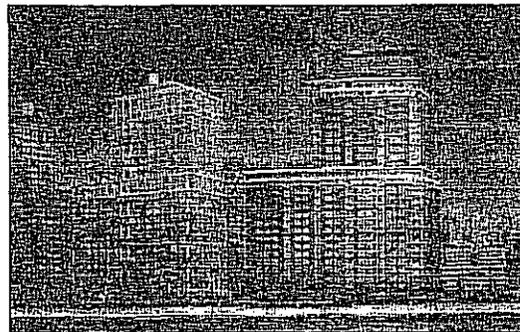
—Bob Berkebile, Architect

evidence are confirming intuitive assumptions about the benefits of green buildings. Many building and health experts agree that the social benefits of green building technologies and practices can produce financial returns for employers that overshadow the savings associated with more measurable building performance gains.

## Financial and Economic Benefits

### No Increase in First Costs

Many green buildings cost no more to build—or may even cost less—than conventional alternatives because resource-efficient strategies and integrated design often allow downsizing of more costly mechanical, electrical, and structural systems. For instance, the cost of building Johnson Control's Brengel Technology Center in Milwaukee was on par with prevailing construction rates, despite numerous high-tech



TWENTY RIVER TERRACE

— Battery Park City, New York

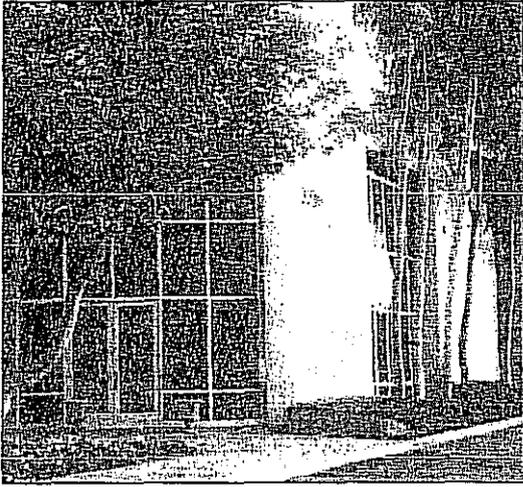
This 27-story glass and brick residential tower currently under construction in Battery Park City is the first green residential high-rise building in Manhattan. The project incorporates a broad range of environmental strategies. Natural gas absorption chillers increase energy efficiency and reduce peak electrical loads. Captured waste heat provides hot water to the apartments. Building-integrated photovoltaic cells reduce peak demand of grid electricity by 5 percent. A blackwater recycling plant provides treated water for use in the toilets, cooling tower, and for irrigation. Roofs are extensively planted using a continuous membrane. All interior materials were selected to reduce off-gassing and maximize recycled content. A dedicated room for a fuel cell will be set aside for future adaptation.

Credit: Rendering by DBox, Inc.; Courtesy: Cesar Pelli & Associates

## COMPELLING BENEFITS

### The Tremendous Potential of Green Buildings

Many of the benefits of employing green building technologies and practices for occupants, owners, the environment, and society at large are quantifiable and well documented. These benefits include measurable reduction of waste, decreased water use, energy savings, reduced operating and maintenance costs, and improved indoor air quality. Other benefits are less tangible and harder to demonstrate statistically, such as improvements in occupant health, employee morale, productivity, recruitment, retention, and improved public image for organizations that build green. While comprehensive scientific studies are needed to verify results, preliminary studies and anecdotal



VERIFONE

— Costa Mesa, California

In a renovation of its worldwide distribution headquarters for its telephone credit card verification systems in Southern California, Verifone, a division of Hewlett-Packard, reduced energy consumption by 59 percent, decreased employee absenteeism by 47 percent, and increased employee productivity by 5 percent. The tilt-up concrete structure features skylights for daylighting, a high-efficiency mechanical system, building materials with minimal VOCs, and ergonomic office systems. Verifone's investments in the building's green features achieved a return on investment of more than 100 percent, with a payback of less than one year.

features like personal comfort control systems, multimedia systems, and information tracking systems. S.C. Johnson's Worldwide Headquarters in Racine, Wisconsin, incorporated elements such as personal environmental systems, a restored natural site, and extensive daylighting at a cost 10-15 percent below the U.S. average for comparable office and laboratory space.

**High-Performance Green Buildings are Cost-Effective**  
Even for projects loaded with high-value features, higher first costs are often recovered within three to five years through lower operating expenses and utility rebates for energy-saving equipment. Savings in energy costs of 20-50 percent are common through integrated planning, site orientation, energy-saving technologies, on-site renewable energy systems, light-reflective mate-

rials, natural daylight and ventilation, and downsized equipment. According to a report released by EPA in 2002, ENERGY STAR-labeled office buildings cost an average of \$0.86 per square foot per year to operate—40 percent less than the average office building. For international developer and investor Hines, efficiencies gained from its ENERGY STAR buildings are generating \$13 million in annual savings.

**Illuminating with Natural Light Can Boost Sales**

Studies show that daylighting has a significant potential to increase sales for retailers. Skylights incorporated into Wal-Mart's prototype Eco-Mart in Lawrence, Kansas yielded a surprising discovery. To cut costs, skylights were installed over only half the store. Sales pressure (sales per square foot) was significantly higher for those departments with access to natural light. Wal-Mart subsequently mandated daylighting in all new stores. Studies of other retail businesses reveal similar findings. One study found that sales in stores with skylights were up to 40 percent higher compared with similar stores without skylights.<sup>9</sup>

**Increased Resale Value of Energy-Efficient Homes**

Homeowners can reduce their financial risk by making investments in energy efficiency that earn a higher rate of return than the stock market or bonds. A study published in *The Appraisal Journal* (October 1998) showed that energy efficiency upgrades can increase home value by more than the cost of the upgrade, especially in the face of rising utility costs. The study found that home value increases by \$20 for every \$1 in reduction in annual utility bills. Investing today in 10 recommended energy upgrades could yield a 23 percent return and increase home value by more than the total upgrade cost.

**Increased Value for Developers and Owners**

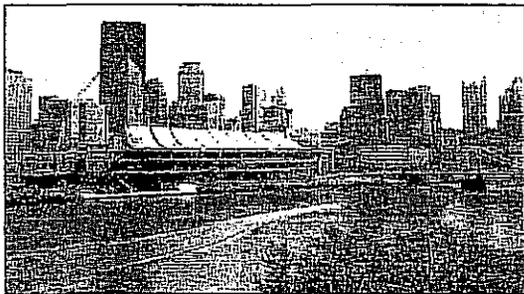
There is growing confidence in the industry that a high-performance green building can either capture lease premiums or present a more competitive property in an otherwise tough market. Reduced operating costs also generate increased cash flow, which helps free capital for other investments. As green buildings are recognized increasingly by LEED and ENERGY STAR, the marketplace is expected to follow with a system of preferential pricing. Recently, USAA Realty Company's La Paz Office Plaza in Orange County experienced an increase in market value of \$0.80 per square foot—a \$1.5 million increase—stemming from its investments in energy efficiency measures and lower-priced power procurements.

Credit: Bill Browning, Rocky Mountain Institute

## Improved Health and Productivity

### Boost Employee Productivity

Design features that enhance energy efficiency and indoor air quality are cost-effective strategies for improving worker productivity and product quality. An increase of 1 percent in productivity (measured by production rate, production quality, or absenteeism) can provide savings to a facility that exceeds its entire energy bill.<sup>4</sup> It is easy to see why this is the case by comparing the relative operating costs for commercial business. On average, annualized costs for personnel amount to \$200 per square foot—compared with \$20 per square foot for bricks and mortar and \$2 per square foot for energy. A modest investment in soft features, such as access to pleasant views, increased daylight, fresh air, and personal environment controls, can quickly translate into significant bottom-line savings. Lockheed's engineering development and design facility in Sunnyvale, California illustrates the point. Lockheed managers reported a 15 percent drop in employee absenteeism—a savings that paid for the incremental costs of their new high-performance facility in the first year alone. A simple lighting retrofit at the Postal Sorting Facility in Reno, Nevada, enhanced visibility for workers. The result? A 6 percent increase in the number of mail pieces sorted per hour—a productivity gain worth more than the cost of the retrofit.



**PITTSBURGH CONVENTION CENTER**

— Pittsburgh, Pennsylvania

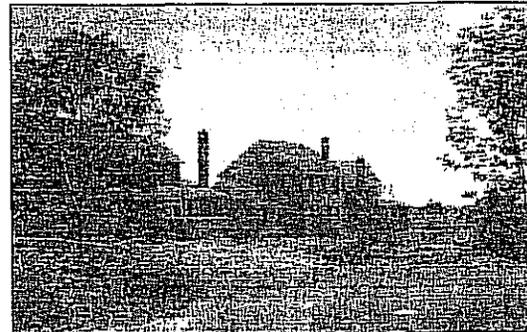
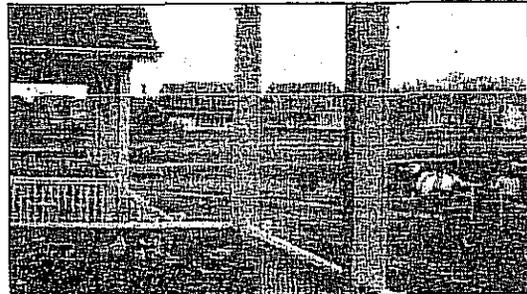
**A**t 1.5 million square feet, the Pittsburgh Convention Center, which is aiming for LEED Gold certification, is one of the largest green buildings in the nation. The facility is one of the first convention centers to incorporate natural light and ventilation into its design.

*"Remember that green building is not only about energy, but also about health, comfort, and productivity, in addition to the environment."*

—Steven Winter, Architect

### Enhanced Occupant Health and Well-Being

High-performance green buildings typically offer healthier and more satisfying work environments for tenants. A recent Lawrence Berkeley National Laboratory study reported that commonly



**PRAIRIE CROSSING**

— Prairie Crossing, Illinois

**T**his unique 667-acre residential development, located 40 miles from Chicago, is dedicated to environmental preservation and community sustainability. To achieve these goals, 50 percent of the site has been protected from any future development, with 200 acres of restored native ecosystems and 150 acres dedicated to wetlands and agricultural production. Efforts to encourage community interaction include the preservation of a village green, trail development, a lake, and a community supported garden. Many of the Prairie Crossing homes meet EPA's ENERGY STAR standards for residences.

Credit: Dove Denomo, Heinz Endemians

Credit: Bill Browning, Rocky Mountain Institute

## SCHOOL ENVIRONMENTAL QUALITY

### *Children at Risk*

Every day, 50 million children attend school. The American Society of Civil Engineers reported that our aging schools are in worse condition than any other infrastructure, including prisons. EPA estimates that 40 percent of our nation's 115,000 schools suffer from poor environmental conditions that may compromise health, safety, and learning of more than 14 million students. These conditions—which include asbestos, lead, radon, pesticides, cleaning agents, building materials, molds, leaking roofs, underground fuel tanks, poor heating and ventilation systems, inadequate lighting, and failing plumbing—contribute to a host of health concerns for both students and personnel. Problems are compounded by density. Schools have four times the number of occupants per square foot than most offices.

*On October 1, 2002, the Senate Environment and Public Works Committee held a hearing on Environmental Standards for Schools that addressed the deteriorating quality of the nation's kindergarten through secondary (K-12) facilities, characteristics of child health vulnerabilities, and measures to elevate school environmental standards.*

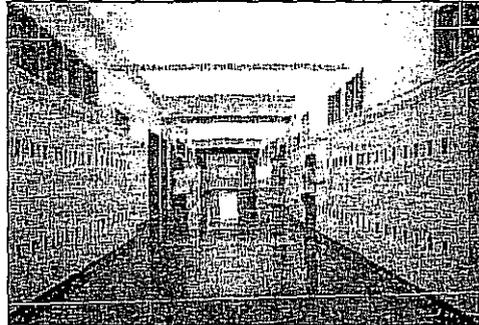
- Asthma, which affects 1 in 13 children, is the leading cause of school absenteeism, resulting in 14 million missed school days each year. Major indoor triggers of asthma attacks include irritants such as commercial products (paints, cleaning agents, pesticides, perfumes), building components (sealants, plastics, adhesives, insulation materials), animal and insect allergens, environmental tobacco smoke, and molds. Many of these triggers can be found in schools.
- A 1999 survey of Minnesota schools reported that approximately 47 percent of responding custodians sprayed pesticides "as needed" in the classroom. One-third reported the same frequency of pesticide use in locker rooms, gymnasiums, cafeteria, and kitchens.<sup>6</sup> Forty percent of these custodians reported that their schools provided no notification of pesticide use. There is no federal statute requiring the collection of data on pesticide use in schools.
- A study of the prevalence of lead in California public elementary schools reported that 90 percent of all schools surveyed had lead-containing paint. Thirty-two percent surveyed had both lead-based paint and some deterioration of the paint surface. Detectable amounts of lead were also reported in drinking water at 53 percent of all schools in the study. No federal law requires blood-lead testing or lead abatement in schools.
- A study in five states found more than 1,100 schools built within a half-mile of a Superfund site.
- Twenty-four teenage boys in Elmira, New York who suffer from testicular cancer all attended the same school located on contaminated land.<sup>7</sup>
- A survey of New York State school nurses found that 71 percent reported knowing students whose health, learning, or behavior was affected by adverse building conditions.<sup>8</sup>

School environmental health is an orphan issue. No federal agency is responsible for the health and safety of children in school, and most school facilities operate with little state or local oversight. A National Academy of Sciences study suggested that at least 28 percent of developmental disabilities are due to environmental causes. While significant school expansion is taking place—to the tune of \$20 billion in construction in 2002—less than 5 percent of new schools will be built to high environmental standards, and approximately \$254 billion is required to bring existing school buildings up to basic health and safety codes.

### Indoor Environmental Quality Programs Improve Student Health and Performance

- EPA's IAQ Tools for Schools voluntary program helps schools assess indoor air quality problems and teaches school staff to prevent and resolve issues through practical, low- or no-cost solutions. A school nurse at Little Harbour School in Portsmouth, New Hampshire reported a "dramatic decrease" in visits to her office after the school implemented Tools for Schools.

- EnergySmart Schools, developed under DOE's Rebuild America program, works with school districts to introduce energy-saving improvements to the physical environment and promote energy education.
- A landmark study in California, which analyzed test scores of 21,000 students, concluded that students in classrooms with the most natural light scored 20 percent higher on math tests and 26 percent higher on reading tests than did students in classrooms with the least amount of daylighting.
- A two-year study of six schools in Johnston County, North Carolina concluded that children attending schools with full-spectrum light were healthier in general and absent an average 3-4 days less than were students in conventionally lit classrooms.
- Green building features have pedagogical value. For example, at the Blusview Elementary School in Columbus, Ohio, solar panels not only reduced school energy consumption but also provided a hands-on learning tool for students. When discussed in the curriculum, math and science scores increased between 5 and 20 percent.
- At least 12 states (including Maine, Minnesota, New York, and California) have adopted policies or regulations to improve indoor air quality in existing schools. California's voluntary Collaborative for High-Performance Schools (CHPS) provides detailed guidelines and support materials tailored to school needs. New York's regulation works to maintain standards at existing facilities and protect occupants in schools undergoing renovations.
- The U.S. Green Building Council plans to develop a national LEED application guide for schools in partnership with a diverse set of stakeholders.
- Congress passed Healthy and High-Performance Schools as part of the No Child Left Behind Act of 2001, which directs the U.S. Department of Education to study the effects of deteriorating schools on child health and learning and to establish grant incentives to help states renovate local schools to high-performance standards. The study is partially underway, but the Bush Administration has not requested funding for the program that would pay for technical assistance to local schools.
- The Administration also did not renew a \$1.2 billion urgent healthy and safety repair and renovation program that targeted needy districts in every state.



CLATSOP COUNTY HIGH SCHOOL

— Portland, Oregon

Architects and engineers created a dynamic learning space for 1,800 students that achieved exceptional energy savings. Windows, skylights, and light shelves provide natural light views to 90 percent of occupied spaces. Mechanically controlled dampers, louvers, and air stacks provide natural ventilation and cooling. Concrete slabs and masonry walls serve as thermal mass to stabilize interior air temperatures. A palette of low-emitting materials further improves indoor air quality. School officials anticipate the building will use 44 percent less energy than a conventional building, saving the school district at least \$69,000 per year in energy costs. Total costs for the LEED certified Silver building were \$117 per square foot, compared with \$140 for a typical high school.

Credit: Michael Malles

recommended improvements to indoor environments could reduce health care costs and work losses from communicable respiratory diseases by 9-20 percent, from reduced allergies and asthma by 18-25 percent, and from other non-specific health and discomfort effects by 20-50 percent. The researchers also found that the improvements would generate savings of \$17 to 48 billion annually in lost work and health care costs.

**Children's Health and Learning**

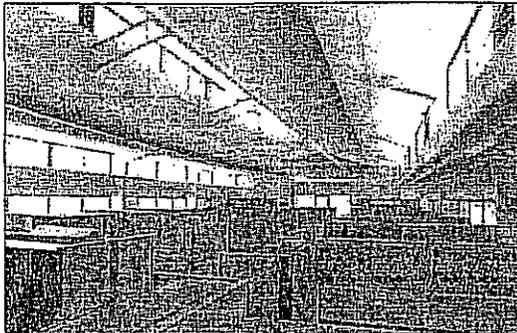
Studies are confirming what teachers, students, and parents have known intuitively for years: school facilities with high-performance features produce an environment in which students perform better. A California study reported that students in classrooms with the most daylighting scored 20 percent higher on math tests and 26 percent higher on reading tests than did students in classrooms with the least amount of natural light.<sup>5</sup> Healthy construction

methods and materials could also help reduce the incidence of asthma, which is the number one cause of absenteeism for both students and teachers. (See inset box "School Environmental Quality" on pages 8 and 9 for more information.)

**Environmental and Community Benefits**

**Stretch Local Infrastructure Capacity**

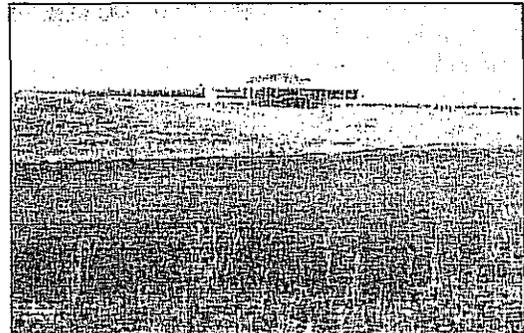
Decreased energy and material requirements coupled with appropriate siting help stretch the capacity of public systems for grid-supplied power, water, wastewater, and transportation. Many of these systems have become overburdened in recent years, illustrated by the California energy brownouts in 2001. A study by DOE showed that California could theoretically generate all of its daytime electricity from the sun if every available commercial and industrial roof were covered with photovoltaic panels.



**U.S. NAVY — BUILDING 385-D**

— Port Hueneme, California

**T**hanks to Southern California's abundant sunshine, natural light adequately illuminates the interior spaces of this Navy training and conference center on most days. The PV system reduces the need for grid power significantly and provides back-up power for up to eight hours, allowing the building to endure major electrical outages without data or productivity interruption. Other features include an indoor air quality monitoring system, leasing of carpets to ensure recycling of old material into new carpet tiles, and a separate plumbing system that recovers graywater for use in toilets and sustainable landscaping.



**HERMAN MILLER/MILLER SOA**

— Zeeland, Michigan

**T**his leading office furnishing manufacturer commissioned architects to design an award-winning 295,000 square foot office, manufacturing, and distribution center. The result is a crescent-shaped single-story structure that follows the natural contours of the site, adjoined by an artificial wetland that processes and purifies the building's stormwater. The building is heated and cooled passively and is equipped with state-of-the-art ventilation systems. The entire building is brightly daylight, with roof monitors, skylights, and sloped windows. Artificial lighting is controlled by photosensors that reduce energy consumption substantially. A DOE post-occupancy survey gave the building superior ratings for indoor environmental quality, energy efficiency, and employee productivity.

Credit: Paul Del Signore, Naval Facilities Engineering Service Center

Credit: Robert J. Ewaldt

### Enhanced Security

As domestic fossil fuel supplies are depleted, our nation becomes more dependent on fossil fuels from other countries. Energy efficiency and renewable energy sources can lessen this dependence and help improve national security. Additionally, buildings designed with automated features and businesses engaged in data processing or financial transactions depend on reliable power for their operations. Buildings powered by on-site renewable or super-efficient energy systems, such as photovoltaics and fuel cells, are less susceptible to supply interruptions due to unpredictable circumstances such as natural disasters, power glitches, and world events.

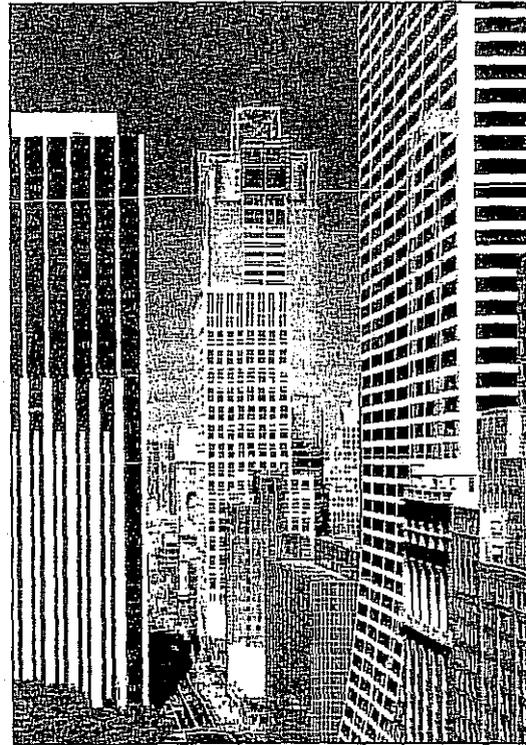
## GREEN BUILDING TRENDS

### *A Rapidly Growing Movement*

Ten years ago, the concept of high-performance "green" buildings was difficult to define and the practice even more obscure. Today, advances in technology combined with growing industry awareness and attractive financial incentives and benefits are rapidly transforming the green building landscape. A look at a number of trends reveals that the public, private, and nonprofit sectors are embracing sustainable design as a way to increase the performance of their buildings and the people who inhabit them.

### **Rapid Market Penetration of the LEED Green Building Rating System and Growth in USGBC Membership**

In just three years since the launch of USGBC's LEED rating system, nearly three percent of all new commercial construction projects in the United States—totaling 91 million square feet—have registered for third-party certification. This success has been coupled with a rapid growth of membership in USGBC and demand for the organization's services. Since early 2000, the Council's membership has grown from 250 companies and organizations to nearly 3,000. Conference experts judged the 2002 premiere of the USGBC's International Conference and Expo, which attracted more than 4,000 attendees, one of the most successful start-up events of the year. The diversity of projects registering their intent to obtain LEED certification is another indicator that green building is beginning to influence the mainstream market.



CONDE NAST BUILDING

— Four Times Squares, New York

This 48-story office tower in the heart of downtown Manhattan is the first large-scale speculative green building in the nation. Using 40 percent less energy than the conventional standard for Manhattan, the building features efficient gas-fired absorption chillers and a curtain wall with excellent shading and insulation. PVs integrated into the building's skin produce part of the office tower's electricity, and fuel cells ensure power reliability. The air delivery system will provide 50 percent more fresh air than industry codes, and a network of recycling chutes serve the entire building.

Forty-eight projects have completed certification and more than 700 are in the pipeline. Of these, approximately 39 percent are state and local government projects, 39 percent are private sector, 13 percent are nonprofit, and 10 percent are federal projects. LEED certification projects range from manufacturing

Credit: Andrew Gordon Photograph; Courtesy of Fox & Fowle Architects

## FEDERAL POLICIES AND PROGRAMS THAT SUPPORT GREEN BUILDING

### **Federal Laws that Support Green Building Include:**

The National Environmental Policy Act (NEPA), 1969; Clean Air Act 1970, amended 1990; Resource Conservation and Recovery Act (RCRA), 1976, amended 1994; and Energy Policy Act, 1992.

**Executive Order 13101: Greening the Government through Waste Prevention, Recycling, and Federal Acquisition** in response to RCRA 6002 (a) requires EPA to (1) designate items that are or can be made with recovered materials and (2) prepare guidelines to assist procuring agencies in complying with affirmative procurement requirements. Federal agencies (and state or local agencies using federal funds) are required to purchase those items.

**Executive Order 13123: Greening the Government through Efficient Energy Management** encourages government agencies to promote energy efficiency, water conservation, and the use of renewable energy products by mandating the reduction of federal facility energy consumption per gross square foot by 35 percent by 2010 compared to the 1985 base year. EO 13123 also mandates federal agencies obtain 2.5 percent of electricity equivalent through purchasing renewable power and installing renewable technologies. Recommended energy management strategies include sustainable building design.

**Executive Order 13134: Developing and Promoting Biobased Products and Bioenergy** aims to triple the national use of bioenergy and biotechnology by the year 2010. It is anticipated that meeting this objective will reduce greenhouse gas emissions by 100 million tons. Through the coordination of federal efforts, technology will be developed that converts trees, plants, and other organic material into energy, while petroleum-based products will be increasingly replaced.

**Executive Order 13148: Greening the Government through Leadership in Environmental Management** makes the head of each federal agency responsible for ensuring that actions are taken to integrate environmental accountability into agency day-to-day decision-making and long-term planning processes. Goals include Environmental Management, Environmental Compliance, Right-to-Know, Pollution Prevention, Toxic Chemicals Release Reduction, Toxic Chemicals and Hazardous Substances Use Reduction, Reductions in Ozone-Depleting Substances, and Environmentally and Economically Beneficial Landscaping.

**Build America** is a DOE partnership that provides energy solutions for production housing. The program aims to produce homes on a community scale that use 30 to 50 percent less energy, implement innovative

energy and material saving technologies, and help home builders reduce construction time and waste by as much as 50 percent.

EPA's **ENERGY STAR** is a government/industry partnership that offers businesses and consumers energy-efficient solutions. Introduced in 1992 as a voluntary labeling program to identify and promote energy-efficient products, ENERGY STAR works with more than 7,000 public and private sector organizations to improve the energy performance of homes, businesses, appliances, office equipment, lighting, consumer electronics, and residential heating and cooling equipment. Organizations have committed to improve the energy performance of approximately 12 percent of U.S. commercial building space through ENERGY STAR.

DOE's **Federal Energy Management Program (FEMP)** works to reduce the cost and environmental impact of the federal government by advancing energy efficiency and water conservation, promoting the use of distributed and renewable energy, and improving utility management decisions at federal sites. FEMP provides analytical software tools that perform complex energy consumption analyses and modeling, as well as comparative life-cycle costing analyses. For example, the Building Life-Cycle Cost Program provides computational support for the analysis of capital investments in buildings.

**U.S. Department of Education's Healthy and High-Performance Schools program**, enacted by Congress in 2001 and advised by EPA and DOE, helps states develop information and grant incentives for green design and engineering of school renovations. (The program has not yet been funded.)

**Partnership for Advanced Technology in Housing (PATH)** is a national effort launched in 1994 to improve the quality, durability, environmental impact, energy efficiency, and affordability, and decrease the disaster risk of America's homes.

**Rebuild America** focuses on accelerating energy-efficiency improvements in existing commercial, institutional, and multifamily residential buildings through private-public partnerships created at the community level. Today this DOE program helps communities across the country sort through an often overwhelming array of options for building improvements and develop and implement an action plan.

DOE's **Zero Energy Home** is part of a national initiative funded by the National Renewable Energy Laboratory (NREL). The Zero Energy Home initiative aims to launch the concept into the mainstream home building industry, especially into the single-family home market.

plants and convention centers to firehouses and schools. Moreover, 50 states and 9 countries have registered projects, with the top five states being California, Pennsylvania, Oregon, Washington, and Michigan.

### Strong Federal Leadership

The current Administration's recent report, "Leading by Example: A Report to the President on Federal Energy and Environmental Management," details the array of initiatives and achievements underway in the federal government. Some projects reflect genesis in President Clinton's 1993 commitment to make the White House a model of energy efficiency and waste reduction. The **Greening of the White House**—a signature partnership among government agencies, professional associations, and environmental leaders—resulted in an annual savings of \$300,000 in energy costs, \$50,000 in water costs, dramatically improved recycling rates and indoor air quality, and ecological restoration efforts on the 18-acre grounds. Federal agencies have since made critical green building policy commitments for the buildings they manage and the teaming arrangements they make. The Navy, National Park Service, GSA, DOE, and EPA all have initiated policies and projects that embrace sustainable building design. The U.S. Government Accounting Office (GAO) and the National Academy of Sciences (NAS) have documented \$30 billion in annual savings from just five of DOE's R&D technologies alone, and NAS added an extra \$60 billion in environmental benefits.

*"Federal greening efforts at the White House, Pentagon, Grand Canyon, and Yellowstone National Parks help set the course for similar efforts for states, local governments and corporate owners of real estate."*

—Bill Browning, Rocky Mountain Institute

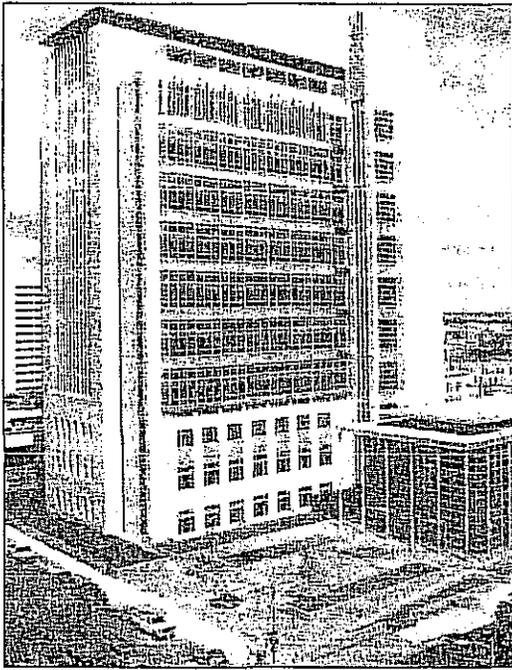
### Public and Private Incentives

To make building green more attractive, many public and private entities offer financial and regulatory incentives. New York, Maryland, and Oregon are on the leading edge of states offering tax credits for LEED certified buildings. Portland (OR) and Seattle (WA) offer grants for energy modeling, commissioning, and related costs. The private Green Building Loan Fund in Pittsburgh, underwritten by The Heinz Endowments, does much the same on a loan basis. Arlington County, (VA) links preferred zoning considerations for LEED projects. Santa Barbara (CA) and Scottsdale (AZ) are some of the first jurisdictions to offer expedited permit reviews for

## SPOTLIGHT ON THE GENERAL SERVICES ADMINISTRATION

GSA is the federal government's largest civilian property management organization and provides facilities for over 1.1 million federal associates. The agency is responsible for managing more than 8,300 government owned or leased buildings, oversees federal product procurement, and manages the construction of new federal facilities, such as office buildings, border stations, and courthouses in all 50 states. GSA, which was the first federal agency to join the U.S. Green Building Council, has formalized its commitment to building green:

- GSA adopted the LEED rating system as both criteria and a measure of success. A LEED rating level of Certified is required for all new design starts beginning in fiscal year 2003 with a target of LEED Silver rating. Twenty GSA projects are working toward LEED ratings, more than any other organization in the country.
- GSA, the Department of the Interior, and the USGBC signed a Memorandum of Understanding pledging cooperation and support to promote the use of sustainable practices and products in building design, construction, and operation.
- Strong sustainable design language has been incorporated into key documents, including GSA's Facilities Standards design guide and the Design Excellence program guide, which governs the selection of architects and engineers.
- Build Green principles are now part of every GSA lease solicitation.
- GSA created a Build Green Network of associates in every region and trained more than a thousand federal agency associates in sustainable design in two years.
- GSA provided renewable energy to power 17 percent of DOE's energy needs at its headquarter buildings in Washington, DC and Germantown, Maryland.
- Energy consumption in GSA buildings has declined by 22 percent since 1985 and recycling is nearly universal at GSA managed facilities.



**ALFRED A. ARRIGHETTI U.S. COURTHOUSE**

— Denver, Colorado

This showcase green courthouse adds to GSA's growing portfolio of high-performance green buildings. Dedicated in October 2002, the courthouse is expected to consume approximately 43 percent less energy than a standard building. Design strategies that helped achieve this goal include high-performance glazing, maximum use of natural light, displacement ventilation, energy-efficient electric lighting, variable speed air handling, and building integrated PVs. The building also serves as a model for designs that balance security and sustainability. The project budget was increased approximately 7 percent to cover environmental features.

buildings with certain high-performance features. California and several other states and jurisdictions offer significant rebates as incentives to buy down the cost of on-site renewable energy systems. Meanwhile, the Kresge Foundation, provider of \$120 million in challenge grants for capital projects in 2000, is launching an initiative to support design, planning, and educational assistance for LEED-certified buildings in its portfolio.

**Expansion of State and Local Green Building Programs**  
Tax credits and other incentives are part of broader green building assistance programs offered by a growing number of state and local governments across the country. Government entities that have developed green building programs include the states of California, Colorado, Maryland, New York, Pennsylvania, and Wisconsin; Alameda (CA), King (WA), and Cook (IL) counties; and numerous cities, including Austin and Frisco (TX), Boulder (CO), Portland (OR), Los Angeles, Santa Monica, and San Jose (CA), Scottsdale (AZ), and Seattle (WA).

*"We view green buildings as part of our commitment to world-class workplaces. Our pursuit of green buildings is a constant effort to find that delicate balance between value to taxpayers, responsible management, efficient operations, and social and environmental responsibilities."*

—Stephen Perry, GSA Administrator

**Industry Professionals Take Action to Educate Members and Integrate Best Practices**

A growing number of professional associations have worked to promote green building policies and practices within the design, construction, and real estate communities. The American Institute of Architects' Committee on the Environment has been a leader in promoting sustainable design practices for more than a decade. The 20,000 member Construction Specifications Institute has worked closely with the USGBC on several projects including the Council's new International Conference and Expo ('GreenBuild') on green building. Well-known architecture firms are integrating green building components into sizeable commercial and institutional projects. The National Association of Home Builders offers resources and meetings to encourage environmentally responsible home building. The American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Standards—which are some of the most comprehensive and widely accepted in the world—now set energy-efficient design standards for new commercial buildings and technologies. The Urban Land Institute and Real Estate Roundtable have partnered with USGBC on projects such as producing the "Making the Business Case for High Performance Green Buildings" document and hosting symposia.

Credit: Greg Huxley

### Corporate America Capitalizes on Green Building Benefits

Green building practices are spreading beyond office buildings to all business sectors, including manufacturing, retail, and hospitality industries. Steelcase, Herman Miller, Johnson Controls, Interface, PNC Financial Services, Southern California Gas Company, and Ford Motor Company are among the many large corporations in the United States that are designing or have constructed flagship high-performance green buildings. Moreover, large real estate developers such as Hines Development are incorporating green building designs and technologies to provide a better product and experience for their tenants and more value for their investors.

*What we know now  
is that the old story about there being a conflict  
between environmental performance  
and economic performance is a myth.  
It's very clear, and smart American corporations  
are proving this on a daily basis,  
that both move in the same direction.  
It's just a matter of looking more intelligently,  
being smarter about making decisions,  
and looking more broadly in an integrated way  
at our decisions before we make them.  
When we do that, in fact, we improve  
our economic vitality  
as we restore the environment.*

—Bob Berkebile. Architect

### Advances in Green Building Technology

Green building technology has evolved dramatically over the past decade. Once uncommon, resource-efficient and energy-saving products and designs are now widely recognized as mainstream. Super-efficient windows, daylighting strategies, reflective roofing material, efficient lighting systems, and low-VOC paints have all gained widespread acceptance in the building industry. Yesterday's unreliable and unaffordable photovoltaic (PV) materials have evolved into a new generation of technology that can replace conventional elements of the building envelope, thanks to space-age material development supported by NASA. And the prices for many green building technologies have dropped considerably. Since the 1970s, the installed costs of PV systems, for example, have decreased by nearly an order of magnitude.<sup>9</sup>

## BARRIERS

Although recent market interest in high-performance green buildings is encouraging, the enormous scale of missed environmental, economic, and health opportunities has important national implications. These foregone benefits are particularly significant given that building stock turnover is measured in decades, compared with the much shorter turnover times of nondurable consumer goods. Why do the vast majority of buildings constructed today miss out on the wealth of green building opportunities? What can be done to accelerate the normal rate of market transformation in an industry characterized by relatively low rates of technology innovation, small profit margins, and minimal research investment? Owners, developers, local governing boards, and managers still face obstacles that impede universal adoption of green building practices.

### Financial Disincentives

#### Lack of Life-Cycle Cost Analysis and Use

Of the total expenditures an owner will make over the span of a building's service lifetime, design and construction expenditures, the so-called "first costs" of a facility, account for just 5-10 percent. In contrast, operations and maintenance costs account for 60-80 percent of the total life-cycle costs.<sup>10</sup> Unfortunately, decision-makers rarely use life cycle cost analysis to link capital and operating expenses. Therefore, energy savings, decreased worker absenteeism, and higher productivity are not universally accounted for in the cost equation. Only when savings from operations and maintenance and improved worker health are accounted for up front will decision-makers readily select high-performance design.

#### Real and Perceived Higher First Costs

While many green buildings are designed and constructed at comparable or even lower costs than conventional buildings, environmental performance features can add costs to design and construction expenditures. According to green building professionals, such initial cost increases generally range from an average of 2 to 7 percent, depending on the design and extent of added features. Typical building accounting often takes a short-term perspective, overlooking the interrelationships between a

building and its components, occupants, and surroundings. Without an accepted "whole building" approach, decision-makers will remain biased toward lower first costs.

#### **Budget Separation Between Capital and Operating Costs**

While federal managers are required to conduct a certain level of life-cycle costing, the Office of Management and Budget (OMB) fails to prioritize projects based on life-cycle net savings. This flaw in the federal accounting process, along with fixed budgets, prevents federal agencies from making additional investments up-front to reduce the lifetime costs of a building. Such investments would save taxpayers money.

#### **Security and Sustainability are Perceived Trade-Offs**

Since the events of 9/11, federal construction projects have placed a priority on security, thereby shrinking available funds for environmental features. As long as security and sustainability are viewed as competing for the same limited resources instead of striving to achieve mutual long-term goals through integrated design, high-performance green features and security measures will be perceived as goals in conflict instead of areas of potential synergy.

#### **Inadequate Funding for Public School Facilities**

School districts face numerous hurdles in their efforts to secure school construction financing. Problems can include lack of voter support for bond acts or increased tax levies; delays in plan approvals that result in higher actual costs; changes in state assistance levels; and piecemeal renovation and expansion projects that preclude a more efficient, whole-building approach.

### **Insufficient Research**

#### **Inadequate Research Funding**

The European Union, recognizing the energy and public health benefits at stake, spends six times more than the United States on research devoted to the built environment. Despite strong evidence that indoor environments can affect health and learning, the major research funding agencies—NIH and NSF—have no programs dedicated to building research. Although buildings consume 37 percent of total U.S. energy resources, DOE allocates less than 3 percent of its budget to building research. Less than 1 percent of funds allocated for federal energy

use is fed back to the FEMP for long-term energy improvements despite the fact that government's building-related energy costs have dropped 23 percent in two decades due to energy efficiency improvements. International studies and evidence from U.S. buildings have begun to link green design features with improved productivity, health, and learning, but robust scientific analyses are needed to verify findings and quantify real benefits resulting from enhanced indoor environmental quality.

#### **Insufficient Research on Indoor Environments, Productivity, and Health**

Preliminary research and anecdotal evidence linking green design features with improved productivity are compelling, but robust studies are needed to verify and quantify productivity gains. A healthy indoor environment has not yet been characterized, and there is no widespread agreement about what constitutes "good" or "acceptable" levels of indoor air quality for adults or children. There is no national goal to research the relationship between asthma or learning deficits and school building conditions and practices. While NIH has a major effort underway to study asthma, funding is allocated to study its indices and cures, not environmental drivers such as building-related conditions. The role of the built environment in public health needs to be acknowledged by those who establish research priorities. Only then will society reap the benefits of improved health, student performance, and worker productivity.

#### **Multiple Research Jurisdictions**

No single federal agency or organization holds the vision for the integrated, cross-disciplinary research that needs to be done regarding the built environment. NIH, the National Institute of Standards and Technology, DOE, EPA, the National Institute of Building Sciences, and NSF all have addressed segments of the issue. However, it is not apparent that any one of these entities places the full integration of this work on its list of priorities or even within its mission. Holistic research is needed that examines the environmental, engineering, energy, and public health factors involved.

#### **Lack of Awareness**

#### **Conventional Thinking Prevails**

While environmental materials and methods are capturing the attention of a growing sector of the building industry, most architects, builders,

developers, and their clients remain unaware of the full range of benefits associated with sustainable and healthy building practices. Many mainstream decision-makers have not yet been convinced that high-performance design is good business practice. Moreover, industry professionals are often uninformed about how to access tools and information to help educate decision-makers about green building. Additionally, public schools are highly decentralized with unreliable sources of construction funds, extremely tight budgets, and little oversight.

#### Aversion to Perceived Risk

The building industry is characterized by relatively slow rates of innovation due to its size, diversity, fragmentation, and low investments in research and demonstration. Indeed, such factors were primary considerations in forming the U.S. Green Building Council ten years ago. Public sector members at the federal, state, and local levels contribute important perspectives to the private sector-led organization.

## RECOMMENDATIONS

#### *What Can Congress and Federal Agencies Do?*

The federal government is demonstrating a strong commitment to green building. However, further action by the federal sector could help drive down costs and strengthen markets for established but still niche market technologies, provide stakeholders with needed tools and incentives, and fill research gaps to bolster existing studies with robust scientific evidence. These efforts would help convert a growing movement to a national trend and establish the United States as a world leader in high-performance green buildings and technologies.

*"The rate at which high-performance green buildings become conventional practice will be influenced in good measure by actions taken by the federal government."*

—Christine Ervin,  
President and Chief Executive Officer,  
U.S. Green Building Council

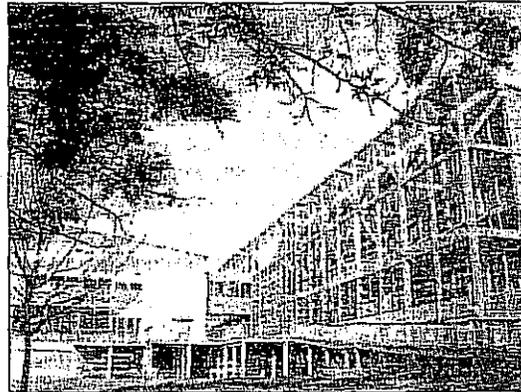
## Federal Policies and Incentives

#### **Strengthen existing federal policies relating to green building.**

Many of the Executive Orders and legislation put in place to foster green building design, construction, and operation within the federal government provide exceptions that diminish their objectives. Efforts should be taken to strengthen and integrate federal policies to maximize their effectiveness.

#### **Promote LEED as the national green building standard for federal buildings.**

Promoting LEED as the green building standard for new federal building construction will generate more environmental, economic, and health benefits while continuing the current statutory emphasis on energy

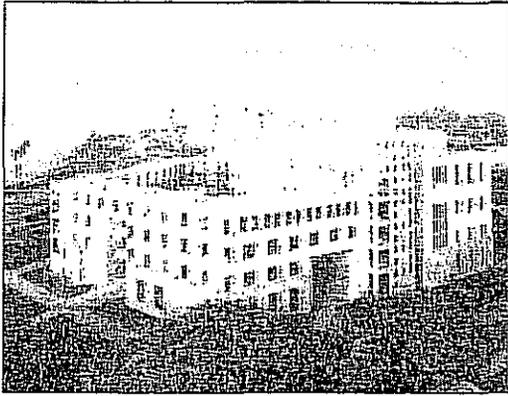


**PHILIP MERRILL ENVIRONMENTAL CENTER/CHESAPEAKE BAY FOUNDATION HEADQUARTERS**

— Annapolis, Maryland

In designing a new headquarters for this large environmental organization, architects created an icon for sustainability. The 32,000 square foot office building, located on 31 acres near the shore of the Chesapeake Bay, includes solar panels, natural ventilation, a geothermal heat pump with a desiccant dehumidification system, and roof and wall enclosures of structural insulated panels. Clad in galvanized siding made from cans, cars, and other recycled metal objects, the building was designed to use 90 percent less potable water and 70 percent less energy than a typical office building. The building was the first to receive a LEED Platinum rating.

Credit: Chesapeake Bay Foundation



**DONALD BREN SCHOOL OF ENVIRONMENTAL SCIENCE & MANAGEMENT**

— University of California, Santa Barbara

**T**his \$26 million laboratory building incorporates sustainable practices and materials into virtually all of its 85,000 square feet. Features in the LEED 1.0 Platinum building include rooftop PV energy generation and purchased energy from recovered landfill waste gas; materials made from post-consumer recycled products; building orientation and ventilation that maximizes daylight and outside air; operable windows and motion sensors that minimize generated energy use; a variable air volume system that automatically corrects for pressure changes in the labs; and use of reclaimed water for landscape irrigation and waterless urinal technology. Ninety-three percent of the construction waste was recycled, and all of the materials in the building are free of asbestos, formaldehyde, and CFCs.

efficiency. As experience with LEED develops, federal agencies should strive to meet a LEED Silver rating for all new construction. Congress should also consider replacing the current Energy Conservation and Production Act (42 USC 6834) requirement that establishes an energy efficiency standard for all new federal commercial and multi-family high-rise residential buildings with a broader mandate to ensure the sustainability of all federal buildings.

**Restructure capital budgets to reflect full-cost accounting and create tools and incentives to move federal agencies and Congress beyond first-cost construction.** Federal managers are required to use Building Life-Cycle Analysis (LCA) on all projects. However,

budget and schedule issues often shift priorities away from high-performance features that yield the best return on taxpayer investments. Life-cycle analysis tools should also be designed with the end-user in mind. They should use the language of the intended audience—designers, facility managers, asset managers, accountants—to catch their attention and ensure ease of use. Developing LCA will require research, database development, and initial incentives.

**Establish a federal performance-based tax credit to encourage more rapid adoption of energy-efficient and green products and practices.**

States and local governments are proving that modest tax credits can stimulate market interest in green building practices by offsetting any additional upfront costs such as energy modeling and commissioning. Tax credits should be tied to LEED certification to assure that projects deliver promised results and to speed overall market transformation. Such tax credits should apply to both the commercial and residential markets.

### Federal Program Development and Coordination

**Coordinate federal agency green building initiatives into a cohesive program.**

Many federal agencies and departments, including EPA, GSA, and DOE, currently manage a slice of the green building pie. For example, FEMP coordinates much of the federal government's existing green building efforts, though the program has a predominant focus on energy as part of DOE. Green building by definition is an integrated approach and requires coordination across these jurisdictions. An umbrella office that linked federal green building programs as part of a single program effort would create a one-stop-shop for both internal agencies and external stakeholders. Another consideration is to develop a federal green team built on the Sustainability Council launched by FEMP to coordinate resources and review funding for federal research. A branded program such as LEED would offer the government and program partners visibility, recognition, and market differentiation and would help galvanize stakeholders and accelerate high-performance green building practices.

**Develop a product label for green building materials and technologies.**

ENERGY STAR began as a labeling program to identify and promote energy-efficient products. However,

Credit: Timothy Hursley

energy efficiency is only one component of a truly green building. Other labels such as the proposed "Bio-based products" provision of the Farm Bill address pieces of the green building picture. A comprehensive label for a wide range of green building materials and technologies would go far to offer businesses, consumers, and federal procurement officers clear product choices for high-performance green buildings. Product label criteria should take into account a product's full energy and environmental costs from the point of extraction through disposal.

**Award leadership.**

Efforts should be taken to continue recognizing federal agencies and program partners for their leadership in achieving green building standards and demonstrating benefits. (The White House Closing the Circle Awards, which focus on recycling, have been expanded to include green buildings. FEMP also gives awards for Energy and Water Efficiency.)

**Technical Assistance & Public Outreach**

**Establish a national database and information clearinghouse for green buildings.**

While an overwhelming amount of information relating to green building exists within federal agencies, state and local governments, and industry, it is often difficult to find. A national database and information clearinghouse could provide readily accessible case studies, fact sheets, research studies, and documentation of green building benefits. These resources would help decision-makers overcome the bias presented by potentially higher first costs. In the short term, [http://www.eren.doe.gov/buildings/highperformance/case\\_studies/index.cfm](http://www.eren.doe.gov/buildings/highperformance/case_studies/index.cfm) should be used while a more comprehensive database is developed.

**Develop and promote benchmarking tools.**

Most experts agree that ENERGY STAR is a strong program for benchmarking energy performance. However, an integrated, whole-building approach requires scientifically based, technically sound benchmark standards for all aspects of a building, including productivity and indoor air quality. Such data can be used to further enhance the robustness and effectiveness of environmental rating tools such as LEED.

**Collaborate with the private sector to promote the business case for high-performance green buildings.** The federal government is a natural broker of credible research findings on high-performance green buildings including data on costs, labor productivity, investment, health and comfort, and national security benefits.

**Support the development of simple calculation and simulation tools.**

These tools should be geared toward integrated green building assessment as opposed to a single media approach. DOE-2 (soon to be replaced by Energy-Plus), a computer program that aids in the analysis of energy usage in buildings, is a good model. Likewise, support is needed to develop cost-effective building commissioning tools and incentive programs for their use.

**Support public education and outreach efforts.**

A national outreach campaign would increase consumer demand for high-performance green buildings. Public education would also help transform the image of green buildings—which today tend to be viewed as costly and complex—into desirable alternatives that are easily within the reach of any prospective home or building owner. Continued support for training programs for building industry professionals would also further increase awareness and knowledge among architects, designers, builders, developers, and other industry professionals.

**Support the development of innovative materials, products, and systems that maximize natural space conditioning and energy efficiency.**

The United States can be a leader in green building technology development and can use its tremendous purchasing power to expand both domestic and export markets. Federal policies such as EO 13134 for bio-based materials and EO 13101 for recovered content are good models for market development. Similar policies could be developed for other products, including carpet and fabrics.

**Research**

**Increase funding for basic high-performance green building research.**

Many experts identify research as the single greatest need the federal government can address. The design, construction, and operation of buildings account for 20 percent of the economy and more than 40 percent of the energy consumption,

pollution, and waste in the United States, but far less than 1 percent of the federal research budget is allocated to buildings. Much needs to be learned about how natural systems can be used as models for the design of materials and construction, how energy and air move through structures, and how humans interact with the built environment. The federal labs are conducting important research, but additional funds made available through NSF and other entities would help fill critical research gaps. Research funding should support universities and laboratories working in collaboration with industry to develop the next generation of high-performance building materials, components, and integrated systems.

**Support funding for "breakthrough" energy-efficient and renewable technologies.**

Breakthroughs are needed to reduce the installed cost of PV systems, improve the performance of water heating and lighting systems, enhance the thermal properties of insulation products, improve the cost effectiveness of fuel cells, and to pave the way for commercialization of many other promising technologies. The DOE Office of Energy Efficiency and Renewable Energy should enhance its Building Technology, Distributed Energy and Electric Reliability, Solar Energy Technology, and Industrial Technology programs to foster breakthrough technologies.

**Increase funding for applied building research to document links between indoor environmental quality, human health, and productivity.**

Preliminary studies are showing an increase in the performance of office workers and a decrease in absenteeism due to the design of high-performance green buildings. Energy leaders such as Carnegie Mellon's Center for Building Performance, Berkeley's Center for the Built Environment, and the Rocky Mountain Institute have published numerous studies on the benefits of green design, but additional scientific studies are needed to verify preliminary findings and help galvanize industry support.

**Recommendations to Improve School Environments**

**Strengthen EPA's Schools Program.**

EPA's healthy school environment initiatives should be made a clear agency priority and resources should be invested to improve the environmental health of public schools. Guidelines for new school siting,

construction, and operation should take children's size and development needs into consideration. New school siting should not be permitted on or adjacent to known hazardous facilities. Best practices for school facility maintenance and product procurement should be consistent with the federal executive order on Environmentally Preferable Purchasing. The IAQ Tools for Schools program should be evaluated specifically for its impact on health and learning. Education and outreach needs to be expanded to include federal and state agencies and other key constituencies and to address other important school environmental issues such as evacuations due to chemical spills and construction fumes, radon, lead, asbestos, and pest control. Moreover, a system for more regular school facility monitoring should be developed.

**Fund and implement the Healthy and High-Performance Schools provisions enacted in the Leave No Child Behind Act of 2001.**

The provisions call for (1) a U.S. Department of Education study of the impact of decayed environments on child health and learning and (2) state grants to develop high-performance school information programs and fund technical assistance in design, engineering, and materials specifications for school renovations in needy local districts. Unfortunately, budget constraints have left the program unfunded, although the Department of Education has developed some initial information on the study requirements. Congress should fully fund this initiative.

**Fund school health and safety repairs.**

Congress provided \$1.2 billion in 2001 for urgent school renovation grants to address indoor environmental problems as well as disability and technology access. The Administration has not renewed this funding. These funds would be allocated to states and include funding for disability and technology access.

**Establish standards for indoor air quality.**

Standards for commercial offices and housing should be set independently from schools. Standards for schools should take into consideration child environmental health and learning characteristics, as well as the unique characteristics of school facilities as densely occupied and under-maintained workplaces. Students who are disabled and health-impaired may be even more vulnerable to the impacts of adverse environmental conditions, such as, poor daylighting and acoustics and indoor air quality problems.

**Fund school environmental quality research.**

Good scientific data are needed to better understand the relationships between outdoor and indoor environments and student health and learning. Research should also focus on student illness and injury and risk prevention.

**Expand the role of the federally funded pediatric environmental health research centers.**

These centers should participate in on-site school environmental investigations and work cooperatively with the states to advance child environmental health concerns in schools, day care, and other indoor environments.

**Pass the School Environmental Protection Act.**

SEPA would require schools to practice facility maintenance in a manner that prevents pests and controls them with least-toxic pesticides.

**Endnotes**

1. U.S. Department of Energy, Energy Efficiency and Renewable Energy Network (EREN). Center of Excellence for Sustainable Development. 2003.
2. National Institute of Standards and Technology and the National Science and Technology Council. *Construction industry statistics*. 1995.
3. Heschong-Mahone Group, on behalf of the California Board for Energy Efficiency Third Party Program. *Skylighting and Retail Sales: An Investigation into the Relationship Between Daylighting and Human Performance*. Fair Oaks, CA. 1999.
4. Rocky Mountain Institute. *Greening the Building and the Bottom Line: Increasing Productivity Through Energy-Efficient Design*. Snowmass, CO. 1994.
5. Heschong-Mahone Group, on behalf of the California Board for Energy Efficiency Third Party Program. *Daylighting in Schools: An Investigation into the Relationship Between Daylighting and Human Performance*. Fair Oaks, CA. 1999.
6. U.S. Environmental Protection Agency. *America's Children and the Environment: Measures of Contaminants, Body Burdens, and Illnesses*. 2003.
7. Testimony by Lois Gibbs, Executive Director, Center for Health, Environment and Justice, at the Senate Environment and Public Works Hearing on Green Schools. October 1, 2002.
8. Healthy Schools Network, 2000.
9. James Dunlop, et al. "Reducing the Costs of Grid-Connected Photovoltaic Systems," *Proceedings of the Solar Forum 2001*. Washington, DC. 2001.
10. U.S. Federal Facilities Council. *Sustainable Federal Facilities: A Guide to Integrating Value Engineering, Life Cycle Costing, and Sustainable Development*. Federal Facilities Technical Report No. 142. National Academy Press. Washington, DC. 2001.

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**ARTS ADVISORY COMMITTEE**  
Meeting of Tuesday, 7 September 2004  
Mansfield Community Center Conference Room

MINUTES

1. The meeting was **called to order** by acting Chair Derri Owen at 7:05p. Members present: Scott Lehmann, Derri Owen, Carol Pellegrine, Steve Pringle, Blanche Serban. Members absent: Jay Ames. Others present: Jay O'Keefe (staff).

2. The **minutes** of the 02 Aug 04 meeting were accepted as written.

3. **Community Center art.** The next installation is now scheduled for the Oct-Dec period and will feature flat-art by **Dunja Pelto** and **Carolanne Markowitz**. Derri will contact Dunja to see if any of her things are large enough to be displayed high on the walls in the lounge off the lobby; if not, **Blanche Serban** can supply some large paintings for this space. **Barbara Katz** has been approached about displaying ceramics in the entry-way cases (the left-hand one now contains publicity for the Festival on the Green, so it will be empty after 18 Sep).

The Committee has received a display application from I. Peltier representing **Central Connecticut Woodturners**; they would like to mount an exhibit in the display cases during Jan & Feb 2005. **Blanche Serban** offered paintings for this period; she could co-ordinate paintings for the lounge with what the Woodturners display in the cases.

4. **Festival on the Green.** There are now 39 arts & crafts people signed up for tables at the 18 Sep Festival. The Festival Committee is handling table assignments and will be sending a final letter (drafted by Jay A.) with set-up information to participating artists. Jay A. has asked that Committee members volunteer to help with set-up, information, etc., starting at 11:00a (assemble at the Partnership office). The sidewalk chalking contest will be judged at 5:00p (judges: Jay A., Derri, Scott). Blanche Serban volunteered to do a 1-hour painting demonstration; she will call Cynthia van Zelm to make arrangements.

5. **Membership.** Jay A. has announced that he will retire from the Committee; he has 'served his time' and is busy with graduate work. The Oct meeting will be his last. Derri had intended to retire, but now thinks she should stay on (though not as Chair). Steve will find it difficult to make meetings (at least meetings that start at 7:00) this year, since he has a teaching job in Hartford that runs until 6:15p. Steve suggested we try to get a representative from one of the dance groups to serve on the Committee; Jay O'K suggested adding a student member, probably from E.O.Smith. Committee members were again urged to consider who among their acquaintances might be asked to serve. Until someone volunteers/agrees to be Chair, meetings will be chaired on a rotating basis.

6. **Goals & projects.** Carol wondered about the goals of the Committee; we need to do more than arrange for Community Center art displays to justify our existence. Some ideas for projects that the Committee might pursue in the coming year:

- Organize a series of performances by local musical, dance, theatre groups (Scott). So far, the Committee's focus has been visual arts. Another format might be a festival around some theme – say, a Renaissance festival (Steve).
- Promote the use of display/performance space offered by local businesses (Derri). The Committee has left it to artists to approach the businesses listed in its space inventory, but nobody seems to have followed through and done this. Blanche was surprised to learn that information about display opportunities was available; perhaps it needs p. 8 9ter publicity. Steve suggested a preparing a flier for

distribution at the Community Center ("Have you noticed the art displays here? Would you like art displayed in your business? Would you like to display your art here or at local businesses?").

- Hold a series of open forums for artists, asking for their input on what the Committee should do (Derri). These could take the place of some monthly meetings. Refreshments could be served to help attract participants (Blanche).
- Develop a directory of local artists (to which someone who wanted to hire a musical group for a wedding, say, could turn), including perhaps a periodically updated calendar of local artistic events (Jay O'K).

There seemed to be general agreement that projects like these would be worthwhile and that the Committee should start with promoting the use of business display space, since we've already invested a lot of time in gathering the information. Further discussion of projects was deferred to the October meeting.

7. **Annual report.** The Committee's FY03-04 report to the Town is due in October. Scott agreed to prepare it.

8. The meeting **adjourned** at 8:17p. Next meeting: Monday, 4 October 2004, 7:00p.

Scott Lehmann, Acting Secretary, 8 September 2004



Mansfield Downtown Partnership

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

October 5, 2004

Board of Directors  
Mansfield Downtown Partnership

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

Dear Board members:

Attached please find the minutes for the Board meeting held on September 8, 2004.

The following motion would be in order:

*Move, to approve the minutes of September 8, 2004.*

Sincerely,

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

Cynthia van Zelm  
Executive Director

Attach: (1)

**MANSFIELD DOWNTOWN PARTNERSHIP, INC.  
BOARD OF DIRECTORS MEETING  
Mansfield Community Center  
Wednesday, September 8, 2004**

**MINUTES**

Present: Martin Berliner, Tom Callahan, Mike Gergler, Al Hawkins, Janet Jones  
Philip Lodewick, Betsy Paterson, Dave Pepin, Caroline Redding, Steve  
Rogers, Phil Spak, Frank Vasington, David Woods

Staff: C. van Zelm, L. Cole-Chu

**1. Call to Order**

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

**2. Opportunity for Public to Comment**

Howard Raphaelson noted that the Storrs Center project was moving from dreams to reality. He reiterated his support for housing for seniors who will add to the spending capacity of the area.

**3. Approval of Minutes**

Mike Gergler made a motion to approve the August 3, 2004 minutes. Betsy Paterson seconded the motion. The motion was approved with one abstention by Dave Pepin.

**4. Appointment of Mark Hammond to Finance and Administration Committee**

Tom Callahan made a motion to appoint Mark Hammond to the Finance and Administration Committee. Dave Pepin seconded the motion. Mr. Hammond works at A.G. Edwards and is an alumnus of the University of Connecticut. The motion was approved unanimously.

**5. Report from Committees**

Festival on the Green

Betsy Paterson reported that there has been a lot of advertising done for the Festival and a major community effort was underway to make the Festival happen. It is a good kickoff to the Storrs Center project.

Advertising and Promotion

David Woods said the Advertising and Promotion Committee reviewed preliminary proposals for the kiosk and should have a report soon with more specifics.

## 6. Update on Municipal Development Plan and Related Storrs Center Project Issues – Steve Maun, LeylandAlliance

Steve Maun, President of LeylandAlliance, introduced the LeylandAlliance team – Lou Marquet, Monica Quigley from Leyland, Harry Lassiter from the Lassiter Group, Hideaki Ota, Richard Munday and Herb Newman from Herbert S. Newman and Partners, Michael Klemens, Tom Cody from Robinson & Cole, Geoff Fitzgerald and Bob Landino from BL Companies, Max Reim, Joanne Maislin, and Maeve Callery from Intrawest-The Village People.

Mr. Maun said the team's first step was to understand the site, its environment, and constraints. Lou Marquet said the property was flown with a new aerial produced, and a new topographical map. They have good mapping now.

Michael Klemens reviewed the wildlife, wetlands and vernal pool on the site. He said the larger vernal pool on site produces much food for the deciduous forest ecosystem. The project will protect the vernal pool.

Mr. Klemens said they should be able to improve the stormwater run-off on the site.

Mr. Marquet said the team has had a field meeting with staff from the CT Department of Environmental Protection, and the Army Corps of Engineers to review the quality of the wetlands, and develop a stormwater management plan.

Max Reim said the Intrawest philosophy is to create the commercial heart and soul of the community. They are working on gathering the demographics of the area as well as talking to residents, and students. Mr. Reim said the team starts with a Commercial Development Analysis, which in this case is 90 percent complete. They are at about 75 percent completion with the budgeting for the commercial piece of the project.

The team is now working with the architects and designers to "create the magic" – the people connection. Mr. Reim said they are about 90 days away from completing this piece of the commercial analysis.

Mr. Reim said that 96 percent of Intrawest tenants are retained.

Mr. Maun referred to Mr. Raphaelson's comments and said that the team is very interested in the Active Adult component of the project and it would be a central piece of the housing. They are working with consultants Zimmerman Volk on residential issues. They will look at the different housing markets that are planned.

Herb Newman reviewed a preliminary sketch of the site plan. He said the team's hope was that Storrs Road would become a pedestrian Main Street. The intensity of development would be at the green. Housing over retail is another concept they are endorsing.

Janet Jones asked what the strategy is to work with CDOT to allow Storrs Road to become more pedestrian oriented and quiet, in the downtown area. Mr. Newman said the thinking at CDOT has changed from just trying to get the traffic through to thinking more about how traffic flows relate to the pedestrian. There may be more congestion but slowing people down will get them to stop and go into the stores.

Mr. Newman and Mr. Reim said the integration of the surrounding neighborhoods including the School of Fine Arts complex will be key to the success of the project. The flow of people is essential.

Mr. Maun said that after the site analysis was done and in an effort to protect some of the active wildlife areas, there is just over 14 acre available for development. Tom Callahan asked what the effect of the new footprint would have on the market analysis. Mr. Maun said this will effect how large the tenant spaces will be.

Dean Woods suggested that the team, particularly Intrawest-The Village People, meet with the School of Fine Arts as they bring in over 200,000 patrons a year. They are also working to expand their summer programs as well. Dean Woods said he would share the economic impact information that the School of Fine Arts has put together with Intrawest-The Village People.

Mr. Maun said the team is looking at parking structures and has brought on a parking consultant.

## 7. Committee Report continued

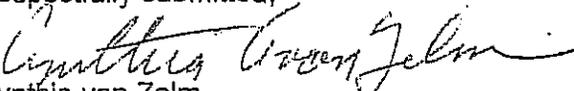
### Finance and Administration Committee

Mr. Callahan said the Partnership is entering a new and even busier phase. It will be important to manage the Storrs Center project effectively. Executive Director Cynthia van Zelm will need help with the administrative aspects of the job. Mr. Callahan said the Finance Committee has recommended that the Partnership hire a person to work up to 25 hours a week for a total budgetary cost of \$25,000 to \$30,000. This cost was not budgeted this year. He expected that a combination of additional resources from the University and the Town, philanthropic support, and grants will be able to cover the cost. Mr. Callahan made a motion, based on the Finance Committee's recommendation, to craft a job description for an administrative assistant, and increase the budget of the Partnership by \$25,000 to \$30,000 a year. Mr. Lodewick seconded the motion. Ms. Jones said the Festival took a lot of work and she would be concerned about doing it again without additional staff support. Mr. Lodewick noted that the Partnership had not even begun addressing issues at King Hill Road, and Four Corners. The motion was approved unanimously.

## 8. Adjourn

Mr. Callahan made a motion to adjourn the meeting. Steve Rogers seconded. The motion was approved unanimously. The meeting adjourned at 5:30 pm.

Respectfully submitted,

  
Cynthia van Zelm  
Executive Director, Mansfield Downtown Partnership

MINUTES MANSFIELD HISTORIC DISTRICT COMMISSION

September 14, 2004

In Attendance: Gail Bruhn, Isabelle Atwood

Meeting was called to order at 8:00 p.m. in the Audrey P. Beck Municipal Building.

Sandra Lambert asked for approval of a change in previously approved plans. Because of the construction of the building it is necessary to change the shape of the window on the west side to a long low window. Since this is a minor change we felt that a public hearing is not needed. The request was approved.

Dr. Rostyslav Stepanenko, who has purchased Dr. Stanley's house and business on Spring Hill asked for approval for a change in the present sign to a slightly larger one to allow for additional working with no change in shape of sign. Since the request conforms to zoning regulations governing signs, the request was approved.

Meredith McMunn talked to Gail Bruhn about making changes to the Spring Hill Church sign. Since no formal request has been submitted, no further action was taken at this time.

Isabelle Atwood, Acting Secretary

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**MINUTES**  
**MANSFIELD INLAND WETLAND AGENCY**  
Regular Meeting, Tuesday, September 7, 2004  
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:07 p.m., appointing Alternates Mutch and Pociask to act as voting members.

Holt MOVED, Gardner seconded to add receipt of new application W1274, KMC, LLC, to the Agenda under New Business; MOTION PASSED unanimously.

Minutes: 8/2/04 – Mr. Mutch stated that he had heard the relevant tapes and felt qualified to vote; Mr. Pociask disqualified himself. Zimmer MOVED, Gardner seconded that the Minutes be approved as presented; MOTION CARRIED, all in favor except Pociask (disqualified).

9/1/04 field trip – Favretti MOVED, Holt seconded that the Minutes be approved as presented; MOTION CARRIED, Holt and Favretti in favor, all else disqualified.

Communications – Draft Minutes of Conservation Commission 8/18/04 meeting (regarding W1268, Miner, W1269, Grand Shart; W1270, Town Clover Mill Rd. project, and W1271, Peterson-Blinn), Wetlands Agent's 9/1/04 Monthly Business memo.

Holt reported that she had heard that possible violations related to lake-dredging and sediment/erosion control concerns have been occurring at the site of the application recently approved at 32 Centre St./18 Edgewood Ln. During discussion with the Wetlands Agent, concerns were also expressed about whether work could be completed within the time schedule outlined by the applicants. Mr. Meitzler said he has visited the site frequently and has observed no violations as extreme as those mentioned by Mrs. Holt and the neighbors. However, he will revisit the site after the upcoming predicted rains and will report on the applicant's plans for future construction at a special meeting to be scheduled for this purpose on Sept. 20<sup>th</sup>.

Old Business

W1267, Yankee, Hillyndale Rd., request for extension – The Wetlands Agent's 9/2/04 memo noted the requested extension of time to allow for revision of previously-submitted house plans to comply with requirements of the Eastern Highlands Health District. Holt MOVED, Hall seconded to grant an extension of time until October 4, 2004, to James Yankee, to allow time for completion of a site plan for a new house with septic system and related site work on Hillyndale Rd.. MOTION PASSED unanimously.

W1268, Miner, N. Eagleville Rd., deck expansion within buffer area – Mr. Meitzler's 9/1/04 memo and comments from the Conservation Commission (above) were noted; the site was also visited as part of the 9/1/04 field trip. Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Russell Miner (file W1268) for replacement of an existing deck on property owned by the applicant located at 391 North Eagleville Rd., as shown on a map dated 7/19/04, 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 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 September 7, 2009), unless additional time is requested by the applicant and granted by the Inland Wetlands 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.

W1269. Grand Shart, LLC, proposed 4-lot subdivision on Cedar Swamp Rd. – Mr. Meitzler's 9/1/04 memo and comments from the Conservation Commission (above) were noted; the site was also visited as part of the 9/1/04 field trip. Holt MOVED, Mutch seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Grand Shart, LLC, c/o Samuel L. Schragar (file W1269) for a four-lot residential subdivision on property owned by the applicant located at Cedar Swamp Rd., as shown on a map dated 7/26/04, 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 shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. Silt fencing shall be provided across the old turnpike where the shared drive meets it, to limit downhill movement of sediment;
3. Silt fencing shall be added downhill of construction areas on Lot 1, uphill of the shared drive;
4. This approval is valid for a period of five years (until September 7, 2009), 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.

W1270. Town of Mansfield, Clover Mill Rd., reconstruction, guardrail – Mr. Meitzler's 9/1/04 memo, 8/6/04 comments from the Windham Water Works and comments from the Conservation Commission (above) were noted; the site was also visited as part of the 9/1/04 field trip. Following discussion, during which members discussed comments by the Conservation Commission supporting the concept of a more natural-looking guard rail, Holt MOVED, Hall 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 Department of Public Works (file W1270), for reclamation overlay of pavement and installation of a guard rail on property owned by the applicant (road right-of-way) on Clover Mill Rd., as shown on a map dated 6/18/04 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 erosion and sedimentation controls shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. Sediment and erosion protection shall be added at stations 4+100 and 8+70 on the portion of the road to be reconstructed;
3. Areas of disturbance around the guard rail end anchors shall be protected by spreading with hay or by covering with filter fabric if the season does not permit seed growth;
4. This approval is valid for a period of five years (until September 7, 2009), 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.

In addition, the Agency added the following: "In addition, the Inland Wetland Agency requests the Public Works Department to consider the 8/18/04 recommendations of the Conservation Commission regarding alternative guard rail options."

W1271. Peterson-Blinn, Mansfield City Rd., single-family house within regulated area – Mr. Meitzler's 9/1/04 memo, 8/6/04 comments from the Windham Water Works, 8/11/04 comments from the Eastern Highlands Health District, and comments from the Conservation Commission (above) were noted; the site was also visited as part of the 9/1/04 field trip. Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Elizabeth Peterson-Blinn (file W1271) for construction of a single-family dwelling with associated site improvements on property owned by the applicant located at 577 Mansfield City Rd., as shown on a map dated 7/8/04 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 shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;

2. Silt fence shall be installed along the south side of the driveway, uphill of the Tanner property;
3. This approval is valid for a period of five years (until September 7, 2009), 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** -- The Wetlands Agent's 9/2/04 memo discusses W1272 (Town of Mansfield, Codfish Balls Rd.) and W1273, Cheney, Rt. 32).

W1272. Town of Mansfield Dep't. of Public Works, drainage improvements on Codfish Falls Rd. -- Goodwin MOVED, Holt seconded to receive the application submitted by the Town of Mansfield, Department of Public Works, under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for drainage improvements at the north end of Codfish Falls Road in front of Lot 344, on property owned by the applicant, as described in a map dated September 1, 2004 and as shown in other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1273. Cheney, construction of building, 164 Stafford Rd. -- Goodwin MOVED, Holt seconded to receive the application submitted by Richard and Verna Cheney as Highland Ridge Golf Range, under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a 50-ft. by 70-ft. golf training building at 164 Stafford Road, on property owned by the applicants, as described in a map dated 9/1/04 and as shown in other applications submissions, and to refer the application to the staff and Conservation Commission for review and comment.

During discussion, Mr. Dancosse, an abutting property-owner, stated that the DEP has been conducting water tests to determine the origin of pollution which has affected his well and two others. He described other activities by Mr. Cheney in the area and requested that no land in the vicinity of the testing be disturbed until the DEP has reached its conclusions regarding the cause and location of the pollution. Mr. Padick agreed that the matter should be further investigated. The MOTION to receive the application then was PASSED unanimously.

W1274. KMC, LLC (Radell), 852 Middle Turnpike, single-family home -- Goodwin MOVED, Holt seconded to receive the application submitted by KMC, LLC under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a single-family home on property owned by Anton Radell, as described in a map dated 7/15/04 revised through 8/25/04 and as shown in other applications submissions, and to refer the application to the staff and Conservation Commission for review and comment. It was noted that this application is for house construction instead of previously-approved greenhouses. MOTION PASSED unanimously.

**Field trip** -- By consensus, a field trip was scheduled for 1 p.m. on Tuesday, September 14<sup>th</sup>.

**Wetlands Regulations Review Committee** -- A meeting is to be scheduled in the near future.

**Communications and Bills** -- As listed on the Agenda.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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## MINUTES

### MANSFIELD INLAND WETLAND AGENCY Regular Meeting, Monday, September 20, 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  
Alternates present: B. Pociask, B. Ryan  
Alternates absent: B. Mutch  
Staff present: G. Meitzler (Wetlands Agent)

Chairman Favretti called the meeting to order at 7:07 p.m., appointing Alternate Ryan to act in case of member disqualification.

**Minutes** : 9/7/04 – Plante pointed out that his name should be removed from the listing of those present; Gardner MOVED, Hall seconded to approve the Minutes as amended; MOTION CARRIED, all in favor except Plante, Ryan and Barberet (all disqualified).

9/14/04 field trip – Holt MOVED, Gardner seconded to approve the Minutes as presented; MOTION CARRIED, Favretti, Gardner, Holt and Goodwin in favor, all else disqualified.

W1256 - Goodwin disqualified herself and was replaced by Ryan. An application for beach restoration, dock removal and associated landscaping was approved on 6/21/04 at 32 Centre Street/18 Edgewood Lane. The purpose of tonight's meeting was to discuss construction activity at the site. Mr. Meitzler's 9/16/04 memo discusses progress at the site, and at this meeting he summarized the application and progress at the site, which he has visited frequently, and as recently as the afternoon of 9/20. Comments were recently received from E. Hamill complaining of excessive and long-lasting noise, removal of trees from Echo Lake and an oil film on the water. Mr. Newmyer, the applicant, reported there is very little use of outboard motors on the lake and he has seen no oil film; Mr. Meitzler agreed. Mr. Newmyer summarized activities to date, saying no heavy equipment has been used within the lake. He stated he has been careful to comply with Mr. Meitzler's directions and IWA approval conditions. He described the "sawmill" activity, now completed, saying it had lasted 3 days, about 3 hours each day. He also discussed recent seeding and sediment and erosion control measures and plans for the road, lawns and the slope leading down to the beach area. He noted that work on the second terrace has not yet been completed, and requested permission to continue long enough to get it finished. He estimated that there are approximately 10 to 14 days of work still to be done. It was agreed that the lower wall should be finished now; Mr. Meitzler felt the upper wall could be completed now too, and the present road loamed and seeded with little disruption if work is limited to a day-by-day basis. Mr. Padick noted that a revised bonding agreement would be necessary.

After discussion, members agreed by consensus that the applicant may proceed this autumn to complete the stone walls, finish-grade to the stone walls and add the finish coat of sand to the beach, in order to have the site ready for final seeding as early as the weather will permit in the spring. When these projects are completed, in order to stabilize the site against erosion during the winter, the applicant shall heavily re-mulch all areas where bare soil is exposed and shall install haybales where deemed necessary by the Inland Wetland Agent, who will monitor each day's activities. The Chairman, with staff assistance, was also authorized by consensus to execute a new bonding agreement based on this evening's discussion, extending through the completion of the project next spring.

**Wetlands Regulations Review Committee** – scheduled for Thursday, Oct. 7<sup>th</sup>, at 3 p.m., and all IWA members were encouraged to attend.

**Communications and Bills** – as listed on the Agenda

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,  
Katherine K. Holt, Secretary

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## MINUTES

### MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, September 20, 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  
Alternates present: B. Ryan, B. Pociask  
Alternates absent: B. Mutch  
Staff present: G. Padick (Town Planner), C. Hirsch (Zoning Agent)

Chairman Favretti called the meeting to order at 7:38 p.m., appointing Alternate Ryan to act in case of member disqualifications..

Minutes: 9/7/04 – Hall MOVED, Holt seconded to approve the Minutes as presented; MOTION PASSED, all in favor except Barberet, Ryan and Plante, who were disqualified.

9/14/04 field trip – Holt MOVED, Favretti seconded to approve the Minutes as presented; MOTION PASSED, Favretti, Gardner, Goodwin and Holt in favor, all else disqualified.

Zoning Agent's Report – The August Enforcement Activity Report was acknowledged. Mr. Hirsch made no oral comments.

#### Old Business

"Toll Road" subdivision. 4 proposed lots off Cedar Swamp Rd., file 1221 – Memos were noted from the Town Planner, Ass't. Town Engineer and Eastern Highlands Health District (all 9/16/04), Open Space Preservation Committee (9/13/04) and Parks Advisory Committee (9/13/04). Engineer M. Dilaj, representing the applicant (S. Schrage, for Grand Shart, LLC), stated that all staff comments could be addressed in revised plans. He briefly described the proposal for a 4-lot subdivision with 3 lots to be served by a common driveway off Cedar Swamp Rd. and the fourth driveway intersecting with Old Tolland Turnpike. As a result of comments from the Open Space Preservation Committee, an alternative open space 6½-acre open space dedication is now proposed which would eliminate "Parcel A" and include the present woods road/footpath, which would be quit-claim deeded to the Town for a potential future footpath/bikeway. He also stated that any large-scale paving or motor use of the Old Tolland road would be unacceptable to the applicant. He then described how existing stone walls, percentages of dry-to-wet lands and steeper slopes could be preserved, and agreed to leave a 10-15-ft. buffer to protect the present character of the area. He also agreed to more extensive brush-and-tree cutting to increase the sight distance to 300 feet along Cedar Swamp Rd.

Mr. Dilaj said he has discussed his proposed drainage plans for Lot 2 with J. Polhemus, of Eastern Highlands Health District, who feels that Health Code requirements can easily be addressed. He then submitted a letter granting a 15-day extension of time for revised plans to be submitted for staff and public review. Holt MOVED, Barberet seconded, to accept the 9/20/04 letter from Grand Shart, LLC, granting a 15-day extension to allow for submission and staff review of revised plans. MOTION PASSED unanimously.

Proposed zone change from RAR-40 to R-20. 27 acres of land north of Conantville Rd./south of Puddin Ln., file 1220 – Barberet and Pociask disqualified themselves; Ryan acted. Members noted that while it is one of the few available areas in town which could provide sewer and water, more intensive development might increase traffic. Concern for neighboring wells was also expressed, as well as a fear that our present regulations might not be strong enough to enforce sufficient buffering in new developments. It was also noted that the property could still be developed under its present zoning, and that site topography does not appear favorable to this zone change. A 2/3 vote of the Commission would be necessary to approve the application, but no one was willing to draft an approval motion. Kochenburger and Holt volunteered to draft a denial.

Request for interpretation of letter from L. Jacobs, Esq., regarding whether a potential Starbucks would be classified as a restaurant in Mansfield, for purposes of possible drive-through service component – Mr. Padick's

9/16/04 memo summarizes the issue. The Town's definition of a restaurant is based on the State Liquor Control Board's definition, and staff feels that under that definition, our regulations do not clearly prohibit such a proposal, since it would not be classified as a restaurant. He also pointed out that our regulations are clear that such a use would have to go through the special permit process, taking into account potential traffic impacts, neighborhood impacts, Public Hearing testimony, etc. Mr. Padick noted that the Commission is not obliged to make such a regulatory decision at this time; it could wait for an application to be submitted, or it could send the matter to the Regulatory Review Committee for review and possible regulatory revision. After discussion, it was agreed by consensus that the Commission would prefer to receive an application before it further considers the question.

Request to remove tree within conservation easement at 54 Homestead Drive, file 1085 – The site was visited during the last field trip. After discussion, Holt MOVED, Gardner seconded that that the Planning and Zoning Commission denies permission for the removal of a large white oak tree on Lot 4 (54 Homestead Drive) of the Homestead Acres subdivision, as depicted and described in August 30, 2004 submissions from R. Lopez, but the applicant may remove dead branches. MOTION CARRIED, all in favor except Goodwin (opposed).

Proposed take-out food service use modification request at 125 N. Eagleville Rd., file 832 – Memos from the Town Planner (9/17/04), Ass't. Town Engineer and Eastern Highlands Health District (both 9/16/04) were noted. The Health District memo states that they have no objection to the proposed use. No significant change in use is proposed. Gardner MOVED, Hall seconded to approve the 8/30/04 modification request of Sara Saad for a new food service use at 125 North Eagleville Road, as described in application submissions. This approval is subject to the following conditions:

1. The proposed food service use does not have any seating for onsite food consumption;
2. Prior to the issuance of a Certificate of Compliance, all faded pavement markings delineating approved traffic patterns, pedestrian walkways and parking spaces shall be re-established. These pavement markings and all approved signage shall be maintained on a regular bases;
3. Employees shall park in the western portion of the subject site, to maximize available spaces proximate to the new food service use;
4. All other previously-approved conditions for this site shall remain in effect.

MOTION PASSED unanimously.

Pine Grove Estates, request for bond release, file 1187-2 – Mr. Padick's 9/14/04 memo describes road, drainage, driveway and landscaping work still to be completed at the Adeline Place cul-de-sac. At the meeting, Mr. Padick summarized the work completed to date and briefly explained a possible method for temporarily dealing with remaining work. The applicant has requested that the deadline for the remaining work be extended until next spring. Pending further developments, the issue was tabled until the next meeting.

#### Town Planner's verbal updates

Downtown Partnership, Storrs Green project – Mr. L. Marquette, of Leyland Alliance, the preferred developer for the project, addressed the Commission in general terms on design, planning and construction of the project. His firm will superintend and administer activity for all the construction developers. A detailed plan will later be presented at a public meeting. Mr. Marquette's firm has spent the last year obtaining background information on the site, in order to have a firm grasp of the existing area, prior to starting the design/planning process. He outlined some possible projects within the area, such as housing, retail shops, walkways and new construction for additional commercial uses which would help to further the Downtown Partnership's goal of creating a lively, viable urban/village atmosphere. An actual green would be located across from the planned new fine arts center.

Regional Transportation Plan – Following review and approval by the Town Council and Traffic Authority of a draft listing of comments previously approved by the PZC, the comments have now been forwarded to WINCOG.

9/15/04 Conservation Commission meeting on aquifer protection – Mr. Padick and Mr. Favretti attended the meeting, at which a DEP representative discussed the reasoning behind the new regulations on protection of aquifers and perennial intermittent streams.

Plan of Development update – Mr. Padick and Mr. Favretti are working with WINCOG officials on mapping for the new update. Presently they are working on open space aspects of the Plan; Mr. Padick reported

that there will probably be no major changes to the development aspect from the present Plan. A draft is anticipated by the end of the year, with a Public Hearing in early 2005 and adoption soon afterward.

Communications and Bills – As listed on the agenda.

The meeting was adjourned at 9:25 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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**RECREATION ADVISORY COMMITTEE  
MEETING MINUTES  
August 25, 2004**

**ATTENDING:** Sheldon Dyer, Darren Cook, Don Field, Dave Hoyle, Nellie Hankins  
**STAFF:** Curt Vincente

- A. Call to Order – Chairman S. Dyer called the meeting to order at 7:35p.m.
- B. Approval of Minutes –Minutes of May 26 were not available for approval. The June 23 and July 28 meetings were cancelled.
- C. Co-Sponsorship Update – No report
- D. Old Business – C. Vincente gave a brief update on outstanding Community Center construction issues. The shut-down week project list was reviewed. C. Vincente noted that 95% of the items were accomplished. The re-filling of the pool was a problem due to the brown water that was coming in from the UConn water system. Marketing issues were discussed and the membership sales update was analyzed. The May, June and July facility usage reports were also reviewed. The fee recommendations and operations update memo to the Town Manager was discussed at length. C. Vincente noted the actions that the Town Council took with regards to the recommendations. The summer member newsletter was distributed.
- E. Correspondence – None
- F. Director's Report – C. Vincente noted that most of his report was covered under Old Business or will be discussed under New Business items.
- G. New Business – The winter quarterly report was briefly discussed. C. Vincente gave a brief an update on summer programs noting that the summer camp went extremely well. The distribution of the fall program brochure was discussed. C. Vincente noted that a variety of new programs have been added. The PZC referral on the Toll Road Subdivision was discussed with no action taken. D. Field expressed concern about the poor quality of the active recreation fields. C. Vincente noted the lack of summer help for the Public Works Department Grounds Crew and the increasing demands on the use of the fields. RAC members expressed concerns about not being able to keep pace with the needs and current usage. Members of the community have approached RAC members also expressing their growing concern.

Having no other business, the meeting was adjourned at 8:54pm. The next meeting is scheduled for September 22, 2004.

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**RECREATION ADVISORY COMMITTEE  
MEETING MINUTES  
May 26, 2004**

**ATTENDING:** Sheldon Dyer, Darren Cook, Don Field, Anne Rash, Joe Soltys  
**STAFF:** Jay O'Keefe, Curt Vincente

*The meeting was preceded by a special recognition of Joe Soltys, who recently resigned from RAC*

- A. Call to Order – Chairman S. Dyer called the meeting to order at 7:38p.m.
- B. Approval of Minutes –Minutes of April 28 were not officially recorded due to a lack of a quorum.
- C. Co-Sponsorship Reviews – D. Field moved and D. Cook seconded that the three co-sponsored groups, Mansfield Junior Soccer Association (MJSA), Mansfield Little League (MLL) and Tri-Town Youth Football and Cheerleading Association (TTYFCA), who had presented their applications for co-sponsorship renewals over the winter, be approved. So passed unanimously.
- D. Old Business – C. Vincente gave a brief update on Community Center construction issues. Marketing project status report items were discussed as well as the membership sales update . The draft member retention plan was reviewed in detail. RAC members all agreed that the plan looked good and that staff should proceed with implementation when appropriate. The April facility usage report was reviewed. The first member newsletter and the new facility brochure were highlighted and RAC members expressed how positive and professional they looked.
- E. Correspondence – None
- F. Director's Report – C. Vincente noted that most of his report was covered under Old Business or will be discussed under New Business items. He noted that him and S. Benoit presented at a Connecticut Conference of Municipalities (CCM) seminar on "Online Registration".
- G. New Business – The PZC referral on the Chatham Hill Subdivision, Phase II was discussed with no formal comment. J. O'Keefe gave a brief an update on spring programs and the preparations for summer programs.

Having no other business, the meeting was adjourned at 8:42pm. The next meeting is scheduled for June 23, 2004.

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**TOWN/UNIVERSITY RELATIONS COMMITTEE  
COMMITTEE MEETING  
Tuesday, September 14, 2004  
Audrey P. Beck Municipal Building  
Council Chambers**

**Minutes**

Present: P. Barry, T. Callahan, E. Daniels, R. Hudd, R. Miller, AJ Pappanikou,  
E. Paterson, L. Schilling,

Absent: A. Barberet, B. Clouette, W. Simpson

Staff: M. Berliner, S. Cox, M. Hart, G. Padick

**1. Opportunity for Public to Address the Committee**

None. Martin Berliner introduced Sergeant Sean Cox, Mansfield's new resident trooper sergeant. SGT Cox has previous experience working as a resident trooper in Mansfield, and is a town resident.

**2. July 13, 2004 Meeting Minutes**

Philip Barry made a motion, seconded by Chief Hudd, to approve the minutes from July 13, 2004 and to add a discussion of spring weekend to the next agenda. The motion passed unanimously.

**3. Update re: Mansfield Downtown Partnership**

Betsy Paterson reminded the committee that the Partnership's Festival on the Green is scheduled for September 18<sup>th</sup> from 2:00 to 6:00 p.m., following the Know Your Town Fair. Depending on the weather, the Partnership may move the event to the rain date on September 19<sup>th</sup>.

Martin Berliner reported on the recent public presentation concerning the Storrs Center project, conducted by Storrs Alliance and the development team. The presentation was well attended, and staff has received favorable comments. Tom Callahan added that the Partnership and the development team have met its objectives with this first presentation, and that the organization has laid out what is expected to occur next.

**4. Update re: UConn 2000 Act Projects**

Larry Schilling provided an update regarding the following key projects:

- Student union – the university has begun phase II, and expects to complete the entire project by September 2005. The theater has opened and has shown its first film.

- Pharmacy building – the project is ahead of schedule, and staff expects the building to open by fall of 2005. The university will demolish the older buildings, and leave that portion of the site as green space.
- Cogeneration facility – there are approximately 10 months of work left on this project. The university hopes to test the facility in April/May 2005, and to be fully operational in August 2005. Staff anticipates that the work on the gas line will continue for another month or so.
- Burton football complex and adjacent athletic facilities – the start of construction is targeted for mid-October, and staff hopes to complete the project by July 2006.

## 5. Community-Campus Partnership on Substance Abuse

Martin Berliner reviewed the fact that President Austin had commissioned a task force to develop recommendations to deal with substance abuse issues, and that the town and the university had committed to establishing a partnership committee to carry the task force's recommendations forward. The town has identified its representatives for the partnership, with the mayor serving as co-chair, and has passed that information on to Tom Callahan. Tom reported that President Austin has asked interim Dean of Students Julie Bell-Elkins to serve as co-chair, and that she has identified potential university representatives.

Mayor Paterson asked if the university representatives would be decision makers. Tom replied that they would be, with respect to substance abuse issues.

## 6. Community Quality of Life Issues

AJ Pappanikou asked if the new council Committee on Community Quality of Life is similar to the Community-Campus Partnership on Substance Abuse. The Mayor said that it was not. The council committee has been established to serve for only a short period, and is looking at other matters beyond substance abuse. AJ stated that he thought the council committee had done a good job identifying the various problems.

AJ Pappanikou asked if the community-campus partnership would be designed to address tangential issues as well? Martin Berliner replied that he could not prejudge, as the partnership has not met yet. AJ also inquired about the recent law enforcement activity at Carriage House Apartments and in the Hunting Lodge Road area, and whether this was expected to continue. Marty explained that law enforcement personnel was working proactively with the landlords, and that hopefully the problems would abate with the onset of colder weather.

## 7. Other

Rich Miller reported that, in response to requests from residents, the university would be holding another public hearing on Burton Football Complex project. The public hearing is scheduled for 6:30 p.m. on October 21, 2004, and will be held at the Bishop Center. Mayor Paterson commended the university for its efforts in this regard.

Matt Hart extended regrets from Bruce Clouette that he was not able to attend today's meeting, and that Bruce had asked Matt to distribute copies of the minutes from the recent meetings of the Committee on Community Quality of Life.

Tom Callahan asked about the reasons why the town wished to amend the Ordinance Regulating the Possession of Alcohol by Minors. SGT Cox explained that the town needs to lower the fee slightly in order to bring the citation down to the level of an infraction, which is easier for both the officers and the court to administer.

The committee adjourned the meeting at 4:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Matt Hart".

Matthew Hart  
Assistant Town Manager

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**WINDHAM REGION COUNCIL OF GOVERNMENTS  
MINUTES  
September 3, 2004**

A meeting of WINCOG was held on September 3 at the Chaplin Senior Center at 132 Chaplin Street, Chaplin, CT. Chairman Daniel McGuire called the meeting to order at 8:30 a.m.

Voting COG Members Present: Ralph Fletcher, Ashford; Rusty Lanzit, Chaplin; Robert Skinner, Columbia (alt.); John Elsesser, Coventry (alt.); Dan McGuire, Lebanon; Martin Berliner, Mansfield (alt.); Elizabeth Wilson, Scotland; Michael Paulhus, Windham.

Staff Present: Barbara Buddington, Jana Butts.

Others Present: Roger Adams, Chamber of Commerce; Rev. Richard Duvall, Congregational Church/No Freeze Hospitality Center; Roberta Dwyer, Northeast Alliance; John Jackman, Mansfield; John Kilburn, No Freeze Hospitality Center; Diane Lambert, No Freeze Hospitality Center; Bob Peterson, Windham Hospital Paramedic Program; Donna Simpson, Connecticut East Tourism District.

Chair McGuire thanked Chaplin First Selectman Rusty Lanzit for the use of the Chaplin Senior Center.

#### MINUTES

**MOVED** by Ms. Wilson, **SECONDED** by Mr. Fletcher, to approve the minutes of the 8/6/04 meeting as submitted. **MOTION CARRIED** with no abstentions [Note: Some members of the council had not yet arrived.] Mr. Skinner arrived at ~8:35 a.m.; Mr. Elsesser arrived at ~8:40 a.m.; Mr. Paulhus arrived at ~9:00 a.m.

#### NO FREEZE HOSPITALITY CENTER

Ms. Lambert described the operations of the No Freeze Hospitality Center on Main Street in Willimantic. She distributed fact sheets and statistics showing that homelessness is increasing and that the need for emergency food and shelter is on the rise. There are only two official shelters in Northeastern CT and only one (Danielson) that provides shelter for individuals. There are only 16 beds (8 for women, 8 for men) in all of Northeastern CT. She noted that the Hospitality Center provided shelter to about 60 people on 731 occasions last season. The group's new web site is [www.nofreeze.org](http://www.nofreeze.org) and interested volunteers may contact the center via email at [windhamvolunteers@yahoo.com](mailto:windhamvolunteers@yahoo.com). Mr. Kilburn requested a \$500 donation from each town to assist the center. Mr. McGuire explained that it is very hard to designate funds after the town budget has been passed. In the future, the Hospitality Center should send a letter in January, prior to the initiation of the budget process. Ms. Wilson requested information on the center for the Scotland town newsletter.

#### PARAMEDIC PROGRAM UPDATE

Mr. Peterson reported that the Windham Hospital Paramedic Program would be gone by now were it not for the involvement of WINCOG and its towns. He presented the program budget and described the different processes used by municipalities in paying for paramedic services. In accordance with municipal instructions, the hospital incurred a loss of \$79,000, more than any town's assessment. The hospital is improving efficiency by employing a M.D. in dispatch. Mr. McGuire asked for a copy of the full budget and requested that this be sent to municipal officials automatically. Mr. Peterson agreed to send the budget and offered to present the FY 06 paramedic program budget at WINCOG's January meeting.

#### TRANSPORTATION

STIP amendments: None.

Ms. Buddington distributed regional maps showing the percentage change in traffic volumes along major roadways over the past several years. She will send tables of actual traffic counts via email, and will include data for Route 6 to the west of Coventry.

#### NEW BUSINESS

a) Regional Radio System Demonstration Grant Proposal: **MOVED** by Mr. Berliner, **SECONDED** by Mr. Elsesser, to approve WINCOG's application to <sup>1</sup> <sup>1</sup> <sup>5</sup> <sup>ate</sup> for \$25,000 of Homeland Security demonstration grant funds for the planning phase of a Regional Radio System project. **MOTION**

**CARRIED with Ms. Wilson abstaining.** In the discussion prior to this action, Ms. Wilson noted that the smaller towns thought that such a radio system might be more than is needed to meet their needs. They prefer to use the regional share of their local allocation for other items more directly appropriate to their needs. Mr. Berliner and Mr. Jackman responded that this action approves an application for funding out of the State's share of Homeland Security funding, not from the regional or local shares, and that towns may find that the communications systems that they now have in use will become less and less satisfactory and that a shift to narrow band systems will be inevitable because of interference.

b) Items for October 1 meeting:

- Discussion items for Eastern CT COG Committee Meeting on October 22.
- Hedy Ayers, Capitol Region Cooperative Purchasing Council
- Representative from DAS cooperative purchasing program

c) Other:

**Cell Phones:** Mr. Elsesser suggested having a representative from a cellular phone company discuss their minute pooling program.

**Telecommunications Infrastructure Reporting:** The COG agreed to have WINCOG staff report to the CT Siting Council on existing telecommunications infrastructure on behalf of the municipalities.

**CERC SiteFinder:** Mr. Lanzit noted that Chaplin had registered for the CERC SiteFinder and was in the process of listing some properties. Additionally, he noted that Chaplin had a new, electronic newsletter and that American Red Cross would be attending their upcoming "Know-Your-Town" Fair.

**ConnDOT "context sensitive solutions" meeting:** Mr. Elsesser announced that ConnDOT would be giving a presentation on September 30, 7:00 p.m. at the Coventry High School Lecture Hall, on its proposed context sensitive solution to the Route 31 improvement project in Coventry. He thought that other elected officials and planners in the area might like to see an example of ConnDOT's new approach.

**ADMINISTRATION**

**Lunch Work Program Meeting:** The WINCOG lunch meeting to discuss the work program was rescheduled to Sept. 22. A written director's report was distributed; most items had already been discussed.

**UPDATES AND DIRECTOR'S REPORT**

Workforce Investment Area: Mr. McGuire read Ms. Sampietro's written report stating that the Workforce Investment Board helped provide training for individuals recently laid-off from Rogers Corp.

Connecticut East: Ms. Simpson reported that they were still waiting for summer tourism figures. She distributed two flyers: QSHC's Walking Weekend and another advertising the Tourism Board's marketing services for small businesses.

Comprehensive Economic Development Strategy: Ms. Buddington noted that the CEDS Strategy meeting is scheduled for 3:00 p.m. Tuesday, September 7, 2004, at EASTCONN, and invited COG members to attend.

**PUBLIC COMMENTS – None.**

Next month, Coventry will host the COG meeting at the Patriot's Park Lodge.

There being no further business, the meeting was adjourned at 10:30 a.m.

*Respectfully submitted by Jana Butts, staff.*

WINDHAM REGION COUNCIL OF GOVERNMENTS  
MINUTES  
SPECIAL MEETING - September 22, 2004

A special meeting of WINCOG was held at noon on September 22 at the WINCOG offices, 968 Main St. Willimantic, CT. Chairman Daniel McGuire called the meeting to order at 12:00 noon.

Voting COG Members Present: Rusty Lanzit, Chaplin; Robert Skinner, Columbia (alt.); Margaret Haraghey, Hampton; Dan McGuire, Lebanon; Martin Berliner, Mansfield (alt.); Elizabeth Wilson, Scotland.

Staff Present: Barbara Buddington.

The purpose of the meeting was to discuss priorities for the use of funds from WINCOG's unrestricted State Grant-in-Aid and town dues, and to discuss possible agenda items or discussion issues for the October 22 joint meeting with NECCOG and SECCOG.

SGIA and Town Dues

Ms. Buddington distributed the page from the adopted work program which lists activities commonly undertaken with these funds. She noted that the dollars received from SGIA and Town Dues together will fund approximately 179 days of staff-time. She distributed a table prepared by staff showing how many staff-days she anticipates will be used in FY 2005 for the various activities in the absence of any specific prioritization by the Board. Time spent on these activities is driven by

- requests for assistance from state agencies (review and comment on OPM's State Plan of Conservation and Development, DEP's SCORP (Outdoor Recreation Plan), DEP's Aquifer Protection regulations, as examples). To the extent that SGIA funding allows, we are obligated to respond to these requests through our agreement with the Office of Policy and Management.
- Board requests (legislative agenda, economic development activities, research on miscellaneous issues as examples);
- staff's perception of need and usefulness (planners breakfasts, land use education workshops, Apartment Guide update, legislative agenda, for a few examples);
- requests for technical assistance from town staff members or municipal commission members (producing maps, zoning or subdivision regulation assistance, as examples).

Mr. Berliner noted that the chart was very helpful and recommended that no action be taken at this time to suggest other priorities. His suggested that the Board review priorities as other issues emerge over the course of the year that need staff attention. Other members agreed by consensus.

In response to a request for more information on how much time staff spent on technical assistance to each town and at whose request, Ms. Buddington noted that staff keep a notebook with this information, and it will be added to the information already provided in the technical assistance section of the monthly director's report.

Mr. Lanzit expressed the need for help with economic development in Chaplin. Mr. Berliner suggested that he contact Jerry Morrison, DECD (formerly the regional representative, now in the main office).

Possible topics for October 22 Joint COG meeting:

Sharing of staff expertise

Consolidated legislative program

Identify items that are of particular interest/importance of eastern CT.

There were several positive comments on the usefulness of this meeting, especially the sharing of information through informal conversation. Mr. Berliner expressed particular interest in learning more about Lebanon's visitors center, as Mansfield is thinking of doing something similar.

Mr. Berliner suggested another informal WINCOG meeting as a follow-up - perhaps in December or January, and that we consider holding such planning meetings few times a year on an ongoing basis.

There being no further business, the meeting adjourned at 1:30 p.m.

*Respectfully submitted by Barbara Buddington, staff.*

**ADMINISTRATION**

- 2004 Audit: Al Rusilowicz, CPA, will be conducting our annual audit in October.
- Columbus Day Holiday: The WINCOG offices will be closed on Monday, October 11, in observance of Columbus Day.
- WINCOG Planning Lunch Meeting: Seven towns were represented at this meeting at WINCOG on September 22. Minutes of the meeting will be available today.
- ACIR Symposium on the Roles and Responsibilities of RPOs: This was the FY 2004 “topic of the year” for the Advisory Commission on Intergovernmental Relations. Their report to the legislature was put on hold. OPM has just notified us of this November 16 symposium (8:00 a.m. - 12:30 p.m.) and asked us to spread the word to our board members with the request to save the date.

*Technical assistance contracts active in FY 05:*

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

**UPCOMING DATES OF INTEREST**

- October 6 (Wednesday, 2:30 p.m.) DEP Aquifer Protection Workshop, EASTCONN in Hampton.
- October 7 Eastern CT Workforce Investment Board CEO council meeting in Norwich (D. McGuire represents WINCOG on this)
- October 12 (Tuesday, 7 p.m.) Green Valley Connections: Community Greenways and Blueways Workshop, Windham Center Fire Dept.
- October 19 (Tuesday, 3:30 p.m.) WINCOG Regional Emergency Planning Workgroup, Coventry Town Hall annex.
- October 21 I-395 TIA, at SECCOG in Norwich. 8:15 a.m. (M. Paulhus and B. Buddington represent WINCOG on this committee).
- October 22 (Friday, lunchtime) Joint meeting with NECCOG and SECCOG.
- November 2 (Tuesday, 2:00 p.m.) Northeastern CT Economic Partnership meeting (M. Paulhus represents WINCOG).
- November 5 Next scheduled WINCOG meeting
- November 16 (Tuesday, 8:00am-12:30pm) ACIR Symposium on Roles and Responsibilities of RPOs, North Haven Holiday Inn.

**ECONOMIC DEVELOPMENT**

- EDA Planning Grant: No further news to report on this.
- NCEP Planning Activity: One subcommittee has met (Physical, Financial, Human Capital) and two more have meetings scheduled (Human Services, October 1, and Business Development, October 12) prior to the next Partnership meeting. Thanks to the subcommittee chairs - including Mike Paulhus and Roberta Dwyer - for keeping this moving forward.

**TRANSPORTATION**

- Rural Minor Collector Projects: The design of Mansfield’s *Clover Mill Road* project is nearing completion. Plans for Coventry’s *South Street / Swamp Road* project are progressing, and it is anticipated that construction will occur in the spring of 2006. A summary of the region’s projects funded under the Rural Minor Collector program is attached to this report. At a recent meeting of staff representatives from ConnDOT, Coventry, and WINCOG on the South St. / Swamp Rd. project, ConnDOT complimented the Town of Coventry on its ability to keep its projects moving forward.
- Small Urban Projects: Construction began this fall on improvements to the *South St. / Seagraves Rd.* intersection. Improvements at *South St. / Skinner Hill Rd.* are still in the planning stage.

**TRANSIT**

- Jobs Access: The new Lowe's store in Plainfield has expressed an interest in having a public transportation connection with Willimantic, because many of the applications for employment, scheduled to begin in January, are coming from the Willimantic area. Representatives from the Eastern CT Transportation Collaborative will be meeting with Lowe's representatives in the near future to discuss possible solutions. After our experience with the commuter shuttles to the casinos, WRTD is hesitant to support any additional commuter runs for which the employer(s) will not make a commitment to keep the bus full or nearly full.

**LAND USE PLANNING**

- Regional Planning Commission: The Regional Planning Commission has not met since WINCOG's September 3 meeting. Their next scheduled meeting is on October 6.
- Ashford Plan of Conservation and Development: The Ashford Plan Committee will distribute the draft Plan of Conservation and Development to relevant town boards and commissions by Nov. 1. The Planning and Zoning Commission will review the plan at a Special Meeting on November 8.
- Mansfield Plan of Conservation and Development Maps: GIS staff continue to work with Mansfield Town Planner Greg Padick and PZC Chair Rudy Favretti in preparing maps depicting priority development areas and priority conservation areas.
- Green Valley Connections: The Green Valley Institute is planning a series of meetings to help identify greenways and blueways (also known as "green infrastructure") in the QSHC. The first meeting is scheduled for Oct. 12 at the Windham Center Fire Dept. at 7:00 p.m.. Individuals from the Towns of Coventry, Mansfield, Windham, Scotland, Lebanon, and Columbia are invited to provide local insights, review maps, and help set goals for our regional recreation and wildlife corridors. [Note: Columbia is not a part of the QSHC, but areas within one mile of the Hop River and the Ten Mile River will be included on the maps. Columbia representatives are encouraged to attend.]

**EMERGENCY PLANNING UPDATES**

- Homeland Security - Regional Emergency Planning: Your director is serving as one of three representatives from regional planning organizations sharing coverage of the meetings of the "Emergency Management and Homeland Security Coordinating Committee" and its three workgroups. (EM&HSCC for short!). This group replaced the Governors Homeland Security Senior Advisory Council, and is trying not to lose momentum as the two organizations (Office of Emergency Management and the Division of Homeland Security) form a new integrated agency and search nationally for a new commissioner.

RPO's have informally been advised not to expect a contract for FFY 2004 Homeland Security funding until January 1 at the earliest, as FEMA has not yet approved the state's ISIP.

- Our Regional Emergency Planning Workgroup next meets on October 19.
- Regional Interoperability Pilot Project: At its meeting last month, WINCOG endorsed the submitting of a regional application for planning and feasibility study for a regional communications system. The application would be for the use of state Homeland Security funds which have been designated for demonstration projects. Your director has been in touch with Michael Varni of the Department of Information Technologies (DOIT). After he meets with the Interoperability subcommittee, he will get back to us with more information on how we might access those funds. At this time, there is no procedure in place.
- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through Department of Environmental Protection (DEP): After distribution of the draft Risk and Vulnerability Assessment portion of this plan in mid-summer, comments were received from towns and the draft was revised to reflect those comments. The final document will be available at today's meeting, and action to endorse this portion of the plan is on the agenda.

**OTHER**

- Annual Reporting to CT Siting Council: As requested, WINCOG staff will be submitting a report for each municipality to the Connecticut Siting Council on towers and antennae, constructed and planned. Staff have met with five towns, and meetings have been scheduled with the remaining four town.
- Probate Court System: Attached to this report is correspondence and a resolution passed by the SECCOG concerning the probate court system - specifically opposing mandatory consolidation of local courts.

**CENSUS AFFILIATE ACTIVITIES**

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

**LOCAL ASSISTANCE**

TOWN	ASSISTANCE	# HOURS
Ashford	• Continued working on Town POCD under contract	
Coventry	• Provided fire district population data and maps to fire chief and town manager	2.0
Lebanon	• Provided information to consultant working on economic development project • Provided information to ZEO on enforcement of seasonal dwelling regulations	0.5
Mansfield	• Continued working on Town POCD maps under contract	
Scotland	• Prepared CAD files of Scotland tax map for assessor	2.0
Windham	• Provided information to planning commission on Village Districts • Provided information on wetlands resources to Town Planner	1.5
All Towns	• Conducted inventory of telecommunications facilities to fulfill reporting requirements to the CT Siting Council • Distributed information on DEP Aquifer Protection Program	7 2

**OTHER ASSISTANCE**

- Continued to participate in Willimantic White Water Partnership.
- Provided information to representative of the hotel at UConn regarding economic development in the region.

**MEETINGS**

- Sept. 3 - WINCOG Board meeting / Chaplin (BB, JB)  
 7 - Northeast CT Economic Partnership meeting / Hampton (BB)  
 8 - Willimantic Whitewater Partnership / Windham (JB\*)  
 9 - Mansfield Mapping Meeting / WINCOG (JB,KB)  
 - Willimantic Downtown Options Forum / Windham (JB)  
 20 - Call Tower Meeting / Columbia (JB, KB)  
 21 - Focus Area A (Public Health) / Middletown (BB)  
 22 - Dial a Ride Advisory Committee (MP)  
 - WINCOG Planning Lunch (R. Lanzit, R. Skinner, M. Haraghey, D. McGuire, M. Berliner, L. Wilson, BB)  
 - Wetlands Training / Brooklyn (JB)  
 23 - Rural Minor Collector - Coventry South St./Swamp Rd. meeting with ConnDOT staff /Newington (BB)  
 - Mansfield Mapping Meeting / WINCOG (JB, KB)  
 27 - Emergency Management and Homeland Security Coordinating Committee / Hartford (BB)  
 28 - Mansfield Mapping Meeting / WINCOG (JB, KB)  
 29 - Eastern CT Transportation Collaborative (Jobs Access) meeting / Norwich (BB)  
 30 - ConnDOT/Coventry meeting on Route 31 project / Coventry (BB)

\* Time not charged to WINCOG

**SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS**

5 Connecticut Avenue, Norwich, Connecticut 06360

(860) 889-2324/Fax: (860) 889-1222/E-Mail: [seccog@snet.net](mailto:seccog@snet.net)

---

**MEMORANDUM**

TO: Fellow RPO Directors

FROM: James S. Butler, Executive Director, SCCOG 

DATE: 20 September 2004

SUBJECT: SCCOG Resolution No. 04-12

Please find attached SCCOG Resolution No. 04-12, Concerning the Probate Court System. I have been asked by our COG to share this with the state's other RPOs.

If you have any questions or if I can provide any additional information on this, please do not hesitate to contact me.

Attachment

**RECEIVED**  
SEP 23 2004  
WINDHAM REGION C.O.G.

**SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS**

5 Connecticut Avenue, Norwich, Connecticut 06360  
(860) 889-2324/Fax: (860) 889-1222/Email: seccog@snet.net

---

**RESOLUTION 04-12  
CONCERNING THE PROBATE COURT SYSTEM**

**RESOLVED**, that the Southeastern Connecticut Council of Governments, representing its twenty member municipalities, supports the preservation and strengthening of the local probate court system and is opposed to the mandatory consolidation of these courts. The Southeastern Connecticut Council of Governments would support the development of a fair and equitable financing system that would assist in addressing the financial pressures being faced by some of the local courts. The State should engage local municipalities that are host to probate courts in discussion to formulate measures which would allow the local courts to continue to exist and to provide much valued services to our local citizens.

This resolution shall be effective 15 September 2004.

**CERTIFICATE**

I hereby certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Southeastern Connecticut Council of Governments on September 15, 2004.

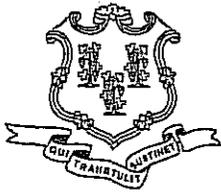
Date: 15 September 2004

By: James S. Butler  
James S. Butler, Executive Director

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STATE OF CONNECTICUT  
OFFICE OF POLICY AND MANAGEMENT

Item #11

September 28, 2004

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

Dear Mr. Berliner:

Governor M. Jodi Rell has asked me to inform you that the Town of Mansfield has been awarded a \$500,000 grant through the Small Town Economic Assistance Program for the Downtown Mansfield Revitalization and Enhancement Project.

The Department of Economic and Community Development will administer your grant. Be aware that the ultimate release of funding will be contingent on your compliance with the Department's rules and regulations with regard to the administration of bond funds. Your grant administrator will be contacting you in the near future.

Congratulations on your grant award. Governor Rell and I look forward to working with you to improve the well being of Connecticut's communities in the future.

Sincerely,

Marc S. Ryan  
Secretary

cc: Department of Economic and Community Development  
The Honorable Donald Williams  
The Honorable Denise Merrill

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# The Day

Featured in Business

## 'Quiet Corner' Tourism Gets A Boost

New Web Site Promotes Northeastern Connecticut

By ANTHONY CRONIN

Day Staff Writer

Published on 9/28/2004

The Connecticut East tourism district has launched a new Web site touting the attractions of the region's "Quiet Corner," from its bed and breakfasts to its restaurants, hotel and golf courses.

Donna Simpson, executive director of the New London-based Connecticut East, said the new site at [www.ctquietcorner.org](http://www.ctquietcorner.org) is designed to give greater visibility to the tourism attractions that are found throughout eastern Connecticut.

Connecticut East, which is one of the state's five publicly funded tourism districts, covers 42 towns in New London and Windham counties, from its seashore attractions to the "Quiet Corner's" tourism sites tucked into the eastern corner of Connecticut. Simpson said the tourism district is promoting its 42-town district as "a wonderful place to go for a land or sea experience."

Connecticut East also has its own Web site at [www.mysticmore.com](http://www.mysticmore.com), which promotes the tourism district's two marketing destinations, Mystic Places, representing the southeastern area, and the Quiet Corner, representing the travel and tourism assets of eastern Connecticut.

Tourism in eastern Connecticut is a nearly \$4 billion industry and represents a significant chunk of the state's \$10 billion travel and tourism industry. The region is marketed by two tourism groups, the privately funded Mystic Coast & Country Travel Industry Association and the Connecticut East Convention and Visitors Bureau.

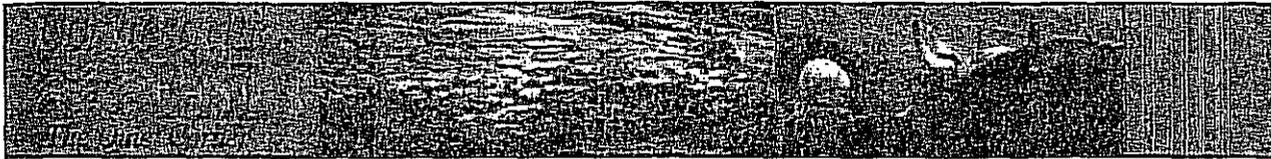
Both groups have developed a cooperative working relationship to promote the region's tourism attractions and rely on leads developed from their respective Web sites, which can be updated regularly with information about travel promotions, such as weekend getaways or fall foliage tours.

The new Quiet Corner Web site provides links to the many bed and breakfasts in eastern Connecticut, along with hotels, restaurants, golf courses, farms and shopping information. It also includes specials and packages that are available, as well as an electronic request for a vacation kit. There are links to area chambers of commerce as well as other tourism districts.

The Quiet Corner site was designed by MYS-TV of Mystic and it shares a database with the Greater Mystic Chamber of Commerce and Mystic Coast & Country. All of the businesses on the Quiet Corner Web site can access the database to update their information or add an event or promotional package. Those changes are then automatically updated on all three Web sites at once. ■

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For home delivery, please call 1-800-542-3354 Ext. 4700



Attractions Accommodations Recreation Entertainment Restaurants Shopping Transportation Events Search

**Welcome to Connecticut East: *The Quiet Corner***

- About Us -
- Group Tours -
- Meeting Planners -
- Press -
- Members -
- Home -
- Mystic Places -
- Connecticut East -



**Connecticut East's Quiet Corner** is relaxing, but not sleepy. It's filled with farms, fairs, and family fun. You can relax and unwind in history-filled B&Bs, learn about the past in the many antique shops and even pick your own strawberries, peaches, pumpkins and a cornucopia of other fruits and vegetables.

Enjoy a mug of locally pressed cider or watch the maple sugaring process. Get close to a cow, a bison or a llama. Take a hayride or sleighride, cut your own Christmas tree, or venture out on one of the region's many nature walks.

There are plenty of active sports available, too. "You can hike independently on trails that wind through parks and state forests, or join others on the more than 100 free guided tours that make up Walking Weekends each October. "Canoeing and horseback riding are popular, and there are opportunities for hot-air ballooning, parachuting and cross-country skiing as well. "

The Quiet Corner is also filled with history and legend and the heroic spirit of Prudence Crandall, Israel Putnam, and Nathan Hale. "Here you can learn the story behind Willimantic's giant frogs, and discover the country's real first President. "Explore a colonial cemetery, gristmill, or town green. "Visit a 19th-century country lawyer's office or the War Office of the Revolution. "Learn about puppetry and railroading and one-room schools. "

Enjoy all this and more in CT East's Quiet Corner - so close, and yet a world away.

**Area Map**

We are easy to find but hard to leave. And you're always invited back.



Have questions or comments?  
Please [email us](#) at CT East or call ...  
**1-800-TO-ENJOY**



**Summer Savings**  
2-night "Passport to Summer Savings" Package Valid Through September 30, 2004.

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**More Connecticut**



**Martin H. Berliner**

---

**From:** Barton Russell [smalltowns@erols.com]

**Sent:** Tuesday, October 05, 2004 8:16 AM

**To:** Bart Russell

**Subject:** TOWN LEADERS' BULLETIN: PROBATE COURT ADMINISTRATOR PROPOSES BIG FEES FOR SMALL TOWNS

# Connecticut Council of Small Towns

## Town Leaders' Bulletin

**To:** First Selectmen, Mayors, and Managers

**From:** Bart Russell, Executive Director

**Date:** 10/5/04

### COST BOARD OF DIRECTORS TAKES ACTION ON PROPOSED

### MAJOR INCREASES IN LOCAL PROBATE COURT FEES

Connecticut's Probate Court Administrator James Lawlor unveiled a proposal yesterday that would - if approved by the State Legislature - result in major spending increases by Connecticut small towns seeking to keep their local probate courts. **The proposal would exempt the state's 22 largest cities and towns (so-called "urban courts) from any spending increases.**

The proposal assumes a cost of \$6 per capita to run all probate courts in Connecticut. The Probate Court Administration would charge each town a \$6 per capita fee and then reimburse towns \$2 per capita. Thus, a town with a population of - for example - 7,500 people would have to pay the state Probate Court Administration \$30,000 annually (\$4 per capita). Towns would receive no "credit" for the cost of facilities they provide to house courts or for other direct or in-kind expenses they incur to maintain local probate courts. The proposal apparently also calls for the removal of certain probate matters from the jurisdiction of small town judges, including trials and large estates.

The COST Board of Directors has reviewed the proposal and - in response - created a Probate Courts

Task Force to discuss what action COST should take. The Task Force will meet next week. COST would appreciate your feedback ASAP on this proposal.

Below are excerpts from an Associated Press article on the State Probate Court Administrator's proposal, which will be now submitted to the State's Chief Justice and then proposed as legislation for consideration by the 2005 Connecticut General Assembly:

---

## **Probate Court System Faces \$1.5 Million Deficit**

October 5, 2004

Associated Press

Small towns would be required to help pay for the operation of local probate courts under a plan proposed Monday to offset a deficit in the state system. The \$579,000 shortfall is related to rising health care expenses and increased compensation for judges and court staff, court officials have said. The shortfall is expected to reach \$1.5 million by 2005.

Under the plan proposed by Probate Court Administrator James J. Lawlor, the number of probate courts in the state would remain at 123, but would be divided into 22 large urban courts and 101 local courts. The 22 urban courts would serve towns or districts that have populations of 50,000 or more and would be entirely subsidized by the Probate Court Administration Fund. Towns with smaller courts would be required to share the court expenses and salaries of the probate judges and staff.

Other proposals included increasing fees for court services and shifting the cost of health care for retired and active judges to the state. *The plan gives towns the option of keeping their courts and paying the expenses or consolidating with other districts, Lawlor said.*

---

Barton Russell, Executive Director

CT Council of Small Towns

1245 Farmington Avenue, 101

West Hartford, CT 06107

860.676.0770 • 860.676.2662 Fax

Judith E.C. Mordkoff  
934 Storrs Road  
Storrs, CT 06268

Jody Newmyer, Clerk  
Mansfield Historic District Commission  
19 Centre Street  
Mansfield Center, CT 06250

27 September 2004

To the Historic District Commission:

On June 8<sup>th</sup> I sent a copy of my letter to Larry Schilling, Director of Architecture & Engineering Services at the University of Connecticut, to the Commission because one aspect of my complaints concerned the Spring Hill Historic District. The sixth paragraph (next to last on page 1) of that letter reads thus:

I would like to remind you also that in that conversation you undertook that no trenching would be done closer than 35 feet from my property line in order to protect the roots of my trees. I would now like to ask what measures will be taken to protect the root systems of the valuable mature trees lining Route 195 just north of 950 Storrs Road (where the pipeline is to be laid under Route 195) which contribute greatly to the quality of the Spring Hill Historic District.

My concern for the trees along Route 195 is much greater since I have seen the severe damage that trenching close to Martha Holly's property-line has caused to the root system of one of her very large trees. The trench under Route 195 will be *even closer* to the few remaining old maple trees in the Historic District and cannot help but do terrible damage to them.

This *is* an issue the Commission should be concerned about since these maples are in fact part of the history of Spring Hill: see Roberta Smith's *Listen to the Echoes*, where there is a photograph of the trees lining the road (on page 59, I believe) and mention in the text on a nearby page of their planting by an early resident to beautify the village. Those few remaining should be preserved as living evidence of the quality of early life in Spring Hill village.

It was largely this same concern for preservation which led me write my original letter to Mr. Schilling, as the next to last paragraph on page 2 of that letter made clear:

There is a value to the Town of Mansfield as well in preserving the farm-scape in the proposed area of construction. The Spring Hill Historic District, within which part of the UConn property at 950 Storrs Road is located, is one of very few relatively undisturbed agricultural sites in the Town of Mansfield, thanks in large part to the University's ownership and continued farming of the land which would be affected. Original farm-houses, still surrounded by fields, exist here. In a sense, this area is analogous to the fields and hills surrounding the original Connecticut Agricultural College part of the present

UConn campus. UConn needs to preserve its heritage as a premier land-grant institution and honour its past, and so does the Town of Mansfield need to preserve its agricultural past and historical aesthetic assets. I hope that this is an issue on which Town and Gown can meet equitably.

Regrettably, the University has not shown an interest in preservation. Since I wrote that letter in June, I have continued to try to prevent the destruction of some of those few remaining farm fields on Spring Hill (directly behind my house) but instead have had to watch their devastation.

I hope the Commission can act to protect the few remaining original Spring Hill Historic District maple trees.

Yours faithfully,

A handwritten signature in black ink, appearing to be a stylized 'U' or similar character, located to the left of the distribution list.

cc: Mansfield Historical Society  
CT State Historical Society Comm.  
✓ Mansfield Town Council  
Mansfield Town Planner  
Mansfield Planning and Zoning Commission  
Mansfield Conservation Commission  
Thomas Chizinski, CNG



**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

**News Item for Immediate Release**

For more information please contact Lon Hultgren at 429-3332

Mansfield's Web  
Page now includes  
a public ride  
share board

The Town of Mansfield Transportation Advisory Committee, with the help of the Town's IT staff, has developed a ride posting area for the Town's web page (<http://Mansfieldct.org>). With just a few clicks, residents can now post a needed ride or view what rides are currently needed. (The posting is not instantaneous - - the request goes to a staff member who proofs the request and then sends it to the webmaster for posting). Need a ride? Use the Mansfield rideshare page!

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269 Clover Mill Rd.  
Storrs, CT 06268  
September 28, 2004

To the Town Council;

We were happy to read and hear about the recent actions of our new State Trooper in regard to parties in the Hunting Lodge area. His efforts are sending a good message to the students that their current behaviors are not being tolerated. We hope that the Council will continue to encourage Trooper Cox and his staff to persist in their efforts. Perhaps the University will begin to use similar methods.

Based on the information in the papers, it would appear that there must be some distributors who are violating Liquor Commission Laws and Town Ordinances regarding dispensing of alcohol in large quantities. We would hope that the Town of Mansfield is actively pursuing them, with the cooperation of the State Liquor Control Commission. 14 kegs of beer are not exactly easy to hide – their origin must be traceable!

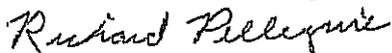
We would also like to remind you that we have indicated a willingness to serve on a committee looking for solutions to this problem.

Keep up the good work, Trooper Cox!

Sincerely,



Carol & Richard Pellegrine

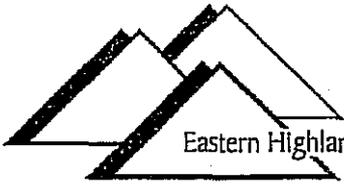


Cc: Trooper Sean Cox

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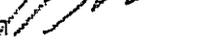


Eastern Highlands Health District

4 South Eagleville Road ♦ Mansfield CT 06268 ♦ Tel: (860) 429-3325 ♦ Fax: (860) 429-3321

---

## Memo

**To:** Martin Berliner, Town Manager,   
**From:** Robert Miller, Director of Health   
**CC:** file  
**Date:** 9/24/2004  
**Re:** Second quarter 2004 Separatist rd, storm water sampling report, dated August 2004

---

Per your request, I have reviewed the above referenced report. Of the parameters analyzed, dissolved oxygen and fecal coliform exceed Connecticut surface water standards. The total coliform exceedance is likely, at least in part, due to the time at which the sample was grabbed (during a rain event).

These exceedences are not alarming me as a public health official and do not constitute a public health nuisance.



University of Connecticut  
*Administration and Operations Services*

Architectural and  
Engineering Services

Larry G. Schilling  
*Executive Director*

REC'D SEP 7 2004

**LETTER OF TRANSMITTAL**

**SENT VIA:** Mail

**ATTENTION:** Martin Berliner  
Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Storrs, CT 06268

**DATE:** September 3, 2004

**FROM:** Larry G. Schilling  
Executive Director of Architectural & Engineering Services

**PROJECT:** Stadium Road Detention Basin

**SUBJECT:** Storm Water Sampling Report

COPIES:	DATE:	DESCRIPTION	REQUESTED ACTION:
1	08/04	Second Quarter 2004 Report for Storm Water Sampling of the Stadium Road Detention Basin by Charter Oak Environmental Services.	For your information

**COPIES TO:**

**ITEMS:**

**VIA:**

**SIGNED:**

Larry G. Schilling

LS/dz  
LSTENSMALTRMBSTORMWATERREPORTS

*An Equal Opportunity Employer*

31 LeDoyr Road Unit 3038  
Storrs, Connecticut 06269-3038

Telephone: (860) 486-3116  
Facsimile: (860) 486-3255  
e-mail: larry.schilling@uconn.edu  
web: www.aes.uconn.edu

STORM WATER SAMPLING REPORT  
SECOND QUARTER 2004

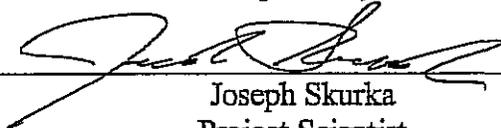
STADIUM ROAD DETENTION BASIN  
UNIVERSITY OF CONNECTICUT  
STORRS, CONNECTICUT

AUGUST 2004

Prepared For:

**UNIVERSITY OF CONNECTICUT**  
Architectural & Engineering Services  
31 LeDoyt Road U-38  
Storrs, Connecticut

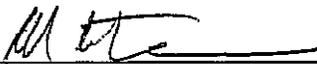
Prepared By:



---

Joseph Skurka  
Project Scientist

Reviewed By:



---

Mark A. Franson  
President

**CHARTER OAK**

ENVIRONMENTAL SERVICES, INC.



33 Ledgebrook Drive  
Mansfield, Connecticut 06250  
Telephone: (860) 423-2670 / Facsimile: (860) 423-2675  
Email: [charteroak@charteroak.net](mailto:charteroak@charteroak.net)  
[www.charteroak.net](http://www.charteroak.net)

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### FIGURES

Figure 1 Site Sketch
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### APPENDICES

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APPENDIX B	Field Data Forms
APPENDIX C	Laboratory Reports

## 1.0 INTRODUCTION

Charter Oak Environmental Services, Inc. (Charter Oak) has conducted storm water monitoring related to the detention basin located at the corner of Stadium Road and Separatist Road since December 2001. The objective of this sampling program is to provide UCONN with information on the pollutants, if any, that may be transported in the runoff from the buildings and improvements constructed within the catchment of the detention basin. The list of analytical constituents and the number of sampling points have been revised periodically, based on results obtained during monitoring.

On August 4, 2003, UCONN authorized Charter Oak to conduct storm water monitoring during the fourth quarter of 2003, and biannually during 2004 and 2005, in the second and fourth quarters. The sampling methods and procedures will be identical to previous sampling events, however the list of parameters to be analyzed has been revised based on the monitoring results obtained to date. The following constituents will be analyzed through 2005:

- Volatile Organic Compounds
- Organo-Chlorine Pesticides
- Organo-Chlorine Herbicides
- Total Petroleum Hydrocarbons
- Priority Pollutant Metals (13)
- Manganese
- Iron
- Ammonia – Nitrogen
- Nitrate – Nitrogen
- Phosphorus
- Biochemical Oxygen Demand
- Total Suspended Solids
- Sulfate
- Pendimethalin
- Glyphosate
- Total & Fecal Coliform
- E. Coli*

## 2.0 METHODS

The sampling methodology for this project is specified in Charter Oak's August 4, 2003 scope of work. Samples are to be collected from a storm that occurs after a three-day dry antecedent period and the samples are to be collected during the first 30 minutes of discharge. This methodology was modified because Charter Oak observed that water was typically flowing out of the detention basin before the rain started. Therefore, Charter Oak used its judgment based on field observations to collect samples that were representative of the early storm water runoff. During the subject July 13, 2004 event, the storm water runoff began at approximately 0310 hours. Sample collection began approximately 30 minutes after the commencement of runoff into the detention basin.

In order to increase the rate at which samples were collected and thereby more closely achieve simultaneous sampling at the three sampling stations, Charter Oak collected the samples in 5-gallon clean plastic bladders rather than filling individual sample jars. This method had the further advantage of homogenizing the water placed into the sample jars at a given sampling station. The bladders were used once and then discarded.

Samples are collected from three locations. Figure 1 presents a sketch of the sampling points relative to physical features discussed in this report. The first sampling location was the detention-basin outlet structure. Charter Oak employed a peristaltic pump with dedicated tubing to lift the first sample (DP1-071304) from the outlet structure and discharge it into the plastic bladder.

The pipe conveying storm water from the outlet structure joins with another pipe beneath Separatist Road that conveys flow from the upper reaches of the nearby stream (see Figure 1). The upper reaches of the stream drain a wooded area east of Separatist Road and south of Stadium road.

While the first sample was being collected at the outlet structure, Charter Oak collected a second sample from the stream outfall on the west side of Separatist Road and designated it DP2-071304. This sample was collected directly into the plastic bladder from the water falling from the pipe to the stream water surface.

Charter Oak collected a third sample (DP4-071304) at the location labeled DP4 on Figure 1. Because of the shallowness of the stream at this point, a pitcher was used to lift water from the stream channel and pour it into the bladder via a funnel. The pitcher and funnel, both made of plastic, had been cleaned with laboratory-grade cleanser prior to use. Sufficient sample volume was collected at this location to provide a blind duplicate sample. This blind duplicate, labeled as DP3-071304, was assigned a fictitious sample-collection time to obscure its identity from the laboratory. Hereafter, this sample is referred to as DP4-Duplicate.

The samples collected at the stream outfall and from the stream channel were collected essentially simultaneously to the sample at the detention basin outlet structure. While the outlet structure sample was being pumped into its sample bladder, the stream outfall and stream channel samples were collected by hand.

Charter Oak prepared both filtered and unfiltered metals samples. Charter Oak filled the unfiltered sample bottles directly from the bladders. The filtered samples were prepared by pumping water from the bladders through 0.45-micron filters (Geotech Dispos-a-Filter™). Water collected for the non-metal parameters was unfiltered.

The sampling times (bladder filling complete) and locations are summarized as follows:

**Table 2.1 – Sample Collection Information**

Sample ID	Time of Collection	Location
DP1-071304	0334	Detention Basin Outlet Structure
DP2-071304	0328	Combined Flow Outfall
DP4-071304	0320	In Brook Prior to Combined Flow
DP4-Duplicate	0340	In Brook Prior to Combined Flow

In addition to the four samples listed above, a trip blank sample accompanied the samples to the laboratory.

Field measurements were made for each sample location. Field measurements included the following parameters:

- 1) pH;
- 2) Temperature; and,
- 3) Dissolved Oxygen.

The pH meter and the dissolved oxygen meter were calibrated at the site on July 13<sup>th</sup>.

The ambient air temperature was measured. The beginning and end of the precipitation was observed and recorded by Charter Oak personnel. The amount of rainfall was measured from a rain gauge at Charter Oak's office in southern Mansfield, located approximately five miles south of the detention basin. Charter Oak measured the pH of the rainwater collected in the rain gauge on the morning of July 13<sup>th</sup>.

### **3.0 OBSERVATIONS**

Approximately 0.4 inches of rain fell from approximately 0250 hours on July 13<sup>th</sup> to 0610 hours on July 13<sup>th</sup>, based on Charter Oak's observations at its office and in the field. No precipitation was observed during the four days prior to July 13<sup>th</sup>. Previous precipitation greater than 0.1 inches occurred on July 8, 2004, based on observations of water in the detention basin on the morning of July 9, 2004. This was the nearest antecedent rainfall to the sampling event.

At approximately 0250 hours on July 13<sup>th</sup> rainfall began and by 0310 hours discharge into the detention basin was observed. *Appendix A* contains photographs taken at approximately 0320 hours which show flow conditions during sampling.

The appearance of the water discharging from the detention basin through the outlet structure (DP1) was clear with trace visible solids. The appearance of the water upstream of the detention basin discharge pipe (DP4) was cloudy with solids. The appearance of the water downstream of the detention basin discharge pipe (DP2) was clear with some visible

solids. The flow at all three sampling stations was heavy due to the magnitude of the storm and the amount of runoff.

#### 4.0 FIELD MEASUREMENT RESULTS

*Appendix B* presents the field data forms on which the Charter Oak field representative recorded his observations and field measurements. The ambient air temperature during sampling was approximately 16 degrees Celsius (°C). The pH of the storm water samples and rainfall were as follows:

Table 4.1 -- pH Results

Sample ID	pH
DP1-071304	6.58
DP2-071304	7.42
DP4-071304	7.67
Rainfall	4.56

The temperature and dissolved oxygen measured in the runoff samples were as follows:

Table 4.2 - Temperature & Dissolved Oxygen Results

Sample ID	Temperature	Dissolved Oxygen
DP1-071304	17.1 °C	7.21 mg/l
DP2-071304	16.1 °C	9.00 mg/l
DP4-071304	15.6 °C	9.59 mg/l

#### 5.0 ANALYTICAL LABORATORY RESULTS

Analytical laboratory reports for the three samples, the blind duplicate and the trip blank are presented in *Appendix C*. Complete Environmental Testing, Inc. (CET) of Stratford, Connecticut performed the chemical analyses and Phoenix Environmental Laboratories, Inc. (Phoenix) of Manchester, Connecticut performed the bacteriological analyses. Both of these laboratories are certified by the Connecticut Department of Public Health. *Appendix C* also presents a quality assurance report for CET's chemical analyses.

The analyses performed were in accordance with the approved scope of work. The following table identifies the EPA analytical methods employed by the laboratories and indicates whether the reported detection limits are equal to or less than the regulatory criteria assessed for this investigation:

**Table 5.1 - EPA Analytical Methods & Detection Limits Relative to Regulatory Criteria**

Constituents	EPA Method	Detection Limits Below Regulatory Criteria		
		GWPC	EPA MCL	Aquatic Life Acute Toxicity
Volatile Organic Compounds	8260	Yes	Yes	NA
Pesticides	8081	Yes	Yes	Yes
Herbicides	8151	Yes	Yes	NA
Glyphosate	547	NA	Yes	NA
Pendimethalin	GC / FID	NA	NA	NA
CT Extractable Total Petroleum Hydrocarbons	CT ETPH	Yes	NA	NA
Ammonia as Nitrogen	350.3	NA	NA	Yes
Nitrate as Nitrogen	300	NA	Yes	NA
Sulfate	300	NA	NA	NA
Phosphorus	365.2	NA	NA	NA
Metals	200.7	Yes	Yes	Yes
Biochemical Oxygen Demand (BOD <sub>5</sub> )	405.1	NA	NA	NA
Total Suspended Solids	160.2	NA	NA	NA
<i>E. Coli</i>	1103.1 / 9223B	NA	Yes	NA
Fecal Coliform	9222D	NA	Yes	NA
Total Coliform	SM 9222B	NA	Yes	Yes*

NA = Not Applicable

Yes = Laboratory reported detection limits at or below regulatory criteria

GWPC = Ground Water Protection Criteria (state drinking water criteria)

MCL = EPA Maximum Contaminant Levels

\* Surface Water Standard for Class-A Waters

Most of the constituents analyzed were not detected above the reported detection limits. No volatile organic compounds, extractable total petroleum hydrocarbons, pesticide constituents, or herbicide constituents were detected in the four storm water samples (including the blind duplicate). Ammonia, nitrate, sulfate, BOD, iron, manganese, and zinc were detected in some of the samples. All four of the storm water samples contained reportable counts of total coliform bacteria, fecal coliform bacteria and *E. coli*.

The following table compares the analytical detections to the GWPC and federal maximum contaminant levels:

**Table 5.2 - Comparison of Detections to Connecticut GWPC & EPA MCL**

Constituents	Units	DP1-071304	DP2-071304	DP4-071304	DP4-Duplicate	GWPC	EPA MCL
Nitrate-N	mg/l	0.79	0.80	1.1	1.0	NE	10.0
Zinc-unfiltered	mg/l	0.042	0.028	<0.01	0.014	5.0	NE
<i>E. Coli</i>	ct/100ml	4,500	4,900	1,800	2,100	NE	0
Total Coliform	ct/100ml	11,500	13,000	3,200	4,400	NE	0
Fecal Coliform	ct/100ml	9,600	11,200	3,000	3,800	NE	0

NE = None Established

Some of the parameters in the sampling program have EPA Secondary Drinking Water Standards. These secondary standards are non-enforceable guidelines regulating cosmetic or aesthetic effects of drinking water. The following table summarizes the results and compares them to the EPA Secondary Drinking Water Standards:

**Table 5.3 - Comparison of Detections to EPA Secondary Drinking Water Standards**

Constituents	Units	DP1-071304	DP2-071304	DP4-071304	DP4-Duplicate	EPA Secondary Standard
Sulfate	mg/l	22	14	9.8	10	250
Iron-unfiltered	mg/l	1.2	1.3	0.96	1.0	0.3
Manganese-unfiltered	mg/l	1.5	0.97	0.12	0.12	0.05
Zinc-unfiltered	mg/l	0.042	0.028	<0.01	0.014	5.0
pH	S.U.	6.58	7.42	7.67	-	6.5 - 8.5

The stream that receives the storm water from the detention basin is not shown on the DEP water classification map (Water Quality Classifications, Thames River, Pawcatuck River, and Southeast Coastal Basins, Adopted 1986). Therefore, according to Standard 29 of the Connecticut Surface Water Quality Standards, the stream is an A-class stream. It discharges to a B-class stream, Eagleville Brook. In accordance with the scope of work, the sample results are compared to the acute freshwater aquatic life criteria established in the Connecticut Surface Water Quality Standards:

**Table 5.4 - Comparison of Detections to Connecticut Surface Water Quality Standards**

Constituents	Units	DP1-071304	DP2-071304	DP4-071304	DP4-Duplicate	Standard
Ammonia	mg/l	0.42	0.35	0.15	0.19	22.7 <sup>#</sup>
Dissolved Oxygen	mg/l	7.21	9.00	9.59	-	≥ 5 <sup>†</sup>
Zinc-filtered	mg/l	0.054	0.03	<0.01	0.013	0.065 <sup>*</sup>
Total Coliform	ct/100ml	11,500	13,000	3,200	4,400	500 <sup>Δ</sup>

\* Acute Aquatic Life Criterion – Freshwater – Revised December 17, 2002

# Ammonia Standard varies with pH and is calculated using equation in Table Note 9a of Acute Aquatic Life Criterion, pH value used is of the stream prior to combined flow (DP4)

† Criterion for Class A Surface Water

Δ Criterion for Class AA Surface Water – Provided for information purposes only

- The surface water quality criteria for metals apply to the dissolved fraction

During this sampling event, other parameters were detected that are not regulated under the GWPC, EPA MCL or Secondary Drinking Water Standards, or the Connecticut Surface Water Quality Standards. These detections are summarized in the following table:

**Table 5.5 - Other Parameters Detected**

Constituents	Units	DP1-071304	DP2-071304	DP4-Duplicate	DP4-071304	Standard
BOD	mg/l	13	11	ND<10	ND<10	NE

NE = None Established

## 6.0 SUMMARY

### 6.1 Field Observations

The storm event was intense. There was strong, consistent rainfall for three hours, from beginning to end of the storm event.

### 6.2 GWPC & EPA MCL

Nitrate concentrations detected were below the EPA MCL. Nitrate was detected in each of the samples.

Zinc concentrations detected were below the GWPC. Zinc was detected in samples DP1-071304, DP2-071304 and DP4-Duplicate.

Total coliform, fecal coliform, and *E. Coli* were detected in each of the samples at concentrations exceeding the EPA MCL.

### 6.3 EPA Secondary Drinking Water Standards

Sulfate was detected in all four samples at concentrations below the EPA secondary drinking water standard.

Iron was detected in all four of the unfiltered samples at concentrations exceeding the EPA secondary drinking water standard.

Manganese was detected in all four of the unfiltered samples at concentrations exceeding the EPA secondary drinking water standard.

Zinc was detected in samples DP1-071304, DP2-071304 and DP4-Duplicate at concentrations below the EPA secondary drinking water standard.

The pH of all four samples were within the allowable range of 6.5 – 8.5 for pH values in the EPA secondary drinking water standards.

#### 6.4 Connecticut Surface Water Quality Standards

Ammonia was detected in all four samples at concentrations two orders of magnitude below the Aquatic Life Acute Toxicity standard.

Dissolved oxygen levels at each sampling location were almost two times greater than the minimum concentration for a Class A surface water body.

Zinc was detected in samples DP1-071304, DP2-071304, and DP4-Duplicate. The zinc concentrations detected did not exceed the Aquatic Life Acute Toxicity standard.