



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, June 27, 2005**  
**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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OLD BUSINESS	
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**EXECUTIVE SESSION**

REGULAR MEETING-MANSFIELD TOWN COUNCIL-JUNE 13, 2005

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 7:35 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Mr. Hawkins moved and Mr. Clouette seconded to approve the minutes of May 23, 2005 as corrected with one minor grammatical error.

So passed unanimously.

III. MOMENT OF SILENCE

Mayor Paterson requested a moment of silence.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

There were no comments.

V. OLD BUSINESS

1. Issues Regarding the UConn Landfill

The Town Manager reported that there has been a permit issued by the DEP to UConn for their landfill closing. It has taken more time than anticipated to have all the necessary permits to begin construction. Hopefully the project can begin in the fall.

2. Financial Statements Dated March 31, 2005

Mr. Schaefer moved and Mr. Clouette seconded that effective June 13, 2005, to accept the town's financial statements dated March 31, 2005.

So passed unanimously.

3. Application for FY 2005/06 Library Services Adaptive Technology Grant

Mr. Haddad moved and Mr. Hawkins seconded to adopt the following resolution: RESOLVED, effective June 13, 2005, the Martin H. Berliner,

the duly appointed Town Manager, is empowered to execute and deliver in the name and on behalf of this organization a certain contract with the Connecticut State Library, State of Connecticut, for an LSTA grant.

So passed unanimously.

4. Sustainability

No action necessary.

5. Campus/Community Relations

The Mayor spoke to this issue. The Campus/Community Partnership committee completed a brochure presenting its mission statement. This brochure will be given to all new students.

VI. NEW BUSINESS

6. Resolution Establishing Composition of Division of Fire and Emergency Services

Mr. Hawkins moved and Mr. Paulhus seconded to adopt the following resolution: RESOLVED, effective July 1, 2005 and pursuant to section 4 of the Ordinance Establishing a Division of Fire and Emergency Services, that the Mansfield Division of Fire and Emergency Services shall be comprised of volunteer and career (paid) personnel.

So passed unanimously.

7. Establishment of Fire Chief Position

Mr. Hawkins moved and Ms. Blair seconded to move that effective July 1, 2005, to establish the position of fire chief, and to classify the position at grade 26 of the town administrators pay plan.

So passed unanimously.

8. Proclamation in Honor of Pamela V. Wells

Mr. Clouette moved and Mr. Schaefer seconded to move that effective June 16, 2005, to authorize Mayor Paterson to issue the attached Proclamation in Honor of Pamela V. Wells.

So passed unanimously. See attached.



***Town of Mansfield***  
***Proclamation in Honor of Pamela V. Wells***

***Whereas***, Pamela V. Wells has served as the Collector of Revenue for the Town of Mansfield from November 1983 through August 2005; and

***Whereas***, during her tenure with the town Pam has administered her duties in a most capable manner and is well-respected by Mansfield residents, her fellow employees and her peers for her professionalism, wit and volunteerism; and,

***Whereas***, Pam has been an active member of the Connecticut Tax Collectors' Association and the Tolland/Windham Tax Collectors' Association; and,

***Whereas***, Pam has served as the captain of Mansfield's Relay for Life team, and regularly participates in several road races, including the Hartford half-marathon and the Cooper River Bridge Run in Charleston, South Carolina; and

***Whereas***, Pam is a nurturer and lover of felines, a wildlife rescuer, bird watcher, devoted gardener, hiker, avid reader, rosewater cookie connoisseur and a wonderful and caring friend:

**NOW, THEREFORE, BE IT RESOLVED**, that on behalf of the citizens of Mansfield the Town Council does hereby recognize Pamela V. Wells for her meritorious and dedicated service to the Town of Mansfield, and wishes her all the best in her well-deserved retirement.

***IN WITNESS WHEREOF***, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 16<sup>th</sup> day of June in the year 2005.



Elizabeth C. Paterson  
Mayor, Town of Mansfield  
June 16, 2005

9. Proclamation Designating the Month of July as Recreation and Parks Month in the Town of Mansfield.

Mr. Schaefer moved and Ms. Blair seconded that effective June 13, 2005, to authorize Mayor Paterson to issue the attached Proclamation Designating the Month of July as Recreation and Parks Month in the Town of Mansfield.

So passed unanimously.

10. Transfer of Property at 33 Chaffeeville Road

Mr. Haddad moved and Ms. Blair seconded to refer this issue to the Planning and Zoning Commission.

So passed unanimously.

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

Mr. Haddad moved and Mr. Hawkins seconded to adopt the following resolution: RESOLVED, effective July 1, 2005, to authorize the Town Manager, Martin H. Berliner, to execute a personal service agreement between the Town of Mansfield and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of University employees and students.

So passed unanimously.

12. New Wells at Elementary Schools

Mr. Hawkins moved Mr. Paulhus seconded to adopt the following resolution: RESOLVED, effective June 13, 2005, to amend the Capital Projects Fund Budget as recommended by the Director of Finance.

So passed unanimously.

13. CT Siting Council Petition 720: Proposed UConn/CL&P Electric Utility Facilities, North Eagleville Road

For information only, no action necessary.

14. Negotiations with MBOE Administrators

Discussion on state law which requires the MBOE to meet with the town council in its role as the fiscal authority within 30 days prior to the



**JULY IS RECREATION AND PARKS MONTH, 2005**

**A PROCLAMATION BY THE NATIONAL RECREATION AND PARK ASSOCIATION**

Parks and recreation systems are dedicated to enhancing the quality of life for millions of residents in communities around the world through recreation programming, leisure activities and conservation efforts. Parks, recreation activities and leisure experiences provide opportunities for young people to live, grow and develop into contributing members of society; create lifelines and continuous life experiences for older members of the community; generate opportunities for people to come together and experience a sense of community; and, pay dividends to communities by attracting business and jobs and increasing housing values.

As we observe Recreation and Parks Month, we recognize the vital contributions of employees and volunteers in parks and recreation facilities. These dedicated supporters keep parks clean and safe for visitors, organize youth activities, provide educational programming on health, nutrition, first aid and gardening, advocate for more open space and better trails, and fundraise for local improvements. They ensure that parks and recreation facilities are safe and accessible places for all citizens to enjoy.

THEREFORE, WITH THE NATIONAL RECREATION AND PARK ASSOCIATION,

the Town of Mansfield does hereby proclaim the month

of July as Recreation and Parks Month. We call upon park and recreation supporters to join us in recognizing the importance of our nation's parks and recreation facilities and to learn more about how to support the places that bring our communities a higher quality of life, safer places to play and healthy alternatives through recreation programming for everyone.

WE DO ALSO RESOLVE that during Recreation and Parks Month all citizens enjoy what their community has to offer by taking part in their favorite sports, visiting the outdoors, spending time with family and friends or just relaxing.

Signed this First day of July, 2005

By Elizabeth Paterson

commencement of negotiations. Consequently, staff will arrange a joint session between the town council and the board to discuss this item in more detail.

15. MRRA, Amended to Community Sewer System Agreement

The Council will have this item placed on another agenda, when the agreement is completed.

Mayor Paterson requested that item 15a be placed on the agenda. Mansfield Downtown Partnership vacancy and filling of vacancy. So moved by Mr. Haddad and seconded by Mr. Paulhus. So passed unanimously.

15a. Downtown Partnership vacancy

Due to time of meetings of the Partnership, Council member Ms. Redding resigned her position as representing the Council.

Mr. Schaefer moved and Mr. Haddad seconded to appoint Mr. Bruce Clouette to the Downtown Partnership.

So passed unanimously.

VII. QUARTERLY REPORTS

No comments.

VIII. DEPARTMENTAL REPORTS

No comments.

IX. REPORTS OF COUNCIL COMMITTEES

Committee on Committees recommended the following persons to be appointed motion by Mr. Bruce Clouette:

Evangeline Abbott, 71 Hillcrest Dr, Mansfield, Ct. 06268 to the Open Space Committee term ends 12/31/07

Michael F. Collins-223 Gurleyville Road, Mansfield, Ct. 06268 To the Youth Services Advisory Board term ends 9/3/05

So passed unanimously.

Personnel Committee

Mr. Greg Haddad announced that it was time for the evaluation of the Town Manager. Evaluation forms were handed out and due back on July 11, 2005.

X. REPORTS OF COUNCIL MEMBERS

Council members Paulhus, Clouette, and the Mayor attended the dedication of the Farrell Barn on campus.

The Mayor and Mr. Paulhus attended the Future Farmers of America of EOSmith High School meeting. Very positive students were excited about the program.

Ms. Redding talked about the Downtown Partnership Annual Meeting. There was a by-law change, and the people present discussed the issue of sustainability and the relocation plan.

Ms. Blair announced that the Explorer's Post would be holding a Father's Day breakfast at the Eagleville firehouse on June 19, 2005 from 9:00 a.m. on.

XI. TOWN MANAGER'S REPORT

There will be a Town/University meeting at 4:00 p.m. on Tuesday, June 14, 2005 in the Council Chambers of the Audrey P. Beck Municipal Building.

On June 14, 2005 there will be a joint meeting of the Town Council and the Planning and Zoning Commission at 7:30 p.m. in the Council Chambers.

The Movieplex will be opening soon in the East brook Mall. The ribbon cutting ceremony will be on the 22<sup>nd</sup> at 5:00 p.m.

The Town has received 4 or 5 proposals from firms interested in an Assisted Living Project in the Town.

The Mayor and the Town Manager spoke on the funding for the Downtown Partnership Streetscape and Garage. This project was not included under the bonding for the state, however it is being submitted under the Urban Act.

XII. FUTURE AGENDAS

XIII. PETITIONS, REQUESTS AND COMMUNICATIONS

16. L. Hultgren re: DPW Crew Work Schedule
17. R. Miller re: Four Corners Area Drinking Water Well Monitoring Update
18. D. O'Brien re: Legal Opinion on Town Charter Section C406(C)
  
19. J. Smith re: Sales After Revaluation  
The Council discussed the procedures of assessment appeal. They expressed concern over the procedure and handling of the appeal process. Ms. Koehn requested that the ranch sales be watched as she feels that they are different than the other sale sets. She felt that the model might not truly reflect the value and assessment price.
  
20. C.vanZelm re: Grant Received from CT Commission on Culture and Tourism
21. Connecticut Department of Public Health-Estimated Populations in Connecticut as of July 1, 2003
22. E. Paterson and R. Favretti re: University of CT. Water Supply Plan
23. National League of Cities re: Cities Supporting Parents of Young Children Technical Assistance Project
24. US Census Bureau-American Community Survey
25. Connecticut Coalition for Justice in Education Funding-Connecticut Education Adequacy Cost Study
26. Connecticut Conference of Municipalities-State Budget Update

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

At 9:30 p.m. Mr. Paulhus moved and Mr. Clouette seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
 Martin Berliner, Town Manager  
**CC:** Matt Hart, Grant Meitzler, Gregory Padick  
**Date:** June 27, 2005  
**Re:** Transfer of Property at 33 Chaffeeville Road

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**Subject Matter/Background**

As explained at the June 13, 2005 meeting, when the town transferred a portion of property along what is now 33 Chaffeeville Road, it failed to include a small portion of adjacent property in the transaction. The current owners of 33 Chaffeeville Road (Lloyd and Gwen Duff) have now requested that the town transfer the missing parcel.

This matter was referred to the Planning and Zoning Commission for review pursuant to Section 8-24 of the Connecticut General Statutes.

**Financial Impact**

This transfer of property would not have any financial impact upon the town.

**Recommendation**

The Planning and Zoning Commission recommends that the town convey the land north of 33 Chaffeeville Road to the owner of 33 Chaffeeville Road subject to the following conditions: 1) that the town retains title to land within 30 feet of the centerline of Chaffeeville Road; and 2) that the land conveyed to the owner of 33 Chaffeeville Road be merged with the existing lot so that no new parcels of land are created.

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

***MOVE**, effective June 27, 2005, to authorize the town manager to complete the transfer of land north of 33 Chaffeeville Road to the owner(s) of 33 Chaffeeville Road subject to the following conditions: 1) that the town retains title to land within 30 feet of the centerline of Chaffeeville Road; and 2) that the land conveyed to the owner of 33 Chaffeeville Road be merged with the existing lot so that no new parcels of land are created.*

**Attachments**

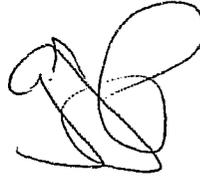
- 1) Correspondence from Director of Planning
- 2) Correspondence from Assistant Town Engineer
- 3) Correspondence from Attorney Zorn
- 4) Town of Mansfield 1974 Subdivision Map
- 5) Town of Mansfield 1962 Aerial Map

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, Director of Planning  
Date: June 16, 2005



Re: 8-24 referral: Transfer of land along Chaffeeville Road

Please find attached an 8-24 referral from the Town Council with attached 5/5/05 letter from Attorney J. Zorn, 5/18/05 memo from Ass't. Town Engineer G. Meitzler and portions of mapping of property located at 33 Chaffeeville Road. Attorney Zorn's letter requests that the town convey land no longer utilized for roadway purposes to the owner of 33 Chaffeeville Road. As noted in the Ass't. Town Engineer's report, the town has no known plans for Chaffeeville Road that would necessitate retaining more than the 30 feet from centerline right-of-way now required by the Subdivision Regulations.

My review supports the recommendation of the Ass't. Town Engineer and, accordingly, it is recommended that the **Planning and Zoning Commission report to the Town Council that it has no objection to the town conveying land north of Chaffeeville Road to the owner of 33 Chaffeeville Road subject to the following conditions:**

1. That the town retain title to land within 30 feet of the centerline of Chaffeeville Road;
2. That the land conveyed to the owner of 33 Chaffeeville Road be merged with the existing lot so that no new parcels of land are created.

Moved by Holt, second Hall, vote - unanimous 6/20/05

Memorandum:

May 18, 2005

To: Martin H. Berliner, Town Manager  
From: Grant Meitzler, Assistant Town Engineer  
Re: Lloyd & Gwen Duff, 33 Chaffeeville Rd - request to change streetline

letter reference: Atty. John Zorn, dated May 5, 2005

This request is to release an area of the Chaffeeville Rd right-of-way back to the abutting property owners. It arises from a historical problem with the streetline in front of the house at 33 Chaffeeville Rd.

The original grant of the road encroaches on the front of the lot making the request. Apparently the road was moved to its present location, either by town construction or by the choice of people passing the property.

When the subdivision referred to in Atty. Zorn's letter was done, a front property line was assumed based on the present Chaffeeville Road location. A streetline was established 25' from the centerline of the travelled way for Chaffeeville Road.

The requirement now is for a street dedication establishing a new streetline 30 feet from the centerline of Chaffeeville Rd. This arises from the "collector road" status defined in the zoning regulations. It seems unwise to transfer of less than the 30 feet presently required.

There are no plans I am aware of to do specific work on Chaffeeville Road that would require extra right of way over 30 feet from centerline.

With Town Council approval the attorney can prepare a quit claim deed to come from the Town to his clients releasing what is more than 30 feet from the Chaffeeville Rd centerline. This will require moving the front lot line back 5 feet. The area involve is about 0.12 acres.

attachment: 4-26-1962 aerial photograph  
1974 portion of subdivision map

CC Greg Grant

REC'D MAY 06 2005

**Jonathan S. Zorn**  
ATTORNEY AT LAW

A to Zorn Legal Services

433 Valley Street, P.O. Box 698  
Willimantic, Connecticut 06226  
Phone (860) 456-4333  
FAX: (860) 456-2866

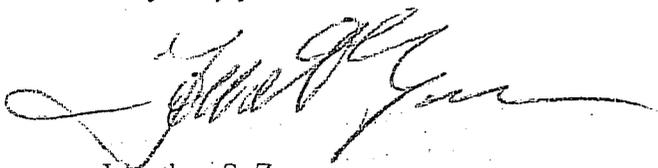
May 5, 2005

Mr. Martin Berliner, Town Manager  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT 06268

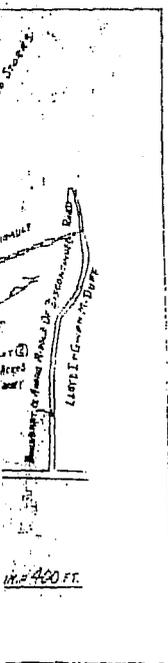
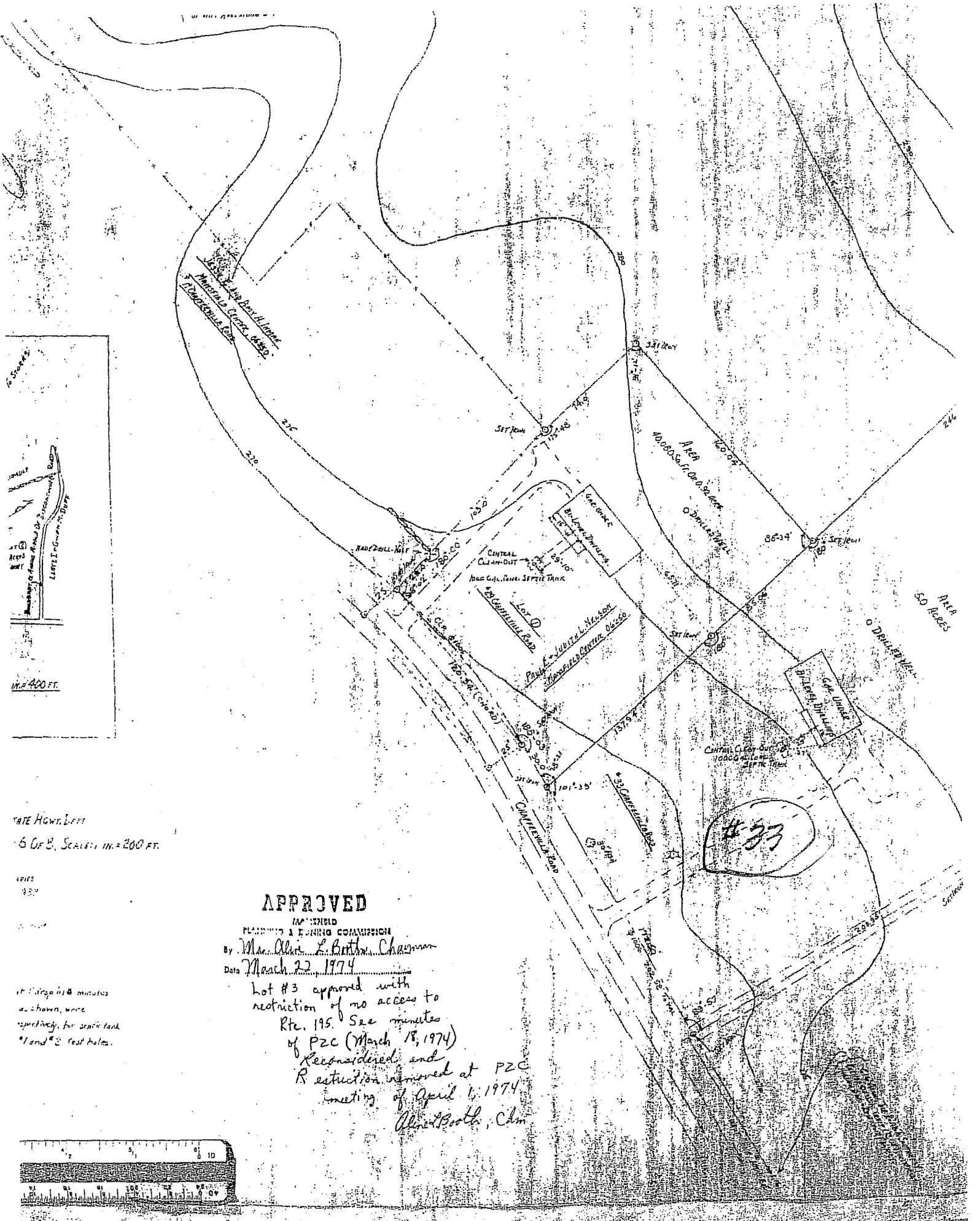
Dear Mr. Berliner:

I represent Lloyd T Duff and Gwen M Duff, who own property on at 33 Chaffeeville Road in Mansfield. The approved subdivision map that shows the lot that is now 33 Chaffeeville Road indicates a boundary along Chaffeeville Road. However, it appears that the Town of Mansfield never granted a small portion of property it held along the old Chaffeeville Road to the Duff's predecessors in title. While the map on file at Mansfield Town Hall (vol. 10 page 105) shows the land being part of Lot 3 (now 33 Chaffeeville), the zoning commission's approval of the map does not effect a change in title from the Town. I believe no one saw the problem as the old Chaffeeville Road had been obscured by time. I have discussed this problem with Greg Paddick and Grant Meitzler at the Town offices, who indicated that the solution to this problem is to request the town council to transfer the subject property to the Duffs. I am, by this letter requesting that this matter be put before the Town Council. I have various maps that show the property involved and will be glad to discuss this with you. I would appreciate you getting back to me to discuss procedures for taking up this matter.

Very truly yours,



Jonathan S. Zorn  
jsz/hs



1/4" = 400 FT.

DATE HIGHWAY LEFT  
 6 OF 8, SCALE: 1/4" = 200 FT.

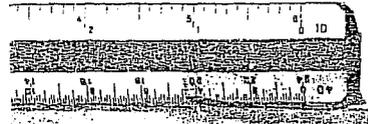
APR 1974

if large lot minutes  
 as shown, were  
 respectively, for septic tank  
 and 2' test holes.

**APPROVED**

PLANNING & ZONING COMMISSION  
 By Mr. Alvin L. Booth, Chairman  
 Date March 22, 1974

Lot #3 approved with  
 restriction of no access to  
 Rte. 195. See minutes  
 of PZC (March 18, 1974)  
 Reconsidered and  
 Restriction removed at PZC  
 meeting of April 1, 1974  
Alvin Booth, Chm.



N/F LAND OF  
T. & GWEN M. DUFF

TO A WARRANTY DEED FROM RANDOLPH W. &  
WHAPLES TO LLOYD T. & GWEN M. DUFF DATED  
1980 AND RECORDED IN VOLUME 87 PAGE 109  
MANSFIELD LAND RECORDS.

EXISTING  
GRAVEL  
DRIVE

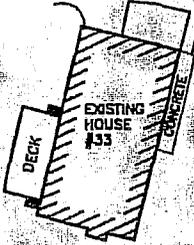
ROAD

S 63°-53'-11" E

350.99'

189.89'

WOOD  
SHED



CONCRETE  
COVER

#33

LAND BETWEEN THE STREETLINE AS ESTABLISHED BY THE  
MANSFIELD PLANNING AND ZONING COMMISSION, 25 FEET  
FROM THE CENTERLINE OF EXISTING TRAVELLED WAY, AND THE  
HISTORICAL LOCATION SHALL BE CONVEYED TO THE OWNERS TO  
CLARIFY TITLE LINES.

STREET LINE AS SHOWN ON  
MAP REFERENCED HEREON  
AND APPROVED BY THE TOWN  
OF MANSFIELD PLANNING AND  
ZONING COMMISSION.

85.07'

LP  
Rd.

137.94'

N 68°-05'-26" W

N 68°-06'-59" W

S 33°-32'-06" W

158.70'

28.89'

CHAFFEEVILLE

OF  
N SIMPSON

APPROXIMATE HISTORICAL LOCATION  
OF STREET LINE PRIOR TO  
SUBDIVISION MAP APPROVED BY THE  
MANSFIELD PLANNING AND ZONING  
COMMISSION IN 1974.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
 Martin Berliner, Town Manager  
**CC:** Matt Hart, Lon Hultgren, Timothy Veillette  
**Date:** June 27, 2005  
**Re:** WPCA, Amendment to Community Sewer System Agreement

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**Subject Matter/Background**

By state statute, municipalities in Connecticut are required to guarantee the effective management of community septic systems within their borders. Mansfield has set up a system of agreements, escrow accounts and inspections to comply with this mandate.

The Villages at Freedom Green Association, Inc. has requested the use of some of the escrow funds that the town holds for the association's community system to repair and modify a pump station in its system. Staff has reviewed the proposal and found it to be consistent with effective management and the original 1992 agreement. We have therefore prepared an amendment to the association's community sewer system agreement with the town's Water Pollution Control Authority (WPCA) to cover the proposed work.

**Financial Impact**

Although the effort we spend administering these community sewer systems in Mansfield is definitely an unfunded mandate imposed by the state, this particular modification for this system should have no additional financial impact on the town.

**Legal Review**

The town attorney has reviewed this amendment and provided his approval.

**Recommendation**

Staff recommends that the town council, acting as the Mansfield WPCA, authorize the town manager to execute the amendment as proposed. If the WPCA concurs with this recommendation, the following motion is in order:

***MOVE**, effective June 27, 2005, to authorize the town manager to execute proposed Amendment #02-92 to the Community Sewer System Operation and Maintenance Agreement between the Villages at Freedom Green Association, Inc. and the Town of Mansfield Water Pollution Control Authority.*

**Attachments**

- 1) Amendment #02-92 Community Sewer System Agreement (Villages at Freedom Green)
- 2) Correspondence from Town Attorney

The Villages at Freedom Green Association, Incorporated

Water Pollution Control Authority  
Town of Mansfield

Community Sewer System  
Operation and Maintenance Agreement  
Amendment #02-92

This Agreement, made and entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

WITNESSETH:

WHEREAS, the ASSOCIATION has entered into a Community Sewer System Operation and Maintenance Agreement (CSSA) with the Water Pollution Control Authority (WPCA) dated August 19, 1992, and amended January 12, 1993 and recorded in the Land Records of the Town of Mansfield in Volume \_\_\_\_\_, Page \_\_\_\_\_.

WHEREAS, the ASSOCIATION named in CSSA wishes to make repairs and modifications to Freedom Green expandable condominium project, the original plans entitled "Freedom Green Phase II" dated February 2, 1992, prepared by Design Development Group, Inc., as well as the original and revised plans for Freedom Green as submitted to and approved by the Mansfield Planning and Zoning Commission.

NOW THEREFORE, in consideration of the right to make repairs and modifications, the ASSOCIATION agrees that CSSA is hereby amended as follows with regard to the improvements.

A. REPORTING

Paragraphs E.1 and E.3 are revised as follows:

1. The ASSOCIATION shall forward to the WPCA, quarterly operation and maintenance reports of any and all routine, emergency and preventive maintenance work done on the system whether by the ASSOCIATION'S own forces or by contracted services, and any and all work recommended to be done on said system. Said report shall be written in a form approved by the WPCA and shall be submitted to the WPCA, by the fifteenth day of the month following the month reported upon. The report shall be prepared by the ASSOCIATION and shall use Manual of Practice #7 described in Paragraph A.2 (CSSA) as a guide for reporting. A Quarterly Report shall be prepared by a mutually agreed upon Engineering firm and shall also use Manual of Practice #7 described in Paragraph A.2 above as a guide for reporting.
3. The ASSOCIATION shall operate and maintain the system utilizing maintenance services provided by the ASSOCIATION to the extent that said monthly reports

provided to the WPCA by the ASSOCIATION show satisfactory operation and maintenance of the system on a continuing basis; otherwise, if unsatisfactory to the WPCA, maintenance and operation of said system shall be contracted with a mutually agreed upon firm qualified to operate said system and to perform required maintenance on the system.

#### SINKING FUND PAYMENTS

As to Phase II of said project, sinking fund payments, as provided in CSSA, shall be based on Schedule A attached hereto instead of Schedules A and B attached to CSSA, and Schedule A of Amendment #01-92. The ASSOCIATION shall conform to all provisions of the original CSSA dated August, 1992 and Amendment #01-92 dated January 12, 1993, with the exception of the revisions herein stated.

ASSOCIATION,

\_\_\_\_\_  
Witness

By \_\_\_\_\_

Its \_\_\_\_\_

Mansfield WPCA

\_\_\_\_\_  
Witness

By \_\_\_\_\_

Its \_\_\_\_\_

Villages at Freedom Green, Inc.  
Schedule "A" (Phase II)

ORIGINAL ESTIMATED COST

<u>Item</u>	<u>Description</u>	<u>Estimated Cost</u>
1	8" sewer lines	\$12,015
2	6" building service lines	\$10,150
3	6" force main	\$6,300
4	manholes	\$7,000
5	pump station	<u>\$60,000</u>
	total cost (Phase II)	\$95,465

NEW ITEMS

<u>Item</u>	<u>Description</u>	<u>Estimated Cost</u>
6	Slope wall	\$11,500
7	Solid waste grinder	<u>\$16,995</u>
		\$28,495

Assume that 50% of the system will fail in 25 years

$$\$28,495 + \$95,465 \times .5 = \$61,980$$

Annual increase in construction costs is estimated to be 5%, therefore, cost of replacement of half the system after 25 years will be:

$$\$61,980 \times (1.05^{25}) = \$209,886$$

Based on 25 year replacement of half the system and an annual interest rate of 5%

$$\text{annual payment: } \frac{i}{(1+i)^n - 1} \times \$209,886 = \$4,397.62$$

where n= number of payments = 25; I = interest rate

## Lon R. Hultgren

---

**From:** Dennis O'Brien [dennis.o.brien@snet.net]  
**Sent:** Wednesday, June 22, 2005 8:45 AM  
**To:** Timothy J. Veillette  
**Cc:** Martin H. Berliner; Sara-Ann Chaine; Lon R. Hultgren  
**Subject:** Proposed Amendment #02-92 to Freedom Green CSSA

Tim,

After a careful review of the Freedom Green Community Sewer System Agreement, CSSA amendment #01-92, the proposed amendment #02-92 you emailed to me on May 31, 2005, for my consideration, the statutes governing condominium associations and community sewerage systems (C.G.S. section 7-246f), and some Freedom Green documents provided to me at my request by Advanced Property Management, Inc. of Glastonbury, I have concluded that the proposed amendment #02-92 is in fact legally adequate as written to accomplish its apparent purposes, and I therefore deem it ready to be submitted to the Town Council, acting as the Water Pollution Control Authority for the Town of Mansfield per section 5-2 of the Town of Mansfield Code. Please let me know if there are any additional questions about this matter.

Attorney Dennis O'Brien

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INTENTIONALLY



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** June 27, 2005  
**Re:** Proclamation in Honor of Officer John E. Andrini

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**Subject Matter/Background**

John Andrini, a long-time Mansfield Police Officer, is retiring this summer. Consequently, we would like the mayor to present John with a proclamation at his upcoming retirement party in honor of his many years of dedicated service to the town. John has performed his duties with honesty and integrity and we will miss his humor, volunteerism and professionalism.

**Recommendation**

Staff requests that the council authorize the mayor to issue the attached proclamation.

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

***MOVE***, effective July 8, 2005, to authorize Mayor Paterson to issue the attached Proclamation in Honor of Officer John E. Andrini.

**Attachments**

- 1) Proclamation in Honor of Officer John E. Andrini



***Town of Mansfield***  
***Proclamation in Honor of Officer John E. Andini***

***Whereas***, John E. Andrini has faithfully served as a Police Officer for the Town of Mansfield from May 1976 through July 2005; and

***Whereas***, during his tenure with the Town of Mansfield, Officer Andrini has performed his duties with honesty and integrity to assist those in need; and,

***Whereas***, Officer Andrini worked hard each day to make Mansfield a safe and prosperous community; and,

***Whereas***, Officer Andrini has volunteered many hours to help raise money and awareness for the Connecticut Special Olympics; and

***Whereas***, Officer Andrini is well-respected by Mansfield residents, his fellow employees and his peers; and

***Whereas***, Officer Andrini remained a true Boston Red Sox fan even when all those around him had misguided support for the New York Yankees, and has finally experienced a Red Sox World Series Championship in his lifetime:

**NOW, THEREFORE, BE IT RESOLVED**, that on behalf of the Mansfield community the Town Council does hereby recognize Officer John E. Andrini for his meritorious and dedicated service to the Town of Mansfield, and wishes him all the best in his well-deserved retirement.

***IN WITNESS WHEREOF***, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 8<sup>th</sup> day of July in the year 2005.

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Elizabeth C. Paterson  
Mayor, Town of Mansfield  
July 8, 2005



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*, Town Manager  
**CC:** Gordon Schimmel, Superintendent of Schools; Matt Hart, Assistant Town Manager  
**Date:** June 27, 2005  
**Re:** Building Committee for Mansfield Public Schools

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**Subject Matter/Background**

As you may recall, during the Mansfield Board of Education's budget discussion with the town council, the board discussed the need for a thorough review of future facility needs. The superintendent of schools has highlighted a number of areas in need, including:

- Improvements to building security
- Roof replacement
- Improvements to library/media facilities

To facilitate and guide this process, the board of education has requested that the town council establish to a school building committee.

**Financial Impact**

At least for the early part of its discussion, we contemplate that existing school personnel would staff the building committee. At some point, the committee will need a consultant to help guide the process, and we do have \$10,000 available in the general fund contingency account to assist with that effort. As part of its work, the committee will calculate the financial impact of any recommended improvements.

**Recommendation**

I have consulted with the mayor, and we recommend that the town council establish a seven-member committee comprised of the following individuals:

- Mayor
- Chairman of the Mansfield Board of Education
- Town manager
- Superintendent of schools
- Ms. Anne Rash, former principal and community member
- Two parent representatives to be appointed by the Mansfield Public Schools

We believe that the make-up of this committee would be representative of the needs of the Mansfield Public Schools and the community.

If the town council supports this recommendation, the following resolution is in order:

**RESOLVED**, effective June 27, 2005, to establish, for an indefinite term, a seven-member Mansfield Public Schools Building Committee to review the capacity and condition of the Mansfield Public Schools, particularly with respect to current needs and future expansion, and to develop recommendations for consideration by the Mansfield Board of Education and the Town Council; and which committee shall be comprised of: the mayor; the chairman of the Mansfield Board of Education; the town manager; the Mansfield superintendent of schools; Ms. Anne Rash, former principal and community member; and two parent representatives to be appointed by the Mansfield Public Schools.

**Attachments**

- 1) Correspondence from Superintendent of Schools

# Memo

To: Martin Berliner  
From: Gordon Schimmel  
CC: Mansfield Board of Education  
Date: 6/13/05  
Re: School Building Committee

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I write to inform you that last Thursday night, at its regularly scheduled meeting, the Mansfield Board of Education unanimously adopted the following resolution:

RESOLVED:

“That the Town Council be requested to establish a School Building Committee to review the capacity and condition of the Town's four school buildings, with respect to current needs and future expansion.”

You may recall during the Board of Education's budget discussion with the Council, I mentioned that the school district was due for a thorough review of future facility needs. Specifically, I noted that it has been twenty years since such a review was conducted. We need to begin this study soon because the lead-time now required to apply for and receive state approval for projects is a two-year process, stretching completion dates four or five years into the future.

There are a number of issues to be considered: With principals' offices located in the center of two elementary school buildings, changing times raise understandable concerns about improving building security; our Director of Maintenance estimates that the present roof system at each elementary school can be patched for only five more years; and the explosion in the instructional uses of technology require a review of our library/media facilities at each of our elementary schools. A joint Town Council/Board of Education study committee needs to examine these and other issues in order to anticipate the districts long and short-term needs for facility improvement.

For these reasons, I request that you pass this information along to the Council for action at an upcoming meeting. Thank you for your help.

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## MINUTES

### Mansfield Advisory Committee on Persons with Disabilities

Regular Meeting - Tuesday May 24, 2005

2:30 PM - Conference Room C - Audrey P. Beck Building

- I. Attendance: K. Grunwald, S. Thompson (Staff), S. Hasson, T. Miller, W. Gibbs, J. Sidney, C. Vincente
- II. Approval of the Minutes for the Meeting of Apr. 26, 2005: Minutes were approved as written.
- III. New Business: None
- IV. Old Business
  - a. Membership: No report. It was suggested that MACPD be represented at the Know Your Town Fair, in an effort to publicize the Committee and its purpose.
  - b. Update on ADA compliance – Community Center: Curt Vincente indicated that he would continue to work towards resolution of existing problems, perhaps through use of a different type of shower chair, or if necessary, replumbing. J. Sidney has been unable to locate a chair which would address her needs, however she indicated that there are several good chairs currently available on the market which would be suitable for peoples' various needs. Stan Kosloski is to meet with Curt and Joan

May 27 to assess the shower facilities for ADA compliance. He will then make his recommendations.

- c. CT Real Choice: Kevin attended the recent meeting, which presented reports from the three communities who have been awarded funding. He mentioned one community's programs of inclusion activities, and another's "welcome" video, which displayed the town's services and accessibility for people with special needs. He also indicated that he had volunteered Mansfield as a site for the next regional meeting.
- d. Special Olympics team usage of Community Center: Scott indicated that, for expediency's sake, the local team used the facilities at EO Smith for their practices this Spring. Curt stated that next year it might be possible make arrangements for practices at the Community Center, depending on the Center's schedule of activities during March and April. Scott announced that a State Meet would be held in Southington in three weeks.
- e. People First Language: Discussion focused on increasing community awareness of changing language which tends to label a person according to what a person *has* (disability), not what a person *is*. People First language puts the person *before* the disability. Discussion will continue at future meetings.

Meeting adjourned at 3:04 PM; next meeting will be on  
Tuesday, June 28, 2005 at 2:30.

Respectfully Submitted,  
Sheila Thompson

**Mansfield Commission on Aging Minutes**  
**2:30 PM – Senior Center            Monday, May 9, 2005**

**PRESENT:** S. Thomas (chair), M. Thatcher, J. Kenny (staff), N. Steves, C. McGillan, P. Secker, B. Acebo, B. Griffin, C. Thatcher, J. Brubacher, P. Hope (staff), D. Mercier.  
**REGRETS:** E. Norris,

- I. **Call to Order:** Chair S. Thomas called the meeting to order at 2:33 PM.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting. Due to an emergency K. Grunwald left; P. Hope agreed to take minutes.
- III. **Acceptance of Minutes:** The following corrections were made to the minutes of the April 11, 2005 meeting: Carol McGillan was present, Carol Phillips was absent. Nora Stevens moved to moved to accept the minutes as corrected; it was seconded by Mary Thatcher. All were in approval.

**IV. Guest Speaker - Curt A. Vincente, Dir. of Parks & Recreation**

"Seniors and the Mansfield Community Center": due to an unscheduled absence, Mr. Vincente was unable to attend the meeting. He will be invited to address the Commission at the June meeting.

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

**A. Health Care Services**

Wellness Center and Wellness Program – J. Kenny distributed copies of her monthly report. J. Kenny noted she worked with the Association on their funding efforts for Juniper Hill Fire Victims and the Association's bazaar. J. Kenny also noted she planned and participated in a program with the UCONN Pharmacy Students and Bayer that was held at Juniper Hill. J. Kenny has coupons for diabetic supplies. She has notified seniors through Sparks these are available. Another speaker from the UCONN Allied Health Program will be presenting in June. Seniors throughout the month shared jokes with J. Kenny in preparation for J. Kenny's "Humor" program. J. Kenny attended a "Death and Dignity" teleconference program. J. Kenny noted that many legislature info is available. COA members would like any pertinent information passed on them when their minutes are sent.

Mansfield Center for Nursing and Rehabilitation - Jean Kenny indicated that a meeting is scheduled for next week. J. Kenny mentioned that CCCI indicated Medicaid beds are difficult to find in the northeast region.

**B. Social, Recreational and Educational**

Senior Center – P. Hope distributed copies of her monthly report. P. Hope noted that the "Are You Okay?" program ended effective April 30. RSVP and The Mansfield Senior Center will be training volunteers for a telephone reassurance program. RSVP will also host a training for a friendly visitor program for seniors in area nursing facilities. The congregate meals attendance through TVCCA continues to increase in numbers. The

UCONN Allied Health Program held 3 programs during the month of April. P. Hope noted the Senior Center will likely hold another grandchildren's day next year.

Senior Center Assoc. – John Brubacher indicated the Association will have its annual banquet on June 15. New officers will be appointed on that day. J. Bruchacher extended an invitation to COA members. The Association will have its meeting next Wednesday. They will approve their annual budget. J. Bruchacher noted that “Anything Goes” will be held this month and hopes COA members will attend. J. Brubacher noted that he has been on vacation with the Elderhostel, which he highly recommends.

#### C. Housing

Assisted Living Project: P. Hope read K. Grunwald's report: The Town has received 5 proposals in response to the RFQ for a needs analysis. An ad hoc group will begin meeting on 5/16 to begin the review of these proposals.

Juniper Hill, Jensen's Park, Other – no report

#### D. Related Town and Regional Organizations

Com. on Physically and Sensorily Impaired: P Hope read K. Grunwald's report: K. Grunwald attended a meeting on “community inclusion”, and the Town will be hosting a follow-up meeting in June.

Senior Resources of Eastern CT – no discussion

Town Plan of Conservation and Development – Carol Phillips – no discussion

Town Community Center - COA is interested in obtaining statistics on the number of seniors 65+ who are members of the Community Center. P. Hope offered to obtain those statistics if they are available. J. Brubacher wondered if the Community Center ever asked Seniors when they preferred to have access to the pool. S. Thomas noted C. Vincente could answer some of these questions.

## VI Old Business

Need to enlarge the Nominating Committee - Nora Stevens indicated that Carol Phillips will join the committee. She welcomes suggestions from COA members. The process needs to be ongoing throughout the summer. N. Stevens encouraged COA members to call Carol. Phillips or N. Stevens with any suggestions. They noted that Phil Secker is finishing his second term and can serve another term. P. Secker will not seek another term because of commitments. Nora Stevens has served two terms. M. Thatcher is finishing up a term which finishes in 2005.

Berl Griffin indicated she would be willing to represent Wrights Way.

Preparation of The Long Range Plan (2004-2014) - Kevin Grunwald

Proposed survey of elderly in Town: P. Hope read K. Grunwald's report that he heard from Waldo Klein in regards to conducting a survey of the needs of seniors in Town. J. Klein recently completed a similar project for the Town of Madison, which took 6 months and cost approximately \$20,000. K. Grunwald will try to meet with the next COA meeting or with a subcommittee before the end of the summer. N. Stevens noted that a special meeting could be called to

TOWN OF MANSFIELD  
CONSERVATION COMMISSION  
Minutes of the May 18, 2005 Meeting  
Conference Room B, Audrey P. Beck Building

Present: Robert Dahn (chair), Jennifer Kaufinan, Quentin Kessel, and Frank Trainor.

Absent: John Silander

1. The meeting was called to order at 7:46 PM.
2. Dahn moved, and Trainor seconded, that the minutes of the April 20, 2005 meeting be approved. The motion passed unanimously.
3. Kaufinan suggested that the CC move directly to the IWA/PZC referrals on the agenda and it was agreed to do so.
4. IWA/PZC Referrals.

W-1300 - Margaret Harrison - Baxter Road. Map date 3/17/05 rev. to 4/11/005 map. This application is for an 11 lot subdivision. The CC found the proposed subdivision to be an intensive use of an area permeated with wetlands. The intensive nature of this proposal results in some lots where nearly all the work will be in the regulated area. For example nearly all the work to be done on Lot 1 is within the regulated area with the development envelope coming to within about 10 feet of the actual wetlands. Dahn moved, and Trainor seconded, that the cumulative effect of this subdivision may have a significant negative impact on the wetlands. These wetlands will be owned by the Town; however, the Town will have little control of the regulated area in the current proposal is approved. It was further noted that the application seemed incomplete in that the CC could not locate all the wells and septic tanks on the maps. The motion passed unanimously. (Please note additional wetland comment under the following PZC File #1229.)

PZC File # 1229 - Margaret Harrison - Baxter Road. The CC noted the abuse of the three-lots-on-a-shared-driveway provision. A logical extension of the proposed four lots on a shared driveway would be for six lots to be permitted on a shared driveway. It is not clear to the PZC that the current proposal results in the preservation of any additional open space or many fewer road cuts. In fact, the CC greatly prefers the yield plan over the proposed plan. Even with 12 lots and a Town road, it would appear to have only two road cuts and less of a negative impact on the wetlands than does the proposed subdivision.

IWA - 1301 - LaPointe - Mansfield City Road. Map date 4/06/05. This application is for a storage shed within 150 feet of a wetland. Kessel moved, and Dahn seconded, that there should be no significant negative effect on the wetlands from this project. The motion passed unanimously.

IWA - 1302 - Minutti Group - Monticello Lane. Map date 4/26/05. This application is for a 9-lot subdivision on land located off the present end of Monticello Lane. The CC was pleased with the less intensive land use nature of this proposed subdivision. Kessel moved, and Dahn seconded, that there should be no significant negative effect on the wetlands if appropriate erosion controls are in place and removed after the sites are stabilized. The motion passed unanimously.

PZC File #1230 - Minutti/Fellows - Extension of Monticello Lane. The CC expresses approval of the extensive and appropriate open space dedication. Concern was expressed about access from this subdivision to the Moss Sanctuary and the CC assumes that the PZC will see to this need.

IWA - 1303 - South Windham Post and Beam - Woodland Road. Map date 4/28/05. This application is for a subdivision lot approved in 1999. Kessel moved, and Dahn seconded, that there should be no significant negative effect on the wetlands from this project. The motion passed unanimously.

IWA - 1304 - Ross, LJ&G LLC - South Bedlam Road. Map date 4/26/05. This application is for a 5-lot subdivision. Kessel moved, and Dahn seconded, that there should be no significant negative effect on the wetlands from this project. The motion passed unanimously.

PZC File # 1231 - Minuitti Group/Mione and MacBroom for Ross. This application is for a 5-lot subdivision off South Bedlam Road. In reviewing this subdivision proposal, the CC noted that if the spirit of the shared-driveway provision is to encourage the preservation of more useful open space, this proposal does not seem to do so. Kaufman moved, and Dahn seconded, that the layout of the yield plan was preferable to the proposed subdivision. The general layout is very similar for both plans. The CC noted the apparent reduction in open space when comparing the yield plan to the subdivision plan. If the event the proposed subdivision moves forward, the CC questions the division between the conservation easement and the open space dedication to the Town. It is suggested that the open space shown on the map be made part of the conservation easement rather than have it be deeded to the Town.

PZC File #1214-2 was tabled for discussion at the June meeting.

The meeting adjourned at 9:32 P.M.

Respectfully submitted,

Quentin Kessel  
Secretary

obtain input from all the members. There was some discussion if there would be a cost involved in having W. Klein's involvement.

N. Stevens encouraged COA members to attend the town budget hearing next Tuesday evening.

## **VII. Adjournment**

**Meeting adjourned at 3:45 p.m.** Next meeting is scheduled for Mon., June 13 at 2:30 pm at the Senior Center

**EASTERN HIGHLANDS HEALTH DISTRICT  
BOARD OF DIRECTORS – REGULAR MEETING  
THURSDAY – APRIL 21, 2005  
COVENTRY TOWN HALL – BOARD ROOM B**

Meeting was called to order at 4:31pm.

Present were: B Paterson, M Berliner, J Devereaux, M Kurland, W Kennedy, J Elsesser, R Field, P Schur

Absent were: C Johnson, P Curry, J Stille (alternate), L Eldredge (alternate)

Staff present: R Miller, Dr Dardick

## **MINUTES (1/20/05)**

A MOTION was made by J Elsesser, seconded by P Schur, to approve the minutes of the January 20, 2005 meeting with changes as noted: Dr Dardick was present. THE MOTION PASSED unanimously.

M Berliner arrives at 4:35.

M Kurland arrives at 4:35.

## **PUBLIC COMMENTS**

No public in attendance

## **OLD BUSINESS**

### ***Main office renovation Project***

A MOTION was made by R Field, seconded by J Elsesser, to authorize an additional \$3,000 allocation from the Health District CNR fund for the purpose of renovating the main district office in the Mansfield Town Hall. THE MOTION PASSED unanimously.

## **NEW BUSINESS**

### ***Fiscal Year 2003/2004 Audit Report***

A MOTION was made by R Field, seconded by M Kurland, to accept the independent auditor's report for the fiscal year 2003/2004. THE MOTION PASSED unanimously.

### ***Auditor Appointment***

A MOTION was made by J Elsesser, seconded by M Berliner, to appoint the independent auditing company of Kostin, Ruffkess and Company for the fiscal year 2004/2005. THE MOTION PASSED unanimously.

### ***Proposed Fiscal Year 2004/2005 Budget Amendments***

A MOTION was made by J Elsesser, seconded by R Field, to amend the fiscal year 2004/2005 budget by increasing both the revenue and expenditure sides by \$12,180 to reflect Influenza Vaccine purchases and sales and increase both the revenue and expenditures by \$3,814 to reflect an additional allocation of Preventive Health Block Grant funds. THE MOTION PASSED unanimously.

### ***Resolution for Signature Authorization***

A MOTION was made by R Field, seconded by M Kurland, to adopt the resolution for signature authorization as presented. THE MOTION PASSED unanimously.

Dr Dardick arrives at 4:55.

## **CHAIRPERSON'S REPORT**

### ***DOH Retiree Health Benefit***

J Elsesser presented the issue to the Board. A discussion ensued. A MOTION was made by J Elsesser, seconded by M Kurland, to approve for the Director of Health a 2% of salary Health District contribution to a defined contribution retiree health benefit plan, with the details of the plan to be established by the Town of Mansfield and the Director of Health and authorization given to the Town of Mansfield to sign all documents needed to implement and administer the plan. THE MOTION PASSED with B Paterson, M Berliner, J Devereaux, M Kurland, W Kennedy, J Elsesser and P Schur voting "yes" and R Field voting "no."

## **TOWN REPORTS**

**COVENTRY** – For sewer project, permitting for Phase IV completed, expecting Phase V to start next spring. Coffee Shop opening in old fire house on Main Street. Sgt Luce being honored at dinner next week. Town Hall and Public Works employees attending CPR training. Water project for schools to have a 2 year timeframe to complete. North Coventry cooperative nursery school is closing. Second Congregational church asking to be removed from the NCTC because they then would no longer meet criteria.

**MANSFIELD** – Topsy's and spring weekend discussed. Sara's Pockets sandwich shop opening. Thai restaurant opening. Movie theaters should be opening in a month. Landfill closure discussed. School water project progressing. Consulting engineers to study the cost of sewerage the four corners area. UConn completed water study.

**TOLLAND** – Sewer progressing on schedule. Big Y opening August 1.

**BOLTON** – Nothing to report.

**WILLINGTON** – Nothing to report.

**ASHFORD** – Nothing to report.

## **DIRECTOR'S REPORT**

### ***Health District Expansion***

R Miller updated the Board on the latest developments regarding the district expansion of the towns of Andover, Chaplin and Columbia. Discussed were budget implications, services issues and organizational structure modifications. R Miller notified the board that Scotland contacted DOH regarding prospect of joining and solicited Board members for comments on the issue. P Schur commented that the Scotland membership should be pursued.

### ***Financial Reports***

R Miller presented operating budget report year-to-date for 4/13/2005 fund balance sheets for general fund and CNR fund effective 3/31/2005. J Elsesser noted that CNR fund balance does not reflect main office renovation project allocations.

### ***Quarterly Reports***

R Miller presented quarterly reports for 2<sup>nd</sup> quarter, FY 2004/2005. J Elsesser noted significant increase in soil testing as compared to previous year.

### ***Ashford Senior Center***

R Miller briefed the Board on issues regarding the Ashford citizen organization's concern regarding food protection regulations imposed by the Health District and their communications to state officials and legislators regarding them.

## COMMUNICATIONS

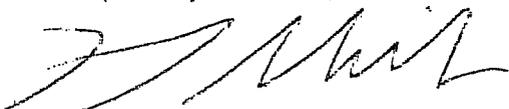
W Kennedy inquired about the Coventry housing code issue. J Elsesser and R Miller commented on problems with the Coventry housing code. M Berliner commented that Mansfield is considering adopting a housing code.

W Kennedy inquired about CADH letter to DPH regarding communications between DPH and local health departments. R Miller stated that issue is complex and long standing.

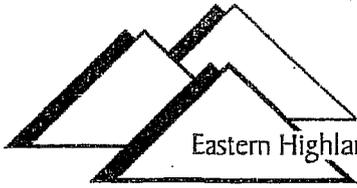
P Schur asked about status of SB978. R Miller stated that bill was not voted on by appropriations committee but is still alive because funding is still in the budget proposal.

The meeting adjourned at 5:40pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. Miller", written in a cursive style.

Robert L Miller  
Secretary



Eastern Highlands Health District

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

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## **RESOLUTION FOR SIGNATURE AUTHORIZATION**

RESOLVED:

That Robert L. Miller, Director of Health, and in his absence, Elizabeth Paterson, Board Chairperson, has been Empowered to sign contracts and amendments hereto, on behalf of the Eastern Highlands Health District between the Eastern Highlands Health District and the Connecticut Department of Public Health or its successor agency, for the period of July 1, 2005 to June 30, 2006.

Adopted this 21<sup>st</sup> day of April, 2005.

Elizabeth Paterson  
Health District Board Chairperson

**TOWN OF MANSFIELD**  
**OPEN SPACE PRESERVATION COMMITTEE**  
Minutes of the May 17, 2005 meeting

Members Present: Ken Feathers, Quentin Kessel, Steve Lowrey, and Jim Morrow (chair).

- 1. The meeting was called to order at 7:46 P.M.**
2. Feathers moved and Lowrey seconded that the minutes of the March 15, 2005. The motion passed unanimously.
3. There will be a special meeting Wednesday, May 25, 2005 at 7:30 P.M. in Council Chambers with the Conservation Commission and other committees to review and comment on a draft of the new Plan of Conservation and Development.
4. PZC Referrals:

PZC files #1230 and 1214-2 were tabled with the intention of discussing them at the June meeting.

PZC file #1229- Minuitti/Gardner/Peterson for Margaret Harrison for 11 new lots off Baxter Road. The OSPC noted that the open space accounted for 24 acres out of the total of 44 acres covered by the plan; however, it was also noted that of the wetland 11.91 acres on the site that 11.8 acres were being incorporated into the open space to be deeded to the Town. Concern for how to protect this Town-owned open space from encroachment and lawn runoff was expressed and the OSPC urges the PZC to evaluate very carefully the proposed construction and septic systems that are proposed within 150 feet of the wetlands.

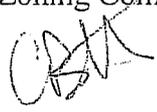
PZC file #1231 - Minuitti/Mione/MacBroom for Ross for 5 new lots (Aurora Estates) on South Bedlam Road. From a review of the maps the OSPC concluded that the land designated for open space appeared to be dysfunctional and of little obvious value. It was further noted that one portion of the open space was bisected by a strip of land that hinted at further subdivision of land in back of the Ross holding. On the maps provided, ownership of the rectangular conservation easements was not clear. Including one with a spreader to be maintained by the Town.

- 7. The meeting adjourned at 8:45 P.M.**

Respectfully submitted

Quentin Kessel  
Secretary

To: Town Council/Planning & Zoning Commission  
 From: Curt Hirsch, Zoning Agent  
 Date: June 16, 2005



Re: **Monthly Report of Zoning Enforcement Activity**  
*For the month of May, 2005*

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	17	18	22	177	176
Certificates of Compliance issued	12	12	5	155	129
Site inspections	56	56	40	369	457
Complaints received from the Public	1	1	3	36	31
Complaints requiring inspection	1	1	3	29	26
Potential/Actual violations found	4	4	2	56	31
Enforcement letters	11	11	8	104	90
Notices to issue ZBA forms	0	0	1	8	17
Notices of Zoning Violations issued	2	2	2	42	57
Zoning Citations issued	1	1	1	16	12

Zoning permits issued this month for single family homes = 3 multi-fm = 4  
 2004/05 Fiscal year to date: s-fm = 43, multi-fm = 11

**RECREATION ADVISORY COMMITTEE  
MEETING MINUTES – May 25, 2005**

**ATTENDING:** Darren Cook, Sheldon Dyer, Anne Rash  
**STAFF:** Jay O'Keefe, Curt Vincente  
**GUESTS:** Howard Raphaelson, Matthew Raynor

- A. Call to Order – Chairman S. Dyer called the meeting to order at 7:35p.m. Guests Howard Raphaelson and Matthew Raynor were acknowledged. H. Raphaelson has submitted a letter of interest on serving to the Committee on Committees. Frank Musiek who could not attend this meeting, but was in attendance at the last meeting, has also submitted a letter of interest. M. Raynor may be interested if any other vacancies exist in the future.
- B. Approval of Minutes – D. Cook moved and A. Rash seconded that the of minutes of April 27, 2005 be approved. So passed unanimously.
- C. Co-Sponsorship Update – C. Vincente noted that there are several issues involving the Mansfield Little League. A formal letter of complaint has been received by the Town, which will require an investigation. Because of his involvement with the Little League as a parent helper, C. Vincente noted that he will have no involvement in the investigation. Staff members Jay O'Keefe and Bette Stern, who collectively have over thirty years of experience in dealing with youth sport groups will conduct the investigation and respond to the complainant.
- D. Old Business – C. Vincente gave a brief update on outstanding Community Center construction issues, noting that some final punch list are in the process of being corrected and other items are planned to be completed by June 1. The current marketing strategies were discussed and the membership base was analyzed. The April facility usage report was also reviewed. C. Vincente briefly reviewed the architects space study. S. Dyer inquired about the status of the Southeast Park restroom/concession/storage project now that the budget passed. C. Vincente noted that he has met with town staff and will be meeting soon with local contractors to review the current building plans. After final revisions are made, a construction scheduled will be established.
- 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 will be available for distribution in the next packet. J. O'Keefe gave a brief update on the Spring programs and Summer registration. The PZC referral on the Fellow Estates, Sunrise Estates, Baxter Road Estates, and Aurora Estates were discussed briefly, with no action taken.

Having no other business, the meeting was adjourned at 8:45pm.

**ADMINISTRATION**

- Although our meeting will be on June 10, the date in the header of this report is June 3, because it is being prepared on June 2 - the last day that I will be in the office before the June 10 meeting.
- Capitol Region Purchasing Council: Some of you may have responded to CRPC’s request for information in preparation for CRPC’s fuel oil bid. Hedy Ayers reports that they expect to have the bid opening on June 15, and has expressed a willingness to come out here on the following Monday - June 20, probably in the afternoon - to provide advice on how to select from the bid responses, and to walk you through the process. Please let me know if you are interested so that we can set up the meeting.
- Ashford resolution to withdraw from WINCOG: Both Jana and I attended the Ashford Town Meeting on May 31, at which a resolution was being considered to allow Ashford to withdraw from WINCOG membership. After discussion, the motion was tabled. Both board and staff should take advantage of the opportunity to discuss how we can better address the needs of all of our towns.
- Technical assistance contracts active in FY 05:

Contract #	Description	Status
Ashford	POCD assistance	Completed
Ashford	Large format maps	continuing
Chaplin	Planning and zoning services	Began 1/3/05; continuing under contract
Columbia	Fill-in staffing (part time) for ZEO for one week	completed 7/04
Mansfield	Mapping assistance	continuing
Northeast Alliance	Web site modifications	in progress
Willimantic River Alliance	Web site development	completed

**UPCOMING DATES OF INTEREST**

- June 8            2:30 p.m. NCEP Meeting and tour of UConn’s Technology Incubator Program (at UConn)
- June 14          3:00 p.m. WINCOG Regional Emergency Planning Workgroup (tentative)
- June 20          Time and place TBA - Meeting with Hedy Ayers, CRPC, re: fuel oil bid.
- July 6            7:30 p.m. Regional Planning Commission at WINCOG

**ECONOMIC DEVELOPMENT**

- NCEP: The Northeastern CT Economic Partnership will hold a brief meeting on June 8, at UConn, immediately before scheduled tours and overview of UConn’s Technology Incubator program. to review project submissions for inclusion in the CEDS. NECCOG Executive Director John Filchak is preparing a draft evaluation section to be considered for adoption and inclusion in the CEDS update. As a result of the discussion at the Eastern CT Workforce Investment Board’s Chief Elected Officials meeting on June 1, there may also be action on adding language that would focus planning efforts for the upcoming year on assessing the impacts of the Base Realignment and Closure (BRAC) decisions.
- US EDA meeting: Windham Economic Development Director Ted Montgomery arranged an opportunity for Windham representatives to meet with EDA Regional Director Tony Pecone, on May 19 at the WINCOG offices. Your director was invited to provide information on the NCEP’s Comprehensive Economic Development Strategy. The purpose of the meeting was to get a sense of what EDA funding might be available to fund Windham’s projects. We did learn that the planning grant for which we applied last year was not funded because of a major business closing in NY state that absorbed almost all of the multi-state northeast region’s allocation for economic development projects. Mr. Pecone told us not to give up hope<sup>P. 42</sup> that it may be funded next year, when more

money becomes available.

## TRANSPORTATION

- Rural Minor Collector Program: Hampton is preparing an application for funding for Station Road (which continues as Morey Road in Chaplin) under this program. When completed, it will be brought to the WINCOG board for endorsement and forwarding to ConnDOT.

## TRANSIT

- RFP for bus services: The WRTD Board took action on June 1 to negotiate a contract for the operation of WRTD’s services with Professional Transit Contracting, LLC (PTC). If negotiations have been completed by our June 10 meeting, we are hoping to be able to introduce representatives from PTC at that meeting.
- CPTC Public Hearing: The Connecticut Public Transportation Commission held a public hearing in Willimantic on May 9. While the meeting was originally scheduled to be held at the Town Hall, it was re-located to the WINCOG offices when the CPTC members arrived at the Town Hall and found it locked. Dagmar Noll presented testimony on behalf of Transit Administrator Melinda Perkins. Windham WRTD Board representative Tom McNally and your director testified on behalf of WRTD and WINCOG, respectively.

## LAND USE PLANNING

- Regional Planning Commission: At their June 1 meeting, the Regional Planning Commission acted on the following zoning and subdivision referrals:
  - a. # 05-04-20-MD: Mansfield: A proposal to create an 11-lot subdivision at the intersection of Baxter Road and Route 195 in Mansfield abutting the Willington town boundary.  
**Action: Conformance to Regional Plan.**
  - b. # 05-05-02-MD: Mansfield: A proposal to create a 5-lot subdivision on South Bedlam Road in Mansfield abutting and crossing the Chaplin town boundary. **Action: Nonconformance to Regional Plan with suggestions towards conformance.**
  - c. # 05-05-03-VN: Vernon: A proposal to delete the Planned Mixed Use Development Zone, to create two new Planned Development Zones, to refer to DEP’s new Stormwater Management Manual, to add performance standards for stormwater management and to require site plan and special permit approvals for drive-up service windows where they are permitted. **Action: No intermunicipal impact.**
  - d. # 05-05-25-CN: Chaplin: A proposal to adopt a one year moratorium for subdivision and resubdivisions that include new streets or the division of land into two or more new lots.  
**Action: Conformance to Regional Plan.**
  - e. # 05-05-27-WM: Windham: A proposal to transfer the power to grant special permits for cluster subdivisions from the Zoning Commission to the Planning Commission.  
**Action: Conformance to Regional Plan.**
- Mansfield Plan of Conservation and Development Maps: WINCOG continues to work on these maps under contract with Mansfield.
- Ashford Plan of Conservation and Development Maps: WINCOG is nearing completion on a small contract with Ashford to prepare large format maps for the Plan of Conservation and Development.

**EMERGENCY PLANNING UPDATES**

- Department of Emergency Management and Homeland Security (DEMHS) funding: WINCOG is still waiting for information from DEMHS regarding whether or not regional planning organizations will be allowed to use their audited burden, fringe, and overhead rates in requesting reimbursement under the FFY 2004 and 2005 Homeland Security grants. We will not be submitting an application for the regional allocations until this matter is resolved.

DEMHS representatives have indicated that they should have a packet of information for municipalities by the end of June on procedures to use in applying for municipal allocations from these grants.

- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through Department of Environmental Protection (DEP): We are waiting for completion of the Town of Windham’s section of this plan before forwarding it to FEMA for preliminary review and conditional approval. Each town will then be asked to adopted the regional section and the town’s individual section.
- Community Emergency Response Team (CERT): In the near future, we will begin to work with Mansfield’s Social Services Director to form a CERT team focused on assisting special needs populations in emergencies. At the most recent Statewide Citizens Corps Council meeting last week, we were informed that the state has applied for a competitive federal grant that would fund the development of a formal CERT training course focused on special needs populations, a CERT course FOR special needs populations to attend, and a CERT course focused on animal rescue. If successful, the state (using a contractor) would develop these courses and present them throughout the state to test them and refine them. The ultimate goal would be to have FEMA incorporate them as certified official FEMA training courses.

**CENSUS AFFILIATE ACTIVITIES**

- Data Requests: None this month.

**LOCAL ASSISTANCE**

TOWN	ASSISTANCE	# HOURS
Ashford	<ul style="list-style-type: none"> <li>• Sent POCD committee information on implementing New Village Green proposal</li> <li>• Additional mapping help for POCD, under contract</li> </ul>	.25
Chaplin	<ul style="list-style-type: none"> <li>• Provided information to first selectman on Rural Minor Collector program</li> <li>• Participated in Natchaug River Meeting</li> </ul>	2
Columbia	<ul style="list-style-type: none"> <li>• Sent regional land use plan, transportation plan, and CEDS to planning consultant</li> </ul>	3
Coventry	<ul style="list-style-type: none"> <li>• Sent regional land use plan and GIS data to ZEO</li> <li>• Sent info on GIS fee schedule to ZEO</li> </ul>	1.5
Hampton	<ul style="list-style-type: none"> <li>• Provided information to first selectman on Rural Minor Collector program</li> </ul>	
Lebanon	<ul style="list-style-type: none"> <li>• Provided water and sewer utility information to Economic Development Commission</li> </ul>	2
Mansfield	<ul style="list-style-type: none"> <li>• Worked on POCD maps, under contract</li> </ul>	
Scotland	<ul style="list-style-type: none"> <li>• Participated in Scotland PZC regulation review subcommittee meeting</li> <li>• Attended Public Hearing regarding proposed Scotland Center Village Design District</li> </ul>	4
Windham	<ul style="list-style-type: none"> <li>• Prepared “Weed and Seed” map for Windham Recreation Director</li> </ul>	1
All Towns	<ul style="list-style-type: none"> <li>• Northeastern CT Economic Partnership activities</li> <li>• Participated in sediment sampling expedition on Willimantic River (time not charged)</li> </ul>	28

**OTHER ASSISTANCE**

- Continued to participate in Willimantic Whitewater Partnership & Thames River Basin Partnership.
- Participated as panelist in Green Valley Institute Seminar “Save our Land, Save our Towns”.

**MEETINGS**

- |      |       |  |
|------|-------|--|
| May  | 6     | - WINCOG Board meeting / Lebanon (BB, JB)  |
|      | 9     | - Meeting with TVCCA Elderly Nutrition Director (BB)<br>- Presented testimony at CPTC hearing (BB, DN)   |
|      | 10    | - ConnDOT Technical Coordination meeting / Newington (BB)<br>- GVI Seminar “Save our Towns” / Storrs (JB)  |
|      | 12-13 | - Rural Transportation Conference / Portland, ME (BB)  |
|      | 17    | - DPH Focus Area A meeting (bioterrorism planning) / Middletown (BB)   |
|      | 18    | - ACCESS Agency 40 <sup>th</sup> Birthday celebration (RL, MH, EW, BB*)<br>- Scotland PZC Subcommittee (JB)  |
|      | 19-   | - Meeting with Tony Pecone (US EDA) and Windham Staff on economic development projects (M. Paulhus, BB)  |
|      | 24    | - WINCOG Regional Emergency Planning workgroup (BB)  |
|      | 25    | - DEMHS Coordinating Council ISIP workgroup / Middletown (BB)  |
|      | 26    | - Statewide Citizens Corps Council meeting / West Hartford (BB)  |
|      | 31    | - WRTD board RFP advisory committee meeting - interview (BB, MP)<br>- Ashford Town Meeting* / Ashford (BB, JB)   |
| June | 1     | - Eastern Connecticut Workforce Investment Board meeting /Norwich (D McGuire, BB)<br>- WRTD board RFP advisory committee meeting - interview (BB, MP)<br>- WRTD special board meeting (BB, MP) |
|      | 2     | - Meeting with Chaplin and Hampton First Selectmen on Rural Minor Collector project / Chaplin (BB)   |

\* Time not charged to WINCOG

WINDHAM REGION COUNCIL OF GOVERNMENTS  
MINUTES  
May 6, 2005

A meeting of WINCOG was held on May 6, 2005 at the Lebanon Community Center at the intersection of Routes 207 and 87 in Lebanon, CT. Chairman Daniel McGuire called the meeting to order at 8:35 a.m.

Voting COG Members Present: 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.

Public Present: Mark Paquette, Willimantic River Alliance; Virginia Sampietro, Eastern CT Workforce Investment Board; Eric Thomas, Willimantic River Alliance; Dennis Twiss, Small Business Development Center.

#### MINUTES

**MOVED by Mr. Paulhus, SECONDED by Mr. Lanzit, to approve the minutes of the 4/1/05 regular meeting as submitted. MOTION CARRIED unanimously.**

#### WILLIMANTIC RIVER ALLIANCE

CT DEP Thames River Basin Coordinator Eric Thomas and Windham Recreation Director Mark Paquette informed WINCOG of the upcoming Willimantic River Fest hosted by the Windham Region Chamber of Commerce. The River Fest will be held on Sunday, May 22, 2005, and will include canoe, kayak, bike, hike, running and horseback riding events, celebrating and enjoying the beautiful Willimantic River and all its surrounding resources. They also thanked WINCOG for assistance in preparing the new Willimantic River Alliance website ([www.willimanticriver.org](http://www.willimanticriver.org)). The Willimantic River Alliance is now a 501 c(3).

#### INTER-REGIONAL IMPACT ANALYSIS PROPOSAL

SCCOG has offered WINCOG the opportunity to cooperate in the preparation of a study of large-scale developments in the eastern CT. SCCOG has committed \$50,000 towards studying the impact of large-scale developments in southeastern CT and suggested that the scope of the project could be expanded with the participation of WINCOG and NECCOG. The general consensus was support for studying development impacts, but COG members felt that developers should pay the cost of impact analyses. Staff are authorized to provide in-kind services to the extent that they are able to coordinate with SCCOG's study. **MOVED by Mr. Elsesser to table discussion to the next meeting, SECONDED by Mr. Paulhus. Motion carried unanimously.**

**STIP AMENDMENTS: None.**

#### REGIONAL TRANSPORTATION PLAN (RTP)

WINCOG members received the revised list of transportation projects with the board packets. They reviewed the list together and identified projects of regional priority. **MOVED by Mr. Elsesser to endorse the prioritized list\* as discussed, SECONDED by Ms. Wilson. Motion carried unanimously.**

#### REAUTHORIZATION OF MOU with DPS

**MOVED by Mr. Elsesser to reauthorize the MOU\* for use of GIS data supplied by the Department of Public Safety, SECONDED by Mr. Lanzit. Motion carried unanimously.**

#### OLD BUSINESS

Paramedic Program Budget: Ms. Buddington reported that Bob Peterson was not at this time prepared to present WINCOG with the Paramedic Program budget. Mr. Elsesser reported that Coventry had 11 cancelled calls in 2 weeks. Due to changes in protocols used by new PSAP software being used by the Tolland PSAP, there are more cancelled paramedic calls. Ms. Buddington will request a detailed report for the June meeting.

Legislative Update: There was discussion about Senate Bill No. 1106, a bill to create five economic development regions and promote regional economic development. Ms. Buddington reported that funding for the NE Alliance is still alive, although at a lower level than requested. It is going through the Bonding Commission. There was brief discussion about bills relating to probate court reorganization and volunteer firefighters leaving their regular jobs to answer fire calls. There is also legislation proposed that would provide funding to implement the CEDS developed by the Northeastern CT Economic Partnership.

#### UPDATES

Workforce Investment Area: Ms. Sampietro reported that the Eastern CT Workforce Investment Board and the Windham Region Chamber of Commerce have created an online training course for health care workers. She also reported that Vernon Adult Education has created a successful literacy and English-as-a-second-language course that Windham Region employers might find useful.

Connecticut East: No report.

Homeland Security and CERT: Ms. Buddington reported that the second CERT class is close to graduation. There will be a meeting to discuss ongoing training for CERT volunteers. Ms. Buddington also asked COG members if they had submitted any requests to DEMHS for homeland security funding for this quarter.

#### DIRECTOR'S REPORT

Ms. Buddington distributed a written director's report. She called attention to an upcoming CEDS meeting scheduled for 2:30 p.m., June 8 at UConn to be followed by a tour of the Technology Incubator Program (more info at [www.cvg.org](http://www.cvg.org)). The I-395 TIA met with TSB chairman Oz Griebel and recommended increasing the gas tax with the money going to transportation improvements in eastern CT. Later today, the Transit Board will receive sealed proposals for transit services 2006-2009. Ms. Buddington reminded COG members that many towns have not responded with projects for the Pre-disaster Hazard Mitigation Plan.

Ms. Butts distributed proposed updates to the Windham Region Land Use Plan prepared by the Regional Planning Commission. She suggested WINCOG meet jointly with the RPC to review the Municipal Development Plan for the Mansfield Downtown Partnership.

#### MEMBERS FORUM

Mr. Berliner asked about the schedule for submission of the update of the CEDS. Ms. Buddington responded that she has revised the projects section in accordance with action taken at the May 3 meeting, and will be turning the documents over to NECCOG Executive Director John Filchak, who will be preparing the update document for submission.

Members expressed disappointment that Ashford has not been attending meetings recently.

#### AGENDA ITEMS for June 3, 2005 - to be held at Patriots Park Lodge in Coventry.

- Update on the paramedic budget
- Regional Transportation Plan
- Endorsement of FY 2006 Budget
- Salary Ranges
- Regional Land Use Plan changes

#### PUBLIC COMMENT

Dennis Twiss of the Small Business Development Center reported that he attended a networking event at the Capitol to connect micro-lenders and small business owners. He reported that there was a lot of enthusiasm among the participants. Small businesses account for 85% of jobs in CT.

There being no further business, the meeting adjourned at 11:07 a.m.

Respectfully submitted by Jana Butts, staff, for Elizabeth Wilson, Secretary.

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## *The Cost of an Adequate Education in Connecticut*

Presentation to the CCM Legislative Committee  
June 16, 2005

Connecticut Coalition for Justice in Education Funding  
Dr. Dianne Kaplan deVries, Project Director  
(860) 461-0320 / (603) 325-5250 (cell)  
[dianne@ccief.org](mailto:dianne@ccief.org)

## *CCJEF*

- \* Broad-based coalition of municipalities, school districts, education professional associations, teachers and other unions, advocacy nonprofits, parents, grassroots organizations
- \* Incorporated Nov 2004, represented by Yale Law School Community & Economic Dev'l Clinic
- \* Seek to move CT from an outmoded, inequitable, inadequate school funding system based on Grand Lists and property taxes to a modern, equitable, adequately funded system based on the needs of students and the real costs of ensuring them equal educational opportunity

## *Adequacy Cost Study*

- \* CCJEF commissioned Augenblick, Palaich and Assoc. to conduct the study
  - Read their full study at [www.ccjef.org](http://www.ccjef.org)
- \* Purpose: Determine the cost of meeting state and federal education standards and performance expectations, both statewide and by district
  - Base cost
  - Adjustments for students' learning needs
    - 3 categories of Special Education (SPED)
    - English Language Learners (ELL/LEP)
    - At-risk/low-income students (free/reduced lunch)

## *Study Parameters*

- \* Focuses exclusively on operating costs (no facilities, debt service, adult education, etc.) and does not yet incorporate pupil transportation or interdistrict magnet schools
- \* Includes 166 school districts: 106 K-12, 45 K-6/8 districts, and 15 regional districts
- \* Considers only costs – not revenues or sources of revenue
- \* Not designed to specify how resources should be spent — just to ensure the resources are available

## *Components of the Cost Study*

### **\* Successful School District study**

- Statistical review of test performance over past 3 years
- Identified 35 districts that met NCLB's 2007-08 Adequate Yearly Progress (AYP) requirement

### **\* Professional Judgment study**

- Panels of CT educators, majority drawn from Successful School Districts

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## *Successful School Districts*

### **\* K-12 and high school districts:**

Avon, Berlin, Brookfield, Cheshire, Darien, East Lyme, Fairfield, Farmington, Glastonbury, Granby, Greenwich, Guilford, Litchfield, Madison, Monroe, New Canaan, Newtown, North Haven, Ridgefield, Simsbury, Somers, South Windsor, Weston, Westport, Wilton, and Regional Districts #10, 13, and 15

### **\* K-6/K-8 districts:**

Chester, Easton, Hebron, Mansfield, New Hartford, Orange, and Redding

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## *Professional Judgment Panelists*

\* From these school districts/towns:

- Avon, Berlin, Bridgeport, Cheshire, Danbury, Darien, East Granby, East Haddam, East Lyme, Farmington, Glastonbury, Greenwich, Groton, Hartford, Madison, Meriden, Monroe, New Britain, New Haven, New London, Newtown, Norwalk, Putnam, Simsbury, Somers, South Windsor, Stamford, Thomaston, Waterbury, Weston, Winchester, Windham
- Regional Districts #1 (Canaan, Cornwall, Kent, North Canaan, Salisbury, Sharon), 4 (Chester, Deep River, Essex), and 11 (Chaplin, Hampton, Scotland)

\* Plus: CSDE, CEA, CREC, ACES, CABE, ConnCASE (CAPSS, AFT, CFSA by default) 7

## *Adequacy Standards Used in This Study*

- \* Resources sufficient to meet the specified student performance standard
  - For “starting point” adequacy (Successful School District study), standard was 79-82% of students scoring at proficient level on CMT and CAPT reading and math tests (the NCLB requirement for 2007-08)
  - For “targeted adequacy” (Professional Judgment study), standard was ~95% of students meeting state goal level on CMT and CAPT reading, math, and writing
- \* Panelists defined adequacy to include universal preschool, full-day kindergarten, extracurriculars, plus after-school and summer school programs for students who need those extra learning services 8

## *Noteworthy Caveats*

- \* The costs produced by this study are conservative estimates, representative of minimal adequacy
- \* Costs do not support “dream schools,” just resource levels sufficient for student success in achieving specified state and federal standards and high expectations
- \* Costs do not include the many “extras” that local communities may value as being essential to schooling excellence; ideally, every district should be funded above the adequacy level

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## *More Caveats About Adequacy Cost Studies in General*

- \* Adequacy cost studies are essential tools for revamping state aid formulas (foundation level and student weights) and aligning formulas with the actual cost of educating students
- \* Adequacy cost studies produce estimates that are informative, illustrative, instructional, but seldom determinative
- \* Few cost studies attempt to definitively link resource levels to student outcomes

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## ***KEY FINDINGS - I***

- \* The estimated cost of providing adequate learning opportunities sufficient for 95% of all CT schoolchildren to achieve state goal, or “targeted adequacy,” as described in the APA study, is \$7.7 billion (in \$2003)
- \* The estimated cost of all 166 districts meeting NCLB 2007-08 AYP performance levels, or the “adequacy starting point” in the APA study, is \$5.9 billion (in \$2003)

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## ***KEY FINDINGS - II***

- \* In 2003-04, 145 school districts (i.e., 87%) spent \$2 billion less than the amount estimated necessary for meeting targeted adequacy. This impacts the education of 543,713 students, or about 95% of all CT schoolchildren.
- \* Also in 2003-04, 92 districts (55%) fell short of funding levels found minimally necessary for meeting even the modest 2007-08 NCLB AYP requirements. Thus, 413,502 students, nearly three-quarters of all CT students, are already at risk of being “left behind” by inadequate resourcing of their schools.
- \* Underfunding of the 2003-04 adequacy starting point amounts to just \$481 million (in \$2003).

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## *Understanding the Town-by-Town Tables: Examples*

### \* "Targeted Adequacy" Table:

- In 2003-04, Newtown spent \$46.2M on current expenditures, or \$8,370 per resident pupil. For 95% of its students to reach state goal, it would need to spend at least \$66.9M, or \$12,127 per pupil. Thus, full adequacy is underfunded by \$20.7M and would require a 44.9% operating budget increase (as of 2003).

### \* "Adequacy Starting Level" Table:

- Newtown Public Schools were underfunded by \$5.4M, or \$973 per resident pupil, below the minimum level of adequacy in 2003-04. An increased operating budget of 10.4% would have put the district's expenditures in line with the 35 Successful School Districts (to whose base costs were added the Professional Judgment student weights appropriate to Newtown's student population).

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## *How Figures Were Arrived At*

Base Costs				
	K-8 District	Small K-12 District	Moderate K-12 District	Large K-12 District
Successful School Districts	\$8,635		\$7,716	
Professional Judgment	\$9,414	\$9,223	\$10,388	\$11,639

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## *Professional Judgment Base Costs and SPED Weights*

Resulting Base Cost & Added Weights				
	K-6/8 District	Small K-12 District	Moderate K-12 District	Large K-12 District
Base Cost	\$9,414	\$9,223	\$10,388	\$11,639
Special Education				
SPED Mild	\$12,994	\$12,346	\$10,248	\$11,673
SPED Moderate	\$20,441	\$19,463	\$15,994	\$15,102
SPED Severe	\$62,300	\$45,035	\$43,447	\$34,509

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## *Professional Judgment Weights: ELL and At-Risk*

Resulting Base Cost & Added Weights (Continued)				
	K-6/8 District	Small K-12 District	Moderate K-12 District	Large K-12 District
ELL	\$1,503	\$7,115	\$7,014	\$7,907
At-risk 10%	\$3,199	\$5,703		
At-risk 20%	\$2,587	\$4,014	\$5,198	\$4,716
At-risk 30%		\$3,509		
At-risk 40%			\$3,999	\$3,936
At-risk 60%			\$3,956	\$3,078
At-risk 80%				\$2,799

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## *Example of How District Costs Were Calculated*

(Small K-12) Base Cost = 2,000 resident pupils X \$9,207  
base cost per pupil or \$18,414,000 total

### Special Education

*Mild* = 2,000 resident pupils X .08 incident rate X \$9,207 base  
per pupil X 1.34 mild SPED weight, or \$1,973,981 added to  
total base

*Moderate* = 2,000 X .04 incident rate X \$9,207 X 2.11  
moderate SPED weight, or \$1,554,142 added to total base

*Severe* = 2,000 X .01 incident rate X \$9,207 X 4.88 severe  
SPED weight, or \$898,603 added to total base

At-risk = 2,000 X .22 free/reduced lunch % X \$9,207 X .461 at-  
risk weight, or \$1,867,548 added to total base

ELL = 2,000 X .02 ELL population % X \$9,207 X .76 ELL  
weight, or \$279,893 added to total base

*Total = \$24,988,167, or \$12,494 per student*

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## *Operating Costs vs State Revenues*

### \* In 2003-04 (unaudited) without adequacy:

Total Current (Operating) Expenditures = \$5.8B

State Share @ 50% = \$2.7B

Actual State Contribution (Operating Costs) = \$1.7B

Shortfall in State Funding = \$1B

### \* Adequacy Starting Level (2003-04)

Total Estimated = \$5.9B

State Share @ 50% = \$2.8B

Shortfall in State Funding = \$1.1B

Shortfall in Funding (Thanks to 65.2% Local) = \$481M

### \* Targeted Adequacy Funding Level

Total Estimated = \$7.7B

State Share @ 50% = \$3.7B

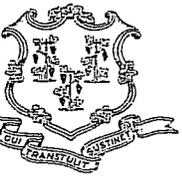
Shortfall in State Funding = \$2B (based on 2003-04)

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STATE OF CONNECTICUT  
DEPARTMENT OF  
EMERGENCY MANAGEMENT AND HOMELAND SECURITY

James M. Thomas  
Commissioner

Item #7

June 8, 2005

The Honorable Martin Berliner  
Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Mansfield, CT 06268-2503

Dear Mr. Berliner:

It is my pleasure to inform you that your community has been approved for a Fiscal Year 2005 Emergency Management Performance Grant in the amount of \$6,731.52. I am hopeful this funding will assist you in maintaining a robust local emergency management program.

This award is based on your Emergency Management Program budget submission and population density. The funding formula is consistent with previous years and provides a proportional share of the overall program support provided by FEMA to the State of Connecticut. Although our total budget has remained flat and some new municipalities have joined the EMPG program, we have done everything possible to keep our state expenses down to pass on maximum grants to all requesting communities. Please be advised that the figures below represent a baseline commitment to your jurisdiction and that DEMHS will aggressively pursue additional funding throughout the year and will apply cost savings initiatives wherever possible at the State level. Any additional monies that become available through these measures will be passed on to our local partners in a supplemental allocation at the end of the Federal Fiscal Year. You are encouraged to submit eligible expenses which exceed your initial allocation throughout the year so that we will be able to efficiently process any supplemental payment at the end of the year.

Listed below for your convenience is the new 2005 schedule for reimbursement submissions. Audit quality documentation of allowable expenditures must accompany reimbursement requests and should be submitted to Thomas Gavaghan, OEM Area 3 office for processing. Please note that the submission must include an original signature on the FEMA Form 85-21. Please comply with the following schedule to facilitate reallocation of any surplus funds in a timely manner.

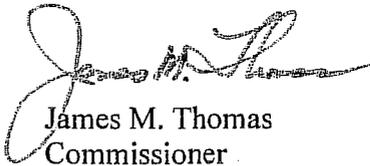
**Billing Period**  
Oct 1, 2004 – Mar 31, 2005  
Apr 1, 2005 – Jun 30, 2005  
Jul 1, 2005 – Sep 30, 2005

**Submission Date**  
June 30, 2005  
Jul 30, 2005  
Oct 31, 2005

EMPG Allocation Letters  
June 8, 2005  
Page 2

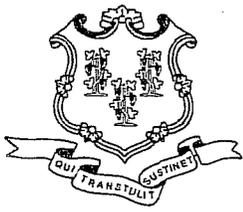
On behalf of the Department of Emergency Management and Homeland Security I would like to personally thank you for your participation in the EMPG program and your continued commitment to the protection of the lives and property of our citizens.

Sincerely,



James M. Thomas  
Commissioner

cc: Local Director  
Area Coordinator  
DEMHS Fiscal Division  
cf



STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



Item #8

June 9, 2005

Lon Hultgren  
Director of Public Works  
Town of Mansfield – Department of Public Works  
4 South Eagleville Road  
Storrs, CT 06268

Dear Mr. Hultgren:

Congratulations. After a review of the applications of for the 2005 America-the-Beautiful grants, the committee responsible has decided to offer a grant to the Town of Mansfield for the project entitled "DTP Streetscape Extension". As we received over \$150,000 in requests for only \$45,000 in available funds, reaching this decision was not easy. That said, I am very excited at the opportunity to work with the Town on this project.

However, in order to keep within the limits we have for grants, we can only offer the Town of Mansfield a grant \$3,000, rather than the \$3,229 that you requested. I hope that this does not cause any problems.

As the next step in the process, I will create the documents necessary for the Personal Services Agreement to be signed. The PSA will be mailed out shortly. This document is to be signed by the City returned along with a Resolution regarding the individual signing on behalf of the town, and other paperwork. At the time of that mailing, I will be sure to explain all of the necessary details regarding establishment of the grant.

In the meantime, I wanted to be sure to let you know that the grant has been approved. Take care, and I will be in touch soon.

With regards,

A handwritten signature in black ink, appearing to read "Chris Donnelly".

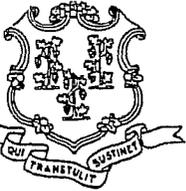
Chris Donnelly  
Division of Forestry  
(860) 424-3178

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STATE OF CONNECTICUT  
OFFICE OF POLICY AND MANAGEMENT



REC'D JUN 10 2005

TO: Municipal Chief Elected Officials  
Municipal Chief Administrative Officers  
Chairpersons of Municipal Planning &/or Zoning Commissions  
Municipal Planners

FROM: W. David LeVasseur, Undersecretary  
Intergovernmental Policy Division

DATE: June 9, 2005

SUBJECT: **Conservation and Development Policies Plan for Connecticut 2004 – 2009**

I am very pleased to inform you that the General Assembly has adopted the **Recommended Conservation and Development Policies Plan for Connecticut 2004 – 2009**. On May 27, 2005, the Connecticut House of Representatives voted in favor of adopting the Recommended Plan. On June 2, 2005, the State Senate also voted to adopt the Recommended Plan. As a result, the **Conservation and Development Policies Plan for Connecticut 2004 – 2009** ("Recommended" is now dropped from the title) is now in effect and replaces the 1998 – 2003 Plan. Accordingly, please be advised that specific project reviews will now be based on the 2004 - 2009 Plan.

In compliance with Governor Rowland's Executive Order #30, hardcopies of the 2004 – 2009 Plan of C&D will not be distributed by this office. Those wishing to may download a copy of the Plan from the Office of Policy and Management website at [www.opm.state.ct.us](http://www.opm.state.ct.us) (from the main page click on Reports/Publications and then scroll down to the Conservation and Development Policies Plan for Connecticut 2004 – 2009). In addition, we expect to have the Locational Guide Map available on the OPM website in both PDF and digital format by July 15<sup>th</sup>.

I would also like to thank you for your interest in and support for the Plan. The comments received during the three year revision process were constructive and insightful, and have lead to a more meaningful document. The Conservation and Development Policies Plan for Connecticut 2004 – 2009 is an outstanding document that constitutes a balanced and relevant guide for state conservation and development investment policies. The inclusion of growth management principles creates a needed context to frame discussion of land use planning among various state, regional and municipal agencies.

Additionally, I want to inform you that with the passage of the Plan, we have implemented a reassignment of responsibilities as they relate to the regional planning areas of the state. The three staff members in the unit responsible for the Plan of C&D, the Physical Resources Unit, will now each be assigned as the primary contact person for specific regions. David Kalafa (860 418-6301) will be the primary contact on issues pertaining to the Southeastern, South Central, Connecticut River Estuary, Midstate and Valley Regions. Dan Morley (860 418-6343) will be the primary contact on issues pertaining to the Central Naugatuck Valley, Northeastern, Windham, South Western, Central Connecticut and Greater Bridgeport Regions. Jeff Smith (860 418-6395) will be the primary contact for the Capitol, Housatonic Valley, Litchfield Hills and Northwestern Regions. If you have any questions regarding the 2004 – 2009 Plan, please direct them to the appropriate staff person.

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**News Item for Immediate Release**

**“Grand Opening of the Route 44 Bikeway – June 27, 2005”**

**For additional information please contact  
Tim Veillette (429-3340) or Lon Hultgren (429-3332)**

The Town of Mansfield is pleased to announce the opening of the first leg of the Route 44-Birch Road Bikeway. The Town will hold a ribbon cutting to mark the opening on Monday June 27<sup>th</sup> at 3:00 PM. The ribbon cutting will take place at the CVS end of the bike path and persons who wish to take the inaugural walk will then proceed down the trail (as far as each would like). All interested neighbors, cyclists and walkers are invited to attend.

The new 10 foot paved pedestrian / Bike Trail runs adjacent to Route 44 from Birch Road to the CVS as the intersection of routes 44 and 195 (approximately 3,600 feet). This new trail will provide safer pedestrian travel along Route 44. The project was constructed and partially funded under the federal program TEA-21 for transportation enhancement projects.

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### Windham Hospital Wish List

- Full length mirror on wheels for OB Unit
- Double or Queen sized bed
- Portable fans (tabletop or floor models) for use in patient rooms
- VCR/DVD players for patient rooms
- Videos/DVDs suitable for children and adults (G rated only)
- 20" TVs
- Mini-refrigerators
- Microwave oven
- Handtruck
- Medical books and/or manuals (\$425 each)
- Small table and chairs for children
- Coat rack
- Water cooler
- Tap & Die Set– 40 Piece set Metric and 40 Piece set SAE
- Floor Jack– 2-3 ton
- Drill bit set– 115 Piece Set (1,180 rpm High Speed Steel)
- 1/4" , 3/8" & 1/2" Drive Socket Sets (in a case)
- Hand tools i.e. screw drivers, pliers, hammers, wrenches
- Lateral file cabinet for School-Based Health Clinic
- Automatic External Defibrillators (2 needed)

#### For 1st Choice Rehabilitation & Sports Medicine

- An LCD Projector for presentations (\$750)
- A mounted projection screen (\$125)
- Stability trainers, 1-4 needed (\$29/each)
- Balance Trainer by BOSU (\$140)
- Body Fat Analyzer by Omron (\$70)
- Rebounder (\$575)
- Set of 5 Exballs. (\$188)
- Adjustable stools for clinic.– 5 needed (\$105 each)
- Digital Camera for clinical studies and marketing (\$550)

Windham Community Memorial Hospital was founded in 1933 to meet the inpatient, outpatient, emergency and community services needs of the Windham Region. As our community has grown, so have the services and physical structure. Today we are about to embark on a major renovation and expansion of the Emergency & Outpatient Services Departments. For more information about how to make a donation call (860) 456-6849.



## Overview of Windham Community Memorial Hospital

**Our Mission:** To enhance the lives and well being of people in the communities we serve by providing quality health care.

**Towns Served:** Andover, Ashford, Brooklyn, Canterbury, Chaplin, Colchester, Columbia, Coventry, Eastford, Franklin, Hampton, Hebron, Lebanon, Mansfield, Scotland, Sprague, Tolland, Willington, and Windham

Employees		Volunteers	
Full Time	286	Adults	125
Part Time	298	Juniors	65
Per Diem	193	Total Volunteer hours	14,906
Total	777	Total value of hours donated	\$238,496

2004 Hospital Statistics	
Inpatient Admissions (including newborns)	5,153
Inpatient Days (including newborns)	21,070
Average length of stay	4.1 days
Outpatient Surgical Procedures	5,778
Emergency Dept. Visits	21,258
Births	469
Sleep Studies	842
Radiologic Procedures	60,000

**Programs and Services:** Orthopedics and Sports Medicine, Obstetrics and Gynecology, Critical Care, MRI, Radiology and Pathology, Oncology, Pulmonary Therapy, Physical and Occupational Therapy, Sleep Medicine, Gastroenterology, Cardiology, and Neurology

### Windham Hospital's Major Accomplishments:

- state-of-the art therapeutic and diagnostic center including a Spiral CT scanner, fixed-site advanced Magnetic Resonance Imaging System, and a kidney stone Lithotripsy service
- offers Computer Aided Detection (CAD) technology in which Radiologists provide mammography screenings with a second look without a second procedure
- hosts first accredited diagnostic Sleep Lab in Eastern Connecticut, performing over 800 sleep studies each year
- offsite services including 1st Choice Rehabilitation & Sports Medicine and affiliate Med-East Medical Walk in Center (in Willimantic and Tolland), specializing in non-emergent care and all aspects of occupational health.
- ranks in the 94th percentile with respect to satisfaction with the care patients receive according to Press Ganey Surveys.

