



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, July 25, 2005
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
MOMENT OF SILENCE	
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
OLD BUSINESS	
1. Campus/Community Relations (Item #4, 07-11-05 Agenda) (no attachment)	
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EXECUTIVE SESSION

14. Status Report on Pending Claims and Litigation	
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REGULAR MEETING-MANSFIELD TOWN COUNCIL-JULY 11, 2005

Deputy Mayor Gregory Haddad called the regular meeting of the Mansfield Town Council to order at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

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

Absent: Paterson

II. APPROVAL OF MINUTES

Mr. Schaefer moved and Ms. Blair seconded to approve the June 27, 2005 minutes as corrected.

So passed. Mr. Schaefer abstained.

III. MOMENT OF SILENCE

Deputy Mayor Haddad requested those present to observe a moment of silence, briefly, in honor of our servicemen serving in Iraq and abroad and other victims that conflict.

Ms. Blair said that Mr. Mark Stewart, from Mansfield, was given the Purple Heart award for his work in Iraq.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mr. Randolph Steinen, 112 Depot Road, spoke on concerns of the traffic on the road. He suggested that the road should be closed off into two cul de sacs. Other suggestions: no left turn on Route 44. He urged the Council to request the Traffic Authority to explore a variety of options.

Ms. Megan Meikle, 98 Depot Road, has two young children and is deeply concerned over the amount of traffic and speed of traffic in the Depot community. She is concerned that the sense of a small community which exists now in the depot area will be lost if the traffic concerns are not addressed. If the Reynolds School project does go forward, there will be an additional amount of traffic.

Lynn Stoddard, Ravine Road, urged Council to adapt the resolution on Clean Energy. She is impressed that this town is showing such great leadership by participating in this program.

Mr. Clouette moved and Mr. Paulhus seconded to add to the agenda the vacancies on ZBA.

So passed unanimously.

Mr. Chris Kueffner, 192 Ravine Road, spoke in favor of the Clean Energy Resolution and showed the Council his Corn Maze design, which supports the theme of clean energy.

V. OLD BUSINESS

1. Issues Regarding the UConn Landfill

Update only. The DEP has issued the wetlands permit everything is on schedule.

Mr. Clouette moved to add under new business, in light of the public comment, that we ask the Public Works Director and Traffic Authority to once again revisit the issue of excessive traffic on Depot Road and come back to the Council.

Seconded by Mr. Schaefer.

So passed unanimously. Item 5b.

2. Clean Energy

Ms. Koehn moved the following motion: RESOLVED, effective July 11, 2005, to issue the attached resolution attesting to Mansfield's commitment to Connecticut's "20% by 2010 Clean Energy Campaign," and to authorize staff to purchase renewable energy certificates to provide for the town's participation in the program.

Mr. Clouette seconded motion.

Question came up as to what class of renewable energy certificates would be purchased.

Mr. Hart, Assistant Manager, said that the Town would issue an RFP that is recommended by the EPA. The RFP can be limited to Class 1.

Mr. Clouette asked if it would be more appropriate to change the motion to: to request staff to assemble further information on the purchase of

renewable energy certificates. Would that be better? Ms. Koehn supported that amendment.

Mr. Schaefer opposed this amendment. He said it was micromanaging. Mr. Hawkins agreed with him. Since this was the consensus amongst the members, Mr. Clouette withdrew the rewording of the motion.

Ms. Koehn amended her original motion to add, "to purchase renewable Class 1 energy certificates".....

Seconded by Ms. Blair.

Vote on the amendment Unanimously approved.

Vote on the original motion, which was amended.

So passed unanimously. See attached Resolution.

3. Negotiations with MBOE Administrators

Ms. Blair moved and Mr. Paulhus seconded that effective July 11, 2005, to direct the personnel committee to confer with the personnel committee of the Mansfield Board of Education, to discuss strategy with respect to collective bargaining with the Mansfield Board of Education Administrators.

~~By consensus this was changed to read...."to meet with" not "confer with"~~ and The Council will also choose a member or representative to attend the negotiations. This was an amendment by Carl Schaefer, seconded by Koehn.

By acclamation the amendment was passed unanimously.

Vote on the amended motion:

Move, effective July 11, 2005, to direct the personnel committee to meet with the personnel committee of the Mansfield Board of Education, to discuss strategy with respect to collective bargaining with the Mansfield Board of Education Administrators. The Council will also choose a member or representative to attend the negotiations.

So voted unanimously.



*Town of Mansfield
Certified Resolution
Commitment to Connecticut's 20% by 2010 Clean Energy Campaign*

Whereas, the Mansfield Town Council promotes conservation; and

Whereas, electricity generation produces more harmful air pollution than any other single human activity and the emissions from traditional generation methods trigger asthma attacks and contribute to other respiratory illnesses, and also contribute significantly to global warming; and,

Whereas, the U.S. energy needs are expected to grow by 33 percent over the next 20 years and clean technologies can now be generated and distributed right in the U.S.; and,

Whereas, the Connecticut Clean Energy Fund, a state agency, and SmartPower, a not-for-profit organization supporting renewable energy, have teamed up to establish various clean energy programs, such as the "20% by 2010 Clean Energy Campaign" and the "Clean Energy Communities Program;" and

Whereas, the Connecticut State Legislature has mandated the creation of a clean energy option for consumers who are able to elect to purchase clean energy via their electric bill:

Now, Therefore, Be It Resolved, that the Mansfield Town Council, in the interest of promoting the health of its citizens and the environment, commits the Town of Mansfield to the "20% by 2010 Clean Energy Campaign," where, by the year 2010, the Town's municipal facilities will purchase 20 percent of energy needs from clean energy sources. Town staff is directed to investigate all options for meeting that goal, including the purchase of Renewable Energy Certificates (RECs), the installation of local clean energy sources and seeking potential state and federal funding opportunities; and

Certified Resolution - Commitment to Connecticut's 20% by 2010 Clean Energy Campaign

Be It Further Resolved, that Town staff is directed to explore the Connecticut Clean Energy Communities Program that provides qualified cities and towns with clean energy systems, free of charge, by meeting certain requirements. The benefits of the program include the provision of a no-cost clean energy option for the Town, reduced electricity demand on the state's electricity transmission and distribution system, reduced emissions and harmful environmental pollutants, as well as increased energy independence; and

Be It Further Resolved, that the Town will allocate 100 percent of any electricity savings to additional purchases of clean energy and that staff shall work with one more advisory committees to oversee this effort; and

Be It Further Resolved, that Town staff is directed to work with SmartPower, the Clean Energy Fund and Town advisory committees to conduct an educational campaign for Mansfield citizens, which campaign shall be designed to encourage residents, developers and businesses to purchase clean energy and to otherwise support clean energy and conserve energy overall.

Joan E. Gerdson
Town Clerk

Date

SEAL

4. Campus/Community Relations

Assistant Town Manager Matt Hart stated that the Council Committee on the Community Quality of Life had recommended a number of joint Town/University initiatives that we could potentially pursue. He was endeavoring now to schedule a follow up meeting with University personnel to move that along.

Bruce Clouette reported that the Town/Gown Meeting was held on June 14, 2005. Primarily what was agreed upon was to have future Town/Gown meetings have a more theme approach. The first meeting in August would present the Draft Town Plan of Conservation and Development and Greg Padick, Town Planner, has agreed to make a presentation. Following that they would like to have the Master Plan similarly presented before the committee.

VI. NEW BUSINESS

5. Status Report on Pending Claims and Litigation

Mr. Hart announced that the Town Attorney has stated that this item routinely should be under Executive Session.

5a. ZBA Vacancy

Mr. Clouette moved and Ms. Koehn seconded that the present ZBA Alternate Suzanne Singer-Bansal will fill the vacancy created by Stephen Marks-Hamilton's retirement.

So passed unanimously.

Mr. Clouette moved and Ms. Koehn seconded that Sarah Accorsi, 284 Storrs Road, Mansfield Center, Ct. is the alternate on the ZBA.

So passed unanimously.

5b. Excessive traffic on Depot Road

Mr. Clouette moved and Ms. Blair seconded that the issue of excessive speed on Depot Road be referred to the Public Works Director and the Traffic Authority, and that they be requested to report to the Council on their findings.

So passed unanimously.

Memo

To: Mansfield Town Council
From: Matt Hart, Assistant Town Manager *MH*
CC: Martin Berliner, Town Manager
Date: July 11, 2005
Re: Town Manager's Report for July 11, 2005 Town Council Meeting

In the absence of Mr. Berliner, I am submitting the following town manager's report for this evening's town council meeting:

- * *Automatic External Defibrillators (AEDs).* The town has just received two additional AEDs through the Office of Emergency Medical Services' Rural AED Grant Program. This brings the total number of AEDs in town and school buildings to 11, which are located in all schools, the town hall, the senior center, the Mansfield Public Library and the Mansfield Community Center. We will locate the two most recently acquired AEDs outside the auditoriums of the middle school and high school, respectively. The town manager and I would like to thank the state for administering this important program, and to commend Assistant Fire Marshal Fran Raiola for his leadership in coordinating the town's efforts with this project.
- * *Eastern Highlands Health District Anthrax Drill.* On June 23, 2005, the health district conducted a simulated exercise to administer Anthrax antibiotics to a segment of the local population. The drill included representatives from area health departments and emergency responders, including the Town of Mansfield and the University of Connecticut. The drill was well received by all involved, and the health district is in the process of finalizing its after-action report to critique the exercise in detail and to list recommendations for improvement. The town manager and I would like to commend all those personnel who were involved in the event, particularly Lucinda Hogarty from the health district staff

- *Mansfield Downtown Partnership.* The partnership's board of directors met last week, and, among other items appointed the following slate of officers for 2005-06:

President	Philip Lodewick
Vice president	Betsy Treiber
Secretary	Steve Rogers
Treasurer	David Pepin
Assistant Treasurer	Martin Berliner

The board also voted to select the firm of Harrall-Michalowski Associates, Inc. as the relocation consultant for the Storrs Center project. The firm has considerable expertise in this subject area, and was previously involved in the project as part of the team that prepared the concept master plan for Storrs Center.

- *Market Feasibility Study for Assisted Living.* I am very pleased to report that the town has reached an agreement in principle with the firm of Brecht Associates, Inc., to conduct the feasibility study for assisted living. Brecht Associates, headed by Ms. Susan B. Brecht, is arguably the preeminent firm in the nation with respect to conducting market feasibility studies for the retirement housing industry. Ms. Brecht and I are in the process of finalizing the legal agreement for this project, and she expects to begin work later this summer. Once we have executed the agreement, we will make plans for the firm's site visit to Mansfield, which will provide the firm with an opportunity to meet with town officials and other interested members of the community. The project should take between eight-ten weeks to complete, and staff will keep the council informed of key dates and other important aspects of the project.
- *Town-University Relations Committee.* Due to vacation schedules, the town-university relations committee meeting scheduled for July 12, 2005 has been cancelled. The committee will hold its next meeting at 4:00 PM on August 9, 2005.
- *Windham Region Council of Governments.* I attended the WINCOG meeting held on July 8, 2005. Items for discussion included a presentation on the Storrs Center, conducted by Cynthia van Zelm. As you may recall, WINCOG will be asked to review the municipal development plan once it returns for local review.
- *Future Agenda Items.* In the near future, we will be presenting the council with recommendations regarding the strategic planning process, the Mansfield Community Center Fee Schedule as well as a fiscal year 2005/06 compensation package for nonunion personnel.

VII. DEPARTMENTAL REPORTS

Mr. Schaefer inquired as to what Dr. Dardick meant on Pg. 46. "Numbers seem to be low" Staff will find out.

Ms. Koehn inquired if the Town did pay the CACIWC dues.

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette reported on the Downtown Partnership Board of Directors meeting on July 7. The Mayor and Mr. Clouette attended the meeting. And it was primarily to reconstitute the Board of Directors committees and to authorize the Executive Director to begin negotiations with the preferred consultant for the Relocation Plan. Also the Board of Directors discussed the comments of the State on the municipal plan of development. The largest number of comments came for the DEP and they were primarily of a request for further information and further elaboration of some issues. The Board of Directors reviewed those comments and their conclusion was that they would form a response to them but it was not of a nature to impede the project.

Ms. Koehn would like a copy of those comments.

Personnel Committee needs to meet after Council meeting to decide on a meeting date.

IX. REPORTS OF COUNCIL MEMBERS

X. TOWN MANAGERS REPORT

Mr. Hart handed out his report. See attached.

XI. FUTURE AGENDAS

XII. PETITIONS, REQUESTS AND COMMUNICATIONS

6. Connecticut Conference of Municipalities, "Governor Signs Conveyance Tax Extension Bill"

7. The Hartford Courant (courant.com), "Mansfield Hollow State Park"

At 8:55 p.m. Mr. Clouette move and Mr. Paulhus seconded to go into executive session with the Assistant Town Manager to discuss pending claims and litigations. So passed unanimously.

XIII. EXECUTIVE SESSION

At 8:55 p.m. Town Council went into Executive Session.

At 9:04 p.m. Mr. Clouette moved and Mr. Paulhus seconded to come out of Executive Session.

So passed unanimously.

XIII. ADJOURNMENT

At 9:05 p.m. Mr. Clouette moved and Mr. Paulhus seconded to adjourn the Town Council Meeting.

So passed unanimously.

Gregory Haddad, Deputy Mayor

Joan E. Gerdsen, Town Clerk



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
 Martin Berliner, Town Manager
CC: Lon Hultgren, Director of Public Works; Matt Hart, Assistant Town Manager
Date: July 25, 2005
Re: Stone Mill Road Bridge Replacement Project - Commitment to Fund

Subject Matter/Background

In the latest round of the state's local bridge program, we applied again for funding for the Stone Mill Road Bridge Replacement Project. As explained in the attached July 12th letter, the Connecticut Department of Transportation (ConnDOT) has offered 80-percent federal funding for the replacement of this bridge. The state is now asking that the town commit to funding the project and to proceed with the next steps in the grant process. The commitment to fund does not constitute a binding agreement, and will lapse if the final cost estimate exceeds projections or if sufficient funds are not available.

Financial Impact

A 20-percent local match is required for these bridge projects, and the town would need to budget for part or all of this expenditure depending upon what level of additional state assistance we are able to acquire. For the Stone Mill Road Bridge, the local match could be as much as \$226,600. We have not yet budgeted for the local share and the town would need to include funds for this project in future capital budget(s).

Recommendation

The Stone Mill Road Bridge Replacement Project is a priority for the town. Consequently, staff requests that the town council authorize the town manager to accept the commitment to fund from the state.

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

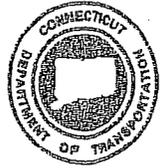
Move, effective July 25, 2005, to authorize Town Manager Martin H. Berliner to accept the commitment to fund the Stone Mill Road Bridge Replacement Project.

Attachments

- 1) ConnDOT re: Commitment to Fund, Stonemill Road over Fenton River, Bridge No. 04731



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



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

Phone:

July 12, 2005

REC'D JUL 15 2005
~~REC'D JUL 14 2005~~

Mr. Martin H. Berliner
Town Manager
Town of Mansfield
Audrey P. Beck Building
4 South Eagleville Road
Mansfield, CT 06268-2599

Dear Mr. Berliner:

Subject: Local Bridge Program, Fiscal Year 2006
Commitment to Fund
Stonemill Road #1 over Fenton River, Bridge No. 04731
Town of Mansfield
Federal Funds: \$906,472.00

The Department has reviewed your Preliminary Application for the replacement or rehabilitation of the bridge at the subject location. I am pleased to inform you that the project qualifies for funding under the Local Bridge Program.

The State of Connecticut hereby commits to fund up to 80% of the eligible project costs under the Federal HBRR Program. This commitment is subject to Section 5 of the Program Regulations, in particular as follows:

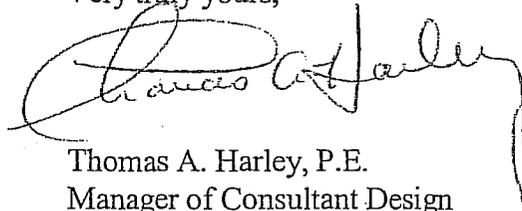
1. The amount is based upon the information in your Preliminary Application and is subject to later adjustments.
2. This Commitment to Fund will lapse if your final cost estimate exceeds your Preliminary Application and sufficient monies are not available.
3. The Commitment to Fund does not constitute a binding agreement, and the State's obligation is further contingent upon your execution and delivery of a Project Agreement, and your compliance with its terms.

The next step in the grant process, if this Commitment to Fund is acceptable to you, is to sign below and return this letter within 30 days. A Department representative will contact you to schedule a concept meeting to review the program's procedural requirements. So that the

project's costs may be accurately tracked, it is recommended that you set up a separate budget line item for this project and make your auditor aware of the project.

If you have any questions, or need any assistance, please contact Mr. Joseph C. Cancelliere, Transportation Supervising Engineer, at (860) 594-3208.

Very truly yours,



Thomas A. Harley, P.E.
Manager of Consultant Design
Bureau of Engineering and Highway Operations

Accepted by: _____ Date: _____

Title: _____

cc: Mr. Lon R. Hultgren, P.E., Director of Public Works

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
 Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: July 25, 2005
Re: Child and Adult Care Food Program Application for Mansfield Discovery Depot

Subject Matter/Background

Attached please find a proposed application to the Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot. The CACFP is a Federal program that provides healthy meals and snacks to children and adults receiving day care. The program plays a vital role in improving the quality of day care and making it more affordable for many low-income families.

The CACFP operates on a reimbursement-basis. At the state level, the Connecticut Department of Education's Office of Child Nutrition administers the program. In order for the Discovery Depot to receive funding from the CACFP, the town must serve as the sponsoring municipal agency. The town has served in this role for several years, and there is no financial impact to the town budget.

Financial Impact

If awarded at full funding, the Discovery Depot would receive \$42,093.60 under the CACFP.

Recommendation

Because the CACFP funding is essential to the food service operation of the Discovery Depot, staff recommends that the council authorize the manager to submit the application as presented.

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

Resolved, effective July 25, 2005, to authorize the Town Manager, Martin H. Berliner, to submit the attached application to the Connecticut Department of Education's Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot, and to execute any related grant documents.

Attachments

- 1) Excerpts from FY 2005-06 CACFP Application Renewal

ED-099
Schedule A
Rev. 05/05
7CFR 226.6(b)

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Bureau of Health and Nutrition Services and Child/Family/School
Partnerships
25 Industrial Park Road
Middletown, Connecticut 06457-1543

Agreement
Number
078 AIC

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
APPLICATION

1. Date: 7/14/05 2. Check one: New sponsor Renewing Sponsor Revision

3. Name of institution/sponsoring organization (must be same as on ED-099 Agreement):

Town of Mansfield

4. Sites under institution/sponsor - List the total number of sites for each type of program listed below:

	# Sites		# Sites
<input checked="" type="checkbox"/> Child Day Care	___	<input type="checkbox"/> Adult Day Care	___
<input type="checkbox"/> Head Start	___	<input type="checkbox"/> Adult Day Care Proprietary	___
<input type="checkbox"/> Emergency Shelter	___	<input type="checkbox"/> Day Care Homes	___
<input type="checkbox"/> Outside School Hours Care Center (OSHCC)	___	<input type="checkbox"/> After School Recreation & Enrichment "At-Risk"	___

~~5. Application for Individual Site(s) (for center programs, Shelters and After School "At-Risk" only):~~

~~Submit one Application for Individual Site (Attachment) for each site.~~

N/A

6. CACFP contact person:

Name Mary Jane Newman Title Director
Telephone (860) 487-0062 Ext. 111
FAX (860) 429-0646 E-mail Newmanmj@mansfieldct.org

7. Correspondence address (only if different from address on ED-099 Agreement):

Address 50 Depot Road
City Storrs CT Zip Code 06268

8. Claim for reimbursement - Check months CACFP claims will be submitted:

Oct Nov Dec Jan Feb Mar
 Apr May Jun Jul Aug Sep

9. (a) Advance payments - Does the organization want to receive advance payments?

Center programs, Shelters & After School "At Risk" only for food service operation Yes No
Homes only for administrative costs Yes No
Homes only for day care providers Yes No

(b) List the months advance payments cannot be justified (lower participation or closures):

10. Day Care Home Enrollment: Current number of day care children enrolled in day care homes: ___

Number of Provider's own children enrolled: ___

Provider's own children enrolled only includes those eligible for free or reduced price meals Yes No

11. Commodities or cash-in-lieu

(a) Commodity foods or an additional cash-in-lieu subsidy is available for every lunch and/or supper served.

Check one of the options:

Cash in lieu of commodities Commodity foods Not applicable

If commodity foods are chosen, the cash-in-lieu of commodities payment will be eliminated for centers or subtracted from day care home provider payments.

(b) Adult Day Care Centers - Does your organization currently receive USDA Donated Foods (Commodities) for charitable institutions from the Food Distribution Program?

Yes No

12. Over income category (for center programs only). Does the institution elect to claim all meals and snacks at the over income reimbursement rate?

Yes No

13. Budget and Staffing Plan (Day Care Centers, Shelters and After-School "At Risk" Programs, only).

(a) Annual Budget

Complete the attached CACFP Budget Worksheet to develop budget details and documentation. Submit the completed worksheet with the required documentation and enter the specific worksheet totals in the "Sponsor Amount" column, below:

Worksheet Item Number	Categories	Sponsor Amount (Annual Cost)	S/A Approved Amount
1.	Food Purchases	24,000	
2.	Non-Food Supplies	7,400	
3.	Postage/Printing		
4.	Food Service Labor and Taxes	15,693.00	
5.	Fringe Benefits		
6.	Equipment Purchases (\$5,000 and over)		
7.	Utilities		
8.	Contracted Services		
9.	Equipment Rental/Lease		
10.	Administrative Budget		
Grand Totals:		42,093.00	

(b) Staff

List the staff with responsibilities related to the operation of the food service program.

Position Title	Number of Staff in the Position	Summary of CACFP Responsibilities
Food Service Staff		
Cook	1	Knows CACFP meal plan problems, knowledge of food nutrition & sanitation, applies with CACFP meal problems, accommodates individual children's needs, purchases food, prepares food, demonstrates basic food preparation techniques, stores food properly, keeps facility & equipment clean and sanitary.
Drivers		
Site/Classroom Staff	31	Comply with CACFP meal service standards in nutritional education, properly serves food, keeps facility & equipment clean, sanitary & safe, understands various standards and stages of development, encourages positive eating attitudes, keeps accurate records and takes food count at point of service.
Administrative Staff		
* we do not claim administrative costs.		
Director	1	over sees program implementation & report.
Administrative Assist.	1	collects attendance sheet, collects monthly menus, keeps track of eligibility forms for each family, maintains master list, assists in monthly status reports.
Others (List)		

14. Budget and Staffing Plan (Day Care Home Sponsors, only)

N/A

(a) Annual Budget

Complete the attached CACFP Administrative Budget Worksheet to develop budget details and documentation. Submit the completed Worksheet with required documentation and enter the specific worksheet totals in the "Sponsor Amount" column, below:

Budget Worksheet Line Item Number	Categories	Sponsor Amount (Annual Costs)	S/A Approved Amount
1.	Total annual administrative labor and taxes		
2.	Fringe Benefits		
3.	Equipment purchases (\$5,000 or over)/depreciation		
4.	Supplies		
5.	Educational Supplies		
6.	Printing		
7.	Postage		
8.	Office Space		
9.	Utilities		
10.	Insurance Premiums		
11.	Contracted Services		
12.	Equipment Rental/Lease		
13.	Telephone		
14.	Advertisement		
15.	Dues, Subscriptions or Memberships		
16.	Licensing Related Expense		
17.	Other Administrative Services		
18.	Program Operations		
19.	Provider and Staff Training		
20.	Indirect Costs		
21.	Grand Totals:		
Number of Homes Used for Revenue Projection:			

(b) Staffing Plan: List all agency staff with responsibilities related to the CACFP.

Administrative Function	Total Staff Hours	Name and position of staff member(s) completing activities related to the function
General Administration		
Fiscal Management		
Monitoring		
Training and Technical Assistance		
Clerical		
Other (List)		

15. Fiscal Resources and Financial History

- (a) Provide a description of the organization's activities and programs. *To provide affordable high quality early care and education for children ages 0-5 yrs.*
- (b) Has this organization ever been terminated; determined to be seriously deficient in the CACFP?
 Yes No

- (c) List all of the publicly funded programs in which this institution and its principals have participated in the last seven years and indicate if the institution and/or its principals has been disqualified from participation in any of these programs for failure to meet that program's requirements?

	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>CT Department of Social Services</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>State Dept. of Education School Readiness</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Others (Attach a complete list)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If the answer is yes for any program, please attach an explanation regarding the circumstances.

- (d) List total revenue by source, frequency, type (earned income, grants, donations), function or purpose, and type. Indicate how long this revenue has been available to the organization, whether that level, function or nature of the funding is expected to change in the upcoming fiscal year, and if so, what impact it will have on the organization's operation.

*27 yrs. DSS grant 213,400 12 yrs. DSS Care for Kids 27,000
 Airbnb Profit fees 500,970 13 yrs. Econ Grant 78,500 all funding is
 expected to remain without change for next fiscal year*

- (e) Provide a description of the organization plan for repayment of fiscal over-claims, should they occur. Include the source of income available to meet costs not covered by CACFP (Non-allowable costs, i.e., preparation costs related to the IRS 990 reporting requirements, etc., costs in excess of reimbursements, etc.). *Mansfield Discover, Digid has a fund balance with the Town of Mansfield and would be used to meet costs not covered by CACFP*

- (f) Describe the accounting system (cash or accrual) used by the organization.
Mansfield Discover, Digid uses an accrual system.

- (g) Provide a copy of the organization's most recent independent audit or audited financial statements as prepared by a certified public accountant. *see attached (15g)*

16. Management Plan

Submit a written plan to describe the operation and management of CACFP. All questions that must be answered in developing the management plan are attached.

See Annual Application & Management Plan Update Report

Certification

As part of this application, institutions must submit certifications regarding participation in other publicly funded programs. The required certification statements listed below must be completed. Institutions and individuals providing false certifications will be placed on a National Disqualified list maintained by the U.S. Department of Agriculture (USDA) and will be subject to any other applicable civil or criminal penalties.

I CERTIFY that, during the last seven years, neither the institution nor any of its principals have been declared ineligible for any publicly funded program for violating that program's requirements. "Publicly funded program" means any program or grant funded by federal, state or local governments.

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) Town Manager Title _____ Date

or, in lieu of this certification:

*I CERTIFY that, the institution (_____) and/or
Name of the Institution
its principals (_____), previously declared ineligible for a publicly funded
Name(s) of Principals
Program was/were later fully reinstated in, or determined eligible for, _____,
Program Name
and that any debt owed to the program was fully repaid.*

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) Town Manager Title _____ Date

I CERTIFY that, during the last seven years, neither the institution nor any of its principals have been convicted of any activity that indicated a lack of business integrity. Activities that indicate a lack of business integrity include, but are not limited to, fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims or obstruction of justice.

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) Town Manager Title _____ Date

I CERTIFY that all the information on this application and the attached site information sheet(s) is true and correct to the best of my knowledge. I understand that this information is being given in connection with the receipt of Federal funds, and that deliberate misrepresentation may subject me to prosecution under applicable State and Federal criminal statutes.

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) Town Manager Title _____ Date

Institution Principals Names, Addresses and Dates of Birth

Chairperson of the Board or equivalent Position
(Superintendent of Schools, Mayor, Selectman,
Commissioner or Pastor)
Printed Name: Mary Jane Newman
Date of Birth: 9/14/54
Mailing Address: Mansfield Discovery Dept
50 Depot Rd.
Storrs, CT 06268

Executive Director or equivalent position (Principal,
Headmaster, City or Town Manager, Deputy
Commissioner, Assistant Superintendent)
Printed Name: Martin Berlin
Date of Birth: 9/15/45
Mailing Address: Town of Mansfield
4 South Eagle Hill Rd.
Storrs, CT 06268



**Town of Mansfield
Agenda Item Summary**

To: Town Council,
Martin Berliner
From: Martin Berliner, Town Manager
CC: Kevin Grunwald, Director of Social Services; Matt Hart, Assistant Town Manager
Date: July 25, 2005
Re: National League of Cities Technical Assistance Grant - Cities Helping Families Build Assets

Subject Matter/Background

This technical assistance project, sponsored by the National League of Cities, is focused on building capacity to develop or support wealth-building initiatives that will help low-income families. The **Cities Helping Families Build Assets** project is aimed to assist municipalities that are committed to supporting low to moderate-income families and interested in developing initiatives to foster wealth building among this population. Six cities will be selected for this project and will participate in site visits focused on innovative city practice; receive ongoing research, feedback, and guidance from NLC staff; gain access to national experts; and make connections to peers in other cities pursuing similar goals.

The centerpiece of the technical assistance project is the opportunity for selected municipalities to attend two of four planned visits to cities that are already implementing asset-building strategies. The visits will showcase ways in which municipal leaders can support and/or initiate asset-building initiatives in their own communities. Each site visit will focus on one of the following asset building strategies: financial literacy; homeownership counseling and incentives; asset accumulation strategies, such as savings campaigns and Individual Development Account programs; and asset protection to help families avoid predatory lending practices and other wealth-stripping traps. Each participating city will develop a local asset-building action plan and receive customized technical assistance from NLC to implement the plan.

Financial Impact

There is no direct financial impact from this technical assistance project. The project lead and two team members will visit two selected cities that are currently implementing asset-building strategies, and travel costs will be reimbursed by the NLC. To the extent that resources permit, follow-up technical assistance may be provided during 2006 to assist in implementing the local action plan.

Recommendation

Staff recommends that we submit an application to receive technical assistance under this initiative. While Mansfield tends to be relatively affluent compared to other towns in northeast Connecticut, 14.2 percent of our residents fall within federal poverty

guidelines. Anecdotally, it appears that the gap between affluent and poor families within our community is rapidly growing. Sharply rising real estate values and a rental housing market that is targeted primarily to college students has made it increasingly difficult for low to moderate-income families to enter or stay in Mansfield. While these income demographics most likely reflect our student population, there remain a significant number of families in our town who have no financial resources to draw upon in the event of a job loss, serious accident or illness, or other personal crisis. Researchers have found that in addition to enhancing economic security, financial assets are also associated with increased property values and maintenance, household economic stability, educational attainment, and health, satisfaction and civic involvement among adults. Participation in this project would have benefits not only to individual families but also to our community as a whole.

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

Move, effective July 25, 2005, to authorize staff to submit an application to receive a Technical Assistance Grant under the National League of Cities' Cities Helping Families Build Assets Project.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: July 25, 2005
Re: Proposed Amendment to the Town of Mansfield Fee Waivers Ordinance

Subject Matter/Background

In a recent review of the town's fee waiver ordinance, staff noted that the article applies to subsurface sewage disposal and the testing of water supply wells, as well as junk car disposal.

With respect to the subsurface sewage disposal and the testing of water supply wells, the Eastern Highlands Health District is now responsible for providing these services and the town has no direct role with the operation of the program. (As you know, the town is a member of the health district.)

Regarding the junk car disposal, the town has never provided this service and we are unsure as to why the service was originally included within the fee waiver ordinance.

Consequently, because the town does not directly provide services for subsurface sewage disposal, the testing of water supply wells, and junk car disposal, staff recommends that the town remove these items from the fee waiver ordinance.

Financial Impact

The financial impact of this proposal is difficult to measure. However, by leaving these items in place under the ordinance, the town faces the possibility of being forced to provide services that it does not currently offer. Those services could prove costly, and the town has not budgeted for these expenses.

Recommendation

For the reasons enumerated above, staff recommends that the town council amend the fee waiver ordinance to remove the references to subsurface sewage disposal, the testing of water supply wells, and junk car disposal. In keeping with our customary procedure, staff recommends that the council schedule a public hearing to solicit public comment regarding this proposal.

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

Move, effective July 25, 2005, to schedule a public hearing for 7:30 PM at the town council's regular meeting on August 8, 2005, to solicit public comment regarding the proposed amendment to the Town of Mansfield Fee Waivers Ordinance.

Attachments

- 1) Proposed Amendment to the Town of Mansfield Fee Waivers Ordinance

Town of Mansfield
Amendment to Mansfield Code of Ordinances Chapter 122, Article III – Fee Waivers

July 25, 2005 Draft

Amendment to Section 122-10 – Applicability

The following services are subject to this ordinance:

- A. Recreation Programs, excluding bus trips and more than two summer camp sessions per child.
- B. Planning and Zoning fees
- C. Inland Wetland Fees
- D. Zoning Board of Appeals Fees
- ~~E. Subsurface Sewage Disposal & Water Supply Wells~~
- ~~F. Junk Car Disposal~~
- G. Solid Waste Disposal
- H. Recycling Fees
- I. Ambulance Fees
- J. Community Center Memberships and Programs
- K. Parks and Recreation After-school Program

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Agriculture Committee
MINUTES OF MARCH 9, 2005 MEETING

PRESENT: Al Cyr, Charlie Galgowski, Bill Hopkins, Bill Palmer, Bob Peters, Vicky Wetherell, Jennifer Kaufman, Jim Morrow

1. Charlie Galgowski was acting chairman.
2. Minutes of the February 9, 2005 meeting were approved.

3. Farmland/Open Space Preservation Presentation

The committee and representatives of the Open Space Preservation Committee and the Conservation Commission discussed a joint presentation to the Town Council in support of increased funding for the purchase of open space and development rights. The brief presentation would be part of the Council's public hearing about the 2005-6 Town budget on April 11.

After some discussion the group agreed to support a proposed bond issue for open space purchases. They also recommended that the Council consider an alternative: an additional percentage of the mill rate that would be placed in the Open Space Fund annually. The group passed a motion for Al to present this alternative to the Town Manager.

The group viewed a Power Point presentation by Al Cyr concerning the need for farmland preservation, and discussed how best to use this material. Specific items to be included in the presentation were discussed. Work on the presentation will continue at a meeting on March 24. Representatives of the Agriculture Committee, Open Space Preservation Committee, Parks Advisory Committee, and Conservation Commission will be invited to this meeting.

Notes on March 9 Agriculture Committee meeting with representatives of Open Space Preservation (attached).

Mansfield Board of Education Meeting
June 30, 2005
Minutes

Attendees: William Simpson, Chair, Mary Feathers, Vice Chair, April Holinko, Secretary, Dudley Hamlin, Christopher Kueffner, Mary Perry, Anneliese Reilly, John Thacher, Superintendent Gordon Schimmel, Board Clerk, Celeste Griffin

Absent: Shamim Patwa

- I. Call to Order
The meeting was called to order at 7:40 p.m. by Mr. Simpson, Chair
- II. Approval of Minutes from the 6/9/05 Meeting (M)
MOTION by Mr. Thacher, seconded by Ms Feathers to approve the minutes of the 6/9/05 meeting as written: **VOTE:** Unanimous in favor. **ABSENTION:** Ms Reilly
- III. Hearing for visitors - None.
- IV. Communications - None.
- V. Additions to Present Agenda - None.
- VI. Committee Reports - Personnel: Ms Feathers noted that negotiations continue with the S.E.I.U. (Instructional Assistants)
- VII. Report of the Superintendent
- A. **Health Curriculum Revision** - Mr. Baruzzi, Assistant Superintendent, addressed questions regarding the newly revised K-8 health curriculum and noted a few changes. **MOTION:** Mr. Hamlin, seconded by Mr. Thacher to approve the K-8 Human Development and Health Education Curriculum. **VOTE:** Unanimous in favor.
- B. **Elementary Music Textbook Purchase**-Dr. Schimmel recommended the board approve the elementary music textbook purchase as proposed. **MOTION:** Mr. Hamlin, seconded by Mr. Thacher to approve the first phase purchase of music textbooks for the elementary schools. **VOTE:** Unanimous in favor.
- C. **Personnel**-Dr. Schimmel proposed the Board approve salary increases for the central office professional staff ("singletons"). **MOTION:** Mr. Thacher, seconded by Ms. Perry to approve a 3% salary increase to Nancy H. Bradley, Allen Corson, Beth T. Gankofskie, and Celeste N. Griffin for the 2005-2006 school year. **VOTE:** Unanimous in favor.
- VIII. Suggestions for future agenda - None
- IX. Executive Session
MOTION by Ms Holinko, seconded by Ms Feathers to go into executive session at 8:00p.m. **VOTE:** Unanimous in favor.
MOTION by Ms. Holinko, seconded by Mr. Hamlin to return to open session at 9:05p.m. **VOTE:** Unanimous in favor

MOTION by Mr. Hamlin, seconded by Ms Feathers to increase Superintendent Gordon Schimmel's salary by 3.5% while leaving all other elements of the contract proportionately the same as current contract and to add a year to the contract so that it remains a three year contract **VOTE:** Unanimous in favor

MOTION by Mr. Hamlin, seconded by Ms Perry to increase Assistant Superintendent Fred Baruzzi's salary by 3.5% while leaving all other elements of the contract proportionately the same as current contract and to add a year to the contract so that it remains a three year contract **VOTE:** Unanimous in favor

X. Adjournment

MOTION by Ms Feathers, seconded by Ms Holinko to adjourn at 9:10 p.m. **VOTE:** Unanimous in favor.



April Holinko, Board of Education Secretary

CHARTER COMMUNICATIONS ADVISORY COUNCIL

May, 16 2005

ATTENDANCE COUNCIL

Gene Sellers	Grace Enggas
Betty T. Church	Paul Berthaiume
Judy Boligan	Nancy Gale
Norm Desmarais	Joan Russoniello-Goba
Roger Morin	Dave LaMore
Joan Meldrum	

ATTENDANCE CHARTER

Mike Nelson
Jacky Saulnier (Newtown)

ATTENDANCE PUBLIC:

Jessica DiMartino

PUBLIC COMMENTS: None

CORRESPONDENCE

1. Usual correspondence from DPUC and Murtha Cullina.
2. Letter from Mr. Maclure regarding the cost of his cable. Mike Nelson will give letter to customer service. He can get a discount as a senior citizen.

MINUTES OF MARCH 21, 2005 MEETING

Amendment page 2. Motion to accept minutes of March 21, 2005 meeting as amended by Joan Meldrum ; 2nd by Dave LaMore. Unanimously accepted.

FINANCIAL REPORT

Motion to accept the Financial Report of March 21, 2005 by Joan Russoniello-Goba ; 2nd by Dave LaMore. Unanimously accepted.

CHARTER UPDATES: MIKE NELSON

1. Mike handed out Public Access Overview sheet of events that have taken place since last meeting.
2. Internship group starts June 7th.
3. Two new non-linear edit systems have been purchased for public access use.
4. Quarterly notices went into the newspapers to advertise for membership.
5. DPUC recommended a \$100,000 fine for Charter for the State of Connecticut because were not able to respond to the 30 second call in time. Charter and DPUC have been negotiating. Charter would like to provide grant \$2,950 to main public library of each town rather than pay a fine. There should be an official letter coming out.
6. Consumer score card press release. Came out March 17th. Charter came in 4th as far as Newtown for receiving the least complaints. Eastern Conn. Cable came in #1. These complaints get registered at the DPUC. Mike will try to find out what these complaints were.
7. Bob Brown will be here next meeting to talk about where Charter is on the telephone system.

Charter Communications Advisory Council

May 16, 2005

Page 2

CHARTER UPDATES: JACKY SAULNIER -- MARKETING

1. Works for Len Romano.
2. Added to high definition tier.
3. Charter Digital \$29.99/month. Guaranteed for 12 month.
4. Democracy Now: Charter will keep doing what they're doing now as it relates to them.

OLD BUSINESS

1. Mansfield issue. Mike spoke with Sarah Ann who is Admin Asst for Town Manager. They would like to purchase a computer to publish Bulletin Board instead of going to the Manager's office. Dave LaMore made a motion to allocate \$900 to the town of Mansfield to assist in the purchase of equipment to develop their access channel. Nancy Gale 2nd the motion. Unanimously accepted. Gene will send letter to Mansfield letting them know they will get the money. Grace will cut the check when it's time.

NEW BUSINESS-None

Motion to adjourn meeting at 8:20 pm by Dave LaMore; 2nd by Joan Russoniello-Goba Unanimously accepted.

NEXT MEETING

Charter Communications Advisory Council

When: Monday, July 18 2005
7:00 pm

Where: Charter Studio
207 Tuckie Road
P.31₁orth Windham

TOWN OF MANSFIELD
CONSERVATION COMMISSION
Minutes of the June 15, 2005 Meeting
Conference Room B, Audrey P. Beck Building

Present: Jennifer Kaufman, Quentin Kessel, and John Silander

Absent: Robert Dahn and Frank Trainor

Town Staff: Grant Meitzler

Guest: John Webster, Fern Road

1. The meeting was called to order at 7:40 PM.
2. Kaufman suggested that the CC move directly to the IWA/PZC referrals on the agenda and it was agreed to do so.

3. IWA/PZC Referrals.

W-1306 - Webster - Fern Road. Map date 5/31/05. This application is for an eight by ten garden shed in the regulated area. Kessel moved, and Kaufman seconded, that there should be no significant negative effect on the wetlands from this project. The motion passed unanimously.

IWA - 1307 - Mogayzel - Bundy Lane. Map date 5/30/05. This application is for a garage located in the regulated area. Kaufman moved, and Kessel 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 was amended to recommend that the area of the driveway be minimized if at all possible. The motion passed unanimously.

IWA - 1308 - Farrell - 796 Stafford Road Map date 6/2/06. This application is for the construction of a two car garage within the regulated area. It was noted that the work would take place approximately 120 feet from the wetland and the natural drainage for the construction area is away from the wetland in question. Kessel moved, and Silander seconded, that there should be no significant negative effect on the wetlands from this project if appropriate sedimentation and erosion controls are in place during the construction and removed after the site is stabilized.

4. Kaufman moved, and Kessel seconded, that the minutes of the May 18, 2005 meeting be approved. The motion passed unanimously.

5. Membership: It was recommended that Scott Lehman's name be submitted to the Town Manager for consideration as a new CC member.

6. Fenton River: Comments on the UConn Water Supply Plan were due at the DPH by June 6, 2005. Some members of the CC were made aware of this only through a newspaper article published at a time that did not allow for formal comment to be forwarded to the Town Council by the CC. Kessel outlined his personal June 3, 2005 letter to the DPH. The water plan was recommending that as much as 1.29 million gallons per day (MGD) could be pumped from the Fenton River. Kessel's letter (attachment # 1) pointed out that pumping only 1.0 MGD dried up one half mile of the

river when the effect of UConn's pumping from the Fenton was studied by Giddings and Rahn in the 1960s. A similar effect was observed in the 1990s when 0.6 MGD were pumped from the river. At present the University is allowed a diversion of 0.344 MGD.

7. CACIWC Dues: Kessel moved, and Kaufman seconded, a motion urging the Town to continue its membership. The motion passed unanimously.

8. Comments on the Town's Plan of Conservation and Development: Kessel outlined the comments the OSPC were forwarding to the Town Planner and there was general approval of these items. Additionally Kessel moved, and Kaufman seconded, that the greenways section of the plan must be expanded to cover more than just the Willimantic River. It was noted that a local effort was under way to obtain greenway status for the Natchaug, Mount Hope, and Fenton Rivers and that the Town's plan should not only include these rivers in the discussion, but it should be written in such a way as to encourage greenway status for these rivers.

The meeting adjourned at 8:34 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

Item #3



Mansfield Downtown Partnership

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

July 5, 2005

Board of Directors
Mansfield Downtown Partnership

Re: Item #3 - Meeting Minutes

Dear Board members:

Attached please find the minutes for the Board meeting held on May 3, 2005, and the Special Board meeting held on June 7, 2005.

The following motion would be in order:

Move, to approve the minutes of May 3, 2005 and the minutes of June 7, 2005.

Sincerely,

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

Cynthia van Zelm
Executive Director

Attach: (2)

and had an opportunity to ask Mr. Cole-Chu questions. Most of the discussion revolved around what type of relocation assistance might be available.

Mr. Gergler read the motion: To authorize the Executive Director to finalize, and to publicize and issue as the Executive Director sees fit a Request for Proposal (RFP) for relocation consulting services; and to authorize a committee consisting of the Chairmen of the Finance and Administration and the Business Development and Retention Committees, the Town Manager, and the Executive Director to review the RFP responses, apply the RFP evaluation criteria, select consulting candidates for interviews and/or oral presentations as they see fit, conduct and evaluate such interviews and presentations, and recommend a candidate or candidates to the Partnership Board for consideration as to retention and contract negotiation.

Mr. Dreyfuss made the motion. Betsy Paterson seconded the motion. The motion was approved unanimously.

6. Director's Report

Ms. van Zelm noted that a press conference was held at the new Mansfield kiosk with the Chronicle covering the story.

She reminded Board members about the Annual Meeting on June 7 at 7 pm at the Greek Center.

Caroline Redding arrived.

7. Committee Reports

Business Development and Retention

Mr. Gergler reported that the Committee most likely would be shifting some of its efforts toward development as much work has been done on soliciting a relocation consultant. He said the Committee hopes to meet with IntraWest-The Village People in June or July to discuss the programming and phasing of the project. The Committee is very interested in reviewing what types of businesses that The Village People are looking to cast into the project.

Festival on the Green

Betsy Paterson said that fireworks and a picnic (bring your own) in Mansfield Hollow State Park would be held on Saturday night before the Festival. Several bands have contacted Music Chair Wendi Richardson to appear at the Festival and now those bands can play at the fireworks. Ms. Paterson said the Committee is still looking for sponsors, as well as food and art vendors. There is a small fee to be a vendor.

Ms. Paterson said that one of the new events is the sponsorship of an "M" for Mansfield, which people/organizations/businesses can decorate as part of a way to beautify the Festival grounds. The Ms will be judged as well.

The School of Fine Arts will be participating with puppets either in the parade, showing an exhibit, or doing a small performance. Puppets will be put in the Community Center case as well.

Ms. Paterson added that there would be a pie-baking contest as well. And, volunteers for all events are always welcome.

Finance and Administration

In Tom Callahan's absence, Martin Berliner reported that the Committee had reviewed attorney fees and discussed different options for funding. The Partnership Work Plan was also briefly reviewed.

Mr. Berliner said the Town would be applying for a grant for street trees in front of Town Hall as part of the pedestrian connection from downtown to the Community Center. The grant will go before the Town Council for review on Monday night.

Ms. Paterson said that during the dedication of the Mansfield kiosk, Mark Paquette with the Quinebaug-Shetucket Heritage Corridor encouraged the Town to apply for a grant related to the town square.

Membership

Betsy Treiber reported that there had been a very good response on membership renewals. The Committee is working on re-doing the membership brochure. There are currently 261 members with dues received in excess of \$15,000, which is approximately \$5,000 over the goal.

Planning and Design

Steve Bacon reported that LeylandAlliance and LRK have put together a draft of the architectural guidelines as part of the design guidelines, which the Committee has reviewed and provided feedback. At the meeting in May, the Committee will review further work on the design and sustainability guidelines.

8. Communications

Ms. van Zelm referenced the grant request to the CT Commission on Culture and Tourism for \$3,000 for the Partnership and the Jorgensen to work on a weekend getaway package in celebration of Jorgensen's 50th anniversary. David Woods said the School of Fine Arts was looking forward to working with the Partnership

and the businesses on the weekend packages. He passed out the Jorgensen 50th Anniversary brochure, hot off the press.

He also referenced a Greater Hartford Arts Council study on the economic benefits of the arts in the Hartford area. He will pass it along to Ms. van Zelm, to be passed on to the development team.

9. Adjourn

Mr. Hawkins made a motion to adjourn. Dale Dreyfuss seconded the motion. The meeting adjourned at 5:00 pm.

Meeting notes taken by Cynthia van Zelm.

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
SPECIAL BOARD OF DIRECTORS MEETING
Center for Hellenic Studies Paideia, 28 Dog Lane, Mansfield
Tuesday, June 7, 2005

MINUTES

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

Staff: Cynthia van Zelm

1. Resolution re: Connecticut Commission on Culture and Tourism grant

Betsy Paterson make a motion to allow Mansfield Downtown Partnership Executive Director Cynthia van Zelm to sign a contract between the Partnership and the Connecticut Commission on Culture and Tourism for a \$3,000 grant to create with the University of Connecticut School of Fine Arts a brochure marketing a weekend package in conjunction with the Jorgensen Center for the Performing Arts 50th anniversary. Tom Callahan seconded the motion. The motion was approved unanimously.

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
BOARD OF DIRECTORS MEETING
Mansfield Downtown Partnership Office
Tuesday, May 3, 2005

MINUTES

Present: Steve Bacon, Martin Berliner, Dale Dreyfuss, Mike Gergler, Al Hawkins, Janet Jones, Betsy Paterson, Dave Pepin, Caroline Redding, Steve Rogers, Phil Spak, Betsy Treiber, Frank Vasington, David Woods

Staff: Cynthia van Zelm

1. Call to Order

Betsy Treiber called the meeting to order at 4:00 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Dave Pepin provided corrections to the minutes. He noted on page one under 5. Review and Approval of Proposed Bylaws Changes that "attorney" needed to be added in front of Lee Cole-Chu. On page 2, paragraph 3, "business" needs to be made plural. Al Hawkins made a motion to approve the April 5, 2005 minutes. Janet Jones seconded the motion. The motion was approved unanimously.

4. Update on Status of DRAFT Municipal Development Plan (MDP)

Cynthia van Zelm discussed an updated timeline of the MDP and pre-construction phases of the Storrs Center project. She said the goal was still to get through some of the local approvals in the summer (with August being an off month) with Town Council review in September. The schedule will be determined once the Partnership receives comments from the relevant state agencies through the Department of Economic and Community Development.

A joint meeting with the Planning and Zoning Commission and the Town Council will be held soon to update them on the MDP process.

5. Update on Relocation Plan and Request for Proposal for Relocation Consultant

Mike Gergler said the Partnership has drafted a relocation plan led by Partnership Attorney Lee Cole-Chu. He said the Business and Development Committee has been briefed at its last two meetings about the relocation plan

and had an opportunity to ask Mr. Cole-Chu questions. Most of the discussion revolved around what type of relocation assistance might be available.

Mr. Gergler read the motion: To authorize the Executive Director to finalize, and to publicize and issue as the Executive Director sees fit a Request for Proposal (RFP) for relocation consulting services; and to authorize a committee consisting of the Chairmen of the Finance and Administration and the Business Development and Retention Committees, the Town Manager, and the Executive Director to review the RFP responses, apply the RFP evaluation criteria, select consulting candidates for interviews and/or oral presentations as they see fit, conduct and evaluate such interviews and presentations, and recommend a candidate or candidates to the Partnership Board for consideration as to retention and contract negotiation.

Mr. Dreyfuss made the motion. Betsy Paterson seconded the motion. The motion was approved unanimously.

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9. Adjourn

Mr. Hawkins made a motion to adjourn. Dale Dreyfuss seconded the motion. The meeting adjourned at 5:00 pm.

Meeting notes taken by Cynthia van Zelm.

MANSFIELD HISTORIC DISTRICT COMMISSION
July 12, 2005

Members attending: I. Atwood, H. Marshall, J. Newmyer, D. Spencer

The minutes of the June 14 meeting were approved.

FIRST BAPTIST CHURCH ROOFING.

I. Atwood moved that the application for a certificate of appropriateness to apply asphalt shingles instead of cedar shingles to the bell tower and front entry of the First Baptist Church of Mansfield be denied. D. Spencer seconded the motion.

It was pointed out that Meredith and William McMunn have offered to apply for grants and, if none are forthcoming, to pay for the installation of cedar shingles; since there had been an anonymous donor for the application of asphalt shingles previously, cost is not a factor in the decision as to which shingles to apply. Also, leakage is not yet a factor so there is time to explore the obtaining of possible grants to cover the cost.

The denial of the application was passed unanimously.

Gail Bruhn will be asked to forward to the church a copy of the denial and information on cedar shingles and their installation.

WOODS COMMUNITY

Natalie Miniutti presented a design plan for a 2800-sq. ft. house with a 2-car attached garage to be built in the Woods Community, lot #1, on Browns Rd., Storrs, Ct. The request for a certificate of appropriateness for this plan was unanimously approved.

Respectfully submitted,

Jody Newmyer
Clerk

MINUTES

MANSFIELD INLAND WETLAND AGENCY
Regular Meeting, Monday, June 6, 2005
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:05 p.m., appointing Mr. Pociask to act as a voting member and Ms. Stearns to act in case of member disqualifications. Holt MOVED, Hall seconded to add to the agenda under New Business the application of Farrell (W1308); MOTION PASSED unanimously.

Continued Public Hearing, W1290, Sunrise Estates, 25 proposed lots on Mansfield City Rd. – The Public Hearing was called to order at 7:07 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Ryan, Zimmer, Kusmer, Pociask, and Stearns. Since this was a continued Hearing, there was no legal notice. The following communications were noted: 5/5/05 drainage report from Messier Assocs., 6/6/05 letter from the applicant granting an extension of time; 5/31/05 memo from Wetlands Agent, and latest plans, dated 4/12/05.

Attorney L. Jacobs, representing the applicant, Smith Farm Development Group, noted that the Hearing had been continued to allow time for staff and public review of the revised plans, which address comments in Mr. Meitzler's earlier memo. The revised plans include distances from wetlands for proposed construction; he noted the submitted drainage report. Mr. Jacobs stated that he felt that all issues have now been addressed, and Mr. Meitzler agreed. There were no comments from members or members of the audience. The Hearing was closed at 7:12 p.m.

Continued Public Hearing, W1294, Wild Rose Estates, 26 lots on Mansfield City Rd. - The Public Hearing was called to order at 7:07 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Ryan, Zimmer, Pociask, Kusmer and Stearns. Since this was a continued Hearing, there was no legal notice. The following communications were noted: 6/3/05 memo from Wetlands Agent; 6/4/05 letter from P. Paine, D. Hamilton; 5/8/05 Wetland Commentary from H., Luce, Soil Scientist; 3/2/05 Engineering Report from Milone & MacBroom, and revised plans dated 5/25/05.

Landscape architect P. Miniutti said he understood that the Hearing must be continued because of the lateness of the submittal of revised plans and to receive comments from K. Metzler of the DEP. He explained the major changes made to the previous plans: Previously-proposed walkways have been eliminated; the right-of-way to adjacent land has been moved to the end of a proposed new cul-de-sac and a trailhead has been added at the end of the cul-de-sac; some changes to driveways have been made, as well as minor alterations of placement of houses; the open space dedication is now proposed as 40% of Phase 2; 250 trees are now proposed (about 100 street trees are required); some changes to drainage outlet structures have been made to move them farther from wetlands. Mr. Miniutti noted that the wetlands driveway crossing is addressed in the Luce report, which identified the best location.

Mr. Miniutti was asked why the approach taken in the design of the Storrs Heights subdivision had not been used here, and whether erosion and sedimentation risks could be better minimized with a loop road than a through one. He said that Mr. Luce's report states that if construction plans are followed to the letter, no problems should arise. He also said he was not comfortable with designing too many lots on a loop road. He submitted a letter requesting a 35-day extension. Holt MOVED, Hall seconded to approve the letter granting a 35-day extension for the Public Hearing; MOTION PASSED unanimously, and the Hearing was recessed until July 5th.

Minutes - 5/2/05 p. 3, last para. – remove “miss the wetland entirely.” Hall MOVED, Zimmer seconded to approve the Minutes as corrected; MOTION PASSED unanimously.

5/19/05 field trip - Ryan MOVED, Goodwin seconded to approve the Minutes as presented; MOTION CARRIED, Ryan, Favretti and Goodwin in favor, all else disqualified.

Communications - Mr. Meitzler's 6/2/05 Monthly Business memo was noted. Conservation Commission Minutes from 5/18/05 contain comments on W1300 (Harrison), W1301 (LaPointe), W1302 (Fellow Estates), W1303 (So. Windham Post & Beam) and W1304 (Ross, So. Bedlam Rd., LJ&G, LLC).

Other Old Business

W1300, Harrison, Baxter Rd. Estates, 11 proposed lots - The Wetlands Agent's 5/25/05 memo was noted, along with the applicant's Wetland Report (5/05) and a letter from D. Carter, representing Rockridge Condominium Ass'n., requesting a Public Hearing. Members discussed this and Holt then MOVED, Gardner seconded to hold a Public Hearing for the Inland Wetland Agency application submitted by Margaret Harrison (file W1300) for a proposed 11-lot subdivision entitled "Baxter Road Estates" on property owned by the applicant located at the intersection of Rt. 195 and Baxter Road, as shown on a map dated 3/17/05 and revised through 4/11/05. The Inland Wetland Agency takes this action because it needs further information to be submitted by the applicant in order for the Agency to make an informed decision, and because a Public Hearing would be in the best interest of the Town. The Public Hearing shall be set for Monday, June 20, 2005. MOTION PASSED unanimously.

W1301, LaPointe, Mansfield City Rd., shed within regulated area - Mr. Meitzler's 5/23/05 memo was noted. Holt MOVED, Ryan seconded to grant an Inland Wetlands license under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Karen LaPointe (file W1301) for erection of a membrane storage structure on property owned by the applicant at 737 Mansfield City Road, as shown on a map dated 4/6/05 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands. This approval is valid for a period of five years (until 6/6/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1304, Ross, South Bedlam Rd., proposed 5-lot subdivision - Memos were noted from the Wetlands Agent (5/31/05) and Windham Water Works (5/20/05); a 4/25/05 wetland delineation report was also submitted by the applicant. Holt MOVED, Hall seconded to hold a Public Hearing for the Inland Wetland Agency application submitted by Ross, LJ & G, LLC (file W1304) for a proposed 5-lot subdivision entitled "Aurora Estates" on property owned by the applicant located South Bedlam Road on the Mansfield Chaplin line, as shown on a map dated 4/27/05. The Inland Wetland Agency takes this action because it needs further information to be submitted by the applicant in order for the Agency to make an informed decision, and because a Public Hearing would be in the best interest of the Town. The Public Hearing shall be set for Monday, June 20, 2005. MOTION PASSED unanimously.

W1305, Town of Mansfield, Storrs Rd., driveway crossing - Holt disqualified herself and was replaced by Ms. Stearns. Memos were noted from the Director of Planning (6/2/05) and Windham Water Works (6/2/05). D. and B. Burnham and Mr. Meitzler presented this application, which the town had agreed to submit, for a driveway to the cemetery and existing lot. A DOT permit is required and could only be obtained after local permits have been granted. Hall MOVED, Gardner seconded to grant to the Town of Mansfield Dep't. of Public Works an Inland Wetlands license under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to the Town of Mansfield (file W1305) for a new driveway crossing on Storrs Road about 300 feet south of 619 Storrs Road, on property of D. and B. Burnham, as shown on a map dated 11/4/04 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls, including silt fencing as depicted on the plans, shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. The driveway and adjacent sideslopes shall be constructed to uniformly sheetflow drainage away from the drive and to prevent any concentrated drainage flows along the driveway edges;
3. As proposed, driveway work shall take place during the summer dry time and all disturbed areas shall be immediately stabilized and revegetated as soon as possible, to minimize erosion potential;

4. The initial segment of the driveway adjacent to Storrs Road shall be widened to twenty feet in width for a minimum of one car length. This will help to reduce the need for vehicles to use shoulder areas, which would result in an increased risk of erosion;
5. Construction shall not begin until a required Department of Transportation permit is issued;
6. This approval is valid for a period of five years (until 6/6/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed as soon as possible. Any extension of the activity period shall come before this agency for further review and comment.

MOTION PASSED unanimously.

W1303, S. Windham Post & Beam, request for permit renewal for proposed single-family house on Woodland Rd.

– Mr. Meitzler's 5/25/05 memo was noted. Holt MOVED, Hall seconded to grant an Inland Wetlands license under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to South Windham Post & Beam Co., LLC (file W1303) for permit renewal and alternate site location for a single-family home on property owned by Alex Nishball on Woodland Road, as shown on a map dated 4/28/05 (a sketch plan drawn over an original subdivision map) and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction and maintained during construction, and removed when disturbed areas are completely stabilized;
2. Silt fence protection shall be installed along the first 200 feet of the driveway, on the downhill side;
3. Final grading and seeding shall be done immediately on completion of the rough-grading of the driveway, rather than waiting for the completion of the site work. This is to limit erosion;
4. This approval is valid for a period of five years (until 6/6/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed as soon as possible. Any extension of the activity period shall come before this agency for further review and comment.

MOTION PASSED unanimously.

New Business – The Wetlands Agent's 6/1/05 New Business memo discusses the Webster, Mogayzel and Newmyer/Doyle applications.

W1288, Ross, Candide Lane, modification of Development Area Envelope – Mr. Meitzler's 5/23/05 memo was noted. After discussion, Holt MOVED, Hall seconded to grant a modification of an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Larry Ross (file W1288) for changing the location of the Development Area Envelope to meet the required 75-foot minimum width, on property owned by the applicant, located on Lot 2 of the Well House subdivision as shown on a map and letter dated 5/16/05 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction and maintained during construction, and removed when disturbed areas are completely stabilized;
2. All other conditions remain in effect;
3. This approval is valid for a period of five years (until 6/6/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed as soon as possible. Any extension of the activity period shall come before this agency for further review and comment.

MOTION PASSED unanimously.

W1256, Newmyer/Doyle, Center Street, request for extension of bonding agreement – Mrs. Goodwin disqualified herself and was replaced by Ms. Stearns. Mr. Meitzler stated that work is close to completion, but grass must still be satisfactorily established. After further discussion, Hall MOVED, Holt seconded to extend the bonding period deadline on the Newmyer/Doyle Echo Lake project on Center Street, until September 1, 2005. MOTION PASSED unanimously.

W1306, Webster, Fern Rd., construction of garden shed – Goodwin MOVED, Holt seconded to receive the application submitted by Geoffrey Webster (file W1306) under Section 5 of the Wetlands and Watercourses

Regulations of the Town of Mansfield for the placement of a garden shed on blocks in the rear yard at 54 Fern Rd., on property owned by the applicant, as shown on a map dated 5/31/05, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1307. Mogayzel, 15 Bundy Lane, garage addition - Kochenburger and Zimmer disqualified themselves; Mrs. Goodwin stated that she would read the receipt motion and then disqualify herself from any discussion or action on this application. Goodwin MOVED, Holt seconded to receive the application submitted by Jeanne Ahern Mogayzel (file W1307) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 2-car garage addition north of existing gravel parking area at 15 Bundy Lane, on property owned by the applicant, as shown on a map dated 12/22/87 revised through 5/30/05 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1308. Farrell, Stafford Rd., garage construction - Goodwin MOVED, Holt seconded to received the application submitted by Rosemary Farrell and J. Farrell (file W1308) under Section 5, of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a 30 by 24-ft. 2-car garage at 796 Stafford Rd., as shown on a map dated 5/31/05 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

FIELD TRIP - By consensus, scheduled for 1 p.m., Monday, June 13, 2005.

Other Communications - As listed on the Agenda or distributed at the meeting.

The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES
MANSFIELD INLAND WETLAND AGENCY
Meeting, Monday, June 20, 2005
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:10 p.m., appointing Alternates Kusmer and Stearns to act as voting members.

W1290, Sunrise Estates subdivision, 25 proposed lots on Mansfield City Rd., Smith Farm Dev. Group, o/a – Memos from Mr. Meitzler dated 4/28/05 and 5/21/05 were noted. During discussion, Mr. Meitzler stated that all the points previously raised by him have been addressed. Mrs. Holt volunteered to work on a motion.

W1300, Public Hearing, Baxter Rd. Estates, M. Harrison, o/a – The Public Hearing was called to order at approximately 7:15 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Plante, Ryan, Kusmer and Stearns. The legal notice was read and the Wetlands Agent's 5/25/05 and 5/31/05 memos and a 6/2/05 letter from D. Carter, President, Rockridge Condominium Ass'n., were noted. Landscape architect Peter Miniutti, soil scientist John Ianni and engineer Hank Torcellini presented the application.

Mr. Miniutti suggested that he present the entire plan, for clarity and context, not just wetlands issues, and that it then also be accepted into the Planning and Zoning Commission record. He displayed mapping of the proposed development area, 44 acres of a 111-acre parcel. The proposed subdivision would consist of 11 house lots, with 24 acres of proposed open space, 10 of which would be dry land. He noted that this constitutes 55% of the proposed development site; our regulations require only 15% of representative land on a site. The site contains extensive wetlands. Mr. Miniutti outlined proposed house lots, the 3 shared drives, septic systems, and the 2 existing unimproved woodland trails, one of which is the discontinued Burt Latham Rd. Ext., and the other in the northeastern portion of the site. The other half of Burt Latham Rd. Ext. is to be deeded to the town. He stated, in general terms, that these two trails and additional trails would be maintained.

Mr. Meitzler's memo notes concern that the DAE's for lots 1 and 3 are quite close to wetlands. Tree-cutting and tree-retention were also discussed, in connection with erosion concerns. It was stated that 18 red maples and 16 evergreen trees would be planted. Mr. Miniutti stated that the common driveway would be preferable to the new road shown on the yield plan because there would be less land disturbance and tree-clearing.

Requested lot line waivers, as per Sec. 7.6, were mentioned, and it was stated that there would be minimal disturbance to trees and stone walls along Baxter Rd.

Mr. Miniutti outlined his reasoning for the proposed open space dedication, saying that there are 1,780 ft. of existing trails, and 280 more would be proposed.

Mr. Tocellini, the engineer, described the drainage plans, which include "rain gardens" at lots 3 / 4, 5, and 6, instead of level-spreaders. He added that a cost estimate for common driveways would be provided.

Mr. Ianni also touched upon drainage issues; he stated that, as noted in his wetlands and environmental report, the proposed development would not interrupt any wetlands functions.

Mrs. Holt noted that the DAE and BAE on lot 1 are only 10 feet away from wetlands, and that on lot 3 only 19 feet from wetlands. She also asked that the separating distance on lot 7 be increased. Mr. Torcellini described planned development elements, including sediment and erosion controls, for several lots. It was agreed that, with disturbance over 5 acres, referral to the DEP is needed after local approvals are received. Revised plans will be reviewed by Mr. Meitzler. Audience comments were then invited.

Patricia Shepard, Rockridge Condominiums, asked how the safety and potability of their community well and water supply would be assured. Mr. Torcellini responded that the plans meet the standards required by the Public Health Code regarding distance from a community well. After scaling the distances from wells, he said that all wells were outside the 200-foot setback required for community wells. Ms. Shepard was also concerned about the possibility of wet basements, and noted that the complex is downhill from the proposed subdivision and that

the lawns at the Rockridge/Baxter intersection already experience standing water in heavier storm events. She also submitted a written list of concerns from the condominium complex.

Wunderly Stauder, Rockridge Condominiums, concurred with Ms. Shepard's comments and also expressed concern regarding additional flow onto the Rockridge site, especially from the proposed long driveways which could aggravate water flow downhill into the condominiums.

Albert Ching, Rockridge Rd., described flow of water onto the condominium property and gave some of the history of drainage measures undertaken by the town in the past. He expressed concern regarding the flows from proposed lot 5, particularly in the spring, running off into the Rockridge property. He reported that there is already extensive erosion down Rockridge Rd. in spring and after heavy rains, which would be exacerbated by the opening up of Burt Latham Rd. Ext., now that there is no longer underground runoff piping across it. He also asked who would be responsible for maintaining the turnaround areas, noting what he termed a potential 'social problem'.

Betsy Sanderson, Rockridge Condominiums, noted the area's high water table and the downhill slope to the Rockridge property. As her unit is directly across from the proposed subdivision, she voiced concerns for increased runoff onto her yard, and asked for assurance that driveways would be well-maintained to prevent this. She expressed concern for potential pesticides and fertilizers leaching into the Rockridge water supply. She asked how much of the dry land open space dedication is represented by Burt Latham Rd. Extension and expressed concern for increased vandalism at the Rockridge property if it becomes a trail. Mr. Miniutti answered that it represents about 1 acre of the proposed open space.

Ms. Shepard asked how the rest of the open space would be accessible. Mr. Miniutti said that one entrance is planned between house lots; otherwise, no improvements are planned.

Mrs. Holt said that the discontinued road is already a *de facto* hiking trail, and asked Mr. Miniutti if the applicant would be willing to close that off as a hiking trail and build another one somewhere else; Mr. Miniutti said it would not make any difference in the open space calculations if it were to be closed off.

N. Raimondi, Baxter Rd. (Willington), asked whether the shared driveways at the loop would be graveled or paved, and was told that would be up to the owners of the individual lots. In response to a member's question, Mr. Torcellini said that having driveways graveled rather than paved as part of development would be acceptable as an IWA condition. He said that the greatest amount of slope on the two rear drives would be only 8% to 10%, and that the loop area is relatively flat.

At 8:35 p.m., the Hearing was recessed until July 5th, to allow for staff review of revised plans.

W1304, Ross, Aurora Estates, proposed 5-lot subdivision on Bedlam Rd. at Chaplin town line – The Public Hearing was convened at 8:35 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kusmer, Plante, Ryan and Stearns. The legal notice was read and a memo from the Wetlands Agent (5/31/05) and revised plans dated 4/27/05 were noted.

The application was described as five lots on an 18-acre parcel with 17 acres in Mansfield and 1 acre in Chaplin, with good soils except in wetlands. A potential 550-ft. public road with a cul-de-sac serving the 5 lots is planned, but only the cul-de-sac is proposed at this time. The open space dedication on the southern boundary abuts existing open space on other land. Mr. Miniutti enumerated the recommendations in Mr. Meitzler's memo and agreed to all of them. He agreed to supply drainage calculations when they are available; footing drains will also be added to the plans.

Mrs. Holt asked Mr. Miniutti whether he could eliminate the 50-ft. proposed wetland crossing and designate the land as open space; he said it might be possible, and he would consult with the Town Planner and Wetlands Agent, but would like to keep the crossing open for the present. He also agreed to provide construction details on the proposed road and drive for lots 3, 4 and 5. It was also confirmed that the grade of the lots 3-4 road is not steep, perhaps 5%.

Joseph Ferrara, abutting Chaplin resident, expressed concern regarding possible runoff onto his property across the road. Mr. Miniutti responded that the 2 planned catch basins would bring runoff back onto the applicant's property. Mr. Ferrara also noted that sightlines are very bad at the area of the intersection.

At 8:56 p.m., the Public Hearing was recessed until 7/18/05, and the meeting was adjourned.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES
MANSFIELD INLAND WETLAND AGENCY
Regular Meeting, Tuesday, July 5, 2005
Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, G. Zimmer
Members absent: P. Plante
Alternates present: B. Ryan, V. Stearns
Alternates absent: B. Pociask
Staff present: G. Meitzler (Wetlands Agent), G. Padick (Dir. of Planning)

Chairman Favretti called the meeting to order at 7:05 p.m., appointing Alternate Kusmer to act as a voting member and Alternate Stearns to act in case of member disqualifications.

Minutes – 6/6/05 – p. 4, Farrell, map date should be 6/2/05. Hall MOVED, Holt seconded to approve the Minutes as corrected; MOTION CARRIED, all in favor except Zimmer (disqualified).

6/13/05 field trip – Noted that Goodwin was present for items 2 and 4. Holt MOVED, Ryan seconded to approve the Minutes as corrected. MOTION CARRIED, Favretti, Gardner, Goodwin, Holt and Ryan in favor, all else disqualified.

6/20/05 joint meeting with Town Council – Hall MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Kochenburger (disqualified)

Communications

Conservation Commission 6/15/05 Minutes, commenting on W1306 (Webster); W1307 (Mogayzel); W1308 (Farrell). 6/28/05 IWA Monthly Business memo: Mansfield Auto Parts, request for renewal – Mr. Meitzler reported that water testing is still needed, and the request was therefore tabled until 8/1/05.

New Business

W1313. TRC/Algonquin Gas, Wormwood Hill Rd., repair – Mr. Meitzler's 7/1/05 memo was noted. Dennis Blais and Tom Tirlea, representing Algonquin Gas, explained the procedure for the necessary removal of a steel pipe casing. Work will take place primarily within the road, and Algonquin Gas has obtained a road permit from the town's Public Works Dep't. Work will begin next week and will take about a week; construction will occur within 150 feet of a wetland, and may take place within the wetland. After completion, the site will be restored to pre-construction condition. Sediment and erosion controls will be placed near, but not in the wetlands. In answer to a member's question, Mr. Tirlea stated that a special type of repair concrete will be used on the disturbed roadway to prevent its settling below the surrounding fill and surface after repair. Mr. Meitzler will be at the site during the construction. This presentation was for the town's information only, and no action was taken.

W1314. UConn/CL&P, North Eagleville Rd., connection of co-generation plant – Mr. Meitzler's 6/28/05 memo also describes this project. No town action was necessary.

W1294, continued Public Hearing, Wild Rose Estates, Phase 2 subdivision, Mansfield City Rd. – The Hearing was called to order at 7:16 p.m. Members and Alternates present were R. Favretti, B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, C. Kusmer, B. Ryan, V. Stearns and G. Zimmer. Since this was a continued Hearing, there was no legal notice. Written comments noted, other than submissions of the applicant, were the Wetlands Agent's 6/30/05 memo, 7/5/05 comments from K. Metzler, CT DEP, and a 7/5/05 letter from T. and E. Rotchford. Applicant P. Miniutti requested that testimony in this Public Hearing be entered into the record of the PZC Hearing to be held later in the evening. He displayed maps and compared the submitted plan for a loop-road with small cul-de-sac in a 25-lot subdivision with a newly-drawn plan with 2 culs-de-sac and only 21 lots, and explained his preference for the submitted plan. He stated his desire to protect the white cedar and red maple swamps on the site, noting that the site had previously been used for cattle-grazing, and said, citing Sec. 8.1 of the Subdivision Regulations, that the submitted plan complies with the town's flexible regulations for subdivisions and Plan of Conservation and Development, and would improve the swamps' viability. He stated that the proposed wetland crossing would pose no significant harm to the red maple swamp. He went on to discuss the proposed

open space dedication and its relation to the loop road proposal, noting that "the only question seems to be how much impact on the white cedar swamp there would be after the road is in use." He stated that no work would be done within 300 feet of the white cedar swamp, and noted that the revised loop road plan also now provides the benefit of a means of public access to the trailhead at the cul-de-sac.

Dr. Harvey Luce, certified soil scientist, commented on potential impacts on the wet-lands. He stated that the protective measures to be applied in this proposal are very conservative and comply with the standards for protection of white cedar swamps of the New Jersey Pinelands Commission. He explained that the red maple swamp, while not as unique as the white cedar swamp, serves a valuable filtration function which would be improved by this proposal. He explained how the proposed use would be more advantageous to the wetlands than the historical cattle-grazing activity. Dr. Luce disagreed with the Open Space Preservation Committee and spoke in favor of the proposed open space dedication.

Mr. Miniutti illustrated how Parcel 2A connects with other proposed open space wetlands. Mr. Favretti asked for assurance that the proposed parallel road would not contribute to salts entering the swamp in winter, and Mr. Miniutti said that should not be a problem if the erosion and sedimentation plan is carefully followed, and that S&E measures placed during construction would comply with DEP standards for wetlands construction. He outlined proposed catch basins, restorative plantings and other protective drainage measures for the wetlands.

Darren Overton, project engineer, was asked by Mrs. Holt to respond to Ken Metzler's comments regarding the sizing and location of the retention/renovation basin for phase 1. Mr. Overton stated that he understood Mr. Metzler to mean that the proposed enlargement of the basin in this phase would be acceptable, provided care was taken in the employment of sediment and erosion control measures, and provided any exposed soil or fill is stabilized. Mr. Overton stated his contention that the basin was not undersized to begin with, and the proposed enlargement would protect erosion into the wetlands. He reiterated that the basin is now properly sized.

Mr. Zimmer asked whether nitrogen from the pasture land would filter through the wetlands, and was told it would, and that the white cedar swamp and red maple swamp would thereby assist in the denitrification process.

When asked whether the wetlands could be crossed on dry land, Mr. Overton and Dr. Luce responded that there was a place for a potential land-crossing, but the property is not owned by the developer, Byron Thompson.

Audience participation was invited, but no one wished to comment. The Hearing was closed at 8:20 p.m.

W1302, Fellow Estates subdivision, 9 proposed lots on Monticello Ln. – The Public Hearing was called to order at 8:20 p.m. Members and Alternates present were R. Favretti, B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, C. Kusmer, B. Ryan, V. Stearns and G. Zimmer. The legal notice was read and the following communications, as well as applicant submissions, were noted: Wetlands Agent (6/30/05); Open Space Preservation Committee (6/21/05), and Windham Water Works (5/20/05). The latest plans are dated 4/26/05. Mr. Miniutti, the applicant, briefly described the 39.5-acre parcel, near the Moss Sanctuary and Schoolhouse Brook. He explained that a road access onto Rt. 195 had at first been planned, but was dismissed because of natural features and lack of adequate sightlines on the applicant's property. Mr. Miniutti distributed and discussed sets of maps which included a context map, site analysis, open space and site plan for the proposal. The plans note 4.87 acres of wetlands, .5 acres of steep slopes, and a proposed open space dedication totaling 61%. He said an effort was made to cluster houses as much as possible in order to facilitate trail links and still retain the existing tree canopy. The 8 proposed house lots and drives and the existing house and its lot were described. He agreed to provide at least 45 trees to be used as street trees or to be planted at other locations on the site. The stone walls on the site are to be retained; if any are disturbed, they would be used elsewhere on the site.

Mr. Miniutti was asked how access to the Moss Sanctuary will be possible. He said it may be necessary to cross private property, but there are no plans to cross Schoolhouse Brook.

In addition, he noted there are 1 or 2 acres of town-owned open space property nearby which front on Fellen Rd.

Engineer Mark Peterson stated that the 24-in., 100-ft. long culvert planned to cross the wetlands would be the only notable wetlands disturbance, and that the road would cross the wetlands at its narrowest point, 25 feet wide. He described elevations, plantings and drainage plans for the wetlands surroundings, and also discussed wells, septic systems and sediment and erosion plans and said the plans will be revised to add additional S&E controls. He said revisions will also be made to address the Eastern Highlands Health District's 7/5 comments, and that it would not be necessary to tie into any public water source.

Mr. Zimmer asked whether a walkway or trail to the Moss Sanctuary could be constructed across the wetland; Mr. Petersen replied there is an 8-ft. wide break in the wetlands, a former woodlands crossing, where it might be possible to construct a trail or walk.

Soil scientist John Ianni reported on the onsite environmental inspection he had performed in October of 2004. He described the site and the wetlands, noting the water flow directions. He said there are specimen trees on the site, but none that would be impacted by this development. He also confirmed the break in wetlands to which Mr. Petersen had referred.

Mrs. Gardner noted the recommendation of the Open Space Preservation Committee that lot 8 be revised to include a portion of it within the open space dedication, but Mr. Miniutti felt that the present plan was a better idea. He also confirmed that the open space would be a combination of deeds and easements. Audience participation was then invited.

Deborah Wolf, 55 Birchwood Heights Rd., abutter, asked whether the size of the proposed houses is known and if there is a limit on house size. Mr. Miniutti responded that the septic systems would be designed for 4-bedroom houses, and the only size restriction he knew of is that the houses must correspond to that number of bedrooms. Mrs. Wolf also learned that the septic system for lot 1 would be 50 feet from her property line.

Tom Neilsen, 41 Birchwood Heights Rd., abutter, asked about plans for a buffer, expressing concern that property values on his road would be reduced. Mr. Miniutti responded that a 50-ft. buffer is planned along that property line. Mrs. Holt asked whether existing breaks in the buffer would be filled in to make a proper screening buffer, and was told that that would need consideration, since it is a wetland area.

Mrs. Gardner requested information from the Health Department on the individual test pit results.

At 9:10 p.m., the Hearing was recessed until August 1st, to allow for revised maps and additional information. Mr. Miniutti agreed to submit a letter requesting an extension of time, if necessary, after Aug. 1st.

W1300, Public Hearing, Baxter Road Estates, 11 proposed lots on Baxter Rd. - The continued Public Hearing was called to order at 9:11 p.m. Members and Alternates present were R. Favretti, B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, C. Kusmer, B. Ryan, V. Stearns and G. Zimmer. The Wetlands Agent's 6/30/05 report was noted; the latest plans are dated 6/20/05. Representing the applicant, Mr. Miniutti and engineer Mark Petersen noted that the revised plans respond to Mr. Meitzler's recommendations, and the proposal would be referred to DEP for further review. Mr. Petersen reviewed Mr. Meitzler's latest memo, noting that the footing drain for lot 1 is now 35 feet from wetlands. The design area envelope for lot 7 is now continuous, and the DAE for lot 3 is now set back 40 feet from wetlands.

Mr. Peterson stated that, if the State Health Dep't. determines that the current plans for the lot 5 rain garden are not appropriate, the location will be revised.

Betsy Sanderson, Rockridge resident, asked whether the State Health Department or the Eastern Highlands Health District would decide about potential rain garden impacts on the Rockridge community well. Mr. Meitzler responded that the State Health Dep't. would decide, and outlined what the Health District would have to consider.

Natalina Raimondi, Rockridge Rd., expressed concern for potentially heavy erosion down Rockridge Rd. if the road is opened, noting that it already experiences severe erosion during storm events and spring melt. She also expressed concern regarding the potential damage from construction traffic, and requested that construction truck traffic be limited to access from the Baxter Rd./Rt.195 intersection. She asked who would be responsible for maintaining the rain gardens. Mr. Petersen said only minimal maintenance by lot-owners should be necessary. Mr. Meitzler suggested an approval condition requiring that the owners of the shared drives must maintain the rain gardens, but that this would have to be investigated further. Mrs. Goodwin stated that such a requirement should be prominently noted on the plans. Ms. Raimondi asked how such a condition could be enforced. Mr. Miniutti stated that he would like to work with town staff on appropriate wording to deal with this maintenance question.

Ms. Raimondi asked that 0% runoff onto the Rockridge property be demonstrated, noting that there is already standing water in the lawns next to Rockridge and Baxter Rds. at that location during heavy rains. She asked that lots be developed one-by-one, to mitigate runoff and construction traffic problems.

At 9:35, the Public Hearing was recessed until July 18th.

Old Business

W1290, Smith Farm Dev. Group, 25-lot subdivision on Mansfield City Rd., Sunrise Estates – Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Smith Farm Development Group, LLC (file W1290) for a 25-lot subdivision (with 3,250-foot-long loop road), entitled Sunrise Estates, on property owned by the applicant located on Mansfield City Road, as shown on a map dated March 14, 2005 revised through April 12, 2005, with drainage calculations dated May, 2005, as described in other application submissions, and as heard at Public Hearings on 4/4/05, 5/2/05 and

6/6/05. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

Appropriate erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;

1. Maps shall not be signed until all DEP permit referrals have been obtained;
2. The location of the pipe across the dual road at Station 1+28 shall be shown in its proper location on the road profile sheet;
3. Separate "blow-ups" of the areas of each outlet pond shall be submitted on 8 1/2 -inch sheets and included with the plans;
4. This approval is valid for a period of five years (until July 5, 2010), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1306. Webster, Fern Rd., garden shed in buffer – Mr. Meitzler's 6/29/05 memo was noted. Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Geoffrey Webster (file W1306) for erection of a garden shed on blocks on property owned by the applicant located at 54 Fern Road, as shown on a map revised through 5/31/05 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. The garden shed shall be located not less than 10 feet away from the neighbor's lot line;
3. This approval is valid for a period of five years (until 7/5/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comments. MOTION PASSED unanimously.

W1307. Mogayzel, Bundy Ln., garage in buffer – Comments were noted from Mr. Meitzler (6/10/05) and the Windham Water Works (6/10/05). Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Jean Ahern Mogayzel (file W1307) for construction of a 2-car garage on the site of an existing gravel parking area on property owned by the applicant located at 15 Bundy Lane, as shown on a map revised through 5/30/05 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 7/5/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION CARRIED, all in favor except Kochenburger, Zimmer and Goodwin (disqualified).

W1308. Farrell/Briggs, Stafford Rd., garage in buffer – Mr. Meitzler's 6/29/05 memo was noted. Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Rosemary and James Kevin Farrell (file W1308) for construction of 24x30-foot garage on property owned by the applicant located at 796 Stafford Road, as shown on a map dated 6/2/05 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. Silt fence shall be added along the downhill side of the work area;
3. This approval is valid for a period of five years (until 7/5/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any

work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comments. MOTION PASSED unanimously.

W1304. Ross, LJ&G, LLC, So. Bedlam Rd., 5-lot subdivision – This item was tabled until the 7/18/05 meeting.

New Business – Mr. Meitzler's 7/1/05 memo was noted.

W1255, Newmyer/Doyle, Center St., request for release of bond – Mrs. Goodwin disqualified herself. Mr. Meitzler's 6/30/05 memo was noted. During discussion, Mr. Meitzler reported that grass appears to be high enough to cut, but agreed with Agency members that final determination of whether or not it is satisfactorily established should wait until September. The matter was therefore tabled until the 9/6/05 meeting.

W1309, Schwab/Dautrich, Kaya Lane, inground pool in buffer – Goodwin MOVED, Holt seconded to receive the application submitted by Kristin Schwab (file W1309) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of an inground pool, pool house and associated improvements at 70 Kaya Lane, on property owned by Kenneth Dautrich and Mary Beth Dautrich, as shown on a map dated 6/22/05 and as described in other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1311, Leek/Dolan, Echo Rd., house addition in buffer – Goodwin MOVED, Holt seconded to receive the application submitted by Fiona Leek and Stephen Dolan (file W1311) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for 2-room addition to rear of single-family residence, on property located at 11 Echo Road, owned by the applicant, as shown on a map dated 5/21/91 revised through 6/28/05, and as described in other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1312, Henning/Doyen, Moulton Rd., house and garage additions – Goodwin MOVED, Holt seconded to receive the application submitted by (file W1312) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 6x24-ft. house addition and a 12x15-ft. garage addition on property owned by the applicants and located at 166 Moulton Road, as shown on a map dated 6/26/05 and as described in other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

Field trip – Scheduled by consensus for Monday, July 11th, at 1 p.m.

Other Communications and Bills – As noted on the agenda. By consensus, it was agreed to renew the Agency's membership in the Connecticut Association of Conservation and Inland Wetlands Commissions (CACIWC) for the upcoming year.

The meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Tuesday, July 5, 2005
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 10:05 p.m., appointing Alternates Kusmer and Stearns to act as voting members. (Mr. Kochenburger had left following the IWA meeting held earlier in the evening.) Because of the lateness of the hour, the Minutes were postponed until after the Public Hearings.

Public Hearing, Fellows Estates subdivision, 9 lots on Monticello Ln., Miniutti Group, LLC, appl., file 1230 – The Public Hearing was called to order at 10:06 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Ryan, Zimmer and Kusmer; Stearns disqualified herself. The legal notice was read and the following communications noted: Planning Dir. (7/1/05); Ass't. Town Eng'r. (6/30/05); Ass't. Fire Marshal (7/1/05); Open Space Preservation Committee (6/21/05); Parks Advisory Committee (6/1/05); Conservation Commission (5/18/05); Windham Water Works (5/20/05), and Eastern Highlands Health District (7/5/05). It was agreed that the testimony offered earlier in the evening during the Inland Wetland Agency Public Hearing would be made a part of this Hearing.

Landscape architect Peter Miniutti and engineer Mark Petersen represented the application. Mr. Miniutti stated that there will be evergreen buffers between existing houses on Birchwood Heights Rd. and lots 2 and 3 (25 feet), lot 1 (10 feet). Mr. Padick noted that the design area envelopes for lots 1, 2 and 3 are 10 feet, 25 feet and 25 feet, respectively.

Responding to comments of the Open Space Preservation Committee (OSPC), Mr. Miniutti agreed to remove the open space easement on the southwest portion of lot 8.

Mr. Padick noted the recommendation of the OSPC that lot 9 be revised to include a conservation easement on part of that lot to help to protect the wetlands. Mr. Miniutti asked that the OSPC clarify its recommendation, adding that their open space dedication was already 61%; Mr. Hall remarked that the total was closer to 52%.

Mrs. Holt requested that the applicant at least supply a pathway from the Moss Sanctuary out onto Rt. 195, although all agreed that a path to Birchwood Heights Rd. would be preferable.

Mr. Miniutti stated he would revise plans for the common drive for lots 6, 7 and 8 to comply with the Ass't. Fire Marshal's comments. He said the shared driveway would have 3 openings, intended as "property acknowledgements." He also agreed to substitute another tree variety for the proposed ficus silvaticus, and to address the Health District's concerns regarding lots 1 and 9. At 10:25, the Hearing was recessed until 8/1/05.

Public Hearing, Button Box Fine Arts & Crafts Center, 287 Gurleyville Rd., R. Moskowitz, o/a, file 1232 – The Public Hearing was called to order at 10:25 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Ryan, Zimmer, Kusmer and Stearns. The legal notice was read and the following communications noted: Planning Dir. (6/30/05); Ass't. Town Engineer (6/30/05); EHHD (6/21/05); Ass't. Fire Marshal (7/1/05); Design Review Panel (6/17/05); Comm. on Needs of Persons w/Disabilities (6/27/05), and Windham Water Works (6/24/05). Neighborhood notification receipts were submitted by the applicant, R. Moskowitz, fulfilling the town's requirements. The applicant, along with S. Shane, H. Malchow and N. Bunnell, the three women who plan to operate the proposed arts and crafts school and retail use, explained that there would be no major work on the building's exterior, that a new septic field is to be installed; water tests are in progress. Dr. Moskowitz stated that this work is to be done during the coming week. Some trees are to be removed to improve sight lines to the west, and 12-15 dead red pine trees are to be removed from the west boundary planting.

Dr. Moskowitz verified that the surface of the handicap parking space and walkway is to be crushed stone or aggregate, and that the parking spaces now shown directly in front of the main entrance will be eliminated. The proposed business hours were given as roughly 9 a.m. to 9 p.m., except for special occasions. An electric sign no

larger than 16 square feet and no brighter than 75 watts is planned; lights are to be downward-directed. Audience comments were then invited.

Cynthia von Duntz, abutter, requested a buffer to keep her yard secure and less visible. She and the applicant will agree on a buffer, with final approval by the officers and staff. Installation will be tied to a certificate of occupancy. The Hearing was closed at 10:40 p.m.

Public Hearing, Wild Rose Estates, Phase 2, 25-lot proposed subdivision on Mansfield City Rd., The Miniutti Group, LLC, applicant, B. Thompson, owner, file 1113-3 – The continued Public Hearing was called to order at 10:40 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Ryan, Zimmer and Kusmer. Since this was a continued Hearing, there was no legal notice. The following communications were noted: Planning Dir. (7/1/05); Ass't. Town Eng'r., EHHD (both 6/30/05); K. Metzler, CT DEP (7/5/05) and T.&E. Rotchford (7/5/05). It was agreed that the testimony offered earlier in the evening during the Inland Wetland Agency Public Hearing would become part of this record. Applicant P. Miniutti and engineer D. Overton were present to discuss the application. Mr. Miniutti discussed the ramifications of a long cul-de-sac versus the proposed loop road, citing Best Development Practices (Ewing), Site Planning (K. Lynch) and Rural by Design (Arendt) as additional support for the loop road design, which he feels is in accord with the town's zoning regulations and Plan of Conservation and Development. He said that the alternative would be a 2,500-ft.-long cul-de-sac.

Mr. Miniutti stated that the subdivision would contain over 3 times the required open space, and is organized so as to protect the wetlands, which include the white cedar swamp and red maple swamp. He stated that there would be no significant impact on the wetlands; Ken Metzler, of the CT DEP, supported this view, as long as the S&E measures are scrupulously followed.

A 30 ft.-long section of stone wall is to be relocated on the site. He said most of the trees onsite are to remain, and additional trees are planned. Mr. Miniutti agreed to plant additional buffering on the abutting Paine property to protect from headlight glare. Mr. Padick added that the Commission could waive the requirement for a street light at the intersection with Mansfield City Rd., although it is a busy collector road, and the light might help to slow down traffic. Mr. Miniutti did not agree to mandating gravel instead of paved driveways, citing marketing issues, but said runoff from them would be minimal. Mr. Hirsch added that town's maintenance for its unpaved roads is more expensive than for paved roads, and he thought it would be the same for paved driveways. Mr. Miniutti also agreed to merge the driveways for lots 31, 32 and 33 into a common drive. The Hearing was closed at 11:05 p.m.

Holt MOVED, Stearns seconded to add discussion of two Siting Council items under New Business; MOTION PASSED unanimously.

Minutes – 6/20/05: typographical error noted in 8-24 referral (Duff property) motion – Hall MOVED, Holt seconded to approve the Minutes as amended; MOTION PASSED unanimously.

Zoning Agent's Report – The June Monthly Activity Report was noted.

Other Old Business

Hall property, special permit renewal request for material removal, Mansfield Hollow Rd. Ext., file 910-2 – Tabled, pending receipt of revised plans.

Request for bond release, Toll Road subdivision, file 1221 – Memos were noted from the Dir. of Planning and Ass't. Town Eng'r. (both 6/30/05). Hall MOVED, Holt seconded to authorize the Chairman, with staff assistance, to extend the bonding period for common driveway improvements for the Toll Road subdivision until September 15, 2005, and to approve a reduction in the required bond to reflect completed work and address potential restoration work if recently-completed areas erode or otherwise do not remain in compliance with approval requirements. Certificates of Compliance may be issued for all lots. MOTION PASSED unanimously.

Request for bond release, Logan/DeBella gravel removal site, Laurel Ln./Warrenville Rd., file 993-2 – The Ass't. Town Engineer's 6/30/05 memo advises the Commission to postpone release of the bond until grass growth has been established, so the matter was tabled for the present.

Review of draft portions of the Plan of Conservation & Development – Mr. Padick reviewed the timetable for bringing the draft to Public Hearing and asked that members submit any remaining questions or comments immediately. Members discussed possible re-designation of the Industrial Park-designated zone on Pleasant Valley Rd..

Aquifer Protection Area Program, DEP Model Municipal Regulations – This matter was tabled, pending draft revisions to the Zoning Map and Zoning Regulations.

Applications tabled due to pending Public Hearings on 7/18/05:

- A. Sunrise Estates subdivision, 25 lots off Mansfield City Rd., Smith Farm Dev. Group, LLC, o/a file 1214-2
- B. Baxter Road Estates subdivision, 11 lots off Baxter Rd., M. Harrison, o/a , file 1229
- C. Aurora Estates subdivision, 5 lots off So. Bedlam Rd., L. Ross & GLCC, o/a, file 1231

Proposed PZC fee revisions – Tabled, awaiting staff report.

Discussion of summer vacation schedule – The Commission, at its last meeting, voted to cancel its regular meeting on August 15th. Tonight, Mr. Padick informed members that, because of timing issues with some of the pending subdivision applications, a special August meeting may have to be held., and asked that members inform the Planning Office as soon as they are sure of their vacation plans for that month.

New Business

Site modification request, parking for Community Center/Municipal Building property, 4 So. Eagleville Rd. – Mr. Padick's 6/30/05 memo was discussed, after which Holt MOVED, Ryan seconded to authorize the PZC Chairman and Zoning Agent to approve the 6/29/05 modification request of the Town of Mansfield for a 45-space expansion of the Community Center parking area. All other conditions of approval and previously-approved site work shall remain in effect. MOTION PASSED unanimously, but discussion continued for some time regarding the possibility of buffer plantings, to make the additional parking less visible from South Eagleville Rd. Mr. Padick stated that there are some trees there now, but no new ones are proposed because of the expense involved. Mr. Favretti noted that the existing trees will grow and provide more buffering. It was pointed out that those trees are all deciduous. After further discussion, Holt MOVED, Zimmer seconded to add buffering where practicable, using low-growing evergreen shrubs along the proposed parking lot addition at the Community Center. After further discussion, the MOTION CARRIED, with Zimmer, Gardner, Goodwin, Holt, Stearns, Ryan and Kusmer in favor, and Hall and Favretti opposed.

Proposed CL&P transition station, North Eagleville Rd. – Mr. Padick's 7/5/05 memo was noted. The transition station already has CT Siting Council approval, but CL&P representatives now agreed that more trees of different species must be added, since the proposed arborvitae and cedars are always a feast for deer. The addition of at least eighteen trees is recommended in the Planning Director's memo. Although no town action is necessary, the PZC wished to comment, and Holt MOVED and Gardner seconded that the Director of Planning be instructed to communicate to CL&P that the Planning and Zoning Commission has reviewed the proposed landscape revisions for the planned CL&P transition station on North Eagleville Rd. (as described in a 6/30/05 letter from R. Orłowski) and has no objection to the plans, subject to the following:

1. That a minimum of 18 evergreen trees be planted between the transition station and North Eagleville Road, as depicted on plans previously submitted to the town;
2. That consideration be given to replacing some or all of the proposed trees with species that are more deer-resistant than northern white cedar or arborvitae trees. A mixture of species is recommended for effective long-term buffers. MOTION PASSED unanimously.

The meeting was adjourned at 11:45 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, June 20, 2005
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 9:05 p.m., appointing Alternates Stearns and Kusmer to act as voting members.

Minutes – 6/6/05 – Hall MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Plante (disqualified).

6/13/05 field trip – Goodwin noted that she had been absent for site 1 and had disqualified herself on the site 3 application; Favretti MOVED, Holt seconded to approve the Minutes as corrected; MOTION CARRIED, with Favretti, Holt, Gardner, Ryan and Goodwin in favor and all else disqualified.

6/14/05 special meeting (joint meeting w/Town Council on Plan of Conservation & Development) – Hall MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Plante (disqualified).

Public Hearing, Baxter Road Estates, 11 proposed lots off Baxter Rd./Rt. 195, M. Harrison, o/a, file 1300 –The Public Hearing was called to order at approximately 7:15 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kusmer, Plante, Ryan and Stearns. The legal notice was read and the following communications were noted: Town Planner, Ass't. Town Engineer, Fire Marshal, (all 6/16/05); Open Space Preservation Committee (5/17/05); Conservation Commission (5/18/05); Parks Advisory Committee, WINCOG Regional Planning Commission (both 6/1/05); Design Review Panel (6/17/05). Landscape architect Peter Miniutti, soil scientist John Ianni and engineer Hank Torcellini presented the application. It was agreed that all testimony from the Inland Wetland Agency Public Hearing earlier in the evening would become part of the record of this Public Hearing. Mr. Miniutti was asked to respond to the Conservation Commission's questioning the usefulness of the proposed open space dedication; he responded that significant forest is getting rarer in Mansfield, and it is felt that the forested area on this site should be preserved as far as possible. In response to Mrs. Gardner's concern regarding children playing near the proposed construction area of Baxter and Rockridge Rds., he stated that, while close, the access for the proposed Baxter Rd. entrance does meet Town standards, and Baxter is a Town road. Therefore, traffic, including construction activity, cannot be limited. At least one very large tree and an unknown number of other trees will be removed and replaced with white pine trees is proposed. After consultation with town staff, trees to be saved, including the large tree at the intersection of Baxter and Anton Rds., will be so marked on revised plans.

Water runoff concerns had been extensively discussed in the Wetlands Hearing; at the PZC Hearing, Mr. Miniutti and Mr. Torcellini agreed to close off Burt Latham Rd. Ext., in order to limit runoff. The road is also proposed as a portion of the applicant's open space dedication. Mr. Torcellini was asked to clarify plans for road-widening for a proposed turnaround at the Baxter/Rockridge intersection; he said it must still be determined whether the proposed turnaround meets the Fire Marshal's requirements. He added that the historic foundation and the stone walls which are to be protected will be put on revised plans. The latest revision date is 6/20/05. Audience comments were then invited.

Sue Craig Harrington, Rockridge resident, asked that the applicant verify that Baxter Rd. will not be widened, except for the area of the turnaround, and Mr. Torcellini did agree. Mrs. Harrington strongly requested that the tree canopy be retained. She asked whether a conservation easement would be an appropriate means of protection for the trees, stone walls and stone foundation on the future lots. Mr. Torcellini stated that all of the

features she mentioned could be protected. Mr. Hirsch added that a 25-ft. strip from the road center would become town land, not part of the lots, and penalties could be levied if significant cutting were to occur. Mr. Miniutti added that every tree to be cut will be identified by the Zoning Agent (Mr. Hirsch) and the Ass't. Town Engineer (Mr. Meitzler) and appropriately marked.

Wunderly Stauder, Rockridge resident, requested that any widening at the Baxter/Rockridge intersection occur on the developer's property only.

Dorayne Carter, President, Rockridge Condominium Association, expressed concern about the driveway for lot 1, mentioning that there is high pedestrian, auto and school bus traffic during at least four periods in the weekday. She felt that the lot 1 driveway could be a serious traffic safety problem both for the lot-owner and local traffic. Mr. Torcellini said the driveway had been located for maximum sightlines, but could be adjusted if necessary.

Judy Melichor, Rockridge resident, expressed concern regarding the yield plan, particularly the road planned to parallel Burt Latham Rd. Ext., noting traffic safety and ecological concerns. She also requested protection for stone walls, particularly along Baxter Rd., the stone foundation, and the Baxter Rd. tree canopy.

Patricia Shepard, Rockridge resident, also urgently requested protection of the tree canopy and expressed concern that mistakes might occur during tree-cutting; she asked that any tree-cutting be carefully monitored, saying she knew of construction sites where the wrong trees were cut, greatly reducing the visual scenic effect.

Brenda Shaw, Rockridge resident, asked the size of the planned houses and was told they were approved for 4 bedrooms, but the sizes are unknown; there is a possibility they would be moderate-income housing. Ms. Shaw expressed her thanks for all involved who are concerned with housing sustainability. She also expressed concern for traffic safety, particularly at the hump in Baxter Rd. which makes it impossible to see oncoming vehicular or pedestrian traffic.

Ms. Shepard requested additional buffering to protect the Baxter Rd. condominium units which would be affected by headlights from cars exiting the proposed driveways. Mr. Miniutti responded that current plans call for removal of 12 trees, but there will be onsite consultation with the Ass't. Town Engineer, and tree preservation is a priority.

Ms. Carter asked whether house construction is to take place immediately following driveway and lot development, or one-by-one. Mr. Torcellini said they do not know at this point. Mr. Hirsch added that usually common drives are built first, and the timing of house construction is a marketing decision. He also recommended that the applicant allow enough yard space on lots 7 and 8 for future construction of lawns, pools, sheds, etc.; Mr. Miniutti agreed with this. At 9:54 p.m., the Hearing was recessed to 7/18/05.

Public Hearing, Aurora Estates, 5 proposed lots off Bedlam Rd., L. Ross & GLCC, LLC, o/a, file 1231- The Public Hearing was called to order at 9:54 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kusmer, Plante, Ryan and Stearns. The legal notice was read and the following communications were noted: Planning Director (6/17/05), Ass't. Town Engineer (5/31, 6/11/05), Fire Marshal, (6/16/05); WINCOG Regional Planning Commission (6/1/05); Design Review Panel (6/17/05), Windham Water Works (5/20/05). It was agreed that all testimony from the Inland Wetland Agency Public Hearing earlier in the evening would become part of the record of this Public Hearing. Landscape architect Peter Miniutti and engineer Hank Torcellini presented the application. Mrs. Holt questioned the applicant's representatives regarding the proposed open space border along the northern edge of the property which would serve as a wildlife corridor; she stated that the plan is not consistent with WINCOG's Regional Plan of Conservation and Development and that agency recommended that the proposal be referred to the Dep't. of Environmental Protection. The open space proposal and possible variations were discussed at length. Mr. Miniutti stated that 35% of the site is presently proposed as the open space dedication, and said that further study is necessary, since the other land is not a buildable area as it now exists. Mr. Miniutti was asked to provide sightlines of the roadway next to the Santee property on revised plans. After further discussion, Mr. Miniutti stated that the applicant would like to keep the road as presently planned, in case of future development.

Joseph Ferrara, an abutter living in Chaplin, asked whether roads and drives are to be paved. He said there is a deer run at that location, and other wildlife also inhabit the area. Mr. Ferrara also noted concern for the speeding which he said already takes place there, and pointed out a hump in the road which is a traffic visibility problem. He asked the sizes of the proposed houses and was told they are approved for 4 bedrooms each, with utilities running underground. He asked whether drives are to be paved. Mr. Miniutti stated that none of the driveways is steep enough to require paving, and he also agreed to present details about which trees would be removed for underground utilities. At 10:20 p.m., the Hearing was recessed to 7/18/05.

Zoning Agent's Report - The Zoning Agent's 6/13/05 reports on enforcement activity and student rental housing were noted.

Request for site modification, B.&K. McCarthy, 452 Storrs Rd., file 510 – A 6/16/05 joint memo from the Zoning Agent and Director of Planning and 6/10/05 memo from Eastern Highlands Health District were noted. Mr. Hirsch stated that no change to the existing building footprint is planned. Holt MOVED, Gardner seconded that the PZC authorize its Chairman and Zoning Agent to approve the 6/1/05 modification request of B. and K. McCarthy for an expansion of an existing office use at 452 Storrs Road. Any further site or building modifications that are not described in application submissions shall require further PZC review and approval. MOTION PASSED unanimously.

Old Business

Banis property, Pleasant Valley Rd., request for renewal of sand and gravel permit, file 1164 – Goodwin MOVED, Holt seconded to approve with conditions the special permit renewal application (file 1164) of Steven D. Banis for the removal of approximately 300 cubic yards of excess material from two areas to be used for agricultural purposes on property located at Pleasant Valley Road, in an RAR-40 zone as submitted to the Commission and shown on plans dated May 30, 2000, revised through June 1, 2005, as accompanied by a letter dated May 1, 2005 and as presented at Public Hearing on June 6, 2005. This approval is granted because the application as hereby approved is considered to be in compliance with Article X, Section H, Article V, Section B, and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. The applicant shall continue to implement the suggestions and recommendations for soil and erosion control contained in a 7/12/00 letter from David Askew, District Manager of the Tolland County Soil and Water Conservation District, Inc. This work includes the stabilization of areas adjacent to watercourses, the stabilization of the largest intermittent stream channel, the phasing of land-disturbing activity to minimize periods of soil exposure and the revegetation of disturbed areas.
2. No blasting or excavation work shall take place within fifty feet of a property line. Particular care shall be taken in meeting this requirement adjacent to any residential properties;
3. All work shall be conducted between 7 a.m. and 7 p.m. Monday through Friday, and between 9 a.m. and 7 p.m. Saturday.
4. All blasting work shall be subject to the permitting process administered by the office of the Fire Marshal. The applicant's blasting agent shall notify the Windham Airport prior to blasting activity pursuant to a schedule to be agreed upon by the blasting agent, Mansfield's Fire Marshal and the Windham Airport manager. ~~In addition, the applicant shall place a temporary sign along Pleasant Valley Road at least twenty-four (24) hours prior to blasting activity. The sign shall note the anticipated period of blasting.~~
5. Based on the applicant's submissions, all material removed from site is to be trucked out of Mansfield. All trucks hauling material offsite shall use Pleasant Valley Road to Route 32 to Route 6, and all loads shall be covered during transit.
6. The site shall be maintained as follows:
 - A. There shall be no rock-processing equipment onsite;
 - B. There shall be no rock or stump burial onsite;
 - C. Onsite stockpiling shall be kept to a minimum to help prevent safety problems;
 - D. No topsoil shall be removed from the site.
 - E. The applicant shall submit bi-weekly erosion and sedimentation monitoring reports to the Zoning Agent until disturbed areas are revegetated;
7. Subject to compliance with all conditions, this permit shall be in effect until July 1, 2006.
8. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records. MOTION PASSED unanimously.

Hall gravel permit renewal request, Mansfield Hollow Rd. Ext., file 910-2 – Mr. Hirsch noted that Mr. Hall's present permit would need to be extended if the Commission wished to allow time for new maps to be submitted. Mr. Hirsch has been assured the maps will be submitted in time for that meeting. The current permit would otherwise expire on 7/1/05. Holt MOVED, Hall seconded to extend the existing permit on the gravel removal operation of E. Hall, Mansfield Hollow Rd. Extension, to 8/1/05; all other conditions of the existing permit are to remain the same. MOTION PASSED unanimously.

Other applications tabled:

- A. Request for bond release, Toll Rd. subdivision
- B. Subdivision application, Wild Rose Estates, Ph. 2 , 25 lots on Mansfield City Rd., file 1113-3 (Public Hearing scheduled for 7/5/05)
- C. Subdivision application, Fellow Estates, 9 lots of Monticello Ln., Miniutti Group, LLC, appl., file 1230 (Public Hearing scheduled for 7/5/05)
- D. Special permit application, proposed Button Box Fine Arts and Crafts Center, 287 Gurleyville Rd., R. Moskowitz, o/appl., file 1232 (Public Hearing scheduled for 7/5/05)
- E. Subdivision application, Sunrise Estates, 25 lots off Mansfield City Rd., Smith Farm Development Group, LLC, o/a, file 1214-2 (Public Hearing schedule for 7/18/05)
- F. Proposed PZC fee revisions – To be tabled, awaiting staff report

Draft Plan of Conservation and Development update – Mr. Favretti asked that any Commission comments be submitted by 7/1/05; a draft will then be prepared.

New Business

Aquifer Protection Area Program, DEP Model Municipal Regulations – The Planning Director's 6/15/05 memo was noted. Holt MOVED, Hall seconded to refer the State's Aquifer Protection Area Program requirements to the Director of Planning for preparation of draft revisions to Mansfield's Zoning Map and Zoning Regulations. MOTION PASSED unanimously.

8-24 referral, Duff property, 33 Chaffeeville Rd., proposed transfer of town-owned land – Memos were noted from the Town Manager (6/14/05); Planning Dir. (6/16/05), and Ass't. Town Engineer (5/18/05). After brief discussion, Holt MOVED, Hall seconded to report to the Town Council 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 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 lots so that no new parcels of land area created.

MOTION PASSED unanimously.

August second meeting – It was agreed by consensus that the second meeting in August will be cancelled.

Bone Mill subdivision, request to modify bonding/occupancy requirements, file 1119 – Mr. Padick's 6/17/05 memo was noted. Gardner MOVED, Holt seconded that the PZC Chairman, with staff assistance, be authorized to extend the bonding period for Bone Mill subdivision improvements until September 15, 2005 and approve a reduction in the required bond to reflect completed work. Furthermore, subject to satisfactory completion of common driveway work, Certificates of Compliance may be issued for all lots. MOTION PASSED unanimously.

Mulwood East subdivision, request for extension of filing deadline, file 1225 – Mr. Padick's 6/17/05 memo was noted. Holt MOVED, Hall seconded to approve a second ninety (90)-day extension of the filing period for the Mulwood East subdivision on Wormwood Hill Road, pursuant to the provisions of Section 6.15 of the Subdivision Regulations. MOTION PASSED unanimously.

WINCOG Regional Planning Commission – Written comments were noted regarding the proposed revision to Windham's Zoning Regulations to allow special permits for cluster subdivisions to be granted by the Town of Windham Planning Commission.

Communications and Bills – As noted on the Agenda.

The meeting was adjourned at 10:35 p.m.

Respectfully submitted,

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: July 13, 2005



Re: *Monthly Report of Zoning Enforcement Activity*
For the month of June, 2005 (end of year totals)

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	20	17	18	197	194
Certificates of Compliance issued	19	12	14	194	143
Site inspections	83	56	78	452	535
Complaints received from the Public	9	1	2	45	33
Complaints requiring inspection	8	1	0	37	26
Potential/Actual violations found	6	4	8	62	39
Enforcement letters	11	11	3	115	93
Notices to issue ZBA forms	1	0	3	9	20
Notices of Zoning Violations issued	7	2	3	49	60
Zoning Citations issued	0	1	2	16	14

Zoning permits issued this month for single family homes = 1 multi-fm = 0
 2004/05 Fiscal year total: s-fm = 44, multi-fm = 11

TOWN OF MANSFIELD/DEPARTMENT OF CORRECTION
PUBLIC SAFETY COMMITTEE
WEDNESDAY, April 20, 2005
Donald T. Bergin Correctional Facility
Deardon Building

Minutes

Members Present: G. Cole, R. Gergler, Warden Higgins, C. Paulhus, R. Pellegrine, W. Stauder, S. Thomas

Staff: Counselor D. Cyr, Assistant Town Manager M. Hart, Deputy Warden K. Smayda

I. CALL TO ORDER

Chairman Pro Temp Paulhus called the meeting to order at 3:10 p.m. and welcomed everyone present.

1. Mr. Hart volunteered to serve as the recorder/secretary for the meeting.
2. Mr. Pellegrine moved to approve the minutes of January 19, 2005. Mr. Paulhus seconded. The motion passed unanimously.

II. COMMUNICATIONS

1. The packet included the List of Offenses for February and March 2005. There was no discussion of these items.

III. WARDEN'S REPORT AND DISCUSSION

1. Population Status Report/List of Offenses – Counselor Cyr reported that the current population is 952 inmates, and the maximum capacity remains 962. He then reviewed the list of offenses with the committee.

Mr. Pellegrine asked if the halfway houses were generally privately owned. Mr. Cyr explained that they were generally run by non-profit agencies.

IV. CHAIRMAN'S REPORT - None

V. OPPORTUNITY FOR THE PUBLIC TO SPEAK – None

VI. OLD BUSINESS - None

VII. NEW BUSINESS

1. Selection of Committee Chair – Wunderly Stauder volunteered to serve as chair, and reported that Audrey Barberet would be interested in serving the committee again as a citizen appointee. Ray Gergler made a motion, seconded by George Cole, to recommend that the town council appoint Ms. Stauder as chair, and to appoint Ms. Barberet as a committee member. The motion passed unanimously.
2. Review Recent Walk Away Incidents – There have been three walk-away incidents in the past twelve months. Warden Higgins reported that the most recent walk-away was apprehended before he left the property. Regardless, Bergin has implemented some additional security measures, such as locating guard shacks at the facility and tightening up the movement plan. Bergin staff has also shortened the pickup time for the outside work detail, and plans to install additional lighting.

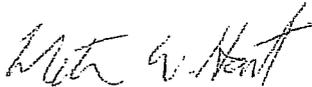
As yet another security measure, the warden offered to install razor wire on the ground along the fence line. If located on the ground, the wire would serve as a true deterrent yet be less visible from the road.

Members of the committee expressed some concern regarding this proposal, fearing that razor wire would highlight the fact that the facility is a prison. Also, while not intentioned by the warden, the members are concerned that the installation of the wire could conceivably lead to an upgrading of the security level of the facility at some point in the future. The committee agreed to think about this proposal and to revisit the issue at the next meeting.

VIII. ADJOURNMENT

Chairman Pro Temp Paulhus adjourned the meeting at 3:45p.m.

Respectfully submitted,



Matthew W. Hart
Assistant Town Manager

TOWN OF MANSFIELD CORRECTIONAL FACILITY LIAISON COMMITTEE

April 20, 2005

Minutes

Members and Staff Present: Same as DOC Public Safety Committee

I. CALL TO ORDER

Chairman Pro Temp Paulhus called the meeting to order at 3:45 p.m.

1. Selection of Recorder – Mr. Hart volunteered to serve as the recorder for the meeting.
2. Minutes – Ms. Thomas moved approval of the minutes of January 19, 2005. Mr. Cole seconded. The motion passed unanimously.

II. COMMUNICATIONS – None

III. WARDEN'S REPORT AND DISCUSSION

1. Community Outreach – The warden reported that the community outreach program is going well, and that Bergin is in the process of adding details for the towns of Colchester and Glastonbury. For purposes of easy identification, the facility has changed the color of the badges for the outside detail to bright yellow.
2. Programming Updates – Warden Higgins reported on the following:
 - Bergin is in the process of developing a greenhouse program, and may ask UConn to assist. This new program will be targeted at the under-21 population.
 - Staff plans to establish an orientation wing for new inmates, as orientation normally takes seven days or so to complete.
 - Inmates are also painting the inside the facility, and gardening outside.
 - The school is doing well – one teacher has retired leaving three full-time. The warden hopes that she will be able to fill the vacant position.
 - Eleven inmates graduated from the most recent GED program.

Ms. Stauder and Ms. Thomas suggested that the warden consult with the UConn extension service for assistance with the greenhouse program.

IV. OPPORTUNITY FOR PUBLIC TO SPEAK - None

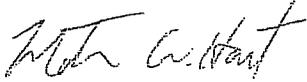
VI. OLD BUSINESS - none

VII. NEW BUSINESS – None

VIII. ADJOURNMENT

Chairman Pro Temp Paulhus adjourned the meeting at 3:52 p.m. The Bergin staff then led the committee members on a tour of the facility.

Respectfully submitted,



Matthew W. Hart
Assistant Town Manager

TOWN OF MANSFIELD
Solid Waste Advisory Committee
Minutes of the Meeting
July 14, 2005

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

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

The minutes of March 24, 2005 were reviewed and no corrections made.

Walton reported that the non-profit ReCONNstruction Center is moving from a warehouse space to a store in New Britain and will be open with regular hours sometime in August. Much of the inventory includes overstock items from stores.

Walton stated that the electronics, green building and expanded bottle bills did not make it into law this legislative session.

On June 29 Walton attended the Connecticut DEP work session on the State solid waste management plan. A consulting firm has been hired to draft the plan and this session was intended to gather input from interested parties. The DEP's goal is to have a draft prepared in the fall.

Walton stated that she toured the facility of WeRecycle, the Town's new electronics recycler. Their emphasis is on electronics refurbishment, before recycling. A poster was created for the transfer station that informs residents of where each component gets recycled. It was suggested that this poster hang in the Town Hall bulletin board.

The committee reviewed the transfer station user reports with data from August 2004 to June 2005. The findings were very similar to the data that was reviewed at the March 2005 meeting. Report A (frequency of use)- about 1,300 households use the transfer station exclusively, with another 800 users that have collection service. The vast majority frequent the transfer station once a month or less. About 37% of the users have single-family trash collection service. Report B (materials delivered) - most deliveries of trash are accompanied with a delivery of recyclables. After trash and recyclables, bulky waste is the most frequently delivered item. Report C (quantity of refuse) - 59% bring in 2 to 4 bags of trash with each visit, followed by 36% who bring one bag of trash per visit. Report D (quantity of bulky waste) - 93% of the users do not exceed 1 cubic yard of bulky waste per visit. This will have to be verified with transfer station staff. Half of these residents have trash collection service. Report E (frequency of use with quantity of refuse) - there are a few hundred households that bring in one bag of trash once per month or less. The majority bring in 2 to 4 bags monthly or less. Report F (frequency of use with quantity of bulky waste) - very small quantities are being brought in sporadically. Report G (visits by time of day) - the hours least used are last Tuesday afternoons and noon to one on Thursdays. Hultgren suggested that, as discussed at a previous meeting, making a sign to post at the transfer

station listing prices by item. The study will be winding up in the next month and staff write a report. With this new information, the committee will help re-evaluate the prepaid bag proposal.

Walton reported that the litter ordinance, which went into effect in May, has already been effectively used on a blighted property. She may also have to use it with another blighted property and an absentee landlord property with refuse littering the property.

Twelve more open-framed cans and bottles recycling containers were placed in Mansfield parks this spring and are being well used. Public works staff will be constructing another twelve this fiscal year. It was suggested that this success should be published in a solid waste/recycling journal.

This spring only twelve coupons were handed out at the transfer station on Rid Litter Day. Based on this low turnout continuing Rid Litter Day was discussed. It was decided to continue with Rid Litter Day but without the coupons. Gogarten recommended that while there needs to be better litter education and enforcement, free roadside litter disposal should be publicized in with the billing messages and on the website.

The non-profit organization, Hands Across the Water, Inc. placed a shipping container at the transfer station in the end of May and books are flowing in. The Friends of the Library have been informed for their next sale. Packing leftover books from the sale may be a good service for Southeast School's Green Thumbs Club.

Walton reported that the Festival on the Green is scheduled for Sunday, September 25 from 12-4, rain or shine. She is looking for volunteers who will be in charge of either recycling/waste set-up or working with the volunteers on the day of the event. This year the low-waste concept is being integrated into initial communication with vendors and publicity. Walton purchased easy fold-up trash containers for the event and may be making recycling banners to place throughout the Festival. She will also award certificates for food vendors on the day of the event that come prepared to produce little waste.

The use of 45 gallon cans in the trash collection service levels was again reviewed. It was decided that service levels should adhere to the 35 gallon limit as 45 gallon cans can be too heavy for the hauler to lift.

Hultgren discussed raising the refuse rates as costs are rising and the solid waste fund is still losing \$30,000 to \$40,000 per year. The proposed rate increases represent about a 5% rise. It was suggested that residents be given ample notice – beginning with a notice in the next billing (October) to go into effect January 1, 2006. Gogarten suggested that the transfer station fees could increase sooner than that if needed.

Hultgren stated that the single-family collection contract must be extended. Walton suggested that the contract be modified to exclude the hauler from putting recyclables in the trash truck hopper in order to move them to a central location. Although this practice is noted in the billing inserts, residents call occasionally concerned about them throwing out their recycling.

Walton reported that a UConn marketing student conducted and analyzed a EO Smith recycling survey this spring. An EO Smith senior will be using the survey findings to implement a recycling campaign this coming school year. Walton is working with Julie Sherman, EO Smith science teacher, and student Holly Connelly. They will be touring the trash incinerator and the recycling plant this summer. Holly will be producing a video in her video productions class to show the actual process. She will also be making a presentation to the incoming freshman and creating promotional posters.

Walton discussed recycling sneakers year round which would involve storing them for the year. It was decided due to lack of storage, to continue it as a short term spring collection only.

Walton stated that the developer for the Storrs downtown is in the process of creating sustainability guidelines. Walton made input into the preliminary draft. Another draft will be presented at the July 19 planning and design committee meeting. Gogarten expressed an interest in attending.

Hultgren stated that the transfer station permit renewal is contingent on placing a concrete pad under the refrigerators, covering tires and placing three sides on the oil recycling shelter.

Smith shared that Cambridge Mass recycles many more plastic items. The committee asked Walton to check with Willimantic Waste Paper about how much more would it cost to recycle more types of plastics.

The next meeting is scheduled for September 8. The committee agreed to resume a regular schedule of the 2nd Thursdays of the month.

The meeting was adjourned at 9:00 pm

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator

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

ADMINISTRATION

- Fiscal Year Wrap-up: Staff are mired in the usual activities that accompany the end of each fiscal year. It looks as though our actual indirect rate (burden, fringe, and overhead (BFO)) will be slightly under the audited rate that we used for FY 05. The BFO rate that we used for FY 2005 will remain in place until our FY 2005 audit is complete, at which time we will have the revised rate that we will be required to use for FY 2006. This method of accounting, called indirect cost accounting, is required under our contract with our cognizant agency, the CT Department of Transportation, and must be applied to all of our programs and grants equally. (That is, ConnDOT will only pay its “fair share” of our burden, fringe, and overhead expenses.)
- Computers: Most of our computers are now six years old, and are beginning to slow down and behave unreliably. We took advantage of June sales to purchase three new Dell computers for WINCOG staff. We had included this purchase in our equipment budget for FY 2005. Two additional computers will be purchased using transit district capital funds in the near future. When all of these are in place, we will all be on a common operating system - for the first time in three or four years.
- STRETCH Leadership Training: Senior Planner Jana Butts graduated from a six-month leadership training program hosted by the Windham Region Chamber of Commerce and Leadership Greater Hartford, a non-profit community organization. Her group developed a marketing campaign to improve the image of Willimantic in the region. The project presentation and graduation ceremony was held at the Capitol Theater on June 17. The slogan “Whatever makes you ‘tic’, you can find it in Willimantic” and “Fantastic Willimantic” may be used by the Chamber of Commerce in an upcoming marketing campaign.
- Technical assistance contracts active in FY 06:

Contract #	Description	Status
Chaplin	Planning and zoning services	Began 1/3/05; renewed 7/1/06
Chaplin	Compensation Committee - job evaluations, descriptions, and recommended salary ranges	Began 6/05
Mansfield	Mapping assistance	continuing
Northeast Alliance	Web site modifications	in progress
Willimantic River Alliance - QSHC partnership grant	Further web site development	began 7/05

UPCOMING DATES OF INTEREST

- July 12 10:00 a.m. Tourism District meeting - Harvest Restaurant, Pomfret (a dialog on how the Tourism District might better serve the Windham and Northeast Regions)
- July 19 3:00 p.m. WINCOG Regional Emergency Planning Workgroup (Location TBA)
- August 5 8:30 a.m. Next scheduled WINCOG meeting (Location TBA)

ECONOMIC DEVELOPMENT

- NCEP: The meeting of the Northeastern CT Economic Partnership that had been scheduled for June 8 was cancelled.

TRANSPORTATION

- Regional Transportation Plan: We are trying to get the final pieces of this plan update together, and hope to have the draft ready before the August meeting.

TRANSIT

- RFP for bus services - follow-up: It was reported last month that 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). WRTD and PTC could not reach an agreement on the budget for this service, and so negotiations were terminated. The Board directed staff to work with current contractors on extensions of the current contracts and to explore taking the service in-house. The WRTD and WRCC boards met jointly earlier this week to explore options on addressing the shortfall in paratransit funding in the face of significantly higher costs. A Dial-a-Ride Advisory Committee is being scheduled for next week to discuss this. All WINCOG towns are invited to have representatives on this committee. When the day and time of the meeting have been finalized, I will forward the information to you, and encourage you to come or to send a representative.
- WRTD Board Appointments: If your town is a member of the Transit District (Ashford, Columbia, Coventry, Hampton, Mansfield, and Windham), and if, within the past year, you have not submitted a letter to WRTD appointing your representative to the WRTD Board, you will soon be receiving a letter from WRTD asking you to make such an appointment, so that we have documentation for our files.

LAND USE PLANNING

- Regional Planning Commission: At their July 6 meeting, the Regional Planning Commission acted on the following zoning and subdivision referrals:
 - a. # 05-06-06-HN: Hampton: A proposal to replace the existing accessory, in-law, and efficiency apartment regulations with accessory dwelling unit regulations. **Action: Not incompatible with Regional Plan.**
 - b. # 05-06-24-LN: Lebanon: A proposal to create a 19-lot subdivision on Beaumont Highway and Hillcrest Heights in Lebanon (courtesy review). **Action: Nonconformance to Regional Plan and suggestions.**
 - c. # 05-06-23-CA: Columbia: A proposal to create a 12-lot subdivision on Jonathan Trumball Highway and abutting the Ten Mile River and the Lebanon town line. **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: Ashford now has large format maps for the Plan of Conservation and Development. Four sets of 2’ x 3’ paper maps and mylar overlays are now available to town officials and commissions.

EMERGENCY PLANNING UPDATES

- Department of Emergency Management and Homeland Security (DEMHS) funding: As was reported last month, 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 held a meeting for municipal points of contact to explain procedures to use in applying for municipal allocations from the state’s FFY 2004 Homeland Security grant. The State is serving as the Administrative Agent for this grant for all WINCOG municipalities except Coventry. Jana attended this meeting for WINCOG. If you have questions about the process or need assistance, please give us a call.

- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through Department of Environmental Protection (DEP): We have forwarded the draft plan to FEMA for preliminary review. It went without Windham’s section, as that portion is not yet complete. When we have FEMA’s conditional approval, each town will be asked to adopted the regional section and the town’s individual section.

CENSUS AFFILIATE ACTIVITIES

- Data Requests: Staff responded to requests for data from: 2 businesses, 1 resident, 1 municipal staff.

LOCAL ASSISTANCE

TOWN	ASSISTANCE	# HOURS
Chaplin	• Participated in Conservation Commission Meeting	3
Columbia	• Sent “Right to Farm” Ordinance to Town Planner	.5
Coventry	• Sent bicycle planning information to PZC member.	1
Hampton	• Provided information to Town Planner/ZEO on hours and salaries	.5

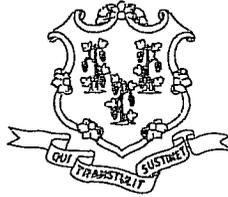
OTHER ASSISTANCE

- Continued to participate in Willimantic Whitewater Partnership & Thames River Basin Partnership.

MEETINGS

- 14 - QSHC Partnership Program meeting / Putnam (JB)
- 15 - Meeting with Coventry Con. Comm. member regarding open space inventory (JB)
 - Conservation Commission / Chaplin (JB)
 - Meeting with Chaplin Compensation Committee / Chaplin (BB)
- 17 - Stretch Graduation* / Willimantic (BB, JB)
- 21 - DPH Focus Area A (Preparedness Planning) / Middletown (BB)
 - Meeting with Capital Region Purchasing Council representative on fuel bid (M. Haraghey, R. Buden, BB)
- 27 - Chaplin jobs analysis interviews / Chaplin (BB)
- 28 - Chaplin jobs analysis interviews / Chaplin (BB)
- 30 - DEMHS Homeland Security Grants Administration Mtg. / Rocky Hill (JB)

* Time not charged to WINCOG



State of Connecticut

GENERAL ASSEMBLY

STATE CAPITOL

HARTFORD, CONNECTICUT 06106-1591

July 15, 2005

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

Dear Town Manager Berliner:

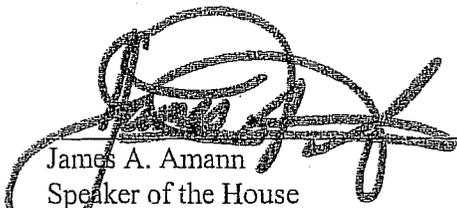
In light of the U.S. Supreme Court decision in *Kelo v. City of New London* issued on June 23, 2005, we are writing to advise you that it is anticipated that the General Assembly will amend the state's eminent domain laws. We therefore recommend that your municipality put on hold any current or planned eminent domain proceeding involving the taking of private residences for the ultimate benefit of other, private users.

The Kelo decision makes it clear that our laws need to provide greater protection for homeowners from government takings. I am sure that you agree with us that this is a complicated issue and we need to carefully examine all the related issues.

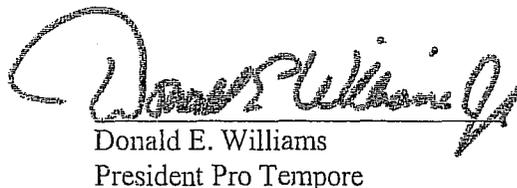
We are reviewing the Supreme Court decision and the more than 75 Connecticut laws that relate to eminent domain. The Judiciary and Planning and Development committees will hold joint public hearings in the weeks and months ahead.

We urge you and your community to provide your valuable input this summer on this important issue. Please feel free to contact any one of us if you have questions.

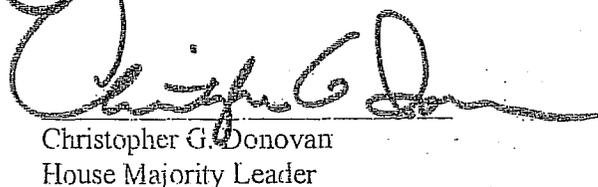
Sincerely,



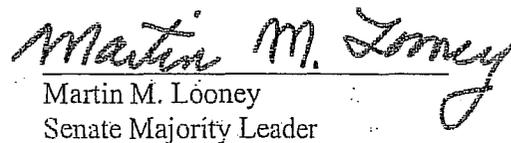
James A. Amann
Speaker of the House



Donald E. Williams
President Pro Tempore



Christopher G. Donovan
House Majority Leader



Martin M. Looney
Senate Majority Leader

CC LOW
JEFF
MATT



CONNECTICUT CONFERENCE OF MUNICIPALITIES

900 Chapel St., 9th Floor, New Haven, CT 06510-2807 • Phone (203) 498-3000 • FAX (203) 562-6314

July 18, 2005

To: CCM-Member, Mayors, First Selectmen, City/Town Managers, and Town/City Attorneys

From: Joel Cogen, Executive Director and General Counsel

Re: Eminent Domain

This memo recommends to CCM-member municipalities how they might proceed in light of recent communications by state legislators and the governor concerning municipalities' exercise of the power of eminent domain for a public purpose.

In particular, those communications called for or recommended that any use of eminent domain by a municipality be put on hold until the state legislature takes action with respect to the state's eminent domain laws.

CCM staff believes the cautionary warning was unnecessarily broad. Concerns raised by the Kelo decision reasonably pertain only to a narrow category of eminent domain takings, namely, instances where occupied private residential property is being taken for transfer to a private owner for economic development purposes without a finding of blight prior to the taking.

Reasonable concern about the Kelo decision does not pertain to the use of eminent domain where the property to be taken is to be used for traditional public uses such as construction of a public school, public parking garage, road or highway, other public facility, or public open space, nor to a taking of property to eliminate blight. Nor does it pertain to using eminent domain to acquire blighted properties, fairly compensating the former owners, and then reusing the property for economic development by creating new jobs and adding significantly to the community's tax base. That's not what the Kelo case was about.

It is not at all likely that the Connecticut state legislature would preclude or curtail the exercise of government's power of eminent domain where the exercise is in full compliance with existing state statutes concerning public notice, public hearings, and a comprehensive plan; the proposed disposition is for traditional public use; payment of just compensation is provided; and so forth, nor where there is existence of blight. Eminent domain, properly exercised, is a long-recognized and essential tool of state and local governments.

This memo is not counselling a lack of caution but rather that there is no need for excessive caution. Needless to say, and this in no way is limited to the present situation, each municipality should consult with its town counsel or corporation counsel before and during any action to acquire property.

CCM is asking legislative leaders and the governor to consult with municipal officials as they consider modification of existing statutes concerning municipal acquisition of property for a public purpose.

We encourage you to participate in the hearing process and informational forums that state legislators will begin later this month.

If you have any questions in these regards, please feel free to email me at jcogen@ccm-ct.org.



STATE OF CONNECTICUT
CONNECTICUT STATE LIBRARY

231 Capitol Avenue • Hartford, Connecticut 06106-1537



July 13, 2005

Item #7

Town Clerk Joan Gerdson
4 So. Eagleville Rd.
Storrs, CT 06268

Re: Historic Documents Preservation Grant No. 078-PD-06, Cycle #1

Dear Town Clerk:

The State Library is pleased to inform you that you have been awarded a Historic Documents Preservation Grant in the amount of \$7,000.00. The State Library is obligated only for the amount of funds requested and approved in the application. The town is responsible for any project expenses above and beyond that amount.

Enclosed is a copy of your grant application, which includes the contract terms, and your final report forms. Please note that the closing date for the grant is June 30, 2006. All monies not expended by that date must be returned to the State Library. Therefore, it is important that the contract with your vendor includes a guarantee that the work will be completed by this date. The Project Evaluation/Expenditure Report and any other required documentation such as a copy of a preservation survey or records management survey are due at the State Library by September 1, 2006. Failure to submit the completed report by September 1st may result in termination of the grant and the requirement that the town return the full grant amount, as well as loss of eligibility for next year's grant. Grantees must notify this office immediately if difficulties arise that could impact the timely completion of the report, because there is no statutory provision for extension of the filing deadline. *I strongly encourage you to submit this report as soon as your project is completed.*

The State Library will make every effort to mail your check or transfer the funds within thirty days of this letter. If you have any questions, please contact LeAnn Johnson at (860) 566-1100 ext 301.

Congratulations and good luck with your project.

Sincerely,

A handwritten signature in cursive script that reads "Eunice G. DiBella".

Eunice G. DiBella
Public Records Administrator

cc: Town Manager Martin H. Berliner

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Judith Hyde, M.A.

REC'D JUL 20 2005

Mansfield Town Council
Town Office Building
South Eagleville Rd
Mansfield Center, CT

July 15, 2005

Dear Council Members,

RE: Depot Road

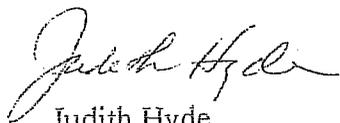
As you consider any action in response to Depot Road residents' concern about traffic speed, please hear the point of view of one who frequently uses that road.

In my 15 years of experience with that road as I travel from Coventry to Storrs, I have never seen a child playing in a yard, wandering about, or coming within striking distance of the road. For that matter, I have seldom seen an adult either, except on Sunday morning when a few people show up for that little white church. I therefore see the safety issue as bogus.

My second point is that the amount of traffic on that road is very low, except after a major UConn event. The volume of cars then keeps it slow.

My final point is that the speed bumps do work as they are intended. I am sure there are some young exceptions, but I have never observed another car not slowing down.

I urge you to take no action.



Judith Hyde
278 Wrights Mill Rd.
Coventry, CT 06238

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TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

Item #9

GREGORY J. PADICK, TOWN PLANNER

Memo to: Planning and Zoning Commission
From: Gregory J. Padick, Director of Planning
Date: June 30, 2005



Re: Community Center modification request, file 1173

Please find attached a modification request to construct 45 parking spaces between the Mansfield Community Center and Route 275. The new spaces would be located off the existing exit driveway (see attached map). When the Community Center was approved on June 21, 2001, the PZC included as a condition that, in the event the approved number of parking spaces was inadequate to meet parking needs for regular use of the Community Center and Municipal Building, the applicant shall return to the PZC for further review of the parking issue. The approved plans included a depiction of a future 70+/- space expansion in the area of the currently-proposed parking. The submitted modification request is to build 45 of the spaces now, and consideration is being given to future expansion to the west of this parking and the Community Center building. It also is noted that, in the near future, an additional modification request will be submitted to modify and reduce the size of the parking area to the north of the Municipal Building. This modification is being finalized and is being designed to enhance a pedestrian linkage between the Community Center and planned Storrs Downtown Area.

The modification request seeks approval to provide gravel spaces for an interim period, with plans to pave this area in the future. Due to uncertainties about how many spaces will be needed in association with the redesign of the Municipal Building north lot, it is considered appropriate to postpone paving until a future date. Mansfield's Traffic Authority and engineering staff have been monitoring parking needs since the Community Center opened, and on numerous occasions, individuals have been forced to park along driveways and in other unauthorized locations. A parking lot expansion is needed, and the decision to design a future parking lot at the time the Community Center was approved has proven to be an appropriate action.

Accordingly, it is recommended that the Planning and Zoning Commission authorize its Chairman and Zoning Agent to approve the 6/29/05 modification request of the Town of Mansfield for a 45-space expansion of the Community Center parking area. All other conditions of approval and previously-approved site work shall remain in effect.

REQUEST FOR SITE/BUILDING MODIFICATIONS
(see Article XI, Section D of the Mansfield Zoning Regulations)

APPLICANT/OWNER SECTION

1. Owner(s) TOWN OF MANSFIELD Telephone _____
(please PRINT)

Address _____ Town _____ Zip _____

2. Applicant(s) DPW (Tim Veillette) Telephone 429-3340
(please PRINT)

Address _____ Town _____ Zip _____

3. Site Location MANSFIELD COMMUNITY CENTER

4. Reference any approved map(s) that would be superseded if this request is approved:

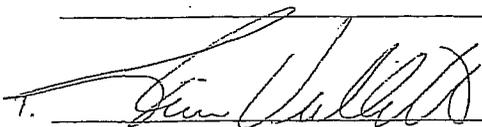
NEW COMMUNITY CENTER, TOWN OF MANSFIELD, MANSFIELD, CT
PREPARED BY THE SLAM COLLABORATIVE, SHEET LZ01, SITE
LAYOUT PLAN DATED 8/16/01, ADDENDUM # 2 11/7/01, ADDENDUM
6 2/1/02, SCALE 1" = 30'

5. Reference any new map(s) submitted as part of this request:

PLAN SHOWING NEW PROPOSED PARKING, JUNE 27, 2005

6. Itemize and describe the modification(s) being requested, using separate sheet where necessary. The description must be adequate to determine compliance with all applicable land use regulations: -

THE INCREASED PUBLIC USE OF THE COMMUNITY CENTER
AND SUBSEQUENT NEED FOR PARKING WARRANTED THE
CONSTRUCTION OF A PORTION OF THE APPROVED FUTURE PARKING
LOT. APPROXIMATELY 45 OF THE APPROVED 70 PARKING SPACES
ARE PROPOSED IN THIS PHASE. THE PARKING AREA WILL BE
GRAVEL AT THIS TIME (PAVED IN THE FUTURE) AND IS LOCATED
BETWEEN ROUTE 275 AND THE COMMUNITY CENTER BUILDING.


Applicant's signature

date 6/29/05

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Marian Steinberg and Don Squires
19 Shady Lane
Storrs-Mansfield, Connecticut 06268
860-429-3430

CC Lon
Item #10

27 May 2005

Robert J. Hannon, Esq.
Department of Environmental Protection
State of Connecticut
79 Elm Street
Hartford, CT 06106-5127

Dear Bob,

I want to thank you and all the others involved in the Green Circle Awards for having such a well thought out ceremony for the awardees. It was truly a special event and receiving the award was, especially for me, a wonderful ending to a many faceted and fruitful relationship with the Department.

On the way home my wife and I were discussing the special value attached to the recognition of the community groups and individuals that often labor at valued tasks without any special recognition. What a great stimulus and reward the Green Circle awards are for these folks. And, what a shot-in-the-arm for the many others equally deserving who can aspire for such recognition. Our conversation quickly led us to one such deserving person whom I am herewith nominating for a Green Circle Award: Virginia Walton, Recycling Coordinator, Public Works Department, Town of Mansfield.

I can't remember how I first met, or noticed, 'Ginnie' but it was clearly after she was hired by the Town in 1999. I came to know her better after joining the Town's Advisory Committee on Solid Wastes. Much of what Ginnie does, and has accomplished is relatively invisible to us older folk— those with kids in school know her very well.

Mansfield has an excellent recycling record: 40% of the resident population, 36% when the UConn off-campus students are in town. Much of that excellent record is a direct result of Ginnie's dedication and innovation. She has attacked the problem of recycling at the bottom: she has taken the subject of wastes (what are they, how are they disposed of and how can we do this better?) into the schools. Her principal vehicle is the composting program she has installed in Mansfield's schools. Ginnie

teaches composting and a raft of related subjects in the K through 12 classes in Mansfield's three primary and two middle schools.

Her approach begins with actual composting of school lunch wastes. This leads to a wonderful array of related subjects: Friend of Fungi, the Green Thumbs garden (fertilized with the compost of the school lunches) in the Southeast School's greenhouse. Plants grown there are sold at a school-year-end public plant sale. I quite fancy the Bacteria Lesson in which the role of bacteria in composting leads into the "Bacteria Smorgasbord" of foods (cheese, pickles bread, etc) in which bacteria are a necessary component. In another lesson, students view a videotape (compiled by Virginia) of advertisements for household "toxics". Ads for cleaners, anti-mildew agents, air fresheners and the like are reviewed and the sales pitch analyzed. Labels are scrutinized for the "bad stuff." Finally, the students prepare non-toxic alternatives.

This is just a sprinkling of the ingenious means by which Ginnie has inculcated the basics of waste management into one whole generation of Mansfield's children. Think of the harassment parents get from their recycling mis-deeds! And because recycling is the base of her programs, she has fostered a high level of environmental awareness. I can hear it now: "Hey Dad, why use that awful stuff to clean the tires when we can make something that doesn't have toxics in it."

I've enclosed a few lesson plans as a sample of what Ginnie has prepared and which she freely distributes to other schools and teachers. Also enclosed is a CD she prepared for the whole course in composting. It is comprehensive and impressive—spend a few minutes to look at it.

As are all people dedicated to their work, Ginnie Walton is dedicated to the principle of waste reduction and ubiquitous in its promulgation. For example, she has worked with vendors and attendees at Mansfield's annual Festival on the Green, now in its third year, towards waste reduction. She achieved a 55% reduction in solid wastes last year through emphasis on recycling and through her introduction of corn-based, compostable utensils. She has organized, with student help, skits and fashion shows utilizing recycled clothing. She is present at fairs and other gatherings with brochures, demonstration materials and displays.

Ginnie has her problems. Funds are always short. But, she has risen to the challenge by seeking and obtaining grants. One such grant allowed the Town to initiate a recycling program for computers, televisions and other electronics. It is still going today. I believe this is the first Town wide electronics recycling program in Connecticut

I'll end here with an anecdote from afar. In my personal estimation, the most important contribution Virginia Walton has made is the in-depth waste management educational program. While travelling and living overseas we encounter recycling efforts of various levels of success. Earlier this year in Wanaka, New Zealand, a town of about 20,000, I discussed recycling with a fledgling, wholly volunteer, program. I mentioned the school program developed by Virginia Walton—they were tremendously excited. Addresses were exchanged. Soon four other communities contacted me about the school program and finally, the Queenstown Regional Council called to see what all the furor was about. What is recognized internationally should be recognized at home!

A Green Circle Award to Virginia Walton would reward her successes, dedication and innovations in the Town of Mansfield is a just reward. It might also help her in getting these novel and highly successful educational activities disseminated to other towns.

Again, I thank you for my own award and the pleasure of meeting you and other awardees. Having the Commissioner handing out the certificates adds greatly to the program's significance.

And, I thank you for wading through this effusive letter. I hope you and your reviewers will find Virginia Walton especially valued for her contributions to waste reduction, waste management and environmental good living.

Sincerely,

Donald F. Squires
Professor Emeritus, University of Connecticut

Enclosures: Lesson Plans
CD -School Composting

Note: Address after 1 September: 34 Davey Place
326 Davey Street
South Hobart 7004
Tasmania, Australia

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The Town of Mansfield
cordially invites you to
join us for the dedication of the
Mansfield Teen Center in memory of

William Rosen

Wednesday, July 27, 2005

10:30am

Mansfield Community Center

10 South Eagleville Road

Mansfield, CT 06268

Questions: (860) 429-3336

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General Fund

Estimated Schedule of Estimated Changes in Fund Balance - Legal Basis

For the Year Ended June 30, 2005

Designated for 2004/2005 Budget Undesignated \$ 1,016,080

Fund Balance, July 1, 2004 \$ 1,016,080

	Original Budget	Amendment	Final Budget	Estimated Actual	Budget Comparison	
Total revenues and transfers in	\$ 34,364,950	\$ 342,095	\$ 34,707,045	\$ 35,316,772	\$ 609,727	
Appropriation of fund balance						
Total appropriation, transfers in	34,364,950	342,095	34,707,045	35,316,772	609,727	
Total expenditures and transfers out:						
Town	9,634,840	342,095	9,976,935	9,976,935	-	
Mansfield Board of Education	17,002,030		17,002,030	16,998,424	3,606	
Contribution to Region #19 Board of Ed	7,728,080		7,728,080	7,728,080	-	
Total expenditures	34,364,950	342,095	34,707,045	34,703,439	3,606	
Results from budgetary operations	-	-	-	613,333	613,333	613,333
Fund balance, June 30, 2004						\$ 1,629,413
Fund balance:						
Unreserved:						
Designated for 2005/06 budget						1,629,413
Undesignated						\$ 1,629,413

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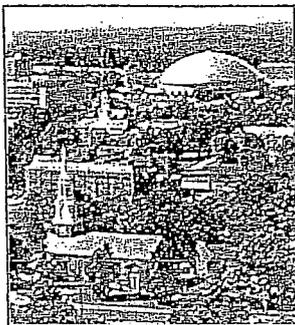
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2004 DRINKING WATER REPORT

Serving a large community



On an average day, the University was responsible for providing approximately 1,350,000 gallons of clean drinking water to students, faculty, employees, visitors, local homeowners and businesspeople.

June 24, 2005

Message to the Consumer:

The University is pleased to present this 2004 Drinking Water Report for the Main Campus Water System in Storrs and the Depot Campus Water System in Mansfield. This report provides a brief overview of your drinking water supply and the results of water quality tests collected during 2004. The Federal Safe Drinking Water Act is the primary law that ensures public health and safety is protected in drinking water supplies. In 1996, Amendments to that act required all community water systems to provide their customers with water quality information on an annual basis. This requirement is known as the "Consumer Confidence Report." This 2004 report must be prepared and distributed by July 1, 2005.

2004 was a very informative year for the University. We contracted Ritsick Engineering to conduct an evaluation of our water systems and to update our Water Supply Plan. A study entitled: "Assessment of Well Water Supply and Pumping Rates, October 2004" provided details on the capabilities of our Fenton River and Willimantic River Wellfields in relation to system demands. It concluded that the University is using less water today than it did over 15 years ago, and that it has a sufficient supply to last for many decades to come. This report later became the "foundation" of the University's "2004 Water Supply Plan," and the "2004 Water Conservation Plan." A "water supply plan" is required by the Department of Public Health every five years. Our updated plan is currently under review by that agency, the Office of Policy and Management, Department of Environmental Protection, Department of Public Utility Control and the Windham Regional Council of Governments. The Town of Mansfield was also provided a copy. The Fenton River Study is also nearing completion. A faculty team, working in consultation with a stakeholder technical advisory group, is expected to release their report this summer. In conjunction with the above studies, the University will be looking at developing "short term" and "long term" water system improvement/operation plans and assessing its water rate structure for private and commercial consumers.

We at the University remain committed to providing all our consumers (students, faculty, visitors, residents, businesses, government facilities, and all our employees) with the highest quality drinking water possible. Please take the time to read this brochure so that you can have a better understanding of your water supply. For more information concerning the quality of drinking water at the Main Campus or the Depot Campus, please contact the University's Department of Environmental Health and Safety at 860-486-3613, Monday-Friday, 8 AM - 5 PM.

Sincerely,

Linda Flaherty-Goldsmith

Vice President and Chief Operating Officer

In this Report

System Description

Regulatory Oversight

Source Protection

Water Quality

Educational Information

Conservation

SYSTEM DESCRIPTION

The University owns and operates the Main Campus Water System at Storrs and the Depot Campus Water System in Mansfield. Even though the two systems are interconnected, the quality of water within each system can vary. The Main Campus receives its water from gravel-packed wells located at the Fenton River and Willimantic River Well Fields. The Depot Campus, on the other hand, can only receive water from the Willimantic River Well Field. It is important to note that these wells do not pump directly from the Fenton and Willimantic Rivers. The wells are located near the rivers and pump groundwater from extensive underground aquifers. As groundwater moves (at a very slow rate) through the fine sands that make up these aquifers, the water is "naturally filtered". As a result, water pumped from each well is of excellent chemical, physical, and bacteriological quality. The only water treatment added is sodium hydroxide for pH adjustment and corrosion control, and chlorine for precautionary disinfection. The University is fortunate to have a considerable supply of quality drinking water to meet its current and future water demands. In addition, it has over 7,500,000 gallons in water storage tank capacity on hand to meet all of its domestic, process, and fire protection needs. Large booster pumps help maintain adequate system pressures, and emergency generator power ensures continued operation during electric power outages.

EXAMPLES OF TESTS CONDUCTED

- Microbiological
 - coliform bacteria
 - E. coli bacteria
- Physical
 - color
 - odor
 - pH
 - turbidity
- Inorganics
 - antimony
 - arsenic
 - asbestos
 - barium
 - beryllium
 - cadmium
 - chloride
 - chromium
 - copper
 - cyanide
 - fluoride
 - lead
 - MBAS
 - mercury
 - nickel
 - nitrate(N)
 - nitrite(N)
 - selenium
 - silver
 - sulfate
 - thallium
- Radioactivity
 - gross alpha
 - gross beta
 - radium 226
 - radium 228
- Pesticides
 - Herbicides, PCBs
 - alachlor
 - aldicarb
 - aldicarb sulfoxide
 - aldicarb sulphone
 - aldrin
 - atrazine
 - benzo(A)pyrene
 - butachlor
 - carbaryl
 - carbofuran
 - chlordane
 - dalapon
 - di(2-ethylhexyl)adipate
 - di(2-ethylhexyl)phthalates
 - dicamba
 - dieldrin
 - dinoseb
 - diquat
 - dibromochloropropane
 - 2,4-D
 - ethylene dibromide(EDB)
 - endrin
 - endothall
 - glyphosate
 - heptachlor
 - heptachlor epoxide
 - hexachlorobenzene
 - hexachlorocyclopentadiene
 - 3-hydroxycarbofuran
 - lindane
 - methoxychlor
 - methomyl
 - metolachlor
 - metribuzin
 - oxamyl
 - picloram
 - propachlor
 - simazine
 - 2,3,7,8-TCDD
- Volatile Organics
 - polychlor. biphenyls

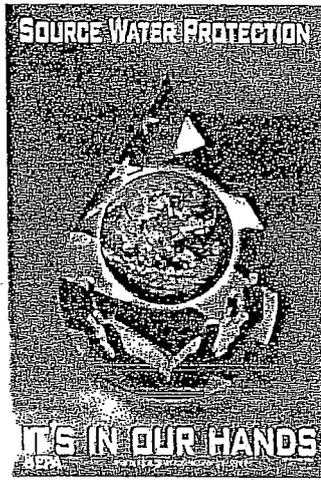
REGULATORY OVERSIGHT

In order to ensure that the University's tap water is safe to drink, the Federal Environmental Protection Agency (EPA) and the State of Connecticut Department of Public Health (DPH) established regulations that limit the amount of certain contaminants in the water provided by public water systems. Water quality testing is an ongoing and never ending process, and the frequency of testing for each parameter varies as prescribed by drinking water regulations. The compounds/contaminants shown in the side margins are examples of the various kinds of tests conducted on the University's water supply. Due to testing schedules, not all of these tests were required during 2004. The University's water systems are tested regularly at the Connecticut Department of Public Health's laboratory to ensure compliance with state and federal water quality standards. In 2004, 231 water samples were collected and 4,208 water quality tests (includes tests for pH and chlorine residuals) were conducted from our wells, entry points to the systems, and within the distribution systems.

During 2004 the University addressed DPH's regulatory and violation issues regarding water treatment operations and cross connection control. Connecticut Water Company was contracted to serve as the University's "chief water treatment operator," and to oversee the "cross connection control program" for the year. In April, the University entered into a Consent Order with DPH to correct shortcomings associated with its 2003 Cross Connection Control Survey and 2002 backflow prevention device testing and repair program. To date the University has spent over \$1 million installing and testing backflow prevention devices, and is expected to close out the Consent Order in the near future.

SOURCE PROTECTION

The University is committed to protecting not only its wells, but also the Fenton and Willimantic Rivers, which are tremendous water resources. In fact, all significant construction projects undertaken by the University undergo a series of environmental reviews through what is known as the Connecticut Environmental Policy Act (CEPA). This process, administered through the State's Office of Policy and Management, provides numerous state agencies, organizations, environmental groups, and the general public with an opportunity to review and comment on a project relative to its potential environmental impact. The University is also in contact with Windham Water Works regarding watershed inspections on the Main Campus. This interaction is designed to protect not only the Fenton River Well Field, but also the Fenton River itself.



The University utilizes its "aquifer mapping" information to better understand the areas of groundwater recharge at both well fields. This hydraulic evaluation, required by the Department of Environmental Protection, displays the critical areas of direct recharge that must be protected. The State Department of Public Health (DPH), in conjunction with the Department of Environmental Protection has on record its Source Water Assessment Program (SWAP) report on the Fenton River and Willimantic River wells. This report evaluates potential sources of contamination near our wells. The University is pleased to report that it has an "Overall Susceptibility Rating" of "LOW" for its well fields. This is the best rating possible. However, to ensure continued source protection, the University will remain vigilant in protecting all of its water supply sources in the years to come. For more information regarding the SWAP report, visit the University's website at www.uconn.edu.

Water Quality Tests	MCL	MCLG	Unit
copper(ppm) ¹	AL=1.3	AL=1.3	90'
lead(ppb) ¹	AL=15	AL=0	90'
nitrate as nitrogen (ppm)	10	10	
nitrite as nitrogen (ppm)	1	1	
sodium (ppm) ²	n/a	n/a	
barium(ppm)-tested in 2002	2	2	
total trihalomethanes (ppb)	80	0	
gross alpha (pCi/L) 2003	15	0	
gross beta (pCi/L) 2003	50	0	

Legend: ¹ Depot Campus tested in 2004, Main Campus tested in 2002

2004 REGULATORY MATTERS AND VIOLATIONS:

Depot Campus- 1.) Color and turbidity violations in October. Monitoring and reporting violations for HAA5's due to the turbidity typically associated with the chlorination of surface water. (The MCL for HAA5's is 60 ppb. The sample collected on 10/22/04 was 100 ppb.)

Main Campus- 1.) Even though pH limits are between 6.4 and 8.5, the pH was adjusted and consumers were notified. 2.) In December 2004, DPH notified the University of a violation of the pH standard in a timely manner. DPH also collected water samples after this violation. There should not be any health significance associated with this violation. The University is currently monitoring and reporting violations. University records, however, do not reconcile water quality testing records with DPH.

WATER QUALITY TABLE - DEFINITIONS & KEY TERMS

MCL (Maximum Contaminant Level): The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology. Typically when MCLs are exceeded a violation occurs and public notification is required.

MCLG (Maximum Contaminant Level Goal): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

Detected Contaminant: A detected contaminant is any contaminant measured at or above a Method Detection Level. Just because a contaminant is detected it does not mean that its MCL is exceeded or that there is a violation.

Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

n/a: not applicable
ND: not detected

ppb: one part per billion = 1 ug/L; the equivalent of 1 penny in \$10,000,000.

ppm: one part per million = 1 mg/l; the equivalent of 1 penny in \$10,000.

PCi/L: (picocuries per liter) A measure of radioactivity

WATER QUALITY

The table below lists all the contaminants/compounds detected during the 2004 calendar year. The presence of these contaminants in the water does not necessarily indicate that there is a health risk. The EPA and DPH allow the University to monitor for certain contaminants less frequently than once a year because of acceptable previous water tests. Some of the data, though more than one year old, is considered representative of current water quality. Any contaminant/compound that was detected in the latest round of those tests is also included in the table. It is important to note that as water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and in some cases radioactive material, and can pick up substances resulting from the presence of animals or human activity. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. In 2002, the University also tested for "Unregulated Contaminants." All results were below detection levels.

Contaminant	Main Campus		Depot Campus			Possible Source of Contaminant
	Range of Detections	Was MCL Exceeded	Highest Level Detected	Range of Detections	Was MCL Exceeded	
23	.008 to .603	no	90 th perc.=.36	.02 to .47	no	corrosion of household plumbing
	0 to 10	no	90 th perc.= 6	3 to 11	no	corrosion of household plumbing
	n/a	no	0.9	n/a	no	Fertilizer, leaching from septic systems or sewers, and erosion of natural deposits
	n/a	no	< 0.05	n/a	no	
	14 to 17	no	13 (in 2003)	n/a	no	road salt, water treatment chemicals
	n/a	no	0.01	n/a	no	erosion of natural deposits
	2.0 to 5.2	no	5.8	1.6 to 5.8	no	by-product of drinking water chlorination
	1.14-4.74	no	4.74	n/a	no	erosion of natural deposits
	1.64-3.2	no	3.2	n/a	no	decay of natural or man made deposits

ias no MCL. Its notification level is 28 mg/l.

Other tests done in 2004: The results of the following tests were, "0", none detected, or below detection limits. Main Campus: asbestos, Phase 2 and Phase 5 organic chemicals, pesticides and herbicides. Depot Campus: asbestos, Haloacetic Acids (HAA5's), Phase 2 and Phase 5 organic chemicals, pesticides and herbicides.

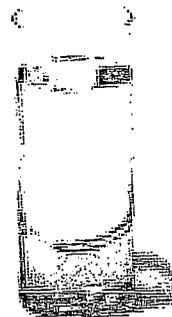
olor violation in November. These problems were caused by maintenance work on the system. Follow-up samples were acceptable. 2.) e water sample collected. The University collected its sample early in April instead of in September. Since HAA5's are disinfection byproducts ot ground water (wells) such as those used by the University, there should not be any health significance associated with this violation. 's detected. Future monitoring will be in September.

imum pH of 7.0 must be maintained in this system. In January, 3 of the 10 samples had a pH between 6.5 and 6.9. Chemical feed equipment ain break (cold weather) interrupted water service. The DPH was involved in this matter, but cited a violation for not being notified in a more id all results were acceptable. 3.) There were four quarterly monitoring and reporting violations for HAA5's. As with the Depot Campus t. Monitoring will continue. 4.) With respect to the first three-quarters of testing for total trihalomethanes (TTHM's), DPH records show / that TTHM's were tested during all four quarters. As indicated in the above table, TTHM levels were very low. The University intends to

EDUCATIONAL INFORMATION

Consumer Confidence Reports are required to contain public health information for certain contaminants and compounds, even if the levels detected were less than the Maximum Contaminant Levels established for those parameters. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791). Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA and the Federal Center For Disease Control guidelines on reducing the risk of infection by Cryptosporidium and other microbial contaminants are available from EPA's Safe Drinking Water Hotline (800-426-4791).

NOTE: Cryptosporidium is a microbial parasite found in surface waters throughout the U.S. Since the University uses ground water (wells) and not surface water (reservoirs), there are no requirements or concerns for the University to test for Cryptosporidium.



- Pentachlorophenol
- toxaphene
- 2,4,5 TP (silvex)
- benzene
- bromobenzene
- bromomethane
- n-butyl benzene
- carbon tetrachloride
- chlorobenzene
- chloroethane
- chloromethane
- o-chlorotoluene
- p-chlorotoluene
- dibromomethane
- m-dichlorobenzene
- o-dichlorobenzene
- p-dichlorobenzene
- 1,1-dichloroethane
- 1,2-dichloroethane
- 1,1-dichloroethylene
- cis-1,2-dichloroethylene
- trans-1,2-dichloroethylene
- dichloromethane
- 1,2-dichloropropane
- 1,3-dichloropropane
- 2,2-dichloropropane
- 1,1-dichloropropene
- 1,3-dichloropropene
- ethylbenzene
- methyl tert butyl ether
- naphthalene
- n-propyl benzene
- styrene
- 1,1,1,2-tetrachloroethane
- 1,1,2,2-tetrachloroethane
- tetrachloroethylene
- toluene
- total trihalomethanes
- bromodichloromethane
- bromoform
- chlorodibromomethane
- chloroform
- 1,1,1-trichloroethane
- 1,1,2-trichloroethane
- 1,2,4-trichlorobenzene
- trichloroethylene
- 1,2,3-trichloropropane
- 1,2,4-trimethylbenzene
- 1,3,5-trimethylbenzene
- vinyl chloride
- xylenes(total)
- m-xylene
- o-xylene
- p-xylene
- Sanitary Chemicals
- ammonia(N)
- alkalinity
- hardness
- iron
- manganese
- sodium
- Unregulated Contaminants
- 2,4-dinitrotoluene
- 2,6-dinitrotoluene
- acetochlor
- DCPA mono-acid d.
- DCPA di-acid d.
- 4,4'-DDE
- EPTC
- molinate
- MTBE
- nitrobenzene
- terbacil
- perchlorate

INFORMATION ON LEAD & COPPER

The University currently meets regulatory requirements for both lead and copper. Lead and copper were tested in 2004 (Depot Campus) and 2002 (Main Campus). We are pleased to report that none of the 35 samples collected exceeded the Action Levels for lead or copper. Nonetheless, the University believes it is important to provide its customers with the following information regarding lead and copper. It is possible that lead levels in your home (building) may be different from other homes (buildings) in the community as a result of plumbing materials used. Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure. Copper is an essential nutrient, but like lead, its levels can vary from location to location. Some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress and may also suffer liver or kidney damage. People with Wilson's disease should consult their personal physician.

If you are concerned about elevated lead or copper levels, you may wish to have your water tested. Running your tap for 30 seconds to two minutes before use will significantly reduce the levels of lead and copper. Additional information on lead and copper is available from EPA's Safe Drinking Water Hotline (800-426-4791). Lead and copper will be tested again in 2005 (Main Campus) and 2007 (Depot Campus).

WATER CONSERVATION

Despite all of the development at the Main Campus over the years, the amount of water used has not increased as one might expect. In fact, the University used less water in 2004 than it did over 15 years ago. For example in 1989 the amount of water used on an average day at its Main Campus and Depot Campus was 1.62 million gallons. In 2004 the average day demand for the two systems was 1.35 million gallons.

This reduction did not happen by chance. Instead it happened because the University understands the importance of preserving its water supply, and has taken an aggressive approach to reduce its water demands. Over the years it has spent a considerable amount of time and money in the areas of repairing leaks, installing thousands of water saving devices, installing more efficient water chillers, replacing old water mains with new ones and retrofitting/replacing equipment with more efficient methods.

WHY SHOULD YOU CONSERVE WATER?

Effective water conservation is the combination of individual actions. Conservation will: 1) reduce the impact on the environment by reducing groundwater withdrawals; 2) maintain water quality via lesser withdrawals; 3) reduce the need for additional sources of water; 4) reduce the cost of water; and 5) ensure that we all have a safe and adequate supply of water for years to come.

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Things you can do to help the University conserve water:

If you live on campus

- Turn off faucets and showers when not in use.
- Take shorter showers.
- Wash full loads in washing machines/dishwashers.
- In dorms, report leaks to your Resident Advisor.
- In other buildings, report leaks to Facilities Operations at 486-3113.

If you work on campus

- Turn off faucets when not in use.
- Report leaks to Facilities Operations at 486-3113.
- Use water efficient equipment.

In your personal residence

- Repair leaks.
- Turn off faucets and showers when not in use.
- Take shorter showers.
- Wash full loads in washing machines/dishwashers.
- Limit running water in food preparation.
- Install water-saving showerheads and toilets.
- Limit outdoor watering to early mornings or evenings and do not water on windy days.
- Mulch around plants to reduce evaporation.
- Limit running water time when washing a car or use a car wash.

In your business

- Turn off faucets and equipment when not in use.
- Repair leaks.
- Install water efficient fixtures and equipment.