



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, October 24, 2005**  
**COUNCIL CHAMBERS**  
**AUDREY P. BECK MUNICIPAL BUILDING**  
**7:30 p.m.**

**AGENDA**

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**EXECUTIVE SESSION**

## REGULAR MEETING-OCTOBER 11, 2005-MANSFIELD TOWN COUNCIL

Mayor Elizabeth Paterson 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: Clouette, Haddad, Hawkins, Koehn, Paterson, Paulhus, Redding  
Absent: Blair, Schaefer

### II. APPROVAL OF MINUTES

Mr. Hawkins moved and Mr. Haddad seconded to approve the minutes of September 26, 2005 as presented.

So passed unanimously.

### III. MOMENT OF SILENCE

Mayor Paterson requested a moment of silence for all our troops serving abroad and for all those affected by natural disasters all over the world.

### IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mayor Paterson asked if there were any comments by the public other than comments on the Municipal Development Plan for Storrs Center. Persons may make comments on that during the public hearing.

No comments from the public.

Mr. Clouette moved and Mr. Haddad seconded to move item #6 "Proclamation in Honor of Amanda Barry" up on the agenda to be the next item discussed.

So passed unanimously.

#### 6. Proclamation in Honor of Amanda Barry

Mr. Haddad moved and Mr. Clouette seconded that effective October 11, 2005, to authorize Mayor Paterson to issue the attached Proclamation in Honor of Amanda Barry.



*Town of Mansfield  
Proclamation  
In Honor of Amanda G. Barry*

*Whereas, Amanda G. Barry, long-time Mansfield resident and parks and recreation employee, donated two weeks of her time and effort to the American Red Cross Hurricane Katrina relief efforts in Houston, Texas; and*

*Whereas, she tirelessly and selflessly aided hurricane victims and provided them with the basic necessities of food, comfort and friendship at a time when their lives were turned upside down; and*

*Whereas, during a time of crisis, Amanda extended her compassion and love to those who needed it most; and*

*Whereas, her letters home to friends, family and co-workers gave us all a heart-wrenching perspective of the tragedy of this natural disaster as well as a renewed faith in the goodness of human kind; and*

*Whereas, Amanda is a remarkable role model and an exceptional individual:*

*NOW, THEREFORE, I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, on behalf of the Town Council and the citizens of Mansfield do hereby issue this proclamation on this eleventh day of October in the year 2005 to Amanda G. Barry in recognition of her volunteer efforts on behalf of the victims of Hurricane Katrina.*

---

Elizabeth C. Paterson  
Mayor, Town of Mansfield  
October 11, 2005

So passed unanimously.

Ms. Barry came forward and received the framed proclamation from Mayor Paterson.

## V PUBLIC HEARING

### 1. Municipal Development Plan for Storrs Center

Prior to public comments, Mayor Paterson requested people to try to keep their comments to approximately three minutes and to please allow everyone to speak for the first time before they are recognized for the second time. People wishing to speak should raise their hands, be recognized and come forward to the microphone. Please state your name and address for the Town Clerk. A vote on this issue will not be this evening, but the next meeting. This is the time for the public to make comments to the Council.

Mr. Stephen M. Bacon, Wormwood Hill Road and a member of the Board of Directors of the Mansfield Downtown Partnership, made remarks on the proposed Municipal Development Plan. See attached.

Mr. Tom Cody, Attorney from Robinson and Cole, representing Storrs Center Alliance, discussed the purpose of the master developer. Storrs Center Alliance is responsible for the following: preparing the MDP, assembling and acquiring all the properties needed for this project, and acquiring all government permits and approvals, before Storrs Center can be built and finally developed to bring Storrs Center to life. The vision for Storrs Center is to redevelop Storrs Center into a village that will link the University and the Town in an exciting, vibrant, people oriented, pedestrian friendly environment including homes, places to work and shop and places to have fun. The Municipal Development Plan includes many different sections reviewing the technical requirements that we have to satisfy under the general statutes. Our intent this evening is not to present to you those technical materials, but give you some of the highlights. There have been numerous environmental reviews. The Office of Policy and Management approved the Environmental Impact Evaluation in 2003 subject to two conditions. The first was that a Municipal Development Plan be developed and secondly they noted that storm water management system must be carefully designed and approved by the Department of Environmental Protection. The project area is approximately 51 acres, but the concept plan limits the plan to 15-16 acres of development. The Environmental Impact Evaluation necessitated a more cluster form of development. A significant amount of land would be in a conservation area.

OCTOBER 11, 2005 PUBLIC HEARING  
CONDUCTED BY THE MANSFIELD TOWN COUNCIL  
ON THE PROPOSED MUNICIPAL DEVELOPMENT PLAN  
COUNCIL CHAMBERS – MANSFIELD TOWN HALL

REMARKS OF STEPHEN M. BACON

Good evening. My name is Steve Bacon. I live on Wormwood Hill Road, and I am a member of the Board of Directors of the Mansfield Downtown Partnership.

On May 28, 2002, the Mansfield Town Council adopted a resolution to designate the Mansfield Downtown Partnership as the municipal development agency for the Storrs Center area, and authorized the Partnership to proceed with the preparation of a Municipal Development Plan pursuant to state statute. At that time, the Town Council entrusted the Mansfield Downtown Partnership with the responsibility of advancing the public interest as it relates to the Storrs Center project. Now, almost two and one-half years later, after much public input and the devotion of many, many volunteer hours, I am pleased to report that the Municipal Development Plan (or "MDP" as it is often called) is now ready for your consideration.

On Thursday of last week, our Board conducted a public hearing at the Bishop Center on the campus of the University of Connecticut to take comment from members of the Mansfield community regarding the Municipal Development Plan. After receiving that public comment our Board voted unanimously to present the MDP to the Mansfield Town Council and seek your approval. If you have not yet seen the transcript of that public hearing, I would strongly encourage you to review it as there may be citizens who addressed our Board that may not be here tonight.

A journey of two and one-half years has taken us down a very long road, but we have been able finally to commence the process of public review of the MDP by virtue of the finding by the State Office of Policy and Management that this Municipal Development Plan meets all required criteria of that Office.

Since then, on September 9, the Windham Region Council of Governments unanimously found the MDP to be consistent with the regional plan, and the Mansfield Planning and Zoning Commission on September 19 also unanimously found the MDP for the proposed Storrs Center project to be in accord with both the Town of Mansfield's 1993 Plan of Development and also the Town's 2005 draft Plan of Conservation and Development update.

Although the draft 2005 Plan of Conservation and Development for the Town of Mansfield has not yet been formally adopted, I should note that one of the 2005 Plan's objectives is to encourage mixed-use developments, such as the Storrs Center "Downtown" project where appropriate. And I quote from commentary in the draft 2005 Plan of Conservation and Development about the downtown project:

“This project, which includes new commercial and multi-family housing development and civic improvements, is expected to directly and significantly promote all four policy goals of this Plan.”

Those four POLICY GOALS of the draft 2005 Plan of Conservation and Development are:

- To strengthen and encourage an orderly and energy-efficient pattern of development with sustainable balance of housing, business, industry, agriculture, government and open space and a supportive infrastructure of utilities, roadways, walkways and bikeways and public transportation services.
- To conserve and preserve Mansfield’s natural, historic, agricultural and scenic resources with emphasis on protecting surface and groundwater quality, important greenways, agricultural and interior forest areas, undeveloped hilltops and ridges, scenic roadways and historic village areas.
- To strengthen and encourage a mix of housing opportunities for all income levels.
- To strengthen and encourage a sense of neighborhood and community throughout Mansfield.

Town Plans of Development dating back over thirty (30) years have identified Storrs Center as the location for the downtown. Over that same period of time, various studies about how to create a downtown have been ongoing. In the last decade, those studies included a November, 1995 task force report that was sponsored by the University-Town Relations Committee which, in turn, helped spawn the HyettPalma Mansfield Downtown Action Agenda in the year 2000 that recommended a downtown partnership comprised of public and private interests as an independent, non-profit organization to create a development framework with emphasis on public improvements, real estate development, business retention, recruitment of new business and marketing strategies.

From that grew the initial Board of Directors of the Mansfield Downtown Partnership which first met in June, 2001 and retained the consulting firm of Milone and McBroom. In May, 2002, Milone and McBroom put together a concept master plan for Storrs Center that was dubbed the Downtown Mansfield Master Plan. And the Downtown Partnership adopted the recommendation of Milone and McBroom that we follow the state law for municipal development projects which includes the creation of the MDP.

After its designation by the Town Council as the municipal development agency for the Storrs Center project on May 28, 2002, the Partnership retained the consulting firm of Looney Ricks Kiss to provide conceptual design and Municipal Development Plan implementation. When the Partnership issued Requests for Proposals from prospective developers, the community vision was far enough along that we had a good idea of what we were looking for in a developer, and we believe we found it in Storrs Center Alliance LLC.

The Partnership has begun reviewing a proposed conceptual land use plan prepared by Storrs Center Alliance that features dense, mixed-use development, large expanses of undeveloped space set aside for conservation uses, comprehensive design and sustainability guidelines developed over many monthly meetings with the Planning and Design Committee that I chair, state of the art storm water management systems, and creative ideas for the taming of Storrs Road. We have also been pleased with the Developer's thoughtful approach to the delicate issue of relocation of existing businesses including recent consideration of the construction of a new building, prior to demolition of any existing buildings, that could be made available for displaced businesses to move into if they so chose.

And we have received good news from both the federal and state government who think well enough of our plan to further it with financial support. We have been the recipient of two Small Town Economic Assistance Program grants totaling one million dollars for streetscape and town square improvements. In addition, the USDA rural development program has awarded three planning grants totaling \$175,000. And in August, Senator Joseph Lieberman came to town to announce a \$2.5 million federal appropriation for Storrs Road improvements.

For the town, achieving the vision of a vibrant downtown and main street has been and continues to be a priority. The recent very successful Festival highlights how much this community desires to have a vibrant downtown area where people can live, as well as come together for culture, entertainment and fun. A new Storrs Center will generate considerable tax revenue for the Town without stressing the school system. The Town of Mansfield will be a better place with Storrs Center.

For the University of Connecticut, achieving the vision of a vibrant downtown and main street continues to be a priority because it furthers the institutional mission of the University by providing attractive places for a diverse range of people to live near the campus, as well as a vibrant place where people can come together for culture, entertainment and fun. The University will be a better place with Storrs Center.

Our Board hopes that we have met every expectation of the Town Council as an open and democratic body that has promoted public participation in every step of this process. As your municipal development agency, and with the able assistance of our executive director, Cynthia van Zelm, the Mansfield Downtown Partnership has:

1. Managed to involve over 250 residents of the town, members of the business community and representatives of the University, in the Partnership's business;

2. The Partnership has welcomed the participation of over 35 non-Board members on the Board's six standing committees;
3. The Partnership has conducted over 246 public meetings including Director meetings, Committee meetings, sessions with this Town Council and the Planning and Zoning Commission, and neighborhood meetings and public outreach sessions with civic and community organizations;
4. The Partnership has faced head-on with open minds and thoughtful deliberation difficult issues like relocation of existing businesses as well as cutting edge issues like green building technology;
5. and, not insignificantly, The Partnership has fostered a cooperative town-gown spirit.

Please keep in mind that the longstanding desire to redevelop our downtown area was the initiative of town officials, residents of our community, business owners and officials of the University of Connecticut, it was not the initiative of the Developer. We've been talking about this for more than a decade, maybe several decades, before Storrs Center Alliance became involved. Also keep in mind that WE, town officials, residents of our community, business owners and officials of the University of Connecticut, and not the Developer, chose the method to reach our goal, namely the MDP, because WE thought this was the best way to protect OUR interests, the interests of the people who live and work in the Town of Mansfield.

As far as we have come, our work is far from over. It should be evident, however, that the MDP represents years of very hard work with significant contributions from Mansfield residents, Mansfield business owners, Town officials, and representatives of the University of Connecticut all of whom volunteered their time to help make Mansfield a better place.

Thank you for your trust, and I hope that you will conclude that we have served that trust well.

Mr. Macon Toledano, Vice-President of planning and development for LeylandAlliance, and project manager spoke. The goal is to create a mixed-use village. It will be a series of neighborhoods, a series of places and make Storrs road more of a main street. There will be identifiable sections. The Town Square, the first phase, will be a cluster of buildings and spaces shared by all of the major, civic functions of Mansfield; the University, High School, Town Hall and Community Center. There will be a village street. You will enjoy walking through this region, the public realm. Then onto a regional shopping area. Behind that will be primarily a residential area. These series of neighborhoods will be a livable, sustainable community. This project will be in phases so that each neighborhood can take on its own identity, life. At completion the project will consist of 500-800 residential units, 150,000-200,000 square feet of retail and restaurant space, 40-75,000 square feet of commercial office space and 5-25,000 square feet of civic and community uses, which will be the landscaping and exterior exposure for park benches and meeting areas. Phases need to grow organically so that when one is developed the next phase will be a meaningful and natural progression.

Mr. Tom Cody discussed four additional elements of the MDP: 1. Infrastructure, 2. Zoning 3. The relocation of the existing businesses and 4. project finance. With respect to the infrastructure there is three key aspects that includes the utilities, traffic and parking. We find that the capacity for all infrastructures is in place. Particularly we have worked with the University on provision of water and sewer service to this project. We are very familiar to the water supply plan, we are aware of the town's participation in that process. We are interested in the water issue and will continue to work with the University and the town to see an adequate supply of water is available for this project. We have already noted key roadway improvements; new roads would be constructed in Storrs Center, and most of them will be public streets maintained by the Town. The State Traffic Commissioner will require a certificate of operations. The Environmental Impact Evaluation did study traffic patterns and noted there were potential roadway improvements to be put in place. Parking will be provided in a number of ways: on street parking, parking in lots, structured parking facility, and satellite parking. We have retained an expert on parking design. Roads will be constructed, traffic and transportation design need to be approved. Ample parking is essential to the success of the mixed-use neighborhood. They will be looking for State and Federal funding for a parking garage, which would be owned by the Town and hopefully, be an early stage of development. There must be zoning approval for a new zoning district. Mr. Cody discussed the relocation plan. It is not anticipated that any property for Storrs Center will be acquired by eminent domain. No residences will be displaced. There are a number of businesses in the area, which will be displaced. We have been working with the Partnership's Business Development and

Retention Committee which has met with businesses and has recently hired a consultant to move this relocation plan smoothly along. It is actively working with UConn to develop a small retail building to house these commercial businesses before the rest of the buildings are built. There is a possibility of a temporary space being made available. This is a 165 million dollar project. Approximately 140 million will be private investments, and 20 million dollars is being sought in public assistance. There will be 115 construction related jobs created, 895 permanent fulltime jobs, and approximately 250,000 dollars in permit fees per year. Finally, the net tax will be positive and will be approximately \$181,000 in 2006 up to three million. There is a significant fiscal impact on the town. Our next step is our presentation to you, we hope you will approve this, and move on to the state for final approval. Following that we will be working with Planning and Zoning, Inland Commission, state and federal agencies, working close with the partnership, the business tenants, seeking public support for this project, to bring Storrs Center to life.

Cynara Stites, 122 Hanks Hill Road. Two weeks ago I came before the Council and asked you to have a public hearing. Since then the partnership has made an effort to save the local businesses. As I understand it, a University official has made a promise to sell a parcel of land to the developer who will build a permanent building for Storrs Automotive and some of the other businesses now in University owned buildings. However, you will not find this in the Municipal Development Plan. I don't believe you will find anything about this in writing anywhere. What we have is a verbal promise from a UConn official to sell land to the developer, this is the same UConn official who said that the trees along Separatist Road would not be cut down. After those trees were cut he said he had never promised that these trees would not be cut down. The DEP, because of citizens in the area, made UConn clean up the mess in the storm water drainage area. If we have learned anything we have learned that verbal promises from the University are suspect. Let us not go down that road again. Even though the Mansfield Downtown Partnership, that is a partnership which includes the local businesses, the relocation plan in the MDP is to evict the local businesses and if the local businesses survive until the new buildings are ready for occupancy businesses would move in if they could afford the rent and be upscale enough to meet the goals of attracting out-of-towners to patronize the businesses in order to make the new downtown viable. At the last town council meeting, council member Carl Schaefer said, pay them \$10,000 and they will go away. This is the plan you are being asked to approve. The recent promises to supply permanent housing for some locally owned businesses have not been included in this plan. The interest of the University, the Mansfield Downtown partnership, and the Town of Mansfield are not necessarily identical. I believe the town has the responsibility to keep the current locally owned businesses in the downtown area from being demolished in

the name of progress. I urge the Town Council to withhold the approval of the Municipal Development Plan until UConn Board of Trustees has committed to selling the land to the developer and until the developer has committed to construct the building that has appropriate space and affordable rents for the locally owned businesses that are currently located in the buildings that are going to be raised.

Maria Gogarten, 916 Warrentown Road, read a statement regarding her concerns about Freedom of Speech. See attached.

Richard Schwab, 85 Willowbrook Road, we are abutters of the property. We have been involved for 2 ½ years of the planning and discussion and have found to take my hat off to the Alliance, the developer, very responsible. My wife is a professor of landscape architecture and is very sensitive to issues of design and sustainability and proper development and she thinks like I do that this is a tremendous asset to the community. I am also Dean of the School of Education at UConn and I recruit ten people a year and I always speak of Mansfield as the town to move into because of the schools and our community. I have been successful with quite a few of them; they are great members of our community and are very excited about this project. This will be a great asset to our community for our town and the University.

Sarah Domoff, Student Government President. I live at 104C Grasso Hilltop apartments, University of Connecticut. As Student Government President I must speak on behalf of the student body. I need to emphasize the needs of students in a college town. Students are concerned with the businesses that received eviction notices or so we were informed. These businesses are important to and contribute to the University community. I find the redevelopment of a downtown environment essential, as do the students at UConn. However, I would like to be assured that, in other means than words, that these businesses such as Wings over Storrs and Store 24 will be accommodated. These businesses not only serve the University but also are more valuable to town residents than university students. Many of these businesses have been serving the area for years and are in fact a part of a community in themselves. Not including these businesses because they would not meet the ideal businesses that are set to be in the town center moves away from the original message of a community center. From another Senator of the Student Government: "Because the UConn students will be the centers' biggest supporters, the student's interests must be kept in mind". I appreciate the work of the Downtown partnership and its director Cynthia van Zelm who have presented this projects to us several times. Please include me and other students in the fruition of this process.

I am Maria Gogarten of Warrenton Road in Mansfield and I am a board member of the ACLU Connecticut Northeast Chapter.

The concern of the American Civil Liberties Union is that the freedom of Speech will not be adequately preserved in the proposed Storrs Downtown Area. I have been assured that the right to freedom of speech will be properly preserved on the proposed "**town green**" portion of the Storrs Downtown area, however, it remains unclear if the streets and sidewalks will be considered public space as well.

The general attitude of the Downtown Partnership board and the Mayor towards this question seems to be that one should not worry. But at this point it is not clear whether the sidewalks of Downtown Storrs will be **public** space and considered such for freedom of speech purposes.

This matter is of great importance in these times when people are thrown out of malls or forced to leave airplanes simply because they are showing views that the owners of the area disagree with.

If the streets and sidewalks of the new downtown are considered private space the same private jurisdiction could be applied, severely impairing one's freedom of speech.

Therefore I ask that the Mansfield Town Council clarify this matter BEFORE the proposed Downtown plan is finalized. The designation of public and private space must be made clear and the town attorney should be consulted on the issue.

Jack Stephens, 270 South Eagleville Road, I live about a mile from here. I attended a meeting about two weeks ago on porous pavements. This concern about increase in impervious surfaces, the roofs and the paving, is a factor we should be concerned about. We tried porous pavements about 20 years ago and it didn't work very well. Recently new developments showed six University developments like this where porous pavement like this was used. Only part of the pavement is porous and it permits the water to drain, the gravel underneath is the storage area. And then on into the water table. If we consider porous pavement to reduce runoff, I think we should.

Cindy Vengroff, 141 Gurleyville Road, as I watched the Fenton River going lower and lower I am concerned over the water supply. I urge the Council to thoroughly look into the University's use of water from the rivers and if it is adequate for this size project.

Nathan Stern, 49 Separatist Road. I believe that the Downtown Development is a very important addition to life in the Storrs area. There will be increased traffic by the downtown center and that there will be plans to "calm the traffic" by narrowing Route 195 so that traffic would be slowed down, making it quite difficult for traffic on the north/south routes. Town and drivers would have to find alternate routes in order to combat the slowdown because of squeezing of Route 195. I live on Separatist Road; it is the only north/south road in Storrs between Rte. 32 and 195. It is very clear that the traffic will be deadly on Separatist. There are children, old people, living there and E.O. Smith and University students using the road. If Separatist Road actually becomes the alternate road for trucks and cars, it is a terrible price to pay for something that in itself is a good thing. I beg the members of the Council please be sure to pay attention to this problem on Separatist Road and allow members of the community who live on separatist road some kind of meeting in which there can be input concerning ideas for traffic problems on Separatist Road.

Pat Suprenant, 441 Gurleyville Road. My background is in real estate, particularly commercial real estate. You need to do due diligence to make sure this project is ensured for the next generations. Question: What exactly is in the content of the water, sewer and utility agreement between the University and the developer? Details are important. The other issue is the first developer's default. Question: In the event the first developer were to default on the project and the partnership was unable to exercise its right of first refusal and the land and property were to pass to a second developer do you know what if any rights the partnership would have over the second developer? You need to do more exploration into the impact this project may have if it does not succeed. There will probably be multiple developers on site. You must ask what will happen if this first

developer does not succeed. He has mentioned phases. Question: What kinds of commitments, guarantees do you have from the developer? From reading the development agreement it appears to me that the only financial guarantee we have to the town is \$200,000. If something should happen we should have a financial agreement, a commitment. The third question is in the creation of new zoning districts. On the web page of the developer, not in the MDP, they mention a creative zoning and pressure being put on the approximately 400 home business occupations to participate in the commercial/office space. In the plan they are talking about 40-70,00 square feet of office space, which is the equivalent of a 4 or 7 story office with a 10,000 square foot, foot plan. If there were demand for that kind of office space, it would have been here right now. So my question is and it concerns me is there a hidden agenda to move home businesses into these office spaces? Is there an assumption, a true demand, and need for that kind of space in Storrs? I am a realist.... take a look at that consultant's assumption behind those tax revenue statements. How much of that is based on commercial leasing and how much is based on office space? Attach a realistic time line behind those revenues. Town Council should look at the details behind the development. We would all like to see an enriched downtown and we would all like to see commercial and residential and office space, but let's be practical about what is really possible.

John Barry, Director of University Communications at the University and I live on Thomas Drive. Part of my responsibilities there are to market the school and the recruiting of students. The University began doing surveys on students in 1995. Academics were rated very high with students. Athletics rated very high with students. In value we have always scored well. Where we did not fair so well was in the areas of our facilities and in the area of student experience on and off campus. Since that time a lot of things have happened on campus and we have transformed our campus. We have improved a lot of what happens to our students on campus. The student experience off campus continues to be rated poorly. The College Board group also conducts surveys, and the only two variables which have gone down is a college students surroundings and off campus experience. We have done probably all we can on campus to address some of the negative issues. We don't have a town center; we need to change this for our own children and for the students who will be coming here.

Becky Henderson, 109 Husky Village, President of Resident Halls Association. She read a letter from a student that works at the Visitor's Center. See Attached. The letter is from Lindsay Rice. Becky also asked if any noise pollution studies had been done.

Peter Millman, 122 Dog Lane, for the past two years I have been on the planning and design development committee of the partnership. I have

Dear Ms. Henderson,

I received your email regarding wanting input from students about the Mansfield Downtown Center. I unfortunately will not be able to attend the meeting due to prior commitments, but I did want to put in my "two cents" (although I am not quite sure what type of feedback you are looking for).

~~Being that~~ I work at the Visitors Center on campus (I am tour guide), I can candidly tell you that one of the "Top 10 questions" I receive is "Do you have a downtown area?" Although I of course go on to describe the many things students can do to "get around" this aspect (Manchester, clubs and organizations, sporting events, etc.), the truth of the matter is, this is the number one thing that Storrs, CT needs. It is probably the single most obvious deterrent that keeps quality students from coming here -- probably because most undergraduates make their decisions not based on the quality of the programs, but the "feeling" they get when they are on the Storrs campus. Most often they are overwhelmed and overjoyed -- Uconn usually exceeds their expectations and destroys all stereotypes they have developed. But outside of these college walls, as you are already aware, there is nothing. This lack of a college town as inevitably promoted the the stereotypes of "cow country," "boring," and "in the middle of nowhere." ("They only started calling the town Storrs when they added the second one.")

And as a student, although I have enjoyed my time here and will continue to be an active promoter for this University, it is aggravating, for lack of a better word, that we do not have more options. We need higher quality off-campus housing that hasn't been destroyed by previous tenants or is so far away that there is a twenty minute commute to campus (not to mention the traffic on campus and the problematic parking). We need places to shop... the 15 minute drive to Manchester is difficult and gas-guzzling especially within our time-constraints. We need higher quality places to eat: unique restaurant's to bring our parents, to celebrate momentous occasions, and to learn about each other. Those who are of age need more options for going out on the weekends -- the idea of partying in apartments is awful and the decision to drive 30 minutes to Hartford is dangerous when the intent is to go into a bar-type atmosphere. Most importantly, we need choice and variety. Vendors need to understand that they will thrive off one another instead of competing with one another if they are in the same area. Multiple clothing stores, multiple restaurants, and varying apartments choices are imperative for the continued growth of the university, the attraction of high-quality students, and the quality of life for current students.

It is unfortunate that I will not bear witness to the completion of this project, but I do look forward to returning as an alumnae!

Warm Regards,  
Lindsay Rice

P. 14  
Has there been a noise pollution study?

gotten a very favorable response from Storrs Alliance; it is an excellent product of planning and involvement by a cross section of community. The deeper reason I have supported this is a firm sense of that the prevailing pattern of development in Connecticut, which is the sprawl development, is the wrong way to go throughout Connecticut and especially in Mansfield. This plan that we have is the unsprawled, un-Vernon, un-Manchester way of going. The process of impact on the environments, present residents and businesses will be dealt with as we go along. The overall affect on Mansfield will be an exceptionally positive one. I hope you will consider this plan of development and approve it.

Ron Kelly, 29 Bundy Lane, my concern is about the existing businesses. Nice plans, but I think we have a village. To me a village is businesses old friends people we know and the history of our town. I would find it morally inexcusable not to find a way to keep our village in our new village. I know recently there have been plans to include them, but the plans seem to be vague and not written.

Michael Taylor, 12 Stone Mill Road, and I am here with my wife Ilse, and we own Storrs Commons. It is 100% occupied, and I get at least three or four calls a week about space. I am speaking as citizens of the community. I have spoken to some of the businesses today and there is a much more positive feeling about the relocation effort. I think it is incumbent on this commission to make sure these are not hollow promises, assurances are important. I have always felt that this would be addressed for very simple economic reasons. There is a lot of property being developed. To fill up the property they have a built in core group here. Let's see that these businesses are not severely inconvenienced in this bridge, transition period. When I came here in 1962 this was a suitcase university. We went home on the weekends. We have always heard "why can't we have a community like Amherst? North Hampton? Princeton? Here is our opportunity. The Town has always had an acrimonious position with the University and vice versa. I have never seen such cohesive attempt before; let us not thwart it by unreasoned concerns. Jerry Spears years ago, spoke "I want a sense of place" and that's what I want also.

Neil Eskin, Associate Director of Athletics at the University, We, as all universities operate in a very competitive environment. We are all competing for outstanding students. We want to keep outstanding Connecticut students here in Connecticut. We will be competing for students who are looking at what we offer: academically, athletically and socially. We hear it over and over again as we recruit students, one void is the town in which the university sits. The town cannot be sold. We strongly endorse this project; it will be the one missing piece in this community's portfolio of assets. This is the opportunity to have a vibrant community that actively acts with the University. It will enhance the

quality of life and add depth, life and breadth to this community. Look at the big picture, what was suddenly a void can become a great point of pride for this community one more reason for perspective students and residents to be attracted to the town and the university.

Denise Burchsted, Executive Director of the Naubesatuck Watershed Council, 268 Warrenville Road. I came about a month ago in front of the Council to talk about the Fenton River, which was drawn down. There is no shock that I am here again speaking on the water supply for this project. The Fenton River did dry out. The watershed council has been very concerned for a number of years now about the adequacy of water and we are troubled that these concerns are not being met. We are also concerned about the Willimantic River, which may not be enough. We strongly encourage the Council to have a vision for water supply, which includes genuine estimates of water, and supply. It needs to be clear who will be managing the water. There is a statement that the Connecticut Water Company will be managing the water supply, this is a real critical issue. The University water supply is not subject to the same rules and regulations of other water supply companies. The public has been prevented from being able to participate in this process in the water supply plan. We should be included. Also concerned over the water storm drainage we note that there is some green space in the plan, but not enough space for retention spaces. We have heard that there will be some green building practices by the developers to help develop increased run off rates. We need assurances that the frequency of flooding will not increase or if it will increase to what extent. Developers have recognized community concerns and we know that they have been hard at work on this, but we still believe there are unanswered questions, which need to be answered.

Lenore Grunko, 95 Hanks Hill Road, from the very beginning my biggest concern was the road. I have not seen any details. Is there a vision of another community I can see? I can't get a picture of it.

Marty Hirschorn, 38 Fellen Road, This project is the best idea in 30 years we have lived here. The second was the Community Center, which has been a success. As I remember there was lots of criticisms of it, and it has done extraordinarily well. I have been a member of the Business Development Committee during that time I have been favorably impressed with the Director and the members with their careful planning. It is for a sense of community that this village will bring us, a place to bring your kids, grandkids, friends, and a wonderful place to visit. Hopefully this will be a regional opportunity for people to share. I support this, I hope you will approve this, and I have great faith in the people who have had the responsibility to get us here.

Manny Haidous, 102 Cedar Swamp Road, a lifelong resident of Mansfield. The overall initiative is something that was needed by the town. The partnership, Leyland, Macon, have all been cooperative. My wife owns a business here as well as my parents own the shopping mall across the street and for me it is something that is long overdue. Storrs is not a place for a young man; we need to keep children in the area. I only know Rob Miller who stayed in this area. This is needed to keep people in the area. I believe most of the issues can be worked through. The plan is in a phase stage, which will have checks and balances. My concern is that what do we do if you turn this down? Projects like Pfizer, that we just let slip through our fingers, I know there were questions about the land, but we could have worked around it. I encourage you that when there are issues to develop, look around for any potential objections. This is long overdue and needed in town.

Ayla Kardestuncer, 1641 Storrs Road, there doesn't seem to be too difficult to approving this, however how many people have brought up good reasons to be careful, cautious, take your time. You are not in a rush. All the issues that have been brought up are really tenuous. They are wishful thinking, and I don't mean they can't be done, but it's going to be like this or that...you don't know the ownership of the land, the relocation proposal, the public streets, who owns it. Are the streets owned by the developer or the town, are they really the public's? We need it in writing, and I don't mean that they can't be done, Something must be done to keep the people who are here now, who want to stay, they have stuck it out in the slow times, they are a village. We all know there is not enough water, you must settle that. What kind of research has been done on what kind of stores will come in here? Gap isn't going to come here. The students are not here four months, and we're not going to buy that stuff, we are too old....Maybe it will be exactly the same stores we have now, that's fine...whatever. The idea that everything is phased, what are the phases? I remember UCEPI, first we will build the apartments, then the road to nowhere, then the tech park. Then he couldn't finish it, he sued the university...but he was able to keep Celeron. How do you know that the first phase will be the only phase? How is it going to be done? You do not have to rush with your vote. I'm sure you are going to straighten everything out. My request is that you take your time with all of these; you had some wonderful questions brought up tonight.

John Saddlemire, Vice President of Student Affairs at the University and I live at 484 Browns Road. I would like to weigh-in in support of this project. And all that it will bring both personally, professionally and for the students and residents as well. While I have learned through my 24 years of working with students, never to attempt to speak for them, on behalf of their opinions, I have listened to them over the past four years here and all I have heard is what you have heard from the students, a

vibrant downtown is critical to an overall experience for students. They want a vibrant life on campus, and we have made great strides towards that, and they want a vibrant life off campus and an opportunity to interact with the community as well as interacting with a campus. Also I speak as an employer as Dean Schwab did, I have hired a number of people in the division of Student Affairs and I can tell you that it is a very important part and a conscious decision for folks as to whether they reside here or they choose other locations based on what they feel is a fully engaging downtown. As I came here four years ago, coming from a very traditional midwestern town, I wondered where do they do the Fourth of July Parade? Where do those events occur? And I think we have begun to get a feeling about that, some of the things that have been done downtown and so I am committed to Mansfield. I heard about the development of the downtown, I felt that it was a very important aspect of what my life has been literally since I was born. And I share with you that my father was a faculty member at institutions and my mother worked at a University and I have known nothing but college towns my entire life. Each of those communities was different, unique, but they all had a common thread, a vibrant interchange between a university and a town. There is nothing better than to create a quality of life, and I hope to retire in a college town, because of that very vibrant life that it brings. So again on behalf of students, on behalf of employees and my family as residents. I'm very supportive of your effort with this project.

James Schweppe, 89 Separatist Road, and I would like to talk to you about a couple of issues that are very near and dear to my heart. One is the water supply issue that needs to be solved and DEP and the Dept. of Public Utilities need to be involved in making the final decision. In 2004 I spoke to a high-ranking DEP person about getting connected to UConn water supply. He told me that under no conditions would they allow another family on the line because he felt that they were at capacity. You should pursue that further. Costs need to be analyzed. Traffic concerns need to be addressed. I live on Separatist Road; no letters were sent to the residents when a bus route was established thru that road. Will trucks be next? UConn has told me that they would not create a disturbance going through Separatist with trucks, but will they follow those prior agreements? You are our elected officials; you are the ones who will ultimately be making the decisions, try to gather as much facts to make your decisions.

Azimi Talat of Separatist Road, concern over the traffic on Separatist Road. We have seen no details of how things are going to work. If things are changed on Rte. 195, please get as much information as you can before you make your decision.

Carol Pellegrine, 269 Clover Mill Road, I have three children and they all refer to Storrs as "Snores" They didn't want to stay in town because it was "Snores", but I would like to say the concept plan is good, I have a couple of reservations, I know there are a number of towns that have a town green, shopping area, that type of thing, and it is all very lovely, a nice thing to be able to walk around, go into a number of different stores, and I'm assuming that that's the kind of concept is being developed here. What bothers me, I have heard, and my question is, if it is true, the first phase is to build a parking garage and I will tell you that I don't know many University towns that have parking garages as part of their town green area. I understand there is a need for another parking garage in relationship to the University, but I would rather see us phase it in as the needs arrive, and maybe look at the housing and the town green stores, shops before we do another parking garage.

Richard Pellegrine, 269 Clover Mill Road, This meeting has been very enlightening to me I had not realized that in all the years that I have lived in Mansfield Connecticut, that I have not been living in a town that had some degree of vibrancy and appeal to lots and lots of people. What I would like to say is that many of the things that I have heard so far tonight seem to indicate that the University Community, especially the student body, will find a great thing in the Town Green project and I am really happy. Because when we get one it will be much easier to recruit students to the University of Connecticut now that we have a town identity. Three weeks ago I was in what I considered to be a town center in Poduka Kentucky. And one of the things that interested me was that they were in the throes of having a food fest and there was a great deal of community spirit involved there. There was old and young. And what I have heard tonight is what an appeal our new town green plan will have on the younger, the students at the University. One of the things that appealed to me in Poduka Kentucky was to see some park benches with some elderly people playing backgammon and I am wondering in the plan of development is there any provision for pop corn dispenser so that old people can buy popcorn and feed to the pigeons? Thank you very much.

Robin Weiner, Birchwood Heights, and I am concerned over water for this development. If the water system is marginal what will happen if you add 5-800 housing units plus office space and businesses. This is not a small concern this is reality of what is coming with this development. Another serious reality is the traffic situation, having events, diverting traffic to other neighborhoods created a burden for those neighborhoods, as we have heard from the separatist road people. People have also mentioned the necessity to not go on generality. Be very specific, before taking action. So you are going to hire a subcontractor if you own your house, you would have everything very specific, otherwise you might have some rude surprises ahead of you. So I would suggest that everything be done very

carefully and specifically worked out before taking action. This might take some extra time to do, so do not rush forward with any decisions. Also, I have one question as a resident of Birchwood heights, and that is, they have recently surveyed the Moss Sanctuary. The red flags are up, small trees have been tagged, the unofficial word from the town hall is they intend to transfer the Moss Sanctuary to the town. My concern is that our community water system depends upon it, whether there will be any provision for this Moss Sanctuary land to work in tandem with the downtown development. Will there be development of Moss Sanctuary? This would have a very large impact on our street.

Mr. Tom Callahan, Association Vice President of University of Connecticut and special assistant to President Phil Austin and a member of the Board of Directors of the Downtown Partnership representing the University. I am simply going to bookend my colleague Steve Bacon, I simply want to remind people how far we've come and a number of questions that have been asked tonight some of which have been considered, some of which have not been considered. Those will be responded to in an appropriate way, but this plan had its beginnings in the ashes of Pfizer. If you think about what happened in 1999... Mike Schor essentially organized a group of people when Pfizer went down and said that the Town of Mansfield, from a development point of view, had three areas that needed attention. Mike went out and pulled together Hyatt Palmer. Mayor Paterson came in and spearheaded the group from the Council who worked on this project for the last five years. Some of which are on the Council now and other people like Phil Barry, Jim Stallard, and Chris Thorkelson have been involved for quite some time. While we have been a full partner, by that I mean the University of Connecticut has been a full partner in those efforts. In fact we have followed that Town's leadership in getting this effort started and essentially bringing us along in this process. So I would like to thank you for your leadership, for the financial investment you have made in this process at this point of time. Between the operating support that has been given to the Partnership over the course of the last 3 or 4 years, the great sources of funds that have been raised and mentioned already, the USDA and STEAP program and through the federal government. There has been an investment of well over 2 1/2 to 3 million dollars that has gone into this project up to this point in time. These efforts through this organization and through this project have led to several other partnerships between the Town of Mansfield and the University of Connecticut over the course of the past couple of years. They include things like the community council on substance abuse and they include the discussions underway in terms of the town's interest in working with the University in developing an appropriate facility for senior citizens or an assisted living facility. The project we are talking about tonight is something that both the University and Town have aspirations for, that is a vibrant village center which essentially will serve

as a meeting place for both the University and the town of Mansfield. It is a place where we will both share our history and our future destiny. The thing that has been the hallmark of this process to this point in time has been an extremely deliberate, I know of no other project in this town since I have been here that has been in gestation as long as this has. It has been transparent as Steve mentioned earlier this evening the number of public meetings that have been held. It has been participatory. The results may not have essentially been unanimous, but there has been strong consensus built on this project over the course of the last five years. Through Hyatt Palmer, thru Milone and MacBroom, thru LRK, thru the development team right now, this is another step; it is not the final destination. We have, after the MDP is approved; we have the special design district and the permits we need to secure. The Board has been designated the development agency project by a unanimous vote by the Council, we have taken the trust very seriously; we have addressed community concerns as they have come up and incorporated their ideas. We have made intelligent decisions managing this project going forward like the use of eminent domain. We have maintained our independence from the development team in terms we brought them in as a partner but we have maintained our independence. We are responsible, for example, for the managing of the relocation program for the project. So we ask you to think this through pretty carefully. As I said there are a number of questions, which have been or have been asked before, and we have worked on, and I think we have been fairly thorough and quick in response, for others we have to have time on. I simply want to respond to a couple of things that came up tonight specific things that came up if I can because they are a matter of concern. The issue of the relocation of..the response that was provided last week by the Mansfield Downtown Partnership. The genesis for that was, I believe that Mike's (Gergler) committee, the Business Retention and Development Committee, had a meeting a week ago Tuesday. At that meeting there was concern expressed regarding the relocation of tenants. This has been a bit of the chicken and the egg discussion at the partnership level. Do you proceed in terms of the resource requirement to hire a relocation specialist; do you ask the developer to bring on a casting agent prior to the MDP being approved? Because there is no assurance no one is going to take for granted the approval of this body or any other body that it is going to get done. And there is a cost of doing that. Based on the conversation that came out of Mike's committee, basically a quick meeting pulled together of some of the core leadership of the partnership along with the developer and the town. We met with 13 members of the local business community and basically came up with three-prong approach is on the ground right now. The partnership decided to bring in and hire Phil Michalowski and bring him on immediately and start that process. The development team essentially brought their casting expert on a fellow by the name of Max Reim and his crew to start that process immediately. And the University ...the development team had approached

the university about 60 days ago, and asking the University to consider as part of the land that is being conveyed in this project to convey a parcel of that land early to facilitate construction of a building that would house some number of the tenants that are currently located in Storrs center. These discussions have been underway they did not get the attraction they needed to get we as the result of this conversation are moving this expeditiously, very quickly in part of that we'll be doing that in front of essentially the whole ..... So there has been some ambiguity regarding that being introduced tonight. And I wanted to clear that issue up...Again I ask that that I think, from my personal vantage point inside the University right now there's not a thing that I have personally been involved in in my 10 years at the University of Connecticut that has gotten this kind of time and attention, this kind of resource and this kind of desire from the University of Connecticut. I ask you I'm pleased with the number of colleagues that came tonight to express their support with this project, to articulate what it means to the University and for all of us people like John Barry, people like John Saddelmire, like Dean Woods, Dean Schwab and others who have invested a lot of time and energy on behalf of the University to get us to this point and I hope you will consider this project in front of you. Thank you.

Min Lin, 71 Separatist Road, I have two children, 10 and 11; I have been a resident of Mansfield for 13 years. My husband and I are employed at the University. We are excited about this idea, and thank all of the bodies' effort to bring this together, but I am here mainly to restate my neighbors concern about the traffic. We have children playing in the yard, my kids are very active, we have neighbors across the street here, and they have kids playing in the yard on all day long on the weekends before dark. We have joggers along the road and you may not have realized but our area is a victim of UConn basketball game. During the basketball season we cannot get out of our house for a good thirty minutes to an hour, before the game and after the game. If there is another traffic coming to our road that will be another, we'll say very disturbing to us. It may be worse that the basketball game because there is not all year round basketball games but if we have the downtown and the traffic diverted to our road 352 days it will be all year round. I would urge the committee to really consider this disturbance, which could come to our neighborhood to our residents. And also I will restate all our residents' reasons. I urge the committee to bring our residents into this discussion. Up to this point we haven't been included in any discussions even, but this is in the plan, if you divert traffic into this area.

The public hearing was closed at 9:50 p.m. There was a short recess.  
Meeting continued at 10:15 p.m.

Mayor Paterson thanked all the persons for their patience. She stated that the Development Team members would come back to the next meeting with some answers for some of the questions that were raised tonight and the Town Manager will distribute those notes to the Council prior to the next meeting. If the Council members had any questions to please submit them to Cynthia van Zelm, Director of the Downtown Partnership or Martin Berliner, the Town Manager so that we can have the answers by the next Council meeting. Question by Council member Clouette: In addition to the technical resolution we will have that the state statutes ask us to approve or disapprove do you think there might be some opportunity for expressing the sense of the Council on some of these issues even as a separate resolution? Mr. Lee Cole-Chu, legal counsel for the Partnership. I think the distinction is whether it is an expression of conditions or condition or concern about the issues going forward. He also informed the Council that their deliberations are not limited by the questions you prepare in advance. Your debate, whenever it occurs, will be entirely up to you.... you can come up with additional questions and I would expect that to happen. Mayor Paterson stated that the Council would be discussing this again at the next meeting on the 24<sup>th</sup> and as many of Council members that are able to attend so that if we do have additional questions or need clarification on issues the Counsel will here to respond to them.

## V. OLD BUSINESS

### 2. Issues Regarding the UConn Landfill

The Town Manager stated that the material was the standard quarterly report and that the project is moving along.

By consensus item #7. was moved on the agenda

### 7. Presentation on Lead Testing

Mr. Rob Miller, Director of Eastern Highlands Health District spoke to the Council on childhood lead screening. Lead poisoning is the most common environmental health problem affecting our children and is entirely preventable. Mr. Miller handed out literature on this subject. See attached.

All children between the ages of 1 and 2 should be screened for this health risk in Connecticut, however there is no such law in Connecticut.

### 3. Skate Park Proposal

Mr. Curt Vincente, Director of Parks and Recreation, came forward to answer any questions from the Council.

Early Childhood DataCONNECTIONS  
**2004 Early Childhood Indicators**  
**State of the Young Child Profile for Mansfield, CT**

In Mansfield, there are 740 children under the age of 6. (US Census Bureau, 2000)

Health and Child Development	Mansfield		Connecticut	
	#	% or Rate	#	% or Rate
Births to Mothers with Late or No Prenatal Care (1999-2001)	31	9.6%	13519	10.9%
Low Birthweight Births (1999-2001) <sup>1</sup>	14	4.3%	9599	7.5%
Infant Deaths (1997-2001) <sup>1</sup>	2	- per 1,000 live births	1422	6.6 per 1,000 live births
Births to Teens Ages 15-19 (1999-2001) <sup>1</sup>	17	5.2%	9747	7.6%
Births to Mothers with Less Than a High School Diploma (1999-2001) <sup>1</sup>	18	5.6%	13762	11.0%
HUSKY A (Medicaid) Enrollment (average monthly enrollment for all children under age 19: FY2004)	438	N/A	208147	N/A
Children Ages 1 and 2 Screened for Lead (2000-2002) <sup>1</sup>	97	14.3%	111047	42.0%
Children Ages 1 and 2 Identified with Blood Lead Levels >=10ug/dL (2000-2002) <sup>1</sup>	2	N/A	3399	N/A
Children Under Age 6 with Special Needs				
Ages 0 to 3: Birth to Three System (Early Intervention) Enrollment, FY2003	28	N/A	9403	N/A
Ages 3 to 5: Preschool Special Education Enrollment, 2003-2004 School Year	31	N/A	8144	N/A

Safety and Child Welfare	Mansfield		Connecticut	
	#	% or Rate	#	% or Rate
Children Substantiated as Abused/Neglected (all children under age 18: 2003)	32	11.2 per 1,000 children	11288	13.2 per 1,000 children

Economic Stability	Mansfield		Connecticut	
	#	% or Rate	#	% or Rate
Children Under Age 6 in Poverty (2000)	69	9.6%	29348	11.1%
Children Under Age 6 Receiving Welfare (monthly caseload as of October 2003)	12	N/A	14694	N/A

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Figure 6. Elevated Blood Lead Levels among one and two year olds, 2002

	# EBLs	Combined Scr. Rate	% EBLs among those tested	% housing stock before 1960	% families below poverty level
Connecticut	997 (100%)	46%	2.5%	48%	5.6%
4 cities <sup>1</sup>	699 (64%)	69%	4.0%	62%	19.2%
11 cities and towns <sup>2</sup>	186 (19%)	52%	5.0%	51%	7.4%
15+ cities and towns	172 (17%)	36%	0.8%	42%	3.7%

It has been established that children in low-income families who live in older housing are at increased risk for lead poisoning<sup>4</sup>. The situation in Connecticut is no different. The four cities that had the most EBLs also have a poverty rate for families that is nearly 4 times the state average. They also have a proportionately higher number of older housing units. The pattern holds true for the 11 cities and towns that also had a (combined) high prevalence rate and contributed a disproportionate number of EBLs. These 11 towns also had proportionally more poverty and a higher number of older units than the state average.

#### *Housing and Environment*

There have not been many surveys that have considered the housing stock in Connecticut. The single best source of housing information is the US Census. One analysis of census housing data is the Comprehensive Housing Authority Strategy (CHAS) Databook put out by HUD. For Connecticut-specific estimates, the Department of Economic and Community Development (DECD) used the formulas in the CHAS analysis to estimate the number of housing units in Connecticut that are at high risk of having lead paint hazards. The DECD analysis concluded that roughly 17.7 percent of Connecticut's total housing units present potential lead-paint hazards to the families who live in them. The following table (Figure 7) shows the estimated number of hazardous units by year groupings.

Figure 7. Age of Housing Stock

	Pre-1940 Housing Units	1940-1959 Housing Units	1960-1980 Housing Units
Total	507,378	333,654	339,132
Affordable to low income households	112,402	80,214	113,575
Housing units w/ lead paint (probably)	101,161	64,171	70,416

The most common source for lead exposure for children is lead-based paint that has deteriorated into paint chips and lead dust<sup>5</sup>. In Connecticut, 99% of the 372 dwellings in which a lead hazard was identified during the one-year period 7/1/2001- 6/30/2002 had a lead paint hazard (a non-paint source of lead was found in addition to paint in 7% of inspected properties.)

When a child is found to have a confirmed (venous) blood lead level of 20 µg/dL or greater, an epidemiologic investigation including a comprehensive lead inspection of the child's residence is required by law in CT. The DPH notifies the respective LHD when a "case" is initiated. An epidemiological investigation and a comprehensive lead inspection are performed by the LHD (or is contracted out under LHD authority). The property owner is then responsible for submitting an abatement plan, and abatement should begin within 45 days of receiving the order. After abatement is performed, then the property is subsequently inspected, including a visual inspection and the collection of laboratory samples. If the property is "cleared" then a letter is sent.

Local health departments are required to submit quarterly reports related to lead inspection and abatement activities to the CT Commissioner of Public Health. LEMU receives and compiles these quarterly reports. This compilation then serves as the source for statewide information for the entire sequence of events. The percentage of LHDs that submitted quarterly reports has gone up over each of the last 3 years, from 72% to 80% to 91% for the most recent year available. Similarly, the number of completed inspections and the number of completed abatements have also gone up in each of the last 3 years. This may be due, in part, to increased vigilance on the part of both the DPH and LHDs, in stressing timeliness and adherence to abatement guidelines.

★ <sup>1</sup> Bridgeport, Hartford, Waterbury and New Haven

<sup>2</sup> Bristol, Hamden, Manchester, Meriden, New Britain, New London, Norwich, Norwalk, Stamford, West Haven, Windham

<sup>3</sup> U.S. General Accounting Office, Lead Poisoning: Federal Health Care Programs Are Not Effectively Reaching At-Risk Children, GAO/HEHS-99-18, Washington DC, January 1999.

Mr. Haddad moved and Mr. Clouette seconded to authorize staff to transfer \$40,000 from the capital non-recurring fund to the capital improvements fund to fund the construction of a skate park on the town's community center property, and to proceed with construction of the project, in partnership with local contractors and businesses.

This project has been on the five-year plan for several years. Business people have come forward to assist with this project. This is basically a slab surrounded by fencing. The Director will estimate on cost of programming, age and supervision of hours. Planning and Zoning is not aware of the project.

10:50 p.m. Mr. Paulhus had to leave for work.

Motion by Mr. Haddad to table this item. Seconded by Mr. Hawkins.

So passed unanimously.

#### 4. Fenton River

The Town Manager reported that he and the Mayor would be attending a meeting with DPHS later this week. The Town is beginning to get information. The Consent Order from the DPHS to the University was included in packet. Also a response from DEP Commissioner G. McCarthy. This is an ongoing process and this should be an item as a recurring business on future agendas.

#### 5. Campus/Community Relations

There was an update in the packet.

### VI. NEW BUSINESS

#### 6. Proclamation in Honor of Amanda Barry

Presented earlier in the meeting.

#### 7. Presentation on Lead Testing

Presented earlier in the meeting.

#### 8. Collective Bargaining Agreement between the Mansfield Board of Education and the Mansfield Administrators' Association

Ms. Koehn moved and Mr. Clouette seconded to ratify/approve the Agreement between the Mansfield Board of Education and the Mansfield Administrator's Association

So passed unanimously.

9. US Mayors' Climate Protection Agreement

Ms. Koehn moved and Mr. Clouette seconded to table this issue.

So passed unanimously.

VII. DEPARTMENTAL REPORTS

No comments.

VIII. REPORTS OF COUNCIL COMMITTEES

No comments

IX. REPORTS OF COUNCIL MEMBERS

Mr. Clouette reported that he had attended the Town/Gown meeting this afternoon. A resident of Hanks Hill Road had spoken about their concerns of a house inhabited by fraternity members. There was a brief report from Sergeant Cox. Substance Abuse Partnership committee also gave a report.

X. TOWN MANAGER'S REPORT

The Town Manager handed out a notice about two information sessions to be held on the referendum questions. They will be held on Nov.1 and 3. from 7-9 in the Council Chamber.

The Town Manager, Mr. Hart and Mayor Paterson will be going to a meeting in the future with the Housing Authority about Holinko Estates Phase II.

Request to check about the Code Book and the individual books of Council Members-do they all have the most recent additions.

XI. FUTURE AGENDAS

XII. PETITIONS, REQUESTS AND COMMUNICATIONS

10. Explanatory Text for November 8, 2005 Referendum

11. Development Agreement by Mansfield Downtown Partnership Inc. and Storrs Center Alliance
12. T-Mobile re: Wireless Telecommunications Facility at 230 Clover Mill Road in Mansfield
13. V. Walton re: Festival on the Green Composting and Recycling
14. NLC News re: Reaction to Barton's Proposed Gasoline Act
15. N. Stevens Re: Bond Issue for the Mansfield Community Center
16. A. Barry re: Recognition of Support and Encouragement
17. Press Release from Mansfield Resident Trooper's Office re: Fraud Investigation
18. WRTD re: Provision of Transportation Services

XIII. EXECUTIVE SESSION

Not needed.

XIV. ADJOURNMENT

At 11:10 p.m. Mr. Haddad moved and Mr. Clouette seconded to adjourn the regular town council meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 24, 2005  
**Re:** Swearing in of Collector of Revenue and Town Assessor

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**Subject Matter/Background**

At Monday's meeting, Town Clerk Joan Gerdson plans to swear-in Mansfield's new collector of revenue and town assessor.

Christine Gamache, CPA, was hired on May 31, 2005 as Mansfield's Collector of Revenue. Christine came to us with significant experience working in the private sector and at Windham Hospital where she served as the senior reimbursement analyst. We are very happy to have her as a new member of our team.

Irene LaPointe was originally hired in 1993 as the assistant to the assessor, and moved up the ranks to the position of property appraiser. On October 2, 2005, Irene was promoted to the position of town assessor. We congratulate Irene upon her career progression with the Town of Mansfield, and acknowledge her fine service to the town to date.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Martin Berliner, Town Manager *MHB*  
**CC:** Matt Hart, Assistant Town Manager; Cynthia van Zelm, Mansfield Downtown Partnership  
**Date:** October 24, 2005  
**Re:** Municipal Development Plan for Storrs Center

---

**Subject Matter/Background**

As you know, the town council at its last meeting conducted a public hearing regarding the Mansfield Downtown Partnership's proposed Municipal Development Plan for Storrs Center. The purpose of this memorandum is to review the pertinent issues that have been raised regarding the plan and the process, and to recommend that the town council adopt a resolution approving the development plan.

The Mansfield Downtown Partnership, Inc., the town's duly appointed municipal development agency, and Storrs Center Alliance, Inc., the partnership's master developer, have prepared the proposed municipal development plan. The municipal development plan serves as the legal document that sets out the parameters for the development of the Storrs Center project. The members of the town council have all received copies of the plan, which is very comprehensive in its scope. Among other issues, the development plan details and reviews the geographic boundaries of the project area, land acquisition and disposition, proposed land uses and restrictions, design and development standards, business displacement and relocation, job creation and project financing.

The primary goal of the Storrs Center project is to create a mixed-use village and downtown center for the benefit of the greater Mansfield community. As designed, the village will occupy about 15 acres of the overall 50-acre property, with the remainder of the site reserved for open space. The municipal development plan combines architecture, pedestrian-oriented streets and public spaces into a series of smaller neighborhoods that will comprise the new town center. The plan also incorporates ground floor retail and commercial uses that open onto landscaped sidewalks and intimate streets to reinforce traditional downtown activity. The development plan will be further supported by a combination of residence types, including town homes, condominium apartments and rental apartments, which will be located throughout the village.

At completion, Storrs Center will provide 500-800 residential units, with a mix of market rate rentals and for-sale dwelling units; 15,000-200,000 square feet of retail and restaurant space; 40,000-75,000 square feet of commercial office space; and 5,000-25,000 square feet for civic and community uses. The project will also include 1,500 parking spaces, through a mix of surface parking, on-street parking and a parking garage.

## Issues

The Mansfield Downtown Partnership has prepared a comprehensive response to the questions and comments presented at the public hearing, and staff agrees with the content of those responses. However, there are several issues that the staff and I would like to address separately:

- 1) *UConn land sale to master developer and UConn promise to extend water and sewer to Storrs Center.* I wish to emphasize that both of these transactions are being negotiated at "arms length." UConn will sell its land to Storrs Center Alliance for market value, based upon a professional appraisal. Similarly, UConn will extend its water and sewer service to the developer on the same fee basis that it uses for other customers, such as the Town of Mansfield. It is important for the public to know that there are no "sweetheart" deals between the university and Storrs Center Alliance.
- 2) *Storrs Center Municipal Development Plan.* In his attached legal opinion, the town attorney finds that the municipal development plan is legally consistent with the relevant law, and that the town council has the legal authority to approve the development plan as presented. This is an important surety for the town council.
- 3) *Storrs Center Development Agreement.* To respond to a question presented by the town council, I have asked the town attorney to examine the development agreement with respect to its impact upon the interests of the town. The town attorney has ruled that the development agreement does protect the interests of the town with regard to the establishment of the legal relationship between the Mansfield Downtown Partnership and Storrs Center Alliance, for the purpose of completing the Storrs Center project.
- 4) *Relocation of existing businesses.* In its response to the questions and comments raised at the public hearing, the Downtown Partnership addresses the issue of relocation in a comprehensive manner. To summarize, the Partnership and Storrs Center alliance will perform the following:
  - Retain the firm of Harrall-Michalowski and Associates to commence work immediately to provide relocation assistance to existing businesses (please see the additional agenda item that staff has submitted requesting an appropriation of \$20,000 to begin this work)
  - Work with the University of Connecticut to develop a permanent retail building as a preliminary phase (Phase 1-A) of the overall project to allow for relocation of some existing businesses (please see the additional agenda item that staff has submitted to help provide funding for this initiative)
  - Commence work immediately with Max Reim of Live Work Learn Play LLP to select the tenants for the Storrs Center buildings to be constructed following the Phase 1-A building
  - Investigate opportunities to make temporary business space available for existing businesses

I have asked the town attorney to review the Storrs Center Relocation Plan, and he has determined that the plan is in full compliance with the requirements of state and federal law, and that the council has the legal authority to approve that plan as part of the overall municipal development plan. The municipal development plan does

not call for the use of eminent domain or the displacement of private residences. I support the proposed relocation plan and find that it is proactive and innovative, and treats our existing businesses in a fair and responsible manner.

- 5) *Water supply.* The Downtown Partnership has addressed this issue in its response to the comments raised at the public hearing, and I have also attached under the Fenton River business item a progress report from the university regarding its water supply system. The university is in the midst of upgrading its Willimantic wellfield pumping and distributions systems. Staff's understanding is that a process is in place to upgrade these facilities by the end of January 2006 and to increase the pumping capacity from 1.1 to 1.5 million gallons per day. Furthermore, the university and other relevant parties will undertake additional steps such as improvements to equipment and infrastructure, and the introduction of additional conservation measures to improve its overall water supply system and capacity.

I have discussed this matter with both the university and the Connecticut Water Company, which has been recently selected to provide interim management of UConn's water utility. Ultimately, issues such as water, parking and traffic will be limiting functions with respect to the maximum development of Storrs Center. As we move forward to the permitting phase, local, state and federal regulators will be reviewing the proposed project plans with these issues in mind.

- 6) *Freedom of assembly and expression.* The question as to what extent citizens will be able to exercise Constitutional rights of freedom of speech and assembly in the new project area has been raised by both residents and the town council. Consequently, I have asked the town attorney to review this issue as well. As explained in his attached opinion, although he finds no express assurances that streets and other public areas will be transferred to the town, the intent of the plan regarding the public nature of the concept public places is so strong that it is legally enforceable. Consequently, both the town attorney and I are "convinced that citizens will be able to enjoy their full entitlement to Constitutional rights in the public streets and public areas of Storrs Center."

### **Financing and Fiscal Impact Assessment**

As proposed, Storrs Center is a \$165 million project, designed to be financed through a combination of \$140 million in private investment and \$20+ million in public funding. You will note that this breakdown between private and public financing compares favorably to other public-private development projects around the state, which generally rely upon a much greater percentage of public financing.

While working with Storrs Center alliance to prepare the municipal development plan, the Downtown Partnership retained the firm of Urban Partners to evaluate the economic and fiscal impact of the Storrs Center project. The key findings from the analysis conducted by Urban Partners are as follows:

- The project will provide \$142 million in new construction and \$57 million in construction payroll.
- Storrs Center will create an average of 115 full-time equivalent construction jobs over the seven-year construction period, and 895 permanent full-time jobs after build-out.
- The project will provide more than \$1.8 million in tax revenue to the town during the development period.

- At full build-out, the Storrs Center project will result in a net annual positive fiscal impact of \$2.5 million, increasing thereafter by approximately three percent per year.

Urban Partners' projections do net out the costs the town will incur as a result of the project, such as increased costs for education, public works and public safety. Overall, the project will significantly enhance the local economy and the economic welfare of the town.

### **Legal and Agency Review**

The municipal development plan has been reviewed extensively by local, regional and state agencies. The Partnership's Board of Directors has reviewed and approved the plan, and the Connecticut Office of Policy and Management (OPM) has ruled that the development plan is not "inimical" to statewide planning objectives. In addition, the Windham Region Council of Governments (WINCOG) finds that the municipal development plan comports with the regional plan of development, and the Mansfield Planning and Zoning Commission has determined that the Storrs Center plan is consistent with both the 1993 plan of development and the 2005 draft plan of conservation and development. I also wish to highlight that the PZC has found that the municipal development plan is expected to significantly promote all four policy goals of the town's 2005 draft plan of conservation and development. These four policy goals concern the importance of: 1) promoting orderly and energy-efficient development; 2) conserving and preserving Mansfield's natural resources; 3) strengthening and encouraging a mix of housing opportunities in town; and 4) strengthening and encouraging a sense of neighborhood and community.

### **Next Steps**

In collaboration with the business community, Mansfield residents and the University of Connecticut, the town has been actively working on the Storrs Center project since 1999. In 2002, we identified the municipal development plan process as the preferred route for this project, particularly due to its emphasis on public participation and involvement, and the ability of the town and its partners to guide the project. The completion of the municipal development plan is the culmination of our planning efforts, but now begins the process of putting together a detailed construction project in which specific issues can be further reviewed and debated. The town council and town staff will continue to have a significant role in overseeing the Storrs Center project as it moves closer to implementation.

Upon receiving approval of the municipal development plan, Storrs Center Alliance and the Mansfield Downtown Partnership will move forward to prepare a text and map amendment to the zoning regulations to create a special design district, which would be named the "Storrs Center Special Design District." The amendment to the zoning regulations will be consistent with the municipal development plan and include a special permitting procedure that is detailed in the plan. The text amendment to the zoning regulations will include sustainability guidelines, and new construction in Storrs Center will need to comply with the requirements of the design district. The Mansfield Planning and Zoning Commission will be responsible for reviewing and approving the text and map amendment to the zoning regulations.

## **Recommendation**

At this point, staff recommends that the town council adopt a resolution approving the municipal development plan for Storrs Center. Our reasoning behind this recommendation is largely based upon the benefits and enhancements that we believe the project will bring to the greater Mansfield community. One benefit is that the development plan incorporates good, intelligent land use with its focus on revitalizing an existing core center, as opposed to building in an undeveloped area. Also, the businesses located in Storrs Center will enhance the local and regional economy through sales, the provision of services and the creation of jobs.

In addition, as pointed out earlier, the Storrs Center project will positively impact the town's grand list. This factor is important because Mansfield is very dependent on state revenue, which places the town in a tenuous position during those times when the state needs to reduce state aid to municipalities.

The University of Connecticut will benefit from the project when university students and staff are able to enjoy the sort of off-campus amenities and services that exist in many of the nation's successful collegiate communities. UConn is already blessed with a talented student body and faculty, but once Mansfield has these off-campus amenities, the university will be in an even better position to recruit and retain the best and the brightest. Moreover, Storrs Center will provide more diverse and healthier leisure alternatives for students, and these leisure opportunities will serve to improve the quality of the student's experience.

Lastly, the Town of Mansfield prides itself on the great quality of life that it offers to its residents. The Storrs Center project will allow the town to improve upon this quality of life by providing the community with more services and amenities as well as an enhanced civic identity. Mansfield and UConn will now have a true town center, as enjoyed by other communities in New England and around the nation.

If the town council supports the recommendation to approve the municipal development plan for Storrs Center, the following resolution is in order:

### **RESOLUTION OF THE MANSFIELD TOWN COUNCIL MAKING CERTAIN FINDINGS AND APPROVING STORRS CENTER MUNICIPAL DEVELOPMENT PLAN**

WHEREAS, it is desirable and in the public interest that the Mansfield Downtown Partnership, Inc. ("the Partnership"), as the municipal development agency of the Town of Mansfield, Connecticut, pursuant to Connecticut General Statutes ("C.G.S.") Section 8-188, prepare for the Town of Mansfield a municipal development plan for an enlarged and more economically diverse downtown, called Storrs Center, for the welfare of the Town and citizens of Mansfield, and of the state, pursuant to the provisions of C.G.S. Chapter 132; and

WHEREAS, the Partnership and Storrs Center Alliance, LLC, the Master Developer for Storrs Center selected by the Partnership, have prepared the Storrs Center Municipal Development Plan, dated August 25, 2005, pursuant to the provisions of C.G.S. Chapter 132; and

WHEREAS, said Storrs Center Municipal Development Plan (the "Storrs Center MDP") was duly referred to the Regional Planning Commission of the Windham Region Council of Governments and found by that Commission to be in accord with the present plan of conservation and development for the Windham Region, *i.e.*, the Windham Region Land Use Plan 2002 as amended in July of 2005; and

WHEREAS, the Storrs Center MDP was duly referred to the Mansfield Planning and Zoning Commission and found by that Commission to be in accord with the Town of Mansfield's 1993 Plan of Development and with the Town's 2005 draft Plan of Conservation and Development update; and

WHEREAS, thereafter, on October 6, 2005, the Partnership, as Mansfield's municipal development agency, held a public hearing on the Storrs Center MDP pursuant to C.G.S. Sec. 8-191(a), and other applicable laws; and

WHEREAS, after said public hearing, the Partnership duly approved the Storrs Center MDP; and

WHEREAS, the Mansfield Town Council is the legislative body of the Town of Mansfield, Connecticut;

NOW THEREFORE, the Mansfield Town Council hereby RESOLVES as follows:

(1) The Mansfield Town Council approves the said Storrs Center Municipal Development Plan;

(2) The land and buildings within the Storrs Center project area will be used principally for a mix of uses, including a Town Green, public streets and parking areas, businesses and residences, which is in accord with the Town of Mansfield's 1993 Plan of Development, with the Town's 2005 draft Plan of Conservation and Development update, and with the present plan of conservation and development for the Windham Region, *i.e.*, the Windham Region Land Use Plan 2002 as amended in July, 2005;

(3) The Storrs Center MDP is not inimical to any statewide planning objectives of the state or state agencies as coordinated by the Secretary of the Connecticut Office of Policy and Management;

(4) The Storrs Center MDP will contribute to the economic welfare of the Town of Mansfield, the University of Connecticut, and the State of Connecticut;

(5) To carry out and administer the Storrs Center project, public action under Chapters 132 of the Connecticut General Statutes, as amended, is required (provided this Resolution does not approve taking of title to land by eminent domain); and

(6) The Mansfield Town Manager is authorized and directed to submit this Resolution to the Mansfield Downtown Partnership for submission, in turn, by the Partnership to the Commissioner of the Connecticut Department of Economic and Community Development for approval pursuant to C.G.S. Sec. 8-191(a).

## Attachments

- 1) Mansfield Downtown Partnership and Storrs Center Alliance re: Response to Questions and Comments, Town Council Public Hearing
- 2) Mansfield Downtown Partnership re: Relocation Plan for Storrs Center
- 3) D. O'Brien re: Storrs Center Municipal Development Plan
- 4) D. O'Brien re: Storrs Center Development Agreement
- 5) D. O'Brien re: Storrs Center Relocation Plan
- 6) D. O'Brien re: Storrs Center Municipal Development Plan, Freedom of Assembly and Expression

# MEMORANDUM

To: Martin H. Berliner

From: Cynthia van Zelm, Executive Director  
Mansfield Downtown Partnership

Leeland J. Cole-Chu, Legal Counsel  
Mansfield Downtown Partnership

Macon Toledano, Vice President for Planning and Development  
Storrs Center Alliance, LLC

Thomas P. Cody, Legal Counsel  
Storrs Center Alliance, LLC

Date: October 20, 2005

Subject: Response to Questions and Comments  
Town Council Public Hearing – October 11, 2005

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At your request, we have prepared the following responses to questions and comments at the public hearing on October 11, 2005 with the Mansfield Town Council. For your convenience, we have grouped our responses under subject headings.

## **Role of the Town Council**

Several questions and comments were directed to the role of the Town Council in the Municipal Development Plan (MDP) process.

The Town Council plays an important role in the MDP process. The Council is charged with reviewing the MDP and granting local approval. Following approval by the Town Council, the MDP is sent to the Commissioner of the State Department of Economic and Community Development for final approval. The Council should be aware that the staff of the DECD and the staff of the State Office of Policy and Management have thoroughly reviewed the draft that is before you and have confirmed that the MDP satisfies all of the required standards and criteria.

Other boards and commissions also have a role in the MDP process. The Mansfield Planning and Zoning Commission, the Windham Region Council of Governments and the Mansfield Downtown Partnership Board of Directors have all reviewed the MDP and recommended unanimously that it be approved.

## Relocation of Existing Businesses

Several questions were asked about the status of the efforts to relocate existing businesses within the MDP area.

The Mansfield Downtown Partnership's Business Development and Retention Committee has been discussing the issue of relocating existing businesses for over six months. With the leadership of Chairman Michael Gergler, the Committee has worked with almost all of the existing business owners within the Storrs downtown area.

Recently, many of the existing business owners met with Cynthia van Zelm, Mike Gergler and representatives of Storrs Center Alliance LLC and the University of Connecticut. During the course of the meeting, several concerns were expressed by existing business owners. As a result of the meeting, four specific action items were agreed to. All of the parties that participated in this meeting agreed to move these action items forward expeditiously and to continue an open dialogue. Earlier this week, the Partnership, the University and Storrs Center Alliance sent a letter to all of the existing businesses summarizing their efforts to date with respect to these action items, and a copy is enclosed.

In summary, these action items include the following:

1. The Partnership will retain Harrall-Michalowski and Associates to commence work immediately to provide relocation assistance to existing businesses. A meeting with the existing business owners has been scheduled for October 26, 2005.
2. Storrs Center Alliance and the University of Connecticut have agreed to work toward development of a permanent retail building that would be built as a preliminary phase to the Storrs Center Project (Phase 1-A), allowing for the relocation of some existing businesses before other redevelopment activities would begin. All participants agreed to cooperate in seeking the municipal approvals that would be required for such a building.
3. Storrs Center Alliance will commence work immediately with Max Reim of Live Work Learn Play LLP to begin the casting process for space within the portions of Storrs Center to be developed after the Phase 1-A building.
4. Storrs Center Alliance and the University have also agreed to investigate opportunities to make temporary business space available for rent for existing business to relocate to, pending a decision as to a permanent location, whether that be within Storrs Center or elsewhere. Municipal approvals might be required for such temporary space to be created or used for this purpose.

The MDP that is before the Council includes a Relocation Plan (section S), which has been prepared pursuant to state and federal statutes. The Relocation Plan identifies all of the benefits that existing businesses are eligible to receive. The items addressed above are in addition to the statutorily required elements contained in the Relocation Plan.

Together, the Relocation Plan and the MDP provide the following benefits:

1. Absent an MDP, any landowner would be free to end month-to-month rentals and would not be required to compensate tenants, or could sell the property to a developer who would be free to operate similarly.
2. If businesses faced lease expiration, there would be no preference for space in a new building such as the Phase 1-A building that is proposed.
3. Without a relocation plan as set forth in the MDP, there would be no legal requirement to provide relocation assistance, benefits, or consulting services to assist with relocation.
4. If the owners of property within Storrs Center decided to expand or redevelop incrementally over time, or sold their property to one or more developers, little or no integrated environmental protection and urban planning would occur, including sophisticated stormwater management, traffic planning, design guidelines and sustainability guidelines.

### Water Supply

Several questions were asked during the hearing regarding water supply issues.

The University of Connecticut has prepared a comprehensive water supply plan relating to its water supply system. That plan was submitted to the Connecticut Department of Public Health in 2004 and additional materials were submitted early in 2005. The water supply plan is a five year plan and the plan evaluates the capacity of the existing water supply system, the current demand for water and the projected future demand for water. It is important to note that the water supply plan projects future demands for water within the service area of the University's system. Among the projected demands for water is a specific allocation of water for Storrs Center.

A comment was made at the public hearing suggesting that the Town Council should get more involved in this process. As you know, the Town Council is already actively involved in the review of the UConn water supply plan. On June 6, 2005 the Town submitted a letter from Mayor Paterson and Planning and Zoning Commission Chairman Favretti to the Connecticut Department of Public Health attaching a series of comments relating to the town's review of the plan. In fact, the town has retained the engineering firm of Milone and MacBroom for the specific purpose of reviewing the plan and assisting the town in preparing its comments. The town continues to remain active in this process through meetings with the Department of Public Health and the Department of Environmental Protection.

The water and sewer agreements between the developer and the University are in the process of being finalized. They will obligate the University to provide an adequate water supply and sewer capacity to service Storrs Center.

## **Storm Water Drainage**

A question was asked whether the plan provided sufficient space for stormwater detention basins.

Section J of the MDP includes a conceptual design for the stormwater drainage system that would serve Storrs Center. Extensive design work has already been completed. Pages 106 through 109 of the MDP describe the storm drainage system and Figure 13 presents a conceptual design for the stormwater drainage system for Storrs Center. As Figure 13 clearly illustrates, several locations for potential stormwater detention basins have been identified and are shown on the plan. Members of the project team have met with representatives of the Connecticut Department of Environmental Protection on several occasions to discuss the conceptual approach to stormwater drainage and the feedback that we have received from the DEP has been very positive.

A question was asked about the use of porous pavers, which are one way that infiltration of stormwater can be increased. In fact, the stormwater drainage plan includes several approaches to promote the infiltration and recharge of stormwater. The details of exactly how this will be designed will be a part of the site plan process.

## **Traffic**

Several questions were asked regarding traffic that would be generated by Storrs Center including, in particular, potential impacts to Separatist Road.

Preliminary traffic studies have been completed and indicate that the existing and proposed streets will be able to safely accommodate the traffic that would be coming and going from Storrs Center. In fact, several traffic improvements have been identified which may ultimately improve traffic flow in the area. Separatist Road has not been identified as a major “cut through” for motorists. As noted during the presentation, a certificate of operation will be required from the State Traffic Commission and detailed traffic studies will be undertaken as more detailed plans for the project are developed. The Partnership and Storrs Center Alliance intend to meet with any interested neighborhood groups as more detailed plans are developed.

## **Market Research**

A question was asked regarding the market research that has been undertaken, including whether the potential office market has been studied.

The Mansfield Downtown Action Agenda 2000, prepared by HyettPalma, included extensive market research and analysis for retail, office and residential growth. The Downtown Mansfield Master Plan Target Market Strategies report, prepared in 2002 by Harrall-Michalowski and Associates, also included extensive market analysis. As the Municipal Development Plan process continued, the Mansfield Downtown Partnership commissioned a market study by Urban Partners, which concluded that a substantial market exists for all elements of the mixed use

program for Storrs Center. Storrs Center Alliance has also undertaken two additional market studies which generally confirm the findings reached in the previous studies.

With respect to office uses, although several inquiries have already been received from potential office tenants such as physicians and financial services professionals, it is not anticipated that office use will be a major component of Storrs Center. Accordingly, only 40,000 to 75,000 of square feet of office has been projected in the land use program. This space would largely be on the second or third floor, located above retail uses and spread out among multiple buildings. The amount of office space could easily be tailored to meet the exact demand for office at the time of construction. It is not anticipated that there would be any stand-alone office buildings constructed at Storrs Center.

### **Development Agreement**

A question was asked about provisions contained in the Development Agreement executed by the Mansfield Downtown Partnership and Storrs Center Alliance, LLC, including a question about the potential for developer default and the consequences of a second or third developer stepping into the project.

The Development Agreement provides that, in the unlikely event of a Master Developer default, the Partnership will have a right of first refusal for ten years following the event of default; the Partnership would have the ability to purchase any property owned by the Master Developer within the MDP area in the event that the Master Developer wants to sell the property. This provision will ensure that the Partnership can either approve a successor developer or take over the project, whichever seems best for the Project and the Town, in the event of a default. Finally, it should be noted that any developer subsequent to Storrs Center Alliance will be required to abide by the MDP, as well as to comply with all applicable zoning and other laws. In other words, the project will be developed in compliance with the MDP and these laws regardless of whether a second or third developer steps in.

### **Anticipated Tax Revenues**

A question was asked whether the tax revenue assumptions had been studied.

At the request of the Partnership, a fiscal impact analysis was prepared by Urban Partners and is included in the Municipal Development Plan. The assessment analyzes anticipated property tax revenues as well as anticipated municipal costs arising out of Storrs Center. The net tax benefit to the Town of Mansfield ranges from \$181,000 in tax year one to over \$3 million per year at build out.

### **Noise Study**

A question was asked regarding noise pollution and whether any noise studies had been conducted.

During the preparation of the Environmental Impact Evaluation (EIE), a noise analysis was conducted and the EIE concluded that “no significant noise level increases are anticipated.”

### **“Green Buildings”**

A question was asked regarding the developer’s commitment to construct energy efficient or “green” buildings.

The Municipal Development Plan indicates that the proposed zoning regulations for Storrs Center would include sustainability guidelines. These guidelines would be intended to promote the use of energy efficient buildings at Storrs Center. Storrs Center Alliance and the Partnership have already made significant progress in preparing a comprehensive set of sustainability guidelines, as contemplated in the MDP.

### **Streets and Sidewalks**

A question was asked about the ownership of streets and sidewalks in Storrs Center.

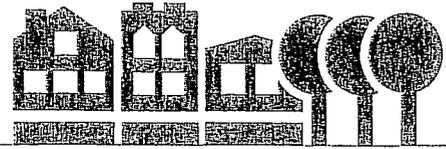
Not counting service alleys and driveways, all of the streets within Storrs Center will be owned and maintained by the Town of Mansfield like other public streets in town. In addition, public sidewalks will be provided throughout the project. With respect to the public’s rights of assembly and free speech, it is expected that all public streets and sidewalks in Storrs Center will be no different than the other public streets and sidewalks in Mansfield.

In addition to public sidewalks, the village concept will include additional outside areas for outdoor dining and similar functions. For obvious reasons, outdoor dining areas would be controlled by private entities, but this would not reduce the number or capacity of public sidewalks in Storrs Center.

### **Phasing**

A question was asked regarding the anticipated phasing for the project.

The MDP includes a conceptual plan for project phasing. The first phase of the project (following the Phase 1-A building, if that is built) is anticipated to be the town square at the intersection of Dog Lane and Storrs Road and, surrounding it, a significant phase of mixed use development including retail, restaurant and residential uses. In addition, it is anticipated that the parking garage would be constructed in conjunction with this phase. The intent would be that the parking garage would be completed at approximately the same time as the completion of the mixed use space. In that way, parking would be available for the initial businesses and residences in the area.



**Mansfield Downtown Partnership**  
*Helping to Build Mansfield's Future*

October 19, 2005

Mr. Peter Andrew  
Tedeschi Food Shops  
14 Howard Street  
Rockland, MA 02370

Dear Mr. Andrew:

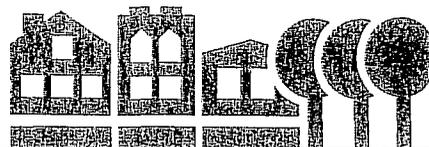
We wanted to take this opportunity to thank you for your interest and involvement in the Municipal Development Plan ("MDP") for Storrs Center. Many of you participated in a meeting with representatives of the Mansfield Downtown Partnership, the University of Connecticut and Storrs Center Alliance on October 4, 2005. The purpose of this letter is to not only express our appreciation to you for your participation, but also to memorialize the points of discussion from this meeting. We are committed to working with you to ensure a successful relocation of your business required by the redevelopment of Storrs Center.

As we have stated many times, eminent domain will not be used in conjunction with the project. All of the existing businesses will be treated fairly and in a manner that is consistent with their rights under their current occupancies, whether that be a lease or a month to month occupancy. A Relocation Plan has been prepared and it is included within the MDP. The Relocation Plan provides for relocation assistance for existing businesses in the project area in accordance with all legal requirements. These benefits would not be available if the project was not a public-private partnership proceeding under the authority of an MDP.

In addition to the benefits that would be received under law as described in the Relocation Plan, we have committed to undertake the following additional efforts:

1. The Partnership has retained Mr. Phil Michalowski of Harrall-Michalowski and Associates to assist with the relocation effort. Mr. Michalowski is a relocation expert and has worked on other projects involving the relocation of existing businesses. The Partnership has agreed to retain Mr. Michalowski immediately and to have him commence his work as soon as possible. A kick-off meeting has been scheduled for October 26, 2005 at 5:00 p.m. at the Center for Hellenic Studies Paideia, 28 Dog Lane.
2. Storrs Center Alliance is committed to working towards the development of an initial building ("Phase 1-A") to be built for the purpose of relocating some of the existing businesses before redevelopment activities would commence. The University of Connecticut and Storrs Center Alliance have already begun discussions regarding the terms of a purchase and sale agreement for such a property, as well as the site planning that would be needed to plan such a new building. Mr. Michalowski will coordinate the effort of working with existing business owners who are interested in leasing space in the Phase 1-A building.

A critical piece of this puzzle, however, is that we must obtain regulatory approvals from the Town of Mansfield before such a building can be built. For example, we anticipate that a zone change and site plan approval would probably be required from the Planning and Zoning Commission. Storrs



**Mansfield Downtown Partnership**  
*Helping to Build Mansfield's Future*

Center Alliance will be unable to construct the Phase 1-A building without such approvals from the Planning and Zoning Commission.

3. In addition to working on the development of the Phase 1-A building, Storrs Center Alliance has agreed to commence the "casting" process for the phases of Storrs Center beyond Phase 1-A. Accordingly, Max Reim and his staff at Live Work Learn Play LLP will begin to work with the existing businesses to discuss how the casting process will work. This dialogue will enable existing business owners to begin the decision making process as to whether they will want to participate in the casting process for space in the buildings that will be built after Phase 1-A. Max Reim and his staff will also be part of the meeting scheduled for October 26, 2005 at 5:00 p.m. at the Center for Hellenic Studies Paideia, 28 Dog Lane.

4. Storrs Center Alliance and the Partnership have committed to investigating opportunities to make temporary business space available for rent for existing businesses to relocate to on a temporary basis, pending their final decision about where to locate permanently, whether that be in the redeveloped Storrs Center or elsewhere. It is possible that the use of such space on a temporary basis may require regulatory approvals from the Town of Mansfield so, again, we will need the cooperation of the Town in order to accomplish this goal.

We look forward to seeing you at the meeting on October 26 and to continuing our dialogue with you and the other business owners in downtown.

Sincerely,

Macon Toledano  
Vice President for Planning and Development  
Storrs Center Alliance, LLC

Cynthia van Zelm, Executive Director  
Mansfield Downtown Partnership, Inc.

Thomas Callahan  
Associate Vice President, Operations  
University of Connecticut

# O'Brien and Johnson

Attorneys at Law

120 Bolivia Street, Willimantic, Connecticut 06226

Tel (860) 423-2860

Fax (860) 423-1533

Attorney Dennis O'Brien  
dennis@OBrienJohnsonLaw.com

October 20, 2005

Attorney Susan Johnson  
susan@OBrienJohnsonLaw.com

Martin H. Berliner  
Town Manager  
Town of Mansfield  
Audrey P. Beck Building  
Four South Eagleville Road  
Mansfield, CT 06268

Re: Storrs Center Municipal Development Plan

Dear Mr. Berliner:

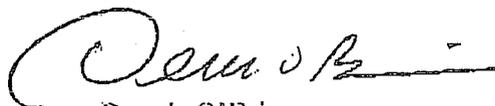
You have asked me, as town attorney of the Town of Mansfield, to provide you with an opinion as to whether the Storrs Center Municipal Development Plan is legally consistent with the law, and therefore may be approved by the Town Council at this time pursuant to the authority vested in the Council, the legislative body of the Town of Mansfield, by Connecticut General Statutes section 8-191.

This is to inform you and the Town Council that I have carefully reviewed the Storrs Center Municipal Development Plan, which was recently considered and approved by the Mansfield Downtown Partnership, the town's designated development agency, as required by section 8-191, and I have concluded that the Plan is in full compliance with all of the legal requirements of section 8-191, as well as those provided in Connecticut General Statutes section 8-189, which sets forth all of the required elements of a "project plan" like the Storrs Center Municipal Development Plan.

As all of the substantive and procedural prerequisites of the law have been fully satisfied, it is my opinion as town attorney of the Town of Mansfield that the Town Council has full legal authority to approve the Storrs Center Municipal Development Plan recently approved by the Mansfield Downtown Partnership, previously designated as the development agency of the town pursuant to Connecticut General Statutes section 8-188.

Please let me know if you or any member of the Town Council has any questions regarding this opinion.

Very truly yours,



Dennis O'Brien  
Attorney at Law

# O'Brien and Johnson

Attorneys at Law

120 Bolivia Street, Willimantic, Connecticut 06226

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October 20, 2005

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Martin H. Berliner  
Town Manager  
Town of Mansfield  
Audrey P. Beck Building  
Four South Eagleville Road  
Mansfield, CT 06268

Re: Storrs Center Development Agreement

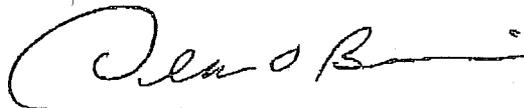
Dear Mr. Berliner:

You have asked me, as town attorney of the Town of Mansfield, to provide you with an opinion as to whether the Storrs Center Development Agreement is legally sufficient to protect the Town of Mansfield and its citizens in creating a legal relationship between the Mansfield Downtown Partnership, Inc., municipal development agency for the Town of Mansfield, and the Storrs Center Alliance, LLC, master developer, for the purpose of completing the Storrs Center project.

This is to inform you and the Town Council that I have carefully reviewed the Storrs Center Development Agreement, and I have concluded that it is legally sufficient to protect the interests of the Town of Mansfield and its people in the development of the Storrs Center project.

Please let me know if you or any member of the Town Council has any questions regarding this opinion.

Very truly yours,



Dennis O'Brien  
Attorney at Law

# O'Brien and Johnson

Attorneys at Law

120 Bolivia Street, Willimantic, Connecticut 06226

Tel (860) 423-2860

Fax (860) 423-1533

Attorney Dennis O'Brien  
dennis@OBrienJohnsonLaw.com

October 20, 2005

Attorney Susan Johnson  
susan@OBrienJohnsonLaw.com

Martin H. Berliner  
Town Manager  
Town of Mansfield  
Audrey P. Beck Building  
Four South Eagleville Road  
Mansfield, CT 06268

Re: Storrs Center Relocation Plan

Dear Mr. Berliner:

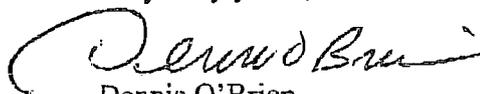
You have asked me, as town attorney of the Town of Mansfield, to provide you with an opinion as to whether the Storrs Center Relocation Plan, a statutorily required element of the Storrs Center Municipal Development Plan recently approved by the town's designated development agency, is legally consistent with state and federal law governing the relocation of project-area occupants.

This is to inform you and the Town Council that I have carefully reviewed the Storrs Center Relocation Plan, and I have concluded that the Plan is in full compliance with all of the legal requirements of both the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, 42 U.S. Code section 4601, et seq., and the Uniform Relocation Assistance Act, Connecticut General Statutes section 8-266, et seq., and is therefore legally sufficient as an element of the Storrs Center Relocation Plan about to be considered for approval by the Town Council.

As all of the requirements of state and federal law have been fully satisfied, it is my opinion as town attorney of the Town of Mansfield that the Town Council has full legal authority to approve the Storrs Center Relocation Plan as a necessary element of the Storrs Center Municipal Development Plan recently approved by the Mansfield Downtown Partnership, previously designated as the development agency of the town pursuant to Connecticut General Statutes section 8-188.

Please let me know if you or any member of the Town Council has any questions regarding this legal opinion.

Very truly yours,



Dennis O'Brien  
Attorney at Law

# O'Brien and Johnson

Attorneys at Law

120 Bolivia Street, Willimantic, Connecticut 06226

Tel (860) 423-2860

Fax (860) 423-1533

Attorney Dennis O'Brien  
dennis@OBrienJohnsonLaw.com

October 20, 2005

Attorney Susan Johnson  
susan@OBrienJohnsonLaw.com

Martin H. Berliner  
Town Manager  
Town of Mansfield  
Audrey P. Beck Building  
Four South Eagleville Road  
Mansfield, CT 06268

Re: Storrs Center Municipal Development Plan  
Freedom of Assembly and Expression

Dear Mr. Berliner:

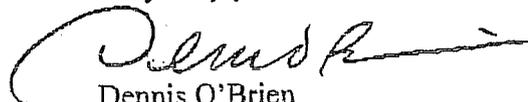
You have asked me, as town attorney of the Town of Mansfield, to provide you with an opinion as to whether citizens may expect to have access to streets, sidewalks and other "public areas" to be included in the Storrs Center development, for the purpose of exercising their basic Constitutional rights of freedom of speech and assembly.

Concern about such First Amendment rights may have arisen due to cases like United Food and Commercial Workers v. Crystal Mall Associates, 270 Conn. 261 (2004); and Cologne v. Westfarms Associates, 192 Conn. 48 (1984). In those cases, the owners of two giant shopping malls succeeded in preventing citizen groups from engaging in constitutionally protected activities within the malls on the basis of judicial findings that the common areas of the malls were private rather than public property.

I have carefully reviewed the Storrs Center Municipal Development Plan. Although I have found no express assurances that streets and other normally public areas will be transferred to the Town of Mansfield, and thereby be public rather than private property, the intent of the Plan as to the true public nature of the concept public spaces is so strong that in my opinion, for all practical purposes, it is legally enforceable. The Plan includes several references to "public streets" and "public areas" and is replete with strong implications that the usual "public areas," namely streets, sidewalks, and a town green will belong to the public. Accordingly, I am convinced that citizens will be able to enjoy their full entitlement to Constitutional rights in the public streets and public areas of Storrs Center.

Please let me know if you or any member of the Town Council has any questions regarding this legal opinion.

Very truly yours,



Dennis O'Brien  
Attorney at Law

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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:** October 24, 2005  
**Re:** US Mayors' Climate Protection Agreement

---

**Subject Matter/Background**

Due to time constraints, the town council tabled this item at the October 11, 2005 meeting.

Following the implementation of the Kyoto Protocol in 141 countries around the world and the failure of the United States to ratify the treaty, Seattle Mayor Greg Nickels has asked chief elected officials around the nation to join Seattle in taking local action to reduce global warming pollution. More than 175 cities and towns around the country have endorsed the agreement, including the Connecticut communities of Bridgeport, Hamden, Hartford, Middletown, New Haven and Stamford.

Under the US Mayor's Climate Protection agreement, participating municipalities must commit to the following:

- Strive to meet or exceed the Kyoto Protocol targets in their communities
- Urge their state government and the federal government to enact policies and programs to satisfy or exceed the greenhouse gas emission targets suggested for the United States under the Kyoto Protocol
- Urge the US Congress to pass the bipartisan Climate Stewardship Act, which would establish a national emission trading system

**Financial Impact**

It is difficult for staff to assess the financial impact of this initiative. However, we do have a successful history in developing and implementing programs and services, and conducting our operations in a manner that promotes clean air and sustainability. Regarding purchasing alone, while some green products are more expensive at the outset, they are generally designed to reduce energy and operating costs over the long term.

**Recommendation**

Climate protection is an important issue for communities around the country and the world. However, the issue of whether or not to endorse the climate protection agreement is a policy matter for the town council to decide.

**Attachments**

- 1) CCM Environmental Management Bulletin, US Mayors' Climate Protection Agreement
- 2) US Mayors' Climate Protection Agreement



CONNECTICUT CONFERENCE OF MUNICIPALITIES

900 CHAPEL STREET, 9th FLOOR, NEW HAVEN, CT 06510-2807 PHONE (203) 498-3000 • FAX (203) 562-6314

[www.ccm-ct.org](http://www.ccm-ct.org): Your source for local government management information on the Web

September 12, 2005, No. 05-06

## U.S. MAYORS CLIMATE PROTECTION AGREEMENT

### *Seattle Mayor Challenges U.S. Towns and Cities to Join*

Seattle Mayor Greg Nickels has asked mayors and first selectman across the country to join Seattle in taking local action to reduce global warming pollution. This challenge came after the Kyoto Protocol took effect in 141 countries.

Since that date, more than 175 towns and cities have signed on to the U.S. Mayors Climate Protection Agreement—including six Connecticut municipalities; *Bridgeport, Hamden, Hartford, Middletown, New Haven, and Stamford.*

Under the voluntary Agreement, participating municipalities commit to take the following three actions:

- ➔ Strive to meet or beat the Kyoto Protocol targets in their own communities, through actions ranging from anti-sprawl land-use policies to urban forest restoration projects to public information campaigns;
- ➔ Urge their state governments, and the federal government, to enact policies and programs to meet or beat the greenhouse-gas emission-reduction target suggested for the United States in the Kyoto Protocol -- 7% reduction from 1990 levels by 2012; and,
- ➔ Urge the U.S. Congress to pass the bipartisan Climate Stewardship Act, which would establish a national emission trading system.

For more information on the US Mayors Climate Protection Agreement, please visit:

[www.seattle.gov/mayor/climate](http://www.seattle.gov/mayor/climate)

**Cities Working Together to Protect Our Air Quality, Health and Environment:  
*A Call to Action***

March 30, 2005

Dear Mayor:

We invite you to join the **US Mayors Climate Protection Agreement** by signing onto the enclosed resolution and supporting it at the US Conference of Mayors meeting in June. We also welcome the endorsement of other Mayors, whether or not you are currently a member of the US Conference of Mayors.

With less than 5% of the world's population, the US produces more than 25% of the global greenhouse gas emissions, and those emissions are continuing to grow. We believe that US cities can – and should – act to reduce global warming pollution, both in our own municipal operations and in our communities. Many of us are already doing so through programs such as energy conservation, urban forest restoration, controlling sprawl and using alternative fuels in our fleets. Not only are we reducing our contributions to global warming pollution, we are investing in more livable cities through cleaner air, creation and preservation of open space and urban forests, and reduced energy costs.

On February 16, the Kyoto Treaty, the international agreement to address climate disruption, became law for the 141 countries that have ratified it to date. As you know, the United States is not among them. For 38 of the countries with the most advanced economies, the Treaty sets binding legal commitments to reduce greenhouse gas emissions on average 5.2 percent below 1990 levels. If the United States had ratified the Kyoto Treaty our nation would be required to reduce our greenhouse gas emissions by 7% below 1990 levels by 2012.

Please join us and the other Mayors who are already committed to providing leadership on this nationwide, urgent effort. When we meet together at the June US Conference of Mayors we intend to have at least 141 mayors signed up to participate in the U.S. Mayors Climate Protection Agreement. The June meeting is an opportunity to promote and expand this effort by passing a resolution that endorses the Agreement. Although there have been climate protection resolutions adopted by the USCM in prior years, you will see that we are urging specific actions – the only way we will make real progress in reversing the trend toward global warming.

Since Seattle's Mayor Greg Nickels first announced this initiative on February 16, the interest and positive feedback has remained intense, including national news stories. This is an opportunity to build on what is becoming an increasingly bi-partisan issue. And it is an opportunity to provide real leadership to the more than 80% of Americans who think the US should be acting to reduce global warming pollution.

Enclosed, please find the draft Resolution, which includes the U.S. Mayors Climate Protection Agreement, and a form for your signature. Also included are contacts for more information; the website for the US Mayors Climate Protection Agreement is [www.seattle.gov/mayor](http://www.seattle.gov/mayor). To meet our target of having most signatures collected by May 2, we look forward to hearing from you at your earliest convenience.

Respectfully,



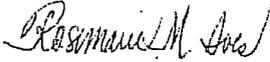
Greg Nickels  
Mayor, Seattle, WA



Peter Clavelle  
Mayor, Burlington, VT



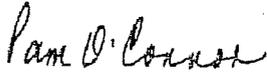
Rocky Anderson  
Mayor, Salt Lake City, UT



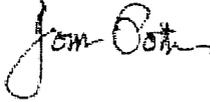
Rosemarie Ives  
Mayor, Redmond, WA



Gavin Newsom  
Mayor, San Francisco, CA



Pam O'Conner  
Mayor, Santa Monica, CA



Tom Potter  
Mayor, Portland, OR



Mark Ruzzin  
Mayor, Boulder CO



R.T. Rybak  
Mayor, Minneapolis, MN

## ENDORISING THE US MAYORS' CLIMATE PROTECTION AGREEMENT

WHEREAS, the U.S. Conference of Mayors has previously adopted strong policy resolutions calling for cities, communities and the federal government to take actions to reduce global warming pollution; and

WHEREAS, the Inter-Governmental Panel on Climate Change (IPCC), the international community's most respected assemblage of scientists, is clear that there is no longer any credible doubt that climate disruption is a reality and that human activities are largely responsible for increasing concentrations of global warming pollution; and

WHEREAS, recent, well-documented impacts of climate disruption include average global sea level increases of four to eight inches during the 20th century; a 40% decline in Arctic sea-ice thickness; and nine of the ten hottest years on record occurring in the past decade; and

WHEREAS, climate disruption of the magnitude now predicted by the scientific community will cause extremely costly disruption of human and natural systems throughout the world including: increased risk of floods or droughts; sea-level rises that interact with coastal storms to erode beaches, inundate land, and damage structures; more frequent and extreme heat waves, more frequent and greater concentrations of smog; and

WHEREAS, on February 16, 2005, the Kyoto Protocol, an international agreement to address climate disruption, entered into force in the 141 countries that have ratified it to date; 38 of those countries are now legally required to reduce greenhouse gas emissions on average 5.2 percent below 1990 levels by 2012; and

WHEREAS, the United States of America, with less than five percent of the world's population, is responsible for producing approximately 25% of the world's global warming pollutants yet is not a party to the Kyoto Protocol; and

WHEREAS, the Kyoto Protocol emissions reduction target for the U.S., had it ratified the treaty, would have been 7% below 1990 levels by 2012; and

WHEREAS, many leading US companies that have adopted greenhouse gas reduction programs to demonstrate corporate social responsibility have also publicly expressed preference for the US to adopt precise and mandatory emissions targets and timetables as a means by which to remain competitive in the international marketplace, to mitigate financial risk and to promote sound investment decisions; and

WHEREAS, state and local governments throughout the United States are adopting emission reduction targets and programs and that this leadership is bipartisan, coming from Republican and Democratic governors and mayors alike; and

WHEREAS, many cities throughout the nation, both large and small, are reducing global warming pollutants through programs that provide economic and quality of life benefits such as reduced energy bills, green space preservation, air quality improvements, reduced traffic congestion, improved transportation choices, and economic development and job creation through energy conservation and new energy technologies; and

WHEREAS, mayors from around the nation have signed the U.S. Mayors Climate Protection Agreement (list attached) which reads:

## The U.S. Mayors Climate Protection Agreement

- A. We urge the federal government and state governments to enact policies and programs to meet or beat the Kyoto Protocol target of reducing global warming pollution levels to 7% below 1990 levels by 2012, including efforts to: reduce the United States' dependence on fossil fuels and accelerate the development of clean, economical energy resources and fuel-efficient technologies such as conservation, methane recovery for energy generation, wind and solar energy, fuel cells, efficient motor vehicles, and biofuels;
- B. We urge the U.S. Congress to pass the bipartisan Climate Stewardship Act sponsored by Senators McCain and Lieberman and Representatives Gilchrist and Olver, which would create a flexible, market-based system of tradable allowances among emitting industries; and
- C. We will strive to meet or exceed Kyoto Protocol targets for reducing global warming pollution by taking actions in our own operations and communities such as:
  1. Inventory global warming emissions in City operations and in the community, set reduction targets and create an action plan.
  2. Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities;
  3. Promote transportation options such as bicycle trails, commute trip reduction programs, incentives for car pooling and public transit;
  4. Increase the use of clean, alternative energy by, for example, investing in "green tags", advocating for the development of renewable energy resources, and recovering landfill methane for energy production;
  5. Make energy efficiency a priority through building code improvements, retrofitting city facilities with energy efficient lighting and urging employees to conserve energy and save money;
  6. Purchase only Energy Star equipment and appliances for City use;
  7. Practice and promote sustainable building practices using the U.S. Green Building Council's LEED program or a similar system;
  8. Increase the average fuel efficiency of municipal fleet vehicles; reduce the number of vehicles; launch an employee education program including anti-idling messages; convert diesel vehicles to bio-diesel;
  9. Evaluate opportunities to increase pump efficiency in water and wastewater systems; recover wastewater treatment methane for energy production;
  10. Increase recycling rates in City operations and in the community;
  11. Maintain healthy urban forests; promote tree planting to increase shading and to absorb CO<sub>2</sub>; and
  12. Help educate the public, schools, other jurisdictions, professional associations, business and industry about reducing global warming pollution.

NOW, THEREFORE, BE IT RESOLVED that the U.S. Conference of Mayors endorses the US Mayors Climate Protection Agreement and urges mayors from around the nation to join this effort.

BE IT FURTHER RESOLVED, The U.S. Conference of Mayors will establish a formal relationship with International Council for Local Environmental Initiatives (ICLEI) Cities for Climate Protection Program to track progress and implementation of the US Mayors Climate Protection Agreement.

**US Conference of Mayors Climate Protection Agreement – Signature Page**

DATE:

You have my support for the US Mayors Climate Protection Agreement.

Mayor \_\_\_\_\_ (name)

\_\_\_\_\_ (signature)

City: \_\_\_\_\_

Address: \_\_\_\_\_

Staff contact: \_\_\_\_\_ (name, title)

Staff phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please add my comments in support of the US Mayors Climate Protection Agreement. We will add these to the Website *(optional)*:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please return completed form at your earliest convenience to: **US Mayors Climate Protection Agreement**

c/o City of Seattle  
Office of Sustainability and Environment  
PO Box 94729  
Seattle Municipal Tower  
Seattle, WA 98124-4729

**OR FAX 206-684-3013**

email PDF file to:  
[dena.gazin@seattle.gov](mailto:dena.gazin@seattle.gov)

## US Mayors Climate Protection Agreement – Contact Information

Seattle Mayor Greg Nickels is coordinating this initiative. He can be reached at 206-684-4000.

The primary staff contacts for Seattle are:

- Steve Nicholas, Director  
Office of Sustainability and Environment  
(206) 615-0829  
[steve.nicholas@seattle.gov](mailto:steve.nicholas@seattle.gov)  
PO Box 94729  
Seattle Municipal Tower  
Seattle, WA 98124-4729
  
- Kim Drury, Senior Policy Advisor  
Office of Sustainability and Environment  
(206) 684-3214  
[kim.drury@seattle.gov](mailto:kim.drury@seattle.gov)  
PO Box 94729  
Seattle Municipal Tower  
Seattle, WA 98124-4729

US Mayors Climate Protection Agreement Website: [www.seattle.gov/mayor](http://www.seattle.gov/mayor)

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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:** October 24, 2005  
**Re:** Fenton River

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**Subject Matter/Background**

Attached please find an update from the University of Connecticut regarding its water supply system, as well as comments from various state agencies concerning the university's water supply plan.

**Attachments**

- 1) T. Callahan re: Water System Update
- 2) Connecticut Department of Public Health re: University of Connecticut – Water supply Plan

**Martin H. Berliner**

**From:** Callahan, Thomas [thomas.callahan@uconn.edu]

**Sent:** Thursday, October 20, 2005 6:29 PM

**To:** Martin H. Berliner

**Subject:** Water System Update

Marty:

Based on your questions earlier this week, I thought it would be useful to provide a brief progress report on several matters related to the University's water supply system.

We've previously forwarded to you copies of the correspondence between the University and CTDEP regarding the drying of the Fenton River in September. As you know, very dry summer conditions led to very low streamflow levels. The University's well withdrawals contributed to the drying. We've worked closely with CTDEP to identify a broad range of restorative actions which were outlined in President Austin's letter to Commissioner McCarthy.

Over the course of past month, we've have made several immediate modifications to improve operations in both the Fenton and Willimantic wellfields.

***On the Fenton side:***

- Made repairs/adjustments to a smaller well pump from the 50,000 gal. Fenton clear-water basin. These repairs allowed us to shut down A well (the shallowest well with most direct impact on streamflow) on Sept. 26 and pump the remaining wells over a longer daily duration to reduce impact during low flow periods.
- Repaired water line leaks from well D
- Eliminated weekend withdrawals from the Fenton since October 1st.

***On the Willimantic side:***

- Adjustments to 2 pumps improved yield by approximately 75,000 gallons daily.
- Transmission line repair permits are in hand. The bid process was completed earlier this week and a contract award is imminent. Our objective is to replace 2000 feet of main prior to the end of the current construction season.
- Preparing specifications for replacing at least 2 of 4 well pumps and determining whether their installation can be completed during winter inter-session.

***Conservation & Leak Detection and Repairs***

- Mandatory conservation measures and voluntary conservation advisories remained have been in effect. We expect to end these by weeks end.
- Repairs made to Fenton well D line.
- Eliminated a significant leak from a chiller at the bio-behavioral building
- Facilitated more rapid repair of a privately-owned 2" distribution pipe leak at a commercial user's property on N. Eagleville Road

***DPH Consent Order***

- Executed 9/23
- Interim management/operations contract with Connecticut Water Co expected to be executed next week with a start date of 11/01/05.

- Our preliminary draft RFQ to secure permanent system management is currently being reviewed by DPH. We expect it to be ready for broader review, including yours, beginning the week of 10/31/05.

***Fenton River Study***

- Study team was worked through the summer and now have data based on actual low flow conditions that did not exist during either of the prior two summers.
- Report expected to be completed and released in December.

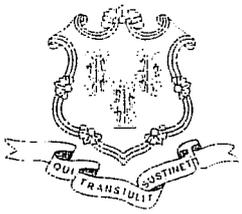
Should you have questions on any of this, please be in touch.

Regards,

Tom

# STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH



REC'D OCT 18 2005

October 14, 2005

To: Interested Parties

From: James Okrongly  
Section Supervisor (Planning)  
Drinking Water Section

Subject: University of Connecticut – Water Supply Plan

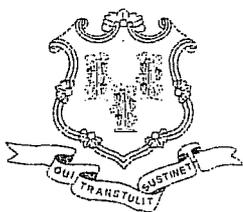
Thank you for your comments on the subject water supply plan. We appreciate your interest and participation in the planning process.

Enclosed for your information are the state agencies' comments to the University of Connecticut requesting modifications to the plan.



Phone: (860) 509-7333  
Telephone Device for the Deaf: (860) 509-7191  
410 Capitol Avenue MS # ~~51WAT~~  
P.O. Box 340308 P. 64<sup>th</sup> ord. CT 06134

Affirmative Action Law Equal Opportunity Employer



# STATE OF CONNECTICUT

## DEPARTMENT OF PUBLIC HEALTH

October 13, 2005

Mr. Eugene B. Roberts  
University of Connecticut  
25 Ledoyt Rd., U-3038  
Storrs, CT 06269-3038

Re: Water Supply Plan - University of Connecticut

Dear Mr. Roberts:

This letter is to inform you that the University of Connecticut's water supply plan, dated November 2004, does not fulfill all the requirements of the Regulations of Connecticut State Agencies and needs modifications consistent with enclosed comments.

Modifications to your plan should be submitted by January 20, 2006. The required number of copies of all page modifications should be submitted to each agency's contact person by that date (see attached list). In addition, one copy should be provided to each affected regional planning organization.

Please contact Mr. Jason Sirois of this office if you have any questions, or if we may be of any assistance. We look forward to receiving your plan modifications on or before January 20, 2006.

Sincerely,

Gerald R. Iwan, Ph.D., Chief  
Drinking Water Section

GRI/jo

c: Paul Ritsick, Ritsick Engineering  
Robert Hust, DEP  
Steven Cadwallader, DPUC  
Daniel Morley, OPM  
Michael Hage, DWS  
Jason Sirois, DWS  
Interested Parties (list)

s:\planning\jim\UCONN rejection letter



Phone: (860) 509-7333  
Telephone Device for the Deaf: (860) 509-7191  
410 Capitol Avenue MS # 51WAT  
P.O. Box 340308 P.65  
Storrs, CT 06134

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## WATER SUPPLY PLANS

Pursuant to Section 25-32d-5 of the Regulations of Connecticut State Agencies, copies of water supply plans, revised plans, or modified plans must be submitted to the following State Agency contacts:

(3 copies)

Jason Sirois  
Department of Public Health  
Drinking Water Division  
410 Capitol Ave., MS#51WAT  
Hartford, CT 06134-0308

(1 copy)

Robert Hust  
Department of Environmental Protection  
Bureau of Water Management  
79 Elm Street  
Hartford, CT 06106-5127

(2 copies)

Steven Cadwallader  
Department of Public Utility Control  
10 Franklin Square  
New Britain, CT 06051

(1 copy)

Dan Morley  
Office of Policy and Management  
450 Capitol Ave., MS#52ASP  
Hartford, CT 06134-1441

Interested Parties

Elizabeth C. Paterson, Mayor  
Town of Mansfield  
Four South Eagleville Rd.  
Mansfield, CT 06268-2599

Rudy Favretti, Chairman  
Planning & Zoning Commission  
Four South Eagleville Rd.  
Mansfield, CT 06268-2599

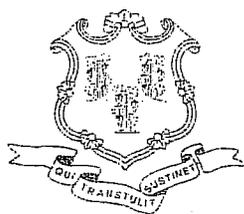
Gregory J. Padick  
Direct of Planning  
Four South Eagleville Rd.  
Mansfield, CT 06268-2599

Jeanine Bonin, PE  
Milone & MacBroom, Inc.  
99 Realty Drive  
Cheshire, CT 06410

Denise Burchsted, Executive Director  
Naubesatuck Watershed Council  
268 Warrenville Rd.  
Mansfield Center, CT 06250

Helen Koehm  
Citizens For Responsible Growth  
83 Separatist Rd.  
Storrs, CT 06268

David Morse  
64 Birchwood Heights  
Storrs, CT 06268



# STATE OF CONNECTICUT

## DEPARTMENT OF PUBLIC HEALTH

### MEMORANDUM

FROM: Jason Sirois, Environmental Analyst 2  
Drinking Water Section

SUBJECT: Review of the University of Connecticut Water Supply Plan, Dated November 2004

DATE: June 21, 2005

I have reviewed the subject plan prepared by Ritsick Engineering. This plan needs modifications before it can be approved. Detailed comments follow:

#### A. Priority Concerns

*The following concerns must be addressed in the plan before the plan can be approved.*

##### A1. Population & Consumption Projections:

a) The population projections, throughout the plan, should reflect the 5, 20, and 50- year projections for 2008, 2020 and 2050. The 5-year projection period is five years from the time of plan preparation, and the 20 and 50-year periods are twenty and fifty years from the last decennial census in 2000. All tables and text references need to be appropriately revised to reflect the required planning periods.

b) The number of full-time students in 1999 on page 30 and in Table 4-1 is inconsistent and must be corrected.

c) The total number of staff in 2003 in Table 4-1 and in Table 4-4 is inconsistent and must be corrected.

##### **Regulations of Connecticut State Agencies (RCSA) 25-32d-1a(27) and (3)(b)(1)**

**A2. System Description:** Table 9-1 indicates that the available water from all sources is currently 2.85 MGD, however, the text on page 58 states the current pumping capacity is only 2.01 MGD. Since available water cannot exceed the pump capacity, this discrepancy needs to be clarified and corrected as appropriate. **RCSA 25-32d-3(a)(2)**

**A3. Metering:** Page 44 states that a meter installation program has been initiated, however, it is not included in the short-term improvement schedule on page 68 as "in progress". This program must be included in the improvement schedule. A description of the system's metering and testing program, including source meters, and extent of metering must also be provided in the plan. **RCSA 25-32d-3(a)(5)**



**A4. Fire Flow Standards:** A general description of the system's fire flow capabilities, including applicable fire flow standards and the system's ability to meet them, must be discussed in the plan. Any fire flow test results should also be reported. **RCSA 25-32d-3(a)(7)**

**A5. Production Data:** A summary of monthly system production data by source of supply for the previous five years must be provided. **RCSA 25-32d-3(a)(9)**

**A6. Cross Connections:** A detailed description of the cross connection inspection program must be provided, including the number and frequency of inspections, how violations are addressed, etc. **RCSA 25-32d-3(a)(12)**

**A7. Demands:** Future water use projections in Table 7-6 must include estimated 20 and 50-year projections. **RCSA 25-32d-3(b)(4)**

**A8. Available Water/Margin of Safety:** Available water and margin of safety calculations must be provided and analyzed for the current, 5, 20 and 50-year planning periods based on available water and average daily demands, maximum month average daily demands and peak day demands. **RCSA 25-32d-3(b)(7) and (8)**

**A9. Emergency Contingency Plan (ECP):** A water supply emergency contingency plan must be submitted as part of the water supply plan. This plan is protected by freedom of information laws from being made available to the public without University of Connecticut authorization. **RCSA 25-32d-3(d)**

**A10. System Improvements:**

a) The planned capital improvement projects identified in the short-term schedule on page 68 must include approximate costs for each improvement and a proposed schedule for implementation.

b) The plan must discuss how water from the Fenton River wells will be treated after that water is piped directly to the Towers Basin, what will happen to the existing treatment facilities and what improvements to the Towers Basin treatment and pumping facilities will be needed.

b) A long-term conceptual implementation plan of improvements must be included in the plan. **RCSA 25-32d-3(e)**

**A11. Land Use:** A forecast of future watershed land sales anticipated by the University of Connecticut over the next 5, 20 and 50-year planning periods must be discussed in the plan, if applicable. **RCSA 25-32d-3(f)**

**A12. Water Conservation Plan:** The water conservation plan is insufficient and must be revised pursuant to the water supply plan regulations to include a detailed discussion of each water conservation measure and a five-year implementation plan, including a schedule and estimated budget for implementing selected demand and supply management measures. **RCSA 25-32d-3(h)**

### **B. Delayed Concerns**

*The following comments are of less immediate concern and can be delayed until the next plan update (anticipated in three to five years). Where appropriate these items should be included in the short-term improvement schedule.*

#### **B1. System Description:**

a) The plan should include the age and condition of the transmission mains and distribution piping, where available.

b) The next plan update should expand on the physical description of the system. The age, materials, capacity and condition of the storage, pumping and treatment facilities should be included.

**RCSA 25-32d-3(a)(2) and (4)**

**B2. Future Service Areas:** A map showing future service areas for the 5, 20 and 50-year planning periods must be provided in the next plan update. **RCSA 25-32d-3(b)(5)**

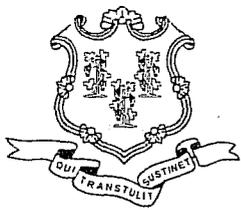
**B3. Water Conservation:** Unaccounted for water must be evaluated in the next plan update. **RCSA 25-32d-3(h)(4)(C)**

### **C. Informational Comments**

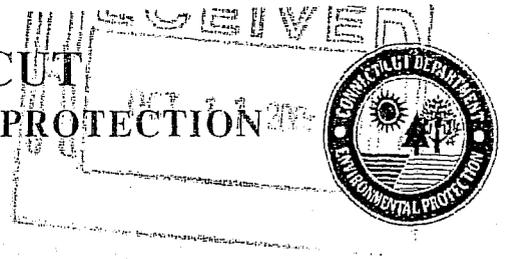
*The following are informational or advisory comments. No action is required by the utility. However, they should be given careful consideration.*

**C1. Operator Certification:** A copy of all operator certifications should be included in the plan.

**C2. Emergency Power:** Consideration should be given to providing full emergency power to the Willimantic River Wellfield facility in case of a power outage.



STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



September 30, 2005

Gerald R. Iwan, Chief  
Drinking Water Section  
Department of Public Health  
410 Capitol Avenue, MS#51WAT  
Hartford, CT 06134-0308

Re: University of Connecticut, Storrs Campus and Depot Campus, 2004 Water Supply Plan,  
dated November, 2004

Dear Dr. Iwan:

The Department of Environmental Protection (DEP) has completed its review of the above-referenced University of Connecticut (UConn) Water Supply Plan to determine compliance with the planning requirements set forth under Section 25-32d-1a through 25-32d-6 of the Regulations of Connecticut State Agencies. Pursuant to Connecticut General Statutes Section 25-32d, DEP does not recommend approval of the water supply plan at this time. The water company must address the priority concerns detailed in the attached staff review memorandum for the DEP to recommend approval.

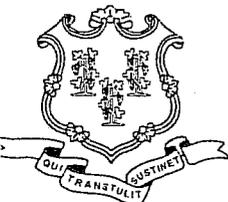
Enclosed is a copy of a September 23, 2005 letter from University President Philip Austin to Commissioner Gina McCarthy in which UConn commits to taking a number of actions in response to the recent drying of the Fenton River. These actions will address many of the priority concerns with the Water Supply Plan. If you have any questions regarding the enclosed comments, please feel free to call Corinne Fitting at (860) 424-3724.

Sincerely,

Betsy Wingfield  
Director  
Bureau of Water Management  
Planning & Standards Division

enc.

cc: James Okrongly, DPH Drinking Water Division  
Denise Ruzicka, DEP Inland Water Resources Division  
Peter Aarrestad, DEP Fisheries



STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



Comments of the Department of Environmental Protection  
Re: University of Connecticut  
Water Supply Plan, dated November, 2004

PRIORITY CONCERNS

**The DEP recommends that the following concerns be addressed prior to approval of the University of Connecticut Water Supply Plan.**

A1. The DEP has expressed concern for years about sustainability and potential environmental impacts to stream flow and aquatic life from full use of registered diversions. The mid-September depletion of stream flow in the Fenton River segment around the Fenton Well Field has verified these concerns. The "Assessment of Well Water Supply and Pumping Rates" section on page 44, indicates that the associated report (Volume 2 of the Water Supply Plan) "will define the amount of water the University can safely pump from its Fenton River and Willimantic River Well Fields". However, the report was completed without regard to environmental impact and therefore does not quantify the withdrawal that can "safely" be made. This statement needs to be qualified in the water supply plan. A Fenton River instream flow study is currently underway, and was required as part of a CEPA approval for past campus expansions. The study will assist with defining the linkage between the pumping of the wells and impacts to the Fenton River, and will evaluate management of the pumping from this well field to maximize withdrawals while minimizing impacts to the stream habitat. Once completed, a "safe" withdrawal rate can be determined for the Fenton well field. The plan should address how the study results will be used to develop a well field management plan. The plan should include an aggressive study completion schedule considering the recently demonstrated impacts associated with this well field.

The Willimantic River is also an important aquatic resource for the area and is used for other water purposes. Pumping of the Willimantic well field also affects the river, and as UConn has been informed previously, it is very unlikely that a diversion permit would be granted for additional year-round wells at this well field due to instream flow concerns. Statements about the potential for future development of additional wells in this well field must therefore be qualified in the plan and would require an instream flow study. Furthermore, the proposal to increase pumping at the Willimantic River well field by increasing pumping capacity of the existing wells up to the registered diversion rate should be qualified. It would not be prudent for UConn to ignore the potential stream impacts of increasing pumping rates at this well field even though it would be allowable under the existing diversion registration. An instream flow study such as the Fenton study would be appropriate. The University could then take this information to develop a comprehensive withdrawal management plan.

A2. Sec. 25-32d-3(h)(5) of the Regulations of Connecticut State Agencies (RCSA) requires that a water conservation plan include a "five year implementation plan and provides a schedule

and estimated budget for implementing selected demand and supply management measures.” No implementation plan is included in the water conservation section of UConn’s supply plan. In light of the serious effect to the aquatic resources of the Fenton River, and limited future supply options, the University should take this opportunity to develop an aggressive Water Conservation Plan including a comprehensive flow management plan, short term sub-metering and long term full customer metering, proactive infrastructure improvements and leak detection, and commitment to providing water efficiency in new construction as well as retrofitting existing buildings as soon as possible. We recommend that UConn retain a water conservation efficiency expert to audit water uses on the campus and furthermore commit to implementing such water use audit report recommendations. The Water Conservation Plan should include non-drinking water uses options such as eliminating once-through cooling, evaluating irrigation, and water reuse opportunities.

- A3. A proactive program for infrastructure improvements, leak detection and quantifying unaccounted water should be included. The plan should have an aggressive schedule for transmission line construction from the Willimantic well field to the main campus to help alleviate the Fenton well field dependence. The transmission line project has had a DEP diversion permit in place for 2 years, but construction has not taken place.
- A4. The Water Conservation Action Levels, Advisories and Triggers on page 44 deal only with operational issues. An more aggressive, proactive response plan for drought conditions must also be developed.
- A5. No long-term system improvement plans and schedule were included in this plan, as UConn indicates they are conducting an evaluation of contracting-out system operations and maintenance (pg. 68). Long-term improvement plans and schedule must be developed and included, regardless of who may be implementing such plans in the future.
- A6. Completion of the Level A Aquifer Protection Area mapping for the Willimantic well field should be included on the short-term improvement schedule for 2005-2006 (Table 14-1, page 68.)

### NEXT PLAN UPDATE CONCERNS

**The following concerns need not be addressed until the next plan update (expected in three to five years).**

- B1. The next plan should incorporate consideration of resource issues for existing sources and a thorough examination of future supply options.
- B2. DEP is concerned about the potential under-estimation of projected future demand scenarios contained in the plan. A review of the last five years of the UConn wastewater treatment plant discharge volumes seems to support this concern. Recent and planned campus

expansions, more year round use, irrigation, and residential and commercial off-campus expansions are a concern. The next plan should include more detailed demand projections.

## GENERAL COMMENTS

**The following comments are informational and/or advisory only. However, the DEP suggests that the comments below be given careful consideration in preparing future plan updates and/or diversion permit applications (where applicable).**

- C1. A diversion permit will be necessary if UConn moves forward with the development of a new source of supply. The permitting process requires evaluation and mitigation of any potential adverse environmental impacts the proposed diversion may have, including its effects on fisheries, wetlands, wildlife, water quality, low flow requirements, waste assimilation, water-based recreation, other public water supplies and adjacent private wells, wastewater treatment needs, flood management, and agriculture. In addition, the Department critically evaluates the need for the diversion. An aggressive conservation program must be in place before need for additional water can be demonstrated, and the Department encourages UConn to continue to address conservation, including metering and evaluating irrigation needs and alternatives. Note that the Willimantic River receives treated effluent from wastewater treatment plants, and therefore wasteload allocation would need to be evaluated in a diversion permit application. If UConn officials and/or their consultants have any questions about the diversion permitting process, they should not hesitate to contact Robert Gilmore of the DEP's Inland Water Resources Division (860-424-3866).
- C2. Future proposals to develop new wells along the Willimantic River will require careful analysis to ensure that stream flows are not diminished beyond acceptable levels. Proposed ground water diversions should assess the environmental effects of the instantaneous removal of water from aquatic environments, in particular, the reduction in the availability of fish habitats. This information must be provided during the DEP water diversion permit review process to allow for an effective and objective evaluation of impacts to fisheries resources.

In regards to the protection of instream flow and fish habitat, the DEP Inland Fisheries Division utilizes the median of the mean daily flow for each month as representing an appropriate desktop method for determining instream flow needs. Listed below are the median of the mean daily flows for each month (in cubic feet per second per square mile of drainage), as developed by and modified from Apse (2000), and herein known as the Connecticut Base Flow Method. This method is based solely on hydrographic data collected in unregulated basins in Connecticut, and tracks the natural seasonal variation in stream flow. If not in agreement with utilizing the Connecticut Base Flow Method to protect instream flows, the water company has the option to conduct a comprehensive IFIM (Instream Flow Incremental Study) or similar approved fisheries habitat based study to quantify specific site flow requirements that will protect fisheries resources downstream of proposed diversions.

January	1.53	July	0.33
February	1.77	August	0.23
March	2.60	September	0.22
April	2.54	October	0.45
May	1.63	November	1.14
June	0.77	December	1.52

C3. Potential water sources and major modifications to existing sources are subject to review with regard to the DEP's Natural Diversity Data Base. The Natural Diversity Data Base review includes all information regarding critical biologic resources available to the Environmental & Geographic Information Center at the time of a request. This information is not necessarily the result of comprehensive or site-specific field investigations. Consultations with the Data Base should not be substituted for on-site surveys required for environmental assessments. It is now possible to conduct an initial endangered species review using the "State and Federal Listed Species and Significant Natural Communities" maps available for viewing at town halls throughout Connecticut. Town planners should have copies of these maps and instructions on how to use them. The maps show generalized locations for listed species and communities as gray-shaded areas on a 1:24,000 scale map of the town.

As UConn water officials move forward with the development of any major facilities and/or new sources of supply, information regarding those sources – including detailed maps indicating the specific location of proposed facilities and supplies – should be submitted to staff from the DEP's Environmental and Geographic Information Center for their review.



University of Connecticut  
*Office of the President*

Philip E. Auscin  
President

September 23, 2005

Commissioner Gina McCarthy  
The Department of Environmental Protection  
79 Elm Street  
Hartford, CT 06106-5127

Dear Commissioner McCarthy:

I am deeply grateful to you and your staff for the assistance and guidance you have provided recently to the University. As you know, the University believes that withdrawals from its wellfields required to meet seasonally peak demands during current extreme dry conditions contributed to the drying of the Fenton River running in the general vicinity of its wellfields. In retrospect, we share your question as to whether our efforts to conserve water and reduce pumping to the extent possible could have been more timely and robust.

As you know, our ability to reduce or eliminate Fenton River withdrawals during this period remains constrained until we can complete repairs to the Willimantic River transmission lines and well pumps. We will continue to do everything possible to complete that work prior to the end of the current construction season.

The Fenton River is an integral part of the University's campus and it is highly valued and heavily utilized by students and the public alike. Therefore, the Fenton River situation was particularly disturbing to me and I believe we have a special obligation to help accelerate the restoration of aquatic life in the Fenton and to prevent a reoccurrence. With your guidance and cooperation, the University intends to take the following actions to meet these objectives:

Restorative Measures

- Re-stock 1,000 catchable size brown trout in the Fenton River in Spring 2006
- Promote greater public access to UConn-owned property for fishing along the Fenton River, including conservation and public access easements in favor of DEP as grantee (including access to sites in the Fenton Forest tract/East Campus and Moss tract/Willington)
- Conduct a study about the re-colonization of invertebrates in the stretch of the Fenton River that was dry from September 9-15
- Reimburse DEP for natural resources lost and staff time spent investigating the fish kill and conditions in the Fenton River

Additional Water Conversation Measures

- Continue voluntary and mandatory conservation measures already implemented until seasonally normal stream flow is restored (see attached summary)
- Hire an expert water conservation consultant to assist the University to identify and implement additional conservation measures
- Implement Water Conservation Outreach, Education and Awareness Plan (see attached) developed by the University's Environmental Policy Advisory Committee Water Conservation team, especially Student Affairs' Division of Residential Life outreach components in dormitories and other on-campus student housing
- Complete campus-wide water supply sub-metering program to enable real-time, on-line monitoring of water use in specific buildings, for purposes of:
  - o Verifying conformance with conservation measures
  - o Measuring reduced demand achieved through conservation

Water Supply System Assessment and Improvements

- By the close of the current construction season, complete water system improvements to pumps and wells of UConn's Willimantic River wellfield and to a 2,000 foot stretch of water main coming from that wellfield to the main campus, which together will increase capacity 250,000 – 300,000 GPD (to 1.5 MGD collectively from the Willimantic wellfield), thereby reducing reliance on the Fenton wells during periods of low flow and high demand
- Complete the Fenton River Instream Flow and Aquatic Habitat Study, including management recommendations for pumping the wells in order to minimize impact on the river, by this Fall ('05); include opportunities for review and comment on the final draft report by the Fenton Study Technical Advisory Group (TAG)
- Conduct an analysis of existing water distribution system including the condition of existing mains and critical areas that may be at risk for significant water losses
- Pursuant to the terms of a pending DPH consent order, engage a professional operator to manage UConn's Water Supply System. DEP staff are invited to advise or participate in the selection process.

It is our intent to charge the consultants and/or professional operator with development of a wellfield management plan informed by the Fenton River study and taking advantage of the improved capacity the Willimantic wellfield to minimize environmental impacts to both rivers. We also intend to share data regarding river flows and pumping with the Department to enhance your ability to assist us in these matters.

We will work closely with the Department in the months ahead to implement these measures. Should you have additional recommendations, please let me know.

Sincerely,



cc: John W. Rowe, M.D.  
Linda Flaherty-Goldsmith  
Thomas Callahan  
Richard Miller  
Glenn Warner

Attachments

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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; Cynthia van Zelm, Mansfield Downtown Partnership  
**Date:** October 24, 2005  
**Re:** Grant Application to Small Town Economic Assistance Program (STEAP)

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**Subject Matter/Background**

The Mansfield Downtown Partnership, Inc., through its Business Development and Retention Committee, has been working for the last several months on the fair and equitable relocation of businesses that are located in three buildings in the Storrs Center area. A relocation plan has been included in the Municipal Development Plan for Storrs Center. Along with the relocation plan, the Partnership, in collaboration with the master developer Storrs Center Alliance and the University of Connecticut have been working on several other ways to assist businesses. One of those initiatives is the development of an initial building (Phase 1-A) to be constructed for the purpose of relocating some of the existing businesses before other redevelopment activities would commence. The University of Connecticut and Storrs Center Alliance have already begun discussions regarding the terms of a purchase and sale agreement for such a property, as well as the site planning that would be needed for such a new building. Regulatory approvals from the Town of Mansfield will need to be obtained before such a building can be built. These discussions and this planning will continue in earnest over the next few months.

To help provide support in these efforts, the Town of Mansfield and the Mansfield Downtown Partnership, Inc., propose to submit an application to the Connecticut Small Town Assistance Program for a \$500,000 grant to cover part of the cost of this new, permanent building. The balance of the \$2,275,000 estimated total cost - unfunded building costs; sitework including utility connections; stormwater lines; sidewalks; curbing; paving, etc. will be paid by Storrs Center Alliance.

**Financial Impact**

The Town of Mansfield will not be providing any match on the project. There would be no negative financial impact.

The land and building would be owned by Storrs Center Alliance and would be taxable. Thus, there would be a positive financial benefit to the town.

## **Recommendation**

Staff recommends that the town council authorize the town manager to submit an application to the Small Town Economic Assistance Program in the amount of \$500,000, for the Downtown Mansfield Revitalization and Enhancement Project.

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

*WHEREAS, the Town of Mansfield, in association with the University of Connecticut, private property owners, and community residents, has been working for years to help plan the transformation of an existing commercial area on Storrs Road (Route 195) into a vibrant and economically successful mixed-use downtown that will be the heart of the community; and*

*WHEREAS, pursuant to Connecticut General Statutes Section 4-66 (g) of the Connecticut Legislature, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and*

*WHEREAS, it is desirable and in the public interest that the Town of Mansfield make an application to the State for \$500,000 in order to undertake the Downtown Mansfield Revitalization and Enhancement Project;*

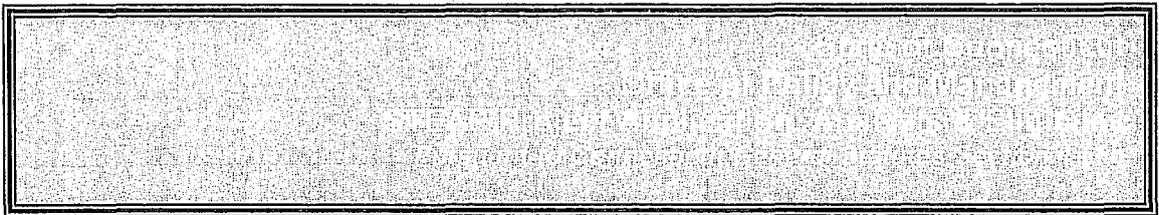
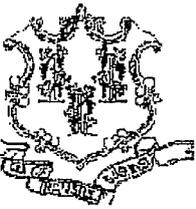
**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF MANSFIELD:**

*That it is cognizant of the conditions and prerequisites for state assistance, as imposed by Section 4-66 (g) of the Connecticut General Statutes;*

*That the filing of an application for State financial assistance by the Town of Mansfield in an amount not to exceed \$500,000 is hereby approved and the Town Manager is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Mansfield.*

## **Attachments**

- 1) Small Town Economic Assistance Program Grant application for \$500,000 for the Downtown Mansfield Revitalization and Enhancement Project.



Mansfield

Applicant Town: \_\_\_\_\_

Applicant Address: \_\_\_\_\_  
Four South Eagleville Road, Mansfield, CT 06268

Project Location: \_\_\_\_\_ Town of Mansfield Eligible Municipality:  Yes  No

Proposed STEAP Funding \$500,000 Total Project Cost \$500,000

**Eligibility Analysis:**

*Please provide a brief description of the project that includes the purpose of the project, the sources and the use of funds. (Example= Economic Development: Extend utilities to industrial park; Water/Sewer: 500 Ft water extension along Hop Spring Road; Road Improvement: Pave Smith Road; Park and Recreation: New Playscape at Hill Park)*

The purpose of the Downtown Mansfield Revitalization and Enhancement Project is to develop Mansfield's downtown into a vibrant and economically successful mixed-use destination. Funding is needed for the continued development of this project. As a follow-up to the planning done for Storrs Center, this phase focuses on construction of an estimated 10,000 to 15,000 square foot 2 or 3 story commercial structure to provide business space for the continued operation of Storrs' businesses, including associated infrastructure, and improvements to the right-of-way and parking. This building will serve an immediate need in conjunction with the relocation plan as businesses currently housed in three buildings scheduled for demolition as part of Phase 1 of the Storrs Center project, will need to be relocated. The Town of Mansfield and the Mansfield Downtown Partnership, Inc., are dedicated to retaining businesses in the community. The construction of this new building will provide further resources for some of the existing businesses in Storrs Center. Excluding previous received STEAP grants of \$1 million, approximately \$20 million is being requested in other public funding for municipal improvements associated with the downtown redevelopment efforts. These requests are leveraged by private investment which will provide the balance of an estimated \$175 million mixed-use village project.

**Project Requirements**

1. Provide a narrative of how your project will impact and benefit the community. (If necessary attach in separate letter)

Please see attached sheet.

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**2. Describe the Fund Raising process for the project?**

a. What are the capital funding needs?

**Construction of commercial structure, including landscaping and corresponding sitework; sewer, water and electrical connection; stormwater lines; sidewalks; curbing; parking; right-of-way improvements; and additional streetscape elements.**

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b. How much has been raised to date?

**The Downtown Mansfield Revitalization and Enhancement Project is a multi-million dollar project, with preliminary estimates in the \$175 million range. Currently, approximately, \$1,180,000 has been put toward planning and construction for the revitalization and enhancement of downtown Mansfield. The Town of Mansfield, and the University of Connecticut have put considerable resources toward this project. The Town paid for the HyettPalma Study at a cost of \$42,500, put \$49,750 toward the Downtown Mansfield Master Plan, and has a minimum four and half year commitment of \$234,200 toward the operations of the Mansfield Downtown Partnership. The University of Connecticut has contributed \$110,600 for an Environmental Impact Evaluation of Storrs Center, \$49,750 toward the Master Plan, and a minimum four and half year commitment of \$234,200 for the operations of the Partnership. The University and the Town will continue to be the main funders of the operations of the Partnership and will continue to put funding toward the planning for the downtown. In addition, the Town has received \$35,000, \$90,000 and \$50,000 USDA Rural Business Enterprise Grants for planning costs, and two previous \$500,000 STEAP grants. Finally, the Town of Mansfield received \$2.5 million in the surface transportation reauthorization bill passed this summer for improvements to Storrs Road. It is also expected that individuals and businesses in Mansfield will contribute funding to the Partnership through membership contributions. Finally, the development team of Storrs Center Alliance will be privately financing the majority of the development project. Storrs Center Alliance has already committed over \$1 million to the planning for the project, and expects to commit approximately \$5 million in project equity.**

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c. What is anticipated source and timeline for the remaining funds?

**The Town of Mansfield has been aggressive in pursuing grant opportunities and other funding sources, and will continue to pursue all avenues for funding. Storrs Center Alliance will be providing equity for the project in excess of the grant amount. This new building will be the first building built in the project and will begin as soon as zoning and permitting can be obtained, which is expected to take place by Spring 2006.**

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d. Provide any other details on the project's fundraising.

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3. Provide a project management and administrative plan. Describe the operational capacity, experience, financial viability of the organization that will develop and manage the project. Please include an organization chart:

The Mansfield Downtown Partnership, Inc will manage the project.

On May 28, 2002, the Mansfield Town Council gave municipal development authority to the Mansfield Downtown Partnership. However, the Town's staff will be providing significant assistance with the project. The Town Council will have oversight on the project. The Mansfield Planning and Zoning Commission will need to approve the zoning changes for the piece of property where the new building will be housed. *See the attached memo from Town Manager Martin Berliner to the Mansfield Town Council on using the municipal development plan process for implementing the Downtown Mansfield Master Plan.*

As the Executive Director for the Mansfield Downtown Partnership, Cynthia van Zelm will serve as project manager for the project including the administration of project plans. Ms. van Zelm has over 15 years of planning, management, and government experience. Ms. van Zelm will be working closely with Macon Toledano, Project Manager for the Mansfield downtown project, and Vice President for Planning and Development at LeylandAlliance.

An 18-member Board of Directors that is composed of Town of Mansfield and University of Connecticut representatives, and several business people including a banker, developer, and small business owner governs the Mansfield Downtown Partnership. The Board will be providing overall oversight and guidance on this project. *A list of the Board of Directors is attached. There is currently one vacancy on the Board.*

Martin Berliner, Mansfield Town Manager, and Gregory Padick, Mansfield Director of Planning, will also be part of the team working on development of Storrs Center. Mr. Berliner and Mr. Padick have worked for the Town of Mansfield for over twenty-five years and bring extensive experience in project management, grant/contract management, and planning to the project. *The Town of Mansfield's organizational chart is attached.*

Both the Mansfield Downtown Partnership and the Town of Mansfield are in good financial standing. The Town of Mansfield and the University of Connecticut have committed funding for a minimum of four and half years to the Partnership. *The Partnership's operating budget through 2005-2006 is attached.*

Assess the economic benefits the project will provide to the community (if possible)

Estimated In	Year 1	Year 2	Year 3	Year 4
Corporate Taxes	\$	\$	\$	\$
Payroll Taxes	\$	\$	\$	\$

Sales Tax	\$	\$	\$	\$
Local Taxes	\$	\$	\$	\$
Full Time Job Retained				
Full Time Job Created				

Please see attached economic and fiscal impact assessment included as part of the draft Municipal Development Plan (July 2005).

Identify Town Officials and Professionals involved in developing, working on and managing the project.

**Martin Berliner, Town Manager, 860-429-3336**

Print Name, Title and Phone Number

**Gregory Padick, Director of Planning, 860-429-3329**

Print Name, Title and Phone Number

**Lon Hultgren, Director of Public Works, 860-429-3332**

Project Sources and Uses of Funds			
Sources	Non-STEAP Funds	STEAP Funds	Total
STEAP Grant		\$500,000	\$500,000
Local Funds			
Federal Funds			
Other <b>Storrs Center Alliance</b>	\$1,775,000		\$1,775,000
Total	\$1,775,000	\$500,000	\$2,275,000
Uses			
Professional Services	\$25,000		\$25,000
Acquisition			
Construction/Renovation	\$1,500,000	\$495,000	\$1,995,000
Other <b>DECD Legal</b>		\$5,000	\$5,000
Contingency	\$250,000		\$250,000
Total	\$1,775,000	\$500,000	\$2,275,000

Print Name, Title and Phone Number

**Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership, 860-429-7240**

Print Name, Title and Phone Number

**Attach the following material**

1. Site Location Map (if applicable)

Please see the attached site location map from the draft Municipal Development Plan. (attached).

2. Real Estate appraisals (if land acquisition is proposed)

Information will be made available after the Municipal Development Plan is approved.

3. Proposed project schedule

**This phase of the project is expected to begin in Spring 2006 and take approximately 9 months to construct. As noted, this will be the first phase of the project so a building can be constructed to accommodate some of the businesses that will need to be relocated as a result of the project plan.**

4. Project cost estimates supporting the request for funding (if available)

**Depending on the final size of the building, project costs are estimated to be between \$2 and \$2.5 million. Building and engineering design is currently underway. Detailed project cost estimates can be completed based on completion of design.**

5. List of necessary local/state/federal permits and approvals required for the project

**As part of the Storrs Center project, the Mansfield Downtown Partnership and Storrs Center Alliance have been working with the Mansfield Planning and Zoning Commission on zoning regulation text and zoning map changes to create a special design district for the Municipal Development Plan boundary area. The special design district will allow for the development to proceed as a mixed-use downtown zone. The Partnership and Storrs Center Alliance are working with the Director of Planning to determine the most expedient zoning for this project. Special zoning may be required for this building pending completion of the mixed-use downtown zone. Upon completion of zoning, a Town of Mansfield building permit will be required.**

6. State plan of conservation and development: If project proposal is contrary to the State Plan of Conservation and Development, attach a narrative explaining why the project should move forward and how the project will further overall C&D goals across the State. Include information on steps taken to address C&D concerns. . N/A

October 20, 2005

**Attachment to Application for Small Town Economic Assistance  
Program (STEAP)  
Downtown Mansfield Revitalization and Enhancement Project**

**1) Provide a narrative for how your project will impact and benefit the community**

The requested funds from the STEAP would benefit various public and private stakeholders:

- Business-owners and owners of commercial properties in the downtown would benefit from the retention and strengthening of existing businesses and the creation of new business opportunities;
- Town residents, including University of Connecticut students, would benefit from an increase in locally-available goods and services and employment opportunities and the establishment of a new community center that would enhance the community's quality of life;
- The Town of Mansfield would benefit from an enhanced commercial tax base;
- University of Connecticut students, staff, and visitors would benefit from increased off-campus amenities and an overall improvement of the University atmosphere, which will enhance the recruitment of students and faculty (*University of Connecticut recruitment statistics indicate that a major reason students do not choose to attend the University is the lack of off-campus amenities*);
- The State of Connecticut would share in all of the above-noted benefits, and accordingly, the State's commitment to the UConn 2000 and 21<sup>st</sup> Century UConn programs and the overall effort to enhance the University of Connecticut's reputation as a prominent national university and an appropriate "flagship" for the State's higher education system would be advanced.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 24, 2005  
**Re:** Storrs Center Relocation Assistance Plan

---

**Subject Matter/Background**

As described in considerable detail elsewhere in this packet, the Mansfield Downtown Partnership and Storrs Center Alliance have developed a comprehensive relocation plan. One of the initial steps under this plan is to retain the firm of Harrall-Michalowski and Associates to commence work immediately on this project. It is essential to have an expert to assist with this work, and Philip Michalowski, the principal of the firm assigned to this project, is one of the best in the state. Mr. Michalowski was selected through a request for proposal (RFP) process that I participated in.

**Financial Impact**

The estimated total cost of this project is \$95,000. At this point, staff requests authorization to expend \$20,000 from an existing capital projects account to enable the Partnership to begin work on the relocation plan. You will note that we have also submitted a grant application to the Small Town Economic Assistance Program seeking \$500,000 to fund the construction of a new building to house some of the existing businesses located in Storrs Center. In addition, the town is actively pursuing an urban action grant through the state of Connecticut. Included in the latter grant request is \$500,000 for relocation services. Ultimately, the developer and the Mansfield Downtown Partnership will share the relocation costs.

**Recommendation**

The relocation assistance plan is a key component of the Storrs Center project. Consequently, staff recommends that the town council authorize the town manager to expend \$20,000 from the capital projects fund to provide seed funding for the Storrs Center Relocation Assistance Plan.

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

*Move, effective October 24, 2005, to authorize the town manager to expend \$20,000 from an existing capital projects account to provide seed funding for the Storrs Center Relocation Assistance Plan.*

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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:** October 24, 2005  
**Re:** Legal Services for Mansfield Downtown Partnership

---

**Subject Matter/Background**

Legal review and counsel is an important component of the work of the Mansfield Downtown Partnership, and the organization is seeking an additional contribution of \$10,000 from the town to provide funding for this service. The Partnership's legal counsel has been very involved in reviewing the municipal development and relocation assistance plans for Storrs Center. The Downtown Partnership will continue to require the assistance of counsel as the Storrs Center project moves forward.

**Financial Impact**

The town's appropriation would match a \$10,000 contribution from the university. Funds are available in the town's capital projects budget.

**Recommendation**

For the reasons listed above, staff recommends that the town council authorize the town manager to expend \$10,000 from an existing capital projects account to help fund legal services for the Mansfield Downtown Partnership.

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

*Move, effective October 24, 2005, to authorize the town manager to expend \$10,000 from the capital projects fund to help fund legal services for the Mansfield Downtown Partnership, Inc.*

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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:** October 24, 2005  
**Re:** Referendum Information Sessions

---

**Subject Matter/Background**

As we discussed at the last town council meeting, staff recommends that the town council schedule two information sessions regarding the three questions we have for the November 2005 ballot. The sessions will include a brief presentation on the three referendum questions followed by a question and answer period.

**Recommendation**

The following motion is suggested:

*Move, effective October 24, 2005, to schedule an information session at 7:00 pm on November 1, 2005 and a subsequent session at 7:00 pm on November 3, 2005, to review the three questions that have been submitted to the voters of the Town of Mansfield for the November 8, 2005 referendum.*

**Attachments**

- 1) November 8, 2005 Referendum – Referendum Information Sessions
- 2) Explanatory text for November 8, 2005 Referendum



TOWN OF MANSFIELD  
*November 8, 2005 Referendum*

## REFERENDUM INFORMATION SESSIONS

Two information sessions will be held on the attached referendum questions. The sessions will include a brief presentation on the three referendum questions followed by a question and answer period. Voters and affected persons will also have the opportunity to speak.

Where: Mansfield Town Hall – Council Chambers  
4 South Eagleville Road

When: Session 1 - Tues., Nov. 1, 2005      7-9pm  
Session 2 – Thur., Nov. 3, 2005.      7-9pm

See attached Explanatory Text for the actual referendum questions to be asked on the ballot at the November 8, 2005 election. In addition, the Explanatory Text further describes each project. For further information please contact the Town Clerk's Office in Town Hall at 429-3303.



## TOWN OF MANSFIELD

*Explanatory Text – November 8, 2005 Referendum  
Prepared by Joan E. Gerdsen, Mansfield Town Clerk  
in accordance with C.G.S. § 9-369b*

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$1,000,000 FOR DESIGN, CONSTRUCTION, FURNISHING AND EQUIPPING OF ADDITIONS, RENOVATIONS AND MODIFICATIONS TO THE MANSFIELD COMMUNITY CENTER, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?"

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$1,000,000 FOR ACQUISITION OF LAND OR INTERESTS THEREIN FOR OPEN SPACE, MUNICIPAL, OR PASSIVE OR ACTIVE RECREATIONAL USES, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?"

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$650,000 FOR PAYMENT OF THE UNFUNDED ACTUARIAL ACCRUED LIABILITY WITH RESPECT TO THE PARTICIPATION OF THE TOWN'S FIREFIGHTER AND EMT EMPLOYEES IN THE CONNECTICUT MUNICIPAL EMPLOYEES' RETIREMENT FUND B, AND AUTHORIZE THE ISSUE OF BONDS IN THE SAME AMOUNT TO DEFRAY THE APPROPRIATION?"

Resolutions adopted by the Mansfield Town Council at its meeting held August 8, 2005, shall be submitted under the ballot headings above to referendum vote of electors of the Town and persons qualified to vote in town meetings who are not electors, to be held on Tuesday, November 8, 2005 between the hours of 6:00 a.m. and 8:00 p.m. in conjunction with the election to be held on that date, in the manner provided by the Mansfield Town Charter and Code of Ordinances, and the Connecticut General Statutes. The full texts of the resolutions as approved by the Town Council are on file and available for public inspection in the office of the Town Clerk, Audrey P. Beck Building, 4 South Eagleville Road in Storrs, during normal business hours.

Electors shall vote on the questions at their respective polling places. Voters who are not electors shall vote on the questions at the following polling place: Room A, Audrey P. Beck Building, 4 South Eagleville Road in Storrs. Application for an absentee ballot should be made to the Town Clerk's office.

Question 1: If approved at referendum, the resolution to be presented under the first ballot heading above will appropriate \$1,000,000, and authorize the issue of bonds and notes to defray the appropriation, for costs related to the design, construction, furnishing and equipping of additions, renovations and modifications to the Mansfield Community Center, including:

- an addition within the existing building footprint to provide for a new fitness room;

- the creation within the existing building of an expanded exercise/dance room, a new equipment circuit space and additional staff office space;
- fire protection, HVAC, energy efficiency and electrical systems improvements; and
- related building and site improvements.

The project is contemplated to be completed substantially in accordance with the study entitled “Architectural/Engineering Study for Addition, Renovation and Modification to Mansfield Community Center, Mansfield, CT,” prepared by The Lawrence Associates Architects/Planners, P.C. and dated April 20, 2005. The appropriation may be spent for design, installation and construction costs, equipment, furnishings, materials, architects’ fees, engineering fees, survey fees, construction management costs, permits, legal fees, net temporary interest and other financing costs, and other expenses related to the project. The Town Council will be authorized to determine the scope and particulars of the project and to reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

Question 2: If approved at referendum, the resolution to be presented under the second ballot heading above will appropriate \$1,000,000, and authorize the issue of bonds and notes to defray the appropriation, for costs related to the acquisition by the Town of one or more parcels of land or interests therein for open space, municipal, or passive or active recreational uses, or any combination thereof, after referral of any such proposed acquisition to the Planning and Zoning Commission of the Town for review pursuant to the Connecticut General Statutes, and approval by the Town Council following a public hearing held on not less than five (5) days’ published notice. The appropriation may be spent for survey fees, feasibility and planning studies related to potential acquisitions, legal fees, net temporary interest and other financing costs, and other expenses related to the project.

Question 3: If approved at referendum, the resolution to be presented under the third ballot heading above will appropriate \$650,000, and authorize the issue of pension deficit funding bonds to defray the appropriation, for the funding of all or any portion, as to be determined by the Town Manager, the Director of Finance and the Treasurer of the Town, or any two of them, of the unfunded actuarial accrued liability with respect to the participation of the Town’s firefighter and EMT employees in the Connecticut Municipal Employees’ Retirement Fund B (“MERS”), as determined in accordance with the provisions of the General Statutes of Connecticut, including any interest accrued thereon; costs related to the authorization and issuance of the pension deficit funding bonds; and other costs related to the payment of the MERS unfunded past benefit obligation.

When negotiating its first contract with its firefighter and EMT employees, the town added those employees to MERS, which serves as the pension plan for approximately 70 municipalities around the state (including Mansfield). MERS is managed by the State of Connecticut Retirement and Benefit Services Division Office of the State Controller. The lump sum accrued liability to add the firefighters and EMT employees to MERS is \$537,327. The payment arrangement with the state for this liability amortizes this sum over a 30-year period at an interest rate of 8.5 percent, resulting in an annual cost to the Town of \$49,767 and an aggregate cost of \$1,493,010. The proposed bond issue would amortize the payment of this liability over a shorter period of time and is anticipated to bear a lower interest rate. Based on the current bond market, the Town anticipates that 15-year bonds issued to finance the liability would bear interest at approximately five percent, resulting in an estimated savings to the Town of approximately \$622,000.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
 Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 24, 2005  
**Re:** Personal Service Agreement – Day Care Support at Mansfield Discovery Depot

---

**Subject Matter/Background**

Attached please find the annual personal service agreement between the town and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of university employees and students. The town and the University have executed such an agreement every year since the inception of the Discovery Depot. This past spring, in a departure from past practice, the university proposed an agreement for a six-month period only (July 1, 2005 – December 31, 2005). (The university's childcare implementation committee was completing its work, and the university believed that a 12-month agreement would have been premature.) Recently, we have met with the University and they have agreed to the terms of the attached agreement that runs from January 1, 2006 through June 30, 2006, and provides that in exchange for a lump sum payment of \$39,375.00, the Discovery Depot will reserve one-third of its total day care enrollment slots for the children of university parents.

**Financial Impact**

As stated above, the Discovery Depot would receive \$39,375.00 under the proposed agreement. This sum is an important revenue source for the daycare.

**Recommendation**

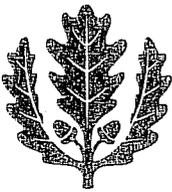
Staff requests that the town council authorize the town manager to execute the agreement on behalf of the town.

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

***RESOLVED***, effective October 24, 2005, to authorize the Town Manager, Martin H. Berliner, to execute a personal service agreement between the Town of Mansfield and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of University employees and students from January 1, 2006 through June 30, 2006.

**Attachments**

- 1) Proposed Personal Services Agreement



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

October 5, 2005

Mr. Martin H. Berliner  
Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Storrs, CT 06268-2599

Dear Mr. Berliner:

Enclosed is the Personal Service Agreement for daycare support at the Mansfield Discovery Depot for the period January 1, 2006 through June 30, 2006. Please sign the contract and provide certification by the Town Clerk of your authority to sign. Once complete please return them to my attention at the address listed. I will then proceed to have the agreement signed on behalf of the University and obtain the approval of the Attorney General's Office. A fully executed copy will be returned to you.

Sincerely,

Debbie L. Carone  
Executive Assistant to the Vice President and Chief Operating Officer

/dc

Enclosures

*An Equal Opportunity Employer*

352 Mansfield Road Unit 2014  
Storrs, Connecticut 06269-2014

Telephone: (860) 486-3826  
Facsimile: (860) 486-1070

PREPARE 1 COPY - 2 IF CONTRACTOR REQUIRES ORIGINAL  
 THE STATE AGENCY AND THE CONTRACTOR AS LISTED BELOW HEREBY ENTER INTO AN AGREEMENT  
 SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN AND/OR ATTACHED HERETO AND SUBJECT TO  
 THE PROVISIONS OF SECTION 4-98 OF THE CONNECTICUT GENERAL STATUTES AS APPLICABLE.  
 ACCEPTANCE OF THIS CONTRACT IMPLIES CONFORMANCE WITH TERMS AND CONDITIONS SET  
 FORTH AT SHEET 2 OF THIS FILE, AS ATTACHED HERETO AND INCORPORATED BY REFERENCE.

(1)  ORIGINAL  AMENDMENT (2) IDENTIFICATION NO.

CONTRACTOR (3) CONTRACTOR NAME: **Town of Mansfield**  
 (4) ARE YOU PRESENTLY A STATE EMPLOYEE?  Yes  No  
 CONTRACTOR ADDRESS: **4 South Eagleville Road, Storrs, CT 06268-2599**  
 CONTRACTOR FEIN / SSN - SUFFIX: **000-00-0078**  
 STATE AGENCY (5) AGENCY NAME AND ADDRESS: **University of Connecticut, Ofc of VP & COO, U-2014, Storrs, CT 06269-2014**  
 (6) AGENCY NO.: **7301**

CONTRACT PERIOD (7) DATE (FROM) **01/01/06** THROUGH (TO) **06/30/06** (8) INDICATE  MASTER AGREEMENT  CONTRACT AWARD  NEITHER

CANCELLATION CLAUSE THIS AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT FOR THE ENTIRE TERM OF THE CONTRACT (9) REQUIRED NO. OF DAYS WRITTEN NOTICE: **30**  
 PERIOD STATED ABOVE UNLESS CANCELLED BY THE STATE AGENCY, BY GIVING THE CONTRACTOR WRITTEN NOTICE OF SUCH INTENTION (REQUIRED DAYS NOTICE SPECIFIED AT RIGHT).

COMPLETE DESCRIPTION OF SERVICES (10) CONTRACTOR AGREES TO: (Include special provisions - Attach additional blank sheets if necessary.)  
**Provide daycare services for the children of University employees and students at the Mansfield Discovery Depot. One-third of the total available day care enrollment will be set aside for the children of University employees and students.**  
 MUST IDENTIFY: **See continuation of Section 10 - Complete Description of Services page 3 of 3**  
 SERVICE PROVIDED, DATES, LOCATION, METHOD & NAMES  
 IF ALL INVOLVED  
 LIST ALL  
 DEADLINES &  
 EQUIPMENT NEEDS  
**Departmental Contact Person Name & Telephone Number: Debbie Carone, 486-4340**

(11) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES.  
 COST AND PAYMENT SCHEDULE SPECIFY PAY RATES PER DIEM/HR) OR BY TASK. ADD TRAVEL COSTS, MEALS, ETC.  
**THE MAXIMUM AMOUNT PAYABLE UNDER THIS CONTRACT IS \$39,375.00**

(2) ACT. CD.	(13) DOC. TYPE	(14) COMM. TYPE	(15) LSE. TYPE	(16) ORIG. AGCY.	(17) DOCUMENT NO.	(18) COMM. AGCY.	(19) COMM. NO.	(20) VENDOR FEIN / SSN - SUFFIX		
				7301				000-00-0078		
(21) COMMITTED AMOUNT				(22) OBLIGATED AMOUNT			(23) CONTRACT PERIOD (FROM/TO)			
\$39,375.00										
(24) ACT. CD.	(25) COMM. LINE NO.	(26) COMMITTED AMOUNT	(27) COMM. AGENCY	(28) COST CENTER FUND	SID	(29) OBJECT	AGENCY TAIL			
		39,375.00	7301	1161	000	02230	(30) FUNCTION	(31) ACTIVITY	(32) EXTENSION	(33) F.Y.
									292803	06

Individual entering into a Personal Service Agreement with the State of Connecticut is contracting under a "work-for-hire" arrangement. As such, the individual is an independent contractor, and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship under Internal Revenue Code Section 3121 (d) (2). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible themselves for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

(SIGNATURES IN BLUE INK) (34) STATUTORY AUTHORITY: **10a-104, 10a-108**

ACCEPTANCES AND APPROVALS

(5) CONTRACTOR (OWNER OR AUTHORIZED SIGNATURE) TITLE: **Martin H. Berliner, Town Manager** DATE:

(6) AGENCY (AUTHORIZED OFFICIAL) TITLE: **Linda Flaherty-Goldsmith, VP & COO** DATE:

(7) OFFICE OF POLICY & MGMT./DEPT. OF ADMIN. SERV. TITLE: DATE:

(8) ATTORNEY GENERAL (APPROVED AS TO FORM) DATE:

**EXECUTIVE ORDERS**

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

**I. NON-DISCRIMINATION**

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

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

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

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

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

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

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

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

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

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

**INSURANCE**

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

**STATE LIABILITY**

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

**CONTINUATION OF SECTION (10)**  
**COMPLETE DESCRIPTION OF SERVICES**

The Mansfield Discovery Depot's current license allows for a capacity of 116 children to be under staff care and supervision, 40 children under the age of three and 76 children between ages three and six. The University agrees to provide \$39,375 in funding support to the center in exchange for 1/3 of the pupil spaces available being allocated to children of University staff and students. The Mansfield Discovery Depot's Administrative Policies are to give precedence to families affiliated with the University.

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

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

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

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

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

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**Town of Mansfield  
Agenda Item Summary**

**To:** ~~Town Council~~  
**From:** Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 24, 2005  
**Re:** Amendment to Child Day Care Contract

---

**Subject Matter/Background**

Deputy Commissioner Beaulieu of the Connecticut Department of Social Services recently announced new rates for the Child Day Care (CDC) contract program, retroactive to July 3, 2005. The former rates would have entitled the town to a reimbursement of \$213,928.00, while new rates provide for a reimbursement of \$229,138.00. In order to receive the revised reimbursement rate, the town must execute an amendment to our current contract with the Connecticut Department of Social Services.

**Financial Impact**

As stated above, the town would receive \$229,138.00 under the contract amendment - a \$15,210.00 increase from the amount the town would have received under the former rate schedule.

**Recommendation**

Staff requests that the town council authorize the town manager to execute the contract amendment on behalf of the town.

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

***RESOLVED***, effective October 24, 2005, to authorize the Town Manager, Martin H. Berliner, to enter into or amend contractual instruments in the name and on behalf of the Town of Mansfield, with the Department of Social Services of the State of Connecticut for a Child Day Care program if such an agreement is offered and to have the corporate seal affixed to all documents required as part of any offered agreement.

**Attachments**

- 1) State of Connecticut Department of Social Services Contract Amendment



# STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

25 SIGOURNEY STREET • HARTFORD, CONNECTICUT 06106-5033

October 5, 2005

Ms. Mary Jane Newman, Director  
Mansfield Discovery Depot, Inc.  
50 Depot Road  
Storrs, CT 06268-5106

Re: 078-CDC-32 A1  
Contract Amendment for Local Execution

Dear Ms. Newman:

You recently received a letter from Deputy Commissioner Beaulieu announcing new reimbursement rates for the Child Day Care (CDC) contract program. As stated in the Deputy's letter, the new rates are retroactive to July 3, 2005; however, an amendment to your current contract is required for the funds to be made available. Based on the former rates being effective from January 1, 2005 through July 2, 2005 and the new rates being effective from July 3, 2005 through December 31, 2005, your maximum reimbursement has increased by **\$15,210.00** from **\$213,928.00** to **\$229,138.00**.

Attached you will find for review and signature are amendment documents that require local execution. They are being sent to you for you to shepherd through the local approval process. The documents are:

**Contract Amendment -** two complete sets, completed as required

**Corporate Resolution -** one copy – You will note two differences in the resolution. First, we will not require that it be completed on corporate letterhead as the one on file with us fulfills that requirement. Second, the resolution has been partially completed. This is because the original resolution, filed with us authorized Mr. Berliner to enter into amendments. As a result, the resolution only need be dated, sealed and signed.

*(If, however, any of the information presented on the partially completed resolution is incorrect or has changed, please have a new resolution, on the letterhead of the town, completed and submitted. A sample resolution is enclosed should a new resolution be necessary.)*

October 5, 2005

**Please have the amendment and corporate resolution signed and dated in blue ink and sealed with the corporate seal.** As always, the chronology of the execution of contract documents is critical. Please use the following guide when executing the documents.

### **GUIDE FOR EXECUTION**

There are only two phases to the Resolution process. They are:

The execution of the amendment by Mr. Berliner. This may occur on any date after the amendment is received.

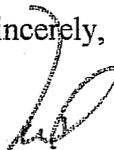
This is followed by certification of the Resolution. At the bottom of the Resolution, in the "IN WITNESS WHEREOF" section, the authorized individual is certifying to the appropriateness of the signature on the amendment. Therefore, the date of that certification must be the *same as or after* the date Mr. Berliner signs the amendment.

Nothing in the contracting process causes more difficulty than the sequence of dates. If there are questions *before execution of the documents*, please call so we can go over them. Inaccuracy in these dates will cause delays in the final execution of your contract.

Please return both copies of the amendment with the executed resolution as soon as possible. As soon as the amendment is fully executed, we will make a prior period adjustment for the difference between what has been paid and what should have been paid since July 3, 2005.

Please contact me at (860) 424-5861 or email me at [neil.newman@po.state.ct.us](mailto:neil.newman@po.state.ct.us), if you have questions.

Sincerely,



Neil S. Newman  
Program Assistance Supervisor  
Child Care Team

/n  
Attachments

c: Jeffrey Smith, Finance Director, Mansfield  
Matthew Hart, Assistant Town Manager, Mansfield  
Kathleen M. Brennan, Director, Contract Administration  
Peter J. Palermino, Manager, Child Care Team

STATE OF CONNECTICUT  
Department of Social Services  
Contract Administration

CONTRACT AMENDMENT

Contractor: **Town of Mansfield**  
Contract Number : **078-CDC-32**  
Amendment Number: **1**  
Term of Contract **January 1, 2005 through December 31, 2005**

TWO-SIDED COPY TO  
SAVE PAPER

The contract between Town of Mansfield (the Contractor) and the Department of Social Services (the Department) which was last executed by the parties and signed by the Deputy Commissioner of Administration on 03/08/2005 is hereby amended as follows:

1. The state grant-in-aid, identified in PART III, §C.1., is increased by \$15,210.00 from \$213,928.00 to \$229,138.00 to reflect increases in reimbursement rates as reflected on pages 3 of 7 and 4 of 7 that follow.
2. Part III, §G of the original contract is deleted and Part III, §G that follows is substituted.
3. This amendment shall be effective from July 3, 2005.

This document constitutes an amendment to the above numbered contract. All provisions of that contract, except those that are explicitly changed above by this amendment shall remain in full force and effect.

ACCEPTANCES AND APPROVALS:

**By the Contractor:**

Town of Mansfield  
*Name of Contractor*

\_\_\_\_\_  
*Signature (Authorized Official)*

\_\_\_\_\_  
*Date*

Martin H. Berliner  
*Typed name of Authorized Official signing above*

Town Manager  
*Title*

**By the Department of Social Services:**

\_\_\_\_\_  
*Signature (Authorized Official)*

\_\_\_\_\_  
*Date*

Michael P. Starkowski  
*Typed name of Authorized Official signing above*

Deputy Commissioner  
*Title*

( x ) *This Amendment does not require the signature of the Attorney General pursuant to an agreement between the Department and the Office of the Attorney General, dated 03/13/2003 and the revision dated 11/24/2004.*

PART III: DEPARTMENT OF SOCIAL SERVICES  
CHILD DAY CARE PROGRAM - C.G.S Section 8-210(b)

C. GRANT-IN-AID

1. The department will provide funds to the contractor, based on the Weekly Contract Rate not to exceed **\$106,964.00** for the period January 1, 2005 through July 2, 2005 and **\$122,174.00** for the period July 3, 2005 through December 31, 2005 for a total not to exceed **\$229,138.00**. The detail in support of the funds identified is shown in Column D, Line 40 of the budgets on pages 3 of 7 and 4 of 7 of this agreement.

**BUDGET (January 1, 2005 through July 2, 2005)**

**Mansfield**

COLUMN	A (Weekly)	B (Weekly)	C	D
CATEGORIES OF CARE	MAXIMUM RATE	CONTRACT RATE	UNITS	TOTAL
1 Infant/Toddler (Std) (ft)	444.231	\$129.10	5	645.50
2 Infant/Toddler (Title 1) (ft)				
3 Infant/Toddler (Accredited) (ft)				
4 Preschool (Std) (ft)	288.462	\$99.10	35	3,468.50
5 Preschool (Title 1) (ft)				
6 Preschool (Accredited) (ft)				
7			Weekly Total	\$ 4,114.00
8			Number of Weeks	x 26
9			<b>SUBTOTAL</b>	<b>\$ 106,964.00</b>
10 Infant/Toddler (Std) (wa)				
11 Infant/Toddler (Title 1) (wa)				
12 Infant/Toddler (Accredited) (wa)				
13 Preschool (Std) (wa)				
14 Preschool (Title 1) (wa)				
15 Preschool (Accredited) (wa)				
16			Weekly Total	
17			Number of Weeks	
18			<b>SUBTOTAL</b>	
19 Infant/Toddler (Std) (wa) (ft)				
20 Infant/Toddler (Title 1) (wa) (ft)				
21 Infant/Toddler (Accredited) (wa) (ft)				
22 Preschool (Std) (wa) (ft)				
23 Preschool (Title 1) (wa) (ft)				
24 Preschool (Accredited) (wa) (ft)				
25			Weekly Total	
26			Number of Weeks	
27			<b>SUBTOTAL</b>	
28 School Age (Std) (ft)				
29 School Age (Title 1) (ft)				
30 School Age (Accredited) (ft)				
31			Weekly Total	
32			Number of Weeks	
33			<b>SUBTOTAL</b>	
34 School Age (Std)				
35 School Age (Title 1)				
36 School Age (Accredited)				
37			Weekly Total	
38			Number of Weeks	
39			<b>SUBTOTAL</b>	
40			<b>GRAND TOTAL (lines 9+18+27+33+39) round total to the nearest whole dollar</b>	<b>\$ 106,964.00</b>

**BUDGET (July 3, 2005 through December 31, 2005)**

**Mansfield**

COLUMN	A (Weekly)	B (Weekly)	C	D
CATEGORIES OF CARE	MAXIMUM RATE	CONTRACT RATE	UNITS	TOTAL
1 Infant/Toddler (Std) (ft)	444.231	\$147.40	5	737.00
2 Infant/Toddler (Title 1) (ft)				
3 Infant/Toddler (Accredited) (ft)				
4 Preschool (Std) (ft)	288.462	\$113.20	35	3,962.00
5 Preschool (Title 1) (ft)				
6 Preschool (Accredited) (ft)				
7			Weekly Total	\$ 4,699.00
8			Number of Weeks	x 26
9			<b>SUBTOTAL</b>	<b>\$ 122,174.00</b>
10 Infant/Toddler (Std) (wa)				
11 Infant/Toddler (Title 1) (wa)				
12 Infant/Toddler (Accredited) (wa)				
13 Preschool (Std) (wa)				
14 Preschool (Title 1) (wa)				
15 Preschool (Accredited) (wa)				
16			Weekly Total	
17			Number of Weeks	
18			<b>SUBTOTAL</b>	
19 Infant/Toddler (Std) (wa) (ft)				
20 Infant/Toddler (Title 1) (wa) (ft)				
21 Infant/Toddler (Accredited) (wa) (ft)				
22 Preschool (Std) (wa) (ft)				
23 Preschool (Title 1) (wa) (ft)				
24 Preschool (Accredited) (wa) (ft)				
25			Weekly Total	
26			Number of Weeks	
27			<b>SUBTOTAL</b>	
28 School Age (Std) (ft)				
29 School Age (Title 1) (ft)				
30 School Age (Accredited) (ft)				
31			Weekly Total	
32			Number of Weeks	
33			<b>SUBTOTAL</b>	
34 School Age (Std)				
35 School Age (Title 1)				
36 School Age (Accredited)				
37			Weekly Total	
38			Number of Weeks	
39			<b>SUBTOTAL</b>	
40	<b>GRAND TOTAL (lines 9+18+27+33+39) round total to the nearest whole dollar</b>			<b>\$ 122,174.00</b>

**G. SUBCONTRACTOR**

1. The contractor will pay the subcontractor, identified in Section G.2. below, of this agreement, an amount not to exceed **\$106,964.00** for the period January 1, 2005 through July 2, 2005 and **\$122,174.00** for the period July 3, 2005 through December 31, 2005 for a total not to exceed **\$229,138.00**. The detail in support of the funds identified is shown in Column D, Line 40 of the budgets on pages 6 of 7 and 7 of 7 of this agreement

2. The contractor will subcontract to:

**Mansfield Discovery Depot, Inc.**

*Subcontractor Legal Name*

**50 Depot Road**

*Subcontractor Street Address*

**Storrs, CT 06268-5106**

*Subcontractor City, State and Zip Code*

hereinafter referred to as "subcontractor" and shall execute a contract between itself and the subcontractor. Said subcontract, at a minimum, shall bind the subcontractor to the terms of this agreement and to carrying out the Program subject to this agreement's provisions. Said subcontract shall, by reference, be made a part of this agreement as fully as if set forth herein.

**BUDGET (January 1, 2005 through July 2, 2005)**

**Mansfield Discovery Depot, Inc.**

COLUMN	A (Weekly)	B (Weekly)	C	D
CATEGORIES OF CARE	MAXIMUM RATE	CONTRACT RATE	UNITS	TOTAL
1 Infant/Toddler (Std) (ft)	444.231	\$129.10	5	645.50
2 Infant/Toddler (Title 1) (ft)				
3 Infant/Toddler (Accredited) (ft)				
4 Preschool (Std) (ft)	288.462	\$99.10	35	3,468.50
5 Preschool (Title 1) (ft)				
6 Preschool (Accredited) (ft)				
7			Weekly Total	\$ 4,114.00
8			Number of Weeks	x 26
9			<b>SUBTOTAL</b>	<b>\$ 106,964.00</b>
10 Infant/Toddler (Std) (wa)				
11 Infant/Toddler (Title 1) (wa)				
12 Infant/Toddler (Accredited) (wa)				
13 Preschool (Std) (wa)				
14 Preschool (Title 1) (wa)				
15 Preschool (Accredited) (wa)				
16			Weekly Total	
17			Number of Weeks	
18			<b>SUBTOTAL</b>	
19 Infant/Toddler (Std) (wa) (ft)				
20 Infant/Toddler (Title 1) (wa) (ft)				
21 Infant/Toddler (Accredited) (wa) (ft)				
22 Preschool (Std) (wa) (ft)				
23 Preschool (Title 1) (wa) (ft)				
24 Preschool (Accredited) (wa) (ft)				
25			Weekly Total	
26			Number of Weeks	
27			<b>SUBTOTAL</b>	
28 School Age (Std) (ft)				
29 School Age (Title 1) (ft)				
30 School Age (Accredited) (ft)				
31			Weekly Total	
32			Number of Weeks	
33			<b>SUBTOTAL</b>	
34 School Age (Std)				
35 School Age (Title 1)				
36 School Age (Accredited)				
37			Weekly Total	
38			Number of Weeks	
39			<b>SUBTOTAL</b>	
40	<b>GRAND TOTAL (lines 9+18+27+33+39) round total to the nearest whole dollar</b>			<b>\$ 106,964.00</b>

**BUDGET (July 3, 2005 through December 31, 2005)**

**Mansfield Discovery Depot, Inc.**

COLUMN	A (Weekly)	B (Weekly)	C	D
CATEGORIES OF CARE	MAXIMUM RATE	CONTRACT RATE	UNITS	TOTAL
1 Infant/Toddler (Std) (ft)	444.231	\$147.40	5	737.00
2 Infant/Toddler (Title 1) (ft)				
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6 Preschool (Accredited) (ft)				
7			Weekly Total	\$ 4,699.00
8			Number of Weeks	x 26
9			<b>SUBTOTAL</b>	<b>\$ 122,174.00</b>
10 Infant/Toddler (Std) (wa)				
11 Infant/Toddler (Title 1) (wa)				
12 Infant/Toddler (Accredited) (wa)				
13 Preschool (Std) (wa)				
14 Preschool (Title 1) (wa)				
15 Preschool (Accredited) (wa)				
16			Weekly Total	
17			Number of Weeks	
18			<b>SUBTOTAL</b>	
19 Infant/Toddler (Std) (wa) (ft)				
20 Infant/Toddler (Title 1) (wa) (ft)				
21 Infant/Toddler (Accredited) (wa) (ft)				
22 Preschool (Std) (wa) (ft)				
23 Preschool (Title 1) (wa) (ft)				
24 Preschool (Accredited) (wa) (ft)				
25			Weekly Total	
26			Number of Weeks	
27			<b>SUBTOTAL</b>	
28 School Age (Std) (ft)				
29 School Age (Title 1) (ft)				
30 School Age (Accredited) (ft)				
31			Weekly Total	
32			Number of Weeks	
33			<b>SUBTOTAL</b>	
34 School Age (Std)				
35 School Age (Title 1)				
36 School Age (Accredited)				
37			Weekly Total	
38			Number of Weeks	
39			<b>SUBTOTAL</b>	
40	<b>GRAND TOTAL (lines 9+18+27+33+39) round total to the nearest whole dollar</b>			<b>\$ 122,174.00</b>

# CERTIFIED RESOLUTION OF CONTRACTOR

I, Joan E. Gerdson, Town Clerk of Town Council, a Connecticut corporation (the "Contractor"), DO HEREBY certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Town Council of the Contractor duly held and convened on November 8, 2004, at which meeting a duly constituted quorum of the Town Council was present and acting throughout and that such resolution has not been modified, rescinded or revoked and is at present in full force and effect:

RESOLVED: That the Town Manager, Martin H. Berliner, is empowered to enter into or amend contractual instruments in the name and on behalf of Town of Mansfield, with the Department of Social Services of the State of Connecticut for a Child Day Care program if such an agreement is offered and to have the corporate seal affixed to all documents required as a part of any offered agreement.

IN WITNESS WHEREOF, I have affixed my signature and the corporate seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

SEAL

---

Joan E. Gerdson, Town Clerk

# SAMPLE

## CERTIFIED RESOLUTION OF CONTRACTOR

(to be typed on the letterhead of the contractor  
and  
to be signed in blue ink)

I, John Q. Public, Secretary of XYZ Corporation, Inc., a Connecticut corporation (the "Contractor"), DO HEREBY certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Board of Directors of the Contractor duly held and convened on July 12, 2005, at which meeting a duly constituted quorum of the Board of Directors was present and acting throughout and that such resolution has not been modified, rescinded or revoked and is at present in full force and effect:

**RESOLVED:** That the President of the Board, Mary Doe, is empowered to enter into or amend contractual instruments in the name and on behalf of XYZ Corporation, Inc., with the Department of Social Services of the State of Connecticut for a Child Day Care program if such an agreement is offered and to have the corporate seal affixed to all documents required as a part of any offered agreement.

~~THIS IS THE CERTIFICATION SECTION IDENTIFIED IN THE LOCAL EXECUTION LETTER~~

IN WITNESS WHEREOF, I have affixed my signature and the corporate seal this 14<sup>th</sup> day of July, 20 05.

SEAL

John Q. Public

John Q. Public, Secretary



# STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

CLAUDETTE J. BEAULIEU  
Deputy Commissioner

October 13, 2005

REC'D OCT 14 2005  
TELEPHONE (860) 424-5004  
TDD/TTY 1-800-842-4524

FAX (860) 424-4899

Mr. Martin Berliner  
Town Manager  
Town of Mansfield  
Town Hall  
Four South Eagleville Road  
Mansfield, CT 06268-2574

Re: Child Day Care (CDC) Contract— 01/01/06 – 12/31/06  
Contract Number: 078-CDC-33

Dear Mr. Berliner:

I am writing to advise you of the funding level for the above referenced contract program. For planning purposes, your allocation level for the 2006 calendar year is \$244,348.00. This level represents an increase over the prior year's contract level of \$15,210.00 and is the result of the rate increase that became effective on July 3, 2005. As always, decisions on the number and mix of child care services to be provided in your 2006 contract are to be negotiated. Staff of the Child Care Team in our Bureau of Assistance Programs will handle those negotiations and will work with you to expedite your application and ultimately your contract.

To date, the department's allocation level for CDC has not been reduced by rescission or legislative action. If the budget is revised and reductions occur, we will notify you promptly.

Please do not hesitate to call Neil Newman, Program Assistance Supervisor, in our Child Care Team toll-free at (800) 811-6141 and press 6 at any time during the message to be connected to the Child Care Team or email him at [neil.newman@po.state.ct.us](mailto:neil.newman@po.state.ct.us) if you have questions about your allocation.

Sincerely,

Claudette J. Beaulieu  
Deputy Commissioner

CJB:n

- c: Matthew Hart, Assistant Town Manager, Mansfield
- Jeffrey Smith, Finance Director, Mansfield
- Mary Jane Newman, Director, MDD
- Patricia A. Wilson-Coker, Commissioner
- Michael P. Starkowski, Deputy Commissioner
- Kathleen M. Brennan, Director, Contract Administration
- Peter J. Palermino, Manager, Family Services

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin H. Berliner*  
Martin H. Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 24, 2005  
**Re:** Application for a Fiscal Year 2006/07 Library Services and Technology Act Long-range Planning Grant

---

**Subject Matter/Background**

Attached please find an application for a Fiscal Year 2006/07 Library Services and Technology Act Long-range Planning Grant. Due to constraints posed by the application schedule, the library director has already submitted the application on behalf of the town, and is now seeking retroactive authorization from the town council.

The Mansfield Public Library's previous long-range plan covered the period of 1996-2001 and included the completion of a major construction and renovation project. The library followed many of the procedures outlined in the 1987 *Planning and Role Setting for Public Libraries* to develop their former long-range plan. The library staff would like to follow the *New Planning for Results (2001)* guidelines to develop their next long-range plan but do not currently have the resources to do so. Additionally, the town is embarking on a strategic planning process and the library would like to dovetail its planning process with that of the town.

**Financial Impact**

The library is requesting \$5,732.65 in LSTA grant funding and \$9,718.80 in local match in-kind funds to complete their new long-range plan. The project budget would therefore total \$15,451.45.

**Recommendation**

Staff believes that the strategic planning process would assist the Mansfield Public Library to prepare for the future and to improve the programs and services that it offers to residents. Consequently, I recommend that the town council authorize the library director to submit the application as presented.

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

*Move, effective October 24, 2005, to authorize Library Director Louise Bailey to submit the attached application to the Connecticut State Library for a Fiscal Year 2006/07 Library Services and Technology Act Long-Range Planning Grant.*

**Attachments**

- 1) Connecticut State Library Application for a Fiscal Year 2006/07 Library Services and Technology Act Long-Range Planning Grant



CONNECTICUT STATE LIBRARY  
APPLICATION FOR A FISCAL YEAR 06/07  
LIBRARY SERVICES AND TECHNOLOGY ACT  
LONG-RANGE PLANNING GRANT

Applicant (Organization) Name: Mansfield Public Library  
Applicant Address: 54 Warrenville Road Mansfield, CT 06068  
Project Director: Louise Bailey  
Phone Number: 860-423-2031  
E-mail Address: lbailey@biblio.org  
Website (URL): www.biblio.org/mansfield  
Amount of Grant Requested: \$5,732.65  
Minimum grant award: \$3,000 Maximum grant award: \$10,000  
Match Required: 25% of the grant amount requested  
Grant Period: 1/1/06 to 12/30/06

**NOTE:** Only libraries that have not received a Long-Range Planning Grant in the last five years may apply.

Send your electronic submission to Sheila K. Mosman at [smosman@cslib.org](mailto:smosman@cslib.org). Mail one originally signed Project Budget Page and one originally signed Certification Regarding Debarment to the address below.

Paper submissions will be accepted. You must use 12 point type or larger when preparing your application. Please mail one original and three copies of the completed application package to:

Sheila K. Mosman  
Grants and Contracts Manager  
Connecticut State Library  
231 Capitol Avenue  
Hartford, CT 06106

Acknowledgement of receipt of your grant application will be sent within 5 working days.

**THE STATE LIBRARY MUST RECEIVE COMPLETED APPLICATIONS BY 4:00 PM ON  
OCTOBER 7, 2005.**

## A. PROGRAM PLAN

The purpose of this grant opportunity is to provide funding for the development of a long-range plan for your library. Please respond to each item listed below.

**Please respond to each question in sequence.**

Applications will be awarded 0-10 points for their response to each item unless otherwise indicated.

1. Provide a brief profile of your community.

Located in northeastern Connecticut, Mansfield is a rural university town of about 13,000 'fulltime' residents. The town is home to the main campus of the University of Connecticut, the largest employer in the area. As reported in the 2000 Census, Mansfield's population was 20,720; this included students living in dormitories on the UConn campus. However, UConn undergraduate capacity has grown significantly since 2000 and the total Mansfield population during the school year is estimated to be 24,150 by the Downtown Mansfield Municipal Development Plan Market Study.

The University of Connecticut has a major impact on the town of Mansfield: almost 10% of K-12 students speak a language other than English at home, the Asian population is about 12 % compared to the state's 3%, 54% of the persons age 25 and older have a Bachelors degree or higher, compared to the state-wide percentage of 31% (CERC Town Profile 2005). The University of Connecticut offers a rich diversity of cultures and variety of resources that other towns in Connecticut, especially northeastern Connecticut, do not have.

2. Describe the factors that contribute to your library's need for a long-range plan. Explain why you need to develop a long-range plan at this time.

Our last long range plan was revised by the Mansfield Library Advisory Board March 11, 1999 and covered the period from 1996 - 2001. We are four years overdue for a new plan. The major objectives of the 1996 - 2001 Plan were accomplished with the completion of a major construction and renovation project. We followed many of the procedures outlined in the 1987 Planning and Role Setting for Public Libraries to develop that Plan; we want to follow The New Planning for Results (2001) to develop our next long-range plan, but have not had the resources to do so. "Excellence must be defined locally" and "excellence is a moving target" (page 1, The New Planning for Results).

There have been major changes in our community since the development of the last long-range plan (ie the construction of the Mansfield Community Center) and more changes are forecast (ie the Municipal Development Plan for Storrs Center).

The Town of Mansfield is also embarking on a strategic planning process, and the Library wants to dovetail our planning process with that of the Town.

3. List stakeholders (Who will benefit? e.g., Board, staff, community groups, etc.), and describe how each will benefit. Include information about past planning processes and how they have prepared you to plan now.

The last planning process did not use the "stakeholder" approach outlined in *The New Planning for Results*. The result of following the process in *Planning and Role Setting for Public Libraries* (1987) was that Mansfield Public Library chose one main area of excellence: popular materials library. Library staff used that definition to guide development of a building plan as well as program goals and objectives. It's all too easy to be distracted by the daily race to provide services; the past planning process prepared us to recognize the value of updating our community analysis, developing goals and objectives that meet the needs of our changing community, and involving community leaders in planning. There were not enough community leaders involved during the last planning process and as a result, it was challenging to develop support for some of the library's goals and objectives.

Stakeholders will comprise our Planning Committee and will include:

- Town of Mansfield staff (including the Senior Center, Social Services, Parks and Recreation) and Town Council, who are starting the process to develop a strategic plan for the Town of Mansfield. Community data that library staff compile as part of developing a Library Long Range Plan can be used in the overall Town planning process as well. In addition, the community-based vision, current conditions and needs the Library will seek as part of *The New Planning for Results* process can be used for the Town's planning. Cooperation and coordination of programming for shared constituencies will benefit all departments but especially the Senior Center and Parks and Recreation, with whom the Library shares target audiences.
- Mansfield Advocates for Children, a council representing a collaboration of parents, agencies and organizations involved with early care and education, can also use the data and information we gather to apply for grants, and to gain an overview and understanding of the literacy needs of young children that public libraries can address.
- The Mansfield Downtown Partnership can benefit from the community vision information and planning process of the Mansfield Public Library. At this point in time, there is only one public library facility which is located outside of the Partnership area.
- There are several cultural groups in Mansfield (Mansfield Dance Council, Greater Mansfield Council for the Arts, etc) and participating as stakeholders will not only inform representatives about Mansfield Public Library, it will also help develop cooperation and coordination between groups and the Library so we are not competing but rather working together to provide improved services to our target audiences.
- Elementary Schools will benefit from a wider vision of the community rather than their immediate focus on children. The public library shares some goals with the schools, but we also directly serve parents, grandparents, and very young siblings of their students. Learning more about what the public library can do to support family literacy and emergent literacy will support the efforts of schools to educate their students.
- Ethnic Organizations, such as the Chinese Student Scholar Association, are based at UConn yet have constituencies of graduate students and faculty who are Town residents and who can benefit from more information about their public library.

- The Eastern Highlands Health District is housed in Mansfield's Town Hall. They can benefit from participation as a stakeholder by seeing what information is in the library, what display spaces for their information are available, and perhaps by partnering with the Library to present public health information.
- UConn librarians have a different mission and focus than the public library, but learning what the local public library has to offer will benefit their constituency (ie trade books for education majors, requirements to obtain library cards).
- Board of realtors can benefit by having a strong public library; it's a selling point for the quality of life available in Mansfield.

4. Please describe the planning process you will use; the Public Library Association's book *Planning for Results* streamlined approach is recommended. Each part of this question will be awarded 0-5 points.

a. How will you involve various stakeholders?

1. Personal phone calls to invite stakeholders to participate as members of the Planning Committee. I will make some phone calls to people I know as the Library Director, and the Assistant Town Manager will call others to personally involve them. "Effective Invitations to Committee Members" (a handout received during Sandra Nelson's 10-19-04 Building the Future: Planning for Results in Your Library workshop) lists practical details to decide before calling as well as a list of points to cover during the phone call.
2. Choose a time for meetings that's easiest for people to meet (Nelson suggests 10-3 with lunch or 4-8 with dinner), and provide refreshments. Their commitment will only be to attend two meetings in March and April 2006 and a final meeting about five months later at the end of the planning timeline. Sandra Nelson advises that no one has a lot of time to spare, and knowing what your commitment will be makes it easier to involve stakeholders.
3. Tell the stakeholders why they were chosen: the skills and knowledge they bring to the process, and the services the library can offer to the part of our community they represent.
4. Prepare and present brief, visual trend data about the Mansfield community and its public library (not just charts and statistics, but photos of residents attending programs, using resources, etc).
5. Make library cards for each stakeholder (if they don't already have them) and give them a quick tour of the building before the first meeting begins.

b. How will you determine your community's vision?

1. The Planning Committee will determine the community vision for the Town of Mansfield; the Committee will be composed of stakeholders who represent the demographics of Mansfield.
2. Committee members will be asked to picture Mansfield as the 'ideal' community ten years from now, a range of qualities that will make Mansfield unique, and reflect our values as a community.

3. Committee members will be asked to identify the target groups who will benefit from this vision, the condition or circumstance that will benefit them, and the result.
  4. Workform C (Community Vision Statement) from The New Planning for Results will be followed.
- c. How will you identify community's needs?
- The Planning Committee will identify community strengths, weaknesses, opportunities, and threats (Workform D, SWOT Analysis of the Community), then identify the needs reflected in that information.
  - The Library Director will present information about current programs and services to the Planning Committee and answer any questions they may have.
- d. How will your plan translate the community's needs into goals and objectives?
1. The members of the Planning Committee will review the list of needs they identified, and select ones that might be met using current or potential library resources and staff. The Needs Decision Tree will help this process: is Mansfield Public Library suited to meet this need? How many other organizations are working to meet this need?
  2. Library staff (Librarians, Library Assistant II's and other fulltime staff) and the Library Advisory Board will review the vision statement, and identified needs developed by the Planning Committee in their first meeting, identify current library strengths and weaknesses in relation to those needs and vision, and suggest library service responses. After review and discussion, the Library Director will write preliminary goals (the outcome the community will receive) that are related to each library service response. These service goals will begin by naming the target audience, then describe the service, and purpose of the service.
  3. Objectives will be written by the Library Director and Librarians to measure progress toward reaching a goal: number of people served, how well the service met the user's needs (using surveys, anecdotal data), the number of 'service units' provided (ie number of circulations before and after a program, number of reference questions answered, number of items borrowed from display shelving within a month, etc), and a specific time frame.
- e. How will your planning process translate your goals and objectives into activities?
1. Goals and objectives, written by the librarian team (Library Director, Children's Librarians, and Public Service Librarian), will be presented at a library staff meeting and staff will be asked to begin thinking about activities that will help the library progress toward the accomplishment of these goals and objectives. We will have a staff meeting for each goal and its objectives, and brainstorm activities to support them.
  2. Librarians will review the suggested activities during weekly meetings, and evaluate effectiveness: how closely the activity relates to the target audience, and how closely it relates to the intended outcome.

3. Librarians will review each of the remaining activities and further narrow them by evaluating the ones most efficient to implement using Workform J (Analyzing Activities: Efficiency), page 303, in The New Planning for Results.

f. How will you determine what resources will be required?

The Library Director will use Workform K (Gap Analysis) to review resources compared to the service responses/activities: have, need, gap for each resource, and plan for filling the gap or reallocating resources.

- Staff as a resource: As part of the classification study completed by the Town of Mansfield in 2004, I already have data that determines who does what, time needed for various tasks, time spent on public desks, etc. and we have updated this information and fine-tuned it on an on-going basis since then.

- Technology as a resource: as a result of the recently completed migration to the Dynix Horizon system, data on available technology is current and available.

- Facility Resources: because our expanded and renovated building is only a few years old, this data is available as well.

g. How will you communicate the results of your planning process?

- the library's monthly newsletter

- the library's web page; the index or first page has space allocated to new programs and services which changes weekly. A hot link on the planning process will be included to keep people informed during the process.

- the Library Director will conduct a final planning committee meeting to review the final draft.

- the Library Director will present the Plan to the Library Advisory Board.

h. How will you monitor the implementation of the plan?

I will review implementation of the plan as part of my goals and objectives in quarterly meetings with the Town Manager, and review the librarian accomplishments based on implementation of the Plan on a quarterly basis. Implementing the plan will be part of their quarterly goals and objectives.

5. Provide a timeline for the planning process.

October/November: work with Town Manager's Office to interview, assist in the process of selecting a consultant.

January/February 2006: Orientation meetings for Staff and Library Advisory Board; develop/update fact sheets about the community and the library (Library Board meeting is scheduled for February 9, 2006).

March 2006: Planning Committee Meeting One. Identify a community vision and needs.

April 2006:

Meet with Library Advisory Board and present the vision and needs; discuss and begin to develop library service priorities.

Conduct meetings with Librarians to discuss and review Library Advisory Board service priorities/service responses.

Planning Committee Meeting Two: Review the Library Advisory Board's response to the vision, needs and draft service priorities and take any action necessary. Present the staff

review of the preliminary service responses; select final service responses and identify target audiences for each.

June - August 2006

Library Director develops goals and objectives in cooperation with Librarians based on final services responses and target audiences.

Staff meetings are conducted to develop list of activities to include for each goal and objective. Based on this list, Director determines what resources will be required, plans reallocation of resources or plans to obtain resources

September 2006:

Planning Committee Meeting Three: distribute final draft and solicit feedback.

Library Advisory Board Meeting (September 28, 2006): Present the plan to the Board, discuss marketing strategy for the plan.

December 2006: begin budget planning process for FY 06/07, incorporating service responses of the Strategic Plan.

6. Are you planning to apply for a State Public Library Construction Grant for an addition, renovation, or new construction within the next four years? (5 points)

No  Yes

## INSTRUCTIONS FOR COMPLETING LSTA PROJECT BUDGET FORMS

1. All project costs must be incurred during the grant period to accomplish the objectives of the project. Costs must be verifiable from the grantee's financial records and these records must be the source of information for the final report of grant expenditures to close the grant.
2. Applicants for LSTA grants must provide a local match for all grants as indicated on the cover page of the application. Applicants may meet their share of project costs with cash or in-kind cost sharing, or a combination of both unless otherwise indicated. In-kind cost share includes staff time, space, utilities, and materials from your regular budget as well as donated goods, and services from sources other than state or federal grants which will be devoted to the project.
3. All costs must be specifically listed in the LSTA Project Budget.
4. Costs must be explained on the Budget Narrative page.
5. Unless indicated otherwise on the cover page of the Grant Application, allowable costs include:
  - Salaries and fringe benefits of individuals specifically hired for the project or for additional hours (beyond the regular number of hours worked) a staff person spends on the project. Indicate rate of pay times the number of hours to be worked.
  - Travel required to successfully implement the project. (Indicate cost per mile times number of miles.)
  - Supplies such as paper, pens, pencils, tape, and other consumables.
  - as well as larger items such as film projectors, tape recorders, VCRs, record players, computers, etc.
  - Equipment consists of anything that costs \$1,000 or more and has a normal useful life of 1 year or more.
  - Rental costs for space used solely for the project. Indicate square footage times cost per square foot.
  - Postage and phone costs directly related to the project.
  - Contractual expenses such as payments to individuals or vendors (consultants, shared automation systems, maintenance agreements, etc.) for services performed in connection with the project.
  - Printing of flyers, posters, newsletters, etc. Indicate number of items times cost per item to arrive at total cost.
  - Library materials such as books, magazines, periodicals, computer programs, realia, microfilm, films, videocassettes, audiocassettes, etc. Indicate number of items times cost per item to arrive at total cost.

**B. PROJECT BUDGET**

Applicant Name: Mansfield Public Library

Amount Requested: \$5732.65

		A. LSTA Funds Requested	B. Local Match Cash	C. Local Match In-kind	D. Total Project A+B+C
1.	Personnel			\$9,718.90	\$9,718.80
a.	salary				
b.	fringe				
2.	Travel	\$150			\$150
3.	Supplies	\$602.65			\$602.65
4.	Equipment				
5.	Postage	\$60.00			\$60.00
6.	Phone				
7.	Contractual	\$4800			\$4800
8.	Printing	\$120			\$120
9.	Library Materials				
10.	Other (Specify)				
12.	TOTAL	\$5,732.65		\$9,718.80	\$15,451.45

*Louise A. Bailey*  
Signature of Library Director

Date 10-7-05

Louise A, Bailey  
Typed name of Library Director

7/5/05

### C. BUDGET NARRATIVE

Explain how proposed grant and matching funds will be expended. Show how you arrived at the final cost of each line item. Refer to Instructions for Project Budget for amount and type of detail required.

Applicants will be awarded up to ten points based on the

1. Appropriateness of costs (0-5 points). Ensure that the costs relate to the activities and benefits of the project.
2. Substantiation of costs (0-5 points). Provide documentation for any atypical expenses.

1. Personnel	LSTA Funds	
	Local Match	\$9,718.80 Library Director: 100 hours X \$46.55 (Orientation of non-library consultant, stakeholder/ Planning Committee preparation, phone calls, research and documentation, attendance at 3 Planning Committee meetings, composing draft goals and objectives, conducting staff meetings, reviewing needed resources and reallocations, writing articles/information for news- letters, web page, composing final draft of Plan, budget preparation). Children's Librarian: \$32.03 X 60 hours School/Public Children's Librarian: \$27.41 X 40 hours Public Services Librarian: \$25.57 X 80 hours
2. Travel	LSTA Funds	\$150 (Mileage Reimbursement for members of Planning Committee: 3 meetings, 20 members estimated needing reimbursement (10 miles X \$.25 per mile)
	Local Match	
3. Supplies	LSTA Funds	\$602.65 Refreshments for three Planning Committee Meetings: \$12.00 X two meals X 20 members = \$480.00 3 reams of paper for printing plan, service response descriptions, workforms, etc for Planning Committee members \$6.00 X 3 = \$18.00 Post-it 30" X 25" plain white easel pads \$37.45 X 2 = \$74.90 Two-pocket Portfolios (4 per \$5.95 pack, 20 needed for P Committee) \$29.75
	Local Match	0
4. Equipment	LSTA Funds	0
	Local Match	0
5. Postage	LSTA Funds	\$60.00 4 mailings (reminder notices, background information, co Plan) X 20 members = \$60.00

	Local Match	0
6. Phone	LSTA Funds	0
	Local Match	0
7. Contractual	LSTA Funds	\$4800 Planning Consultant: 4 days (includes planning and preparation, plus facilitaing 2 Planning Meetings); \$1200 per day times 4 = (\$4800)
	Local Match	
8. Printing	LSTA Funds	\$120 Ink cartridges (\$120)
	Local Match	0
9. Library Materials	LSTA Funds	0
	Local Match	0
10. Other (Specify)	LSTA Funds	0
	Local Match	0
	LSTA Funds	0
	Local Match	0

7/5/05

**CERTIFICATION REGARDING DEBARMENT,  
SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION  
LOWER-TIER COVERED TRANSACTIONS**

This certification is required by Executive Order 12549, Debarment and Suspension, 34 CFR, Part 85, for all lower-tier transactions meeting the threshold and tier requirements stated at Section 85.110

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower-tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective

lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower-tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower-tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower-tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower-tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -- Lower-tier Covered Transactions", without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless that participant knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is debarred, suspended, ineligible, or voluntarily excluded from participation in this

transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

- (1) The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name: Mansfield Public Library

Louise A. Bailey  
Signature of Library Director

10-7-05  
Date

Louise A. Bailey  
Typed Name of Library Director





**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** October 24, 2005  
**Re:** CT Highway Safety Program Project Application for 2005  
Thanksgiving/Christmas/New Year's DUI Enforcement

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**Subject Matter/Background**

Attached please find an application to the Connecticut Department of Transportation, Division of Highway Safety for \$10,000 to be dedicated to police overtime for D.U.I. and related motor vehicle enforcement during the Thanksgiving/Christmas/New Year's Holiday. As explained by SGT Cox, our Resident Trooper Sergeant, the grant would be used to fund a minimum of one D.U.I. enforcement spot check and a number of D.U.I. enforcement patrols. Under the grant the state would pay 75 percent (\$7,500) and the town would be responsible for the remaining 25 percent (\$2,500). The town could fund its \$2,500 share from the general fund budget for patrol services.

**Recommendation**

Staff recommends that the Council authorize staff to present the application as presented. The grant would support a number of patrols dedicated to discouraging drunk driving and related motor vehicle offenses, which is an important goal for our town. If the Town Council supports this recommendation, the following motion is in order:

*Move, effective October 24, 2005, to authorize the Town Manager, Martin H. Berliner to submit a grant application to the Connecticut Department of Transportation, Division of Highway Safety for \$10,000 to be dedicated to police overtime for D.U.I. and related motor vehicle enforcement, and to process any related grant paperwork.*

**Attachments**

- 1) CT Highway Safety Program Project Application for 2005  
Thanksgiving/Christmas/New Year's DUI Enforcement

**CONNECTICUT HIGHWAY SAFETY PROGRAM  
PROJECT APPLICATION INSTRUCTIONS**

**FOR**

**2005 Thanksgiving/Christmas/New Year's DUI Enforcement**

Please complete the following sections of the attached HIGHWAY SAFETY PROJECT APPLICATION form and return it to the Division of Highway Safety at the following address:

Department of Transportation  
Division of Highway Safety  
P. O. Box 317546  
2800 Berlin Turnpike  
Newington, CT 06131-7546

<p><b>RETURN DATE:</b></p> <p><b>No later than:</b></p> <p><b>November 1, 2005</b></p>
--

**Please complete only the non-shaded areas of the project application.**

**PROJECT TITLE:** 2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program ( completed for your convenience )

**GOVERNMENTAL UNIT:** Enter the name of the political jurisdiction responsible for the overall administration of the project (state agency, municipality)

**APPLICANT:** Enter the organizational unit responsible for the administration of the project. ( name of police agency )

**FEDERAL ID. NUMBER ( FEIN ):** Enter the nine digit number assigned by the U. S. Department of Treasury, Internal Revenue Service, for tax reporting purpose.

**ADDRESS OF GOVERNMENTAL UNIT:** Enter the complete address of the GOVERNMENTAL UNIT including zip code.

**ADDRESS OF APPLICANT:** Enter the complete address of the APPLICANT including zip code.

ANTICIPATED START UP  
DATE:

November 23, 2005

AUTHORIZING NAMES  
AND SIGNATURES:

PROJECT DIRECTOR: Full name, title, address, etc. of person responsible for overall administration of the project.

FISCAL OFFICER: Full name, title, address, etc. of person responsible for overall fiscal administration of the project.

AUTHORIZING OFFICIAL OF GOVERNMENTAL UNIT: Full name, title, address, etc. of the chief executive officer of the political subdivision. ( Mayor, Chief of Police, University Official, or State Agency Head.

\*\*\*\* The Authorizing Official of the Governmental Unit, by his or her signature, assures that all Equal Employment Opportunity requirements will be met in carrying out this project.

NOTE: Signatures - Submit application form with Original Signatures. Xeroxed form will not be accepted.

**ACTIVITIES AND PROCEDURES:**

Please complete the blanks under "Enforcement Period" and note the following: The dates and hours of operation were selected after careful review of National Highway Safety Traffic Administration data and detailed discussion with experienced members of Connecticut's police community. **Should you have a significant need to change any of these dates and/or hours of operation to fit your particular circumstances, prior approval from the Division of Highway Safety is required.**

You are encouraged to publicize this enforcement effort in your local area at least once during the holiday period. It is suggested that you contact adjacent police agencies to coordinate/conduct a regional media campaign. **SOBRIETY CHECKPOINTS MUST BE PUBLICIZED.**

Please indicate the Primary Enforcement locations within your municipality that your enforcement efforts may concentrate on. These areas are for informational purposes only.

## PROJECT COST WORK SHEET ( S )

Please complete these work sheets prior to completing the BUDGET DETAIL Section of this project application. This section is used for budget estimates and manpower needs for the enforcement effort.

### BUDGET DETAIL

- LINE 1:** Please total and transfer your estimated manpower costs for the total effort. ( Sum of all worksheets )
- LINE 2:** Please enter the approved Overtime Fringe Benefit Rate ( **if applicable** ) and multiply this rate by the Total Estimated Wages.
- LINE 3:** Please enter the Total Anticipated Enforcement Costs by adding the Total Estimated Wages and the Fringe Benefit Costs.
- LINE 4:** Please enter the "Round Up" amount from Line 3 as directed.

### FRINGE BENEFIT CERTIFICATION STATEMENT

Please have the Chief Financial Officer complete and sign this sheet with the latest approved Fringe Benefit Rate applied to Overtime Wages for the police agency during this enforcement period.

### PROJECT EXPENDITURES --- REIMBURSEMENT REQUIREMENTS

Please note the Project Starting Dates, Ending Dates, and deadline for filing for reimbursement of eligible expenditures.

### BUDGET SUMMARY

#### Cost Category

**PERSONNEL SERVICES & TOTAL BUDGETED:** Please transfer the Round Up Amount from LINE 4, BUDGET DETAIL (A) PERSONAL SERVICES.

#### Source Of Funds

FEDERAL FUNDS: 75% of TOTAL BUDGETED

NON-FEDERAL FUNDS: 25% of TOTAL BUDGETED.

## PURPOSE

To provide potential Highway Safety Funding recipients with a comprehensive listing of regulations governing the administration of an approved highway safety project.

## GENERAL REGULATIONS

1. The grant shall be administered by a governmental agency, either local or state, having authority and responsibility to conduct the project.
2. Grant expenditures must meet the following criteria:
  - A. Supplement rather than replace existing activities.
  - B. Be necessary and reasonable, and supported in the budget narrative.
  - C. Be eligible expenses under federal, state and local laws/regulations.
  - D. Conform to the federal common rule.
  - E. Be accorded consistent treatment through the application of generally accepted accounting principles.
  - F. Not be included as a cost of any other federally financed program.
  - G. Be net of all applicable credits.
  - H. Incur within an approved grant period.
  - I. Be adequately supported by source documentation.
  - J. Not result in a profit to the grantee.

All state agencies must have state budget authority to accept highway safety funds.

Only expenses contained within an approved grant budget may be claimed. Any deviations from the approved budget must have prior Division of Highway Safety (DHS) approval to be eligible for reimbursement. Back-up documentation (i.e. fully executed time distribution report) and proof of payment (i.e. cancelled checks) must accompany request for reimbursement.

All source documentation for incurred costs must be maintained for review purposes for a three-year period following the final reimbursement of the project.

All travel costs outside the state, extensive in-state trips, and conference registrations shall have prior written approval of DHS.

All agencies shall use purchasing practices and bid procedures that provide maximum open and free competition. In addition, positive efforts should be in effect to utilize small business and minority-owned business sources of supplies and services. The Minority Business Enterprise requirements of 49 C.F.R. Part 23 apply to this project.

The APPLICANT shall comply with the regulations of the United States Department of Transportation (Title 49, Code of Federal Regulations, Part 21), issued in implementation of Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 United States Code 2000d to 2000d-4. Further, the APPLICANT agrees and warrants that in the performance of this project, it will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, national origin, sex, sexual orientation, or physical disability, including but not limited to blindness, unless it is shown to be that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States, or the State of Connecticut, and further agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission concerning the employment practices and procedures of the APPLICANT as related to the provisions of this section. (Section 4-114a and 4a-60a of the Connecticut General Statutes, as revised.)

Purchases must be in accordance with normal state and/or agency <sup>P. 135</sup> town procedures. Purchases must also be in accordance with the requirements set forth in the Procurement Standards (based on JMB Circular A-102, Attachment O"), available upon request. Conformance with the "Procurement Standards" (49 C.F.R. Part 23)

10. It is a requirement that all applicants comply with the "Drug Free Workplace Act of 1988" (49 C.F.R. Part 29 Subpart F).
11. The Division of Highway Safety **MUST** be notified (in writing) within thirty (30) days of the receipt of any equipment. Information provided shall consist of: name, model, serial number, cost, date of delivery taken, and a brief description of each article purchased. After the expiration date of this project, all non-expendable equipment purchased under this project will continue to be used in a Highway Safety-related effort. The APPLICANT shall notify the Division of Highway Safety immediately if any equipment purchased under this project ceases to be used in the manner set forth in this project application. In such event, the APPLICANT agrees to refund the residual value of such equipment in an amount to be determined by the Division of Highway Safety, or to transfer or otherwise dispose of such equipment as directed by the Division of Highway Safety. **NO EQUIPMENT WILL BE CONVEYED, SOLD, SALVAGED, TRANSFERRED, OR OTHERWISE BE USED OTHER THAN EXPRESSLY DETAILED IN THIS APPLICATION WITHOUT THE EXPRESS WRITTEN APPROVAL OF THE DIVISION OF HIGHWAY SAFETY.**
12. The APPLICANT shall maintain or cause to be maintained for its useful life, any equipment purchased under this project. Standard procedures governing the ownership, use, and disposition of equipment acquired under this project are covered in the Property Management Standards (based on "OMB Circular A-102, Attachment N").
13. Any contracts entered into as part of this project's performance must receive written approval **PRIOR** to contract award.
14. Should the APPLICANT agency be audited, and the responsible unit, department, etc. of the grant be included as part of such audit, a copy of that applicable section [of said audit] must be forwarded to the Division of Highway Safety.

## **ORIENTATION MEETING**

First time approved applicants may be required to participate in an orientation meeting to discuss program requirements.

## **MONITORING REVIEWS**

DHS may conduct a monitoring review of your highway safety project. The purpose of this review is to determine adherence to stated project objectives, to review financial procedures, and to ensure compliance with federal regulations.

## **COST REIMBURSEMENT**

1. Highway safety projects are funded on a cost reimbursement concept. An agency expends its own funds and then proceeds to claim reimbursement for the federal share of incurred project costs.
2. It is the responsibility of the **project director** to ensure that reimbursement requests are submitted on a timely basis.
4. **ALL FINAL CLAIMS** against this project, together with all supporting financial documentation, **MUST** be submitted to the Connecticut Division of Highway Safety no later than forty-five (45) days after the funding period ending date.

## **COST DOCUMENTATION**

The accounting system and cost documentation presently in use by an agency is generally adequate for project purposes. If modification is necessary, DHS will notify you and assistance will be provided.

## **PROJECT TERMINATION**

A project may be terminated if DHS concludes that the grantee is not in compliance with the conditions or provisions of a grant. DHS will extend an opportunity for the grantee to demonstrate compliance. Notification of termination will be in writing.

STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAY SAFETY	<b>SHADED AREA FOR DHS USE ONLY</b>		
	Project No:	<input type="checkbox"/> Project Initiation <input type="checkbox"/> Project Revision	<input type="checkbox"/> Project Cancellation <input type="checkbox"/> Project Continuation
	Program Area:	06 - 154 AL	Date Approved:
	Program Description:	Alcohol Enforcement	
<b>HIGHWAY SAFETY PROJECT APPLICATION</b>			
ACCEPTANCE – IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH DIVISION OF HIGHWAY SAFETY POLICY. COPY OF POLICY OBTAINED UPON REQUEST.			
PROJECT TITLE: <b>2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program</b>			
GOVERNMENTAL UNIT: Town of Mansfield		ADDRESS OF GOVERNMENTAL UNIT: 4 South Eagleville Rd., Mansfield, CT 06268	
APPLICANT: Mansfield Police Department		ADDRESS OF APPLICANT: 4 South Eagleville Rd., Mansfield, CT 06268	
FEDERAL IDENTIFICATION NUMBER ( FEIN ): 06-6002032		ANTICIPATED PROJECT STARTUP DATE: <b>November 23, 2005</b>	
<b>APPROVED PROJECT PERIOD: ( mo/date/yr ) FOR DHS USE ONLY</b>			
FROM: November 23, 2005		THROUGH: January 31, 2006	
PROJECT DIRECTOR: Sean P. Cox	TITLE: Resident Trooper Sergeant	TELEPHONE NUMBER: 860-429-6024	FAX NUMBER: 860-429-4090
SIGNATURE: 	ADDRESS & ZIP CODE: 4 South Eagleville Rd., Mansfield, CT 06268	E-MAIL ADDRESS: coxs@mansfieldct.org	
FISCAL OFFICER: Jeffrey H. Smith	TITLE: Director of Finance	TELEPHONE NUMBER: 860-429-3342	FAX NUMBER: 860-429-6863
SIGNATURE:	ADDRESS & ZIP CODE: 4 South Eagleville Rd., Mansfield, CT 06268	E-MAIL ADDRESS: smithj@mansfieldct.org	
AUTHORIZING OFFICIAL OF GOVERNMENTAL UNIT: Martin H. Berliner	TITLE: Town Manager	TELEPHONE NUMBER: 860-429-3336	FAX NUMBER: 860-429-6863
SIGNATURE:	ADDRESS & ZIP CODE: 4 South Eagleville Rd., Mansfield, CT 06268	E-MAIL ADDRESS: townmgr@mansfieldct.org	
<b>APPROVAL – FOR DHS USE ONLY</b>			
DHS STAFF EVALUATION	FISCAL REVIEW COMPLETED BY:		DATE:
RECOMMEND APPROVAL	PROGRAM REVIEW COMPLETED BY:		DATE:
RECOMMEND DENIAL			
FEDERAL FUNDS FY: <b>2006</b>			
THIS ACTION:	GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE:		
PREVIOUS ACTION:	Susari M. Ditta		
TOTAL OBLIGATED:	SIGNATURE:	DATE:	

PROJECT TITLE	APPLICANT
2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

Hours of operation **MUST** fall within the defined program parameters.  
Adjustments may be made based on unique local circumstances.

Primary enforcement locations are as follows:

1. Hunting Lodge Road

2. North Eagleville Road

3. Route 32

4. Route 195

This operational plan will be supported through statewide and regional/local media coverage.

**PROJECT COST WORK SHEET**

**OVERTIME WAGES:** ( Only 1 officer allowed per vehicle at any one time. )

Date: **November 23, 2005**

Enforcement Officer # 1:	8	hrs @ \$	50.00	= \$	400	.00
# 2:	_____	hrs @ \$	_____	= \$	_____	_____
# 3:	_____	hrs @ \$	_____	= \$	_____	_____
# 4:	_____	hrs @ \$	_____	= \$	_____	_____
# 5:	_____	hrs @ \$	_____	= \$	_____	_____
# 6:	_____	hrs @ \$	_____	= \$	_____	_____
# 7:	_____	hrs @ \$	_____	= \$	_____	_____
# 8:	_____	hrs @ \$	_____	= \$	_____	_____

Date: **November 24, 2005**

Enforcement Officer # 1:	8	hrs @ \$	50.00	= \$	400	.00
# 2:	_____	hrs @ \$	_____	= \$	_____	_____
# 3:	_____	hrs @ \$	_____	= \$	_____	_____
# 4:	_____	hrs @ \$	_____	= \$	_____	_____
# 5:	_____	hrs @ \$	_____	= \$	_____	_____
# 6:	_____	hrs @ \$	_____	= \$	_____	_____
# 7:	_____	hrs @ \$	_____	= \$	_____	_____
# 8:	_____	hrs @ \$	_____	= \$	_____	_____

PROJECT TITLE	APPLICANT
2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**

Date: November 25, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: November 26, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: November 27, 2005

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program

MANSFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

PROJECT COST WORK SHEET

Sobriety Checkpoint

Date: \_\_\_\_\_

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 1, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00

# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 2, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00

# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program

MANSFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

PROJECT COST WORK SHEET

Date: December 3, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 4, 2005

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Sobriety Checkpoint

Date: \_\_\_\_\_

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**

Date: December 8, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 9, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 2: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 10, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 2: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program

MANFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

PROJECT COST WORK SHEET

Date: December 11, 2005

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Sobriety Checkpoint

Date: \_\_\_\_\_

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 15, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program

MANSFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

PROJECT COST WORK SHEET

Date: December 16, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 17, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 18, 2005

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program

MANFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

PROJECT COST WORK SHEET

Sobriety Checkpoint

Date: \_\_\_\_\_

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 22, 2005

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 23, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00

# 2: 8 hrs @ \$ 50.00 = \$ 400.00

# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program	MANSFIELD POLICE # SOUTH EAGLEHILL ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**

Date: December 24, 2005

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**Sobriety Checkpoint**

Date: \_\_\_\_\_

Enforcement Officer # 1: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: December 29, 2005

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
# 2: 8 hrs @ \$ 50.00 = \$ 400.00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 5: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 6: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 7: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 8: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program

MANFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

PROJECT COST WORK SHEET

Date: December 30, 2005

Enforcement Officer # 1:	8	hrs @ \$	50.00	= \$	400.00
# 2:	8	hrs @ \$	50.00	= \$	400.00
# 3:		hrs @ \$		= \$	
# 4:		hrs @ \$		= \$	
# 5:		hrs @ \$		= \$	
# 6:		hrs @ \$		= \$	
# 7:		hrs @ \$		= \$	
# 8:		hrs @ \$		= \$	

Date: December 31, 2005

Enforcement Officer # 1:	8	hrs @ \$	50.00	= \$	400.00
# 2:	8	hrs @ \$	50.00	= \$	400.00
# 3:		hrs @ \$		= \$	
# 4:		hrs @ \$		= \$	
# 5:		hrs @ \$		= \$	
# 6:		hrs @ \$		= \$	
# 7:		hrs @ \$		= \$	
# 8:		hrs @ \$		= \$	

Sobriety Checkpoint

Date: \_\_\_\_\_

Enforcement Officer # 1:	_____	hrs @ \$	_____	= \$	_____
# 2:	_____	hrs @ \$	_____	= \$	_____
# 3:	_____	hrs @ \$	_____	= \$	_____
# 4:	_____	hrs @ \$	_____	= \$	_____
# 5:	_____	hrs @ \$	_____	= \$	_____
# 6:	_____	hrs @ \$	_____	= \$	_____
# 7:	_____	hrs @ \$	_____	= \$	_____
# 8:	_____	hrs @ \$	_____	= \$	_____



PROJECT TITLE	APPLICANT
2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program	MANFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06263

**BUDGET DETAIL**

**PLEASE COMPLETE PROJECT WORKSHEET(S) PRIOR TO COMPLETING THIS PAGE.**

**(A) PERSONAL SERVICES**

Total Estimated Wages ( Sum of all worksheets )	( 1 )	\$ 10,000.00
--	-------	--------------

Overtime Fringe Benefit Rate @ _____ % Multiply this rate ( if applicable ) times the Total Estimated Wages	( 2 )	\$ -----
---	-------	----------

Add Total Estimated Wages and Fringe Benefit Costs for <b>Grand Total Amount</b>	( 3 )	\$ -----
---	-------	----------

Please round up the Grand Total Amount to the next highest \$100.00 ( i.e. \$1,852.11 to \$1,900.00 )	( 4 )	\$ 10,000.00
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<b>PROJECT TITLE</b>	<b>APPLICANT</b>
2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program	MANFIELD POLICE # SOUTH EAGLEVILLE ROAD SUGARS, CT 06260

<b>BUDGET SUMMARY</b>	Federal Share 75.00%	State/Local Share 25.00%
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**BUDGET SUMMARY SUBMITTAL**

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES	10,000.00	FEDERAL FUNDS ( 75% )	7,500.00
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS ( 25% )	2,500.00
OPERATING COSTS	XXXXXXXXXX	<b>TOTAL FUNDS ( 100% )</b>	10,000.00
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
<b>TOTAL BUDGETED</b>	10,000.00		

**BUDGET SUMMARY APPROVAL ( DHS USE ONLY )**

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES		FEDERAL FUNDS ( 75% )	
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS ( 25% )	
OPERATING COSTS	XXXXXXXXXX	<b>TOTAL FUNDS ( 100% )</b>	
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
<b>TOTAL BUDGETED</b>			

PROJECT TITLE	APPLICANT
2005 Thanksgiving/Christmas/New Year's DUI Enforcement Program	WARFIELD POLICE 4 SOUTH FACILITIES ROAD STORRS, CT 06268

**PROJECT EXPENDITURES --- REIMBURSEMENT REQUIREMENTS**

This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.

<b>Project Start Date</b> November 23, 2005	<b>Project Ending Date</b> January 31, 2006	<b>Reimbursement Deadline</b> March 17, 2006
--	--	---

- Only expenses contained in the approved Highway Safety Project application may be claimed for reimbursement.
- Expenses **MUST** be incurred within the approved Project Start and Ending Dates. ( see above )  
**Please verify the Project Start Date and Project Ending Date prior to any project activity.**
- **PERSONNEL SALARIES** -- Personnel salary expenditures are authorized as part of this project. Completed and signed "*Highway Safety Program Time Sheet & Activity Reports*" **MUST** accompany these expenditures for reimbursement.
- Under the terms and conditions of this project application, **ALL SUPPORTING DOCUMENTATION** must be submitted to the Division of Highway Safety no later than forty five ( 45 ) days after the project's ending date.  
**Please verify the Reimbursement Deadline prior to any project activity.**

**FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS  
SET FORTH MAY RESULT IN YOUR CLAIM BEING DENIED.**

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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:** October 24, 2005  
**Re:** CT Highway Safety Program Project Application for FY 2005/2006 Expanded  
DUI Enforcement

---

**Subject Matter/Background**

Attached please find an application to the Connecticut Department of Transportation, Division of Highway Safety for \$40,000 to be dedicated to police overtime for D.U.I. and related motor vehicle enforcement. As explained by SGT Cox, our Resident Trooper Sergeant, the grant would be used to fund a minimum of one D.U.I. enforcement spot check and a number of D.U.I. enforcement patrols. Under the grant the state would pay 75 percent (\$30,000) and the town would be responsible for the remaining 25 percent (\$10,000). The town could fund its \$10,000 share from the general fund budget for patrol services.

**Recommendation**

Staff recommends that the Council authorize staff to present the application as presented. The grant would support a number of patrols dedicated to discouraging drunk driving and related motor vehicle offenses, which is an important goal for our town. If the Town Council supports this recommendation, the following motion is in order:

*Move, effective October 24, 2005, to authorize the Town Manager, Martin H. Berliner to submit a grant application to the Connecticut Department of Transportation, Division of Highway Safety for \$40,000 to be dedicated to police overtime for D.U.I. and related motor vehicle enforcement, and to process any related grant paperwork.*

**Attachments**

- 2) CT Highway Safety Program Project Application for FY 2005/2006 Expanded DUI Enforcement

**CONNECTICUT HIGHWAY SAFETY PROGRAM**

**PROJECT APPLICATION INSTRUCTIONS**

**FOR**

**FY 2005/2006 Expanded DUI Enforcement**

Please complete the following sections of the attached HIGHWAY SAFETY PROJECT APPLICATION form and return it to the Division of Highway Safety at the following address:

Department of Transportation  
Division of Highway Safety  
P. O. Box 317546  
2800 Berlin Turnpike  
Newington, CT 06131-7546

<b>RETURN DATE:</b> 2 - 3 weeks prior to first scheduled day of enforcement
---

**Please complete only the non-shaded areas of the project application.**

**PROJECT TITLE:** FY 2005/2006 Expanded DUI Enforcement Program  
( completed for your convenience )

**GOVERNMENTAL UNIT:** Enter the name of the political jurisdiction responsible for the overall administration of the project (state agency, municipality)

**APPLICANT:** Enter the organizational unit responsible for the administration of the project. ( name of police agency )

**FEDERAL ID. NUMBER ( FEIN ):** Enter the nine digit number assigned by the U. S. Department of Treasury, Internal Revenue Service, for tax reporting purpose.

**ADDRESS OF GOVERNMENTAL UNIT:** Enter the complete address of the GOVERNMENTAL UNIT including zip code.

**ADDRESS OF APPLICANT:** Enter the complete address of the APPLICANT including zip code.

ANTICIPATED START UP  
DATE:

**First scheduled day of enforcement**

**AUTHORIZING NAMES  
AND SIGNATURES:**

**PROJECT DIRECTOR:** Full name, title, address, etc. of person responsible for overall administration of the project.

**FISCAL OFFICER:** Full name, title, address, etc. of person responsible for overall fiscal administration of the project.

**AUTHORIZING OFFICIAL OF  
GOVERNMENTAL UNIT:** Full name, title, address, etc. of the chief executive officer of the political subdivision. ( Mayor, Chief of Police, University Official, or State Agency Head.

**\*\*\*\*\* The Authorizing Official of the Governmental Unit, by his or her signature, assures that all Equal Employment Opportunity requirements will be met in carrying out this project.**

**NOTE: Signatures -** Submit application form with Original Signatures. Xeroxed form will not be accepted.

**ACTIVITIES AND  
PROCEDURES:**

Please complete the blanks under "Enforcement Period" and note the following: The dates and hours of operation were selected after careful review of National Highway Safety Traffic Administration data and detailed discussion with experienced members of Connecticut's police community. **Should you have a significant need to change any of these dates and/or hours of operation to fit your particular circumstances, prior approval from the Division of Highway Safety is required.**

You are encouraged to publicize this enforcement effort in your local area at least once during the holiday period. It is suggested that you contact adjacent police agencies to coordinate/conduct a regional media campaign. **SOBRIETY CHECKPOINTS MUST BE PUBLICIZED.**

Please indicate the Primary Enforcement locations within your municipality that your enforcement efforts may concentrate on. These areas are for informational purposes only.

### **PROJECT COST WORK SHEET ( S )**

Please complete these work sheets prior to completing the BUDGET DETAIL Section of this project application. This section

is used for budget estimates and manpower needs for the enforcement effort.

### BUDGET DETAIL

- LINE 1:** Please total and transfer your estimated manpower costs for the total effort. ( Sum of all worksheets )
- LINE 2:** Please enter the approved Overtime Fringe Benefit Rate ( if applicable ) and multiply this rate by the Total Estimated Wages.
- LINE 3:** Please enter the Total Anticipated Enforcement Costs by adding the Total Estimated Wages and the Fringe Benefit Costs.
- LINE 4:** Please enter the "Round Up" amount from Line 3 as directed.

### FRINGE BENEFIT CERTIFICATION STATEMENT

Please have the Chief Financial Officer complete and sign this sheet with the latest approved Fringe Benefit Rate applied to Overtime Wages for the police agency during this enforcement period.

### PROJECT EXPENDITURES -- REIMBURSEMENT REQUIREMENTS

Please note the Project Starting Dates, Ending Dates, and deadline for filing for reimbursement of eligible expenditures.

### BUDGET SUMMARY

#### Cost Category

**PERSONNEL SERVICES & TOTAL BUDGETED:** Please transfer the Round Up Amount from LINE 4, BUDGET DETAIL (A) PERSONAL SERVICES.

#### Source Of Funds

FEDERAL FUNDS: 75% of TOTAL BUDGETED

NON-FEDERAL FUNDS: 25% of TOTAL BUDGETED.

## PURPOSE

To provide potential Highway Safety Funding recipients with a comprehensive listing of regulations governing the administration of an approved highway safety project.

## GENERAL REGULATIONS

1. The grant shall be administered by a governmental agency, either local or state, having authority and responsibility to conduct the project.
2. Grant expenditures must meet the following criteria:
  - A. Supplement rather than replace existing activities.
  - B. Be necessary and reasonable, and supported in the budget narrative.
  - C. Be eligible expenses under federal, state and local laws/regulations.
  - D. Conform to the federal common rule.
  - E. Be accorded consistent treatment through the application of generally accepted accounting principles.
  - F. Not be included as a cost of any other federally financed program.
  - G. Be net of all applicable credits.
  - H. Incur within an approved grant period.
  - I. Be adequately supported by source documentation.
  - J. Not result in a profit to the grantee.
3. All state agencies must have state budget authority to accept highway safety funds.
4. Only expenses contained within an approved grant budget may be claimed. Any deviations from the approved budget must have prior Division of Highway Safety (DHS) approval to be eligible for reimbursement. Back-up documentation (i.e. fully executed time distribution report) and proof of payment (i.e. cancelled checks) must accompany request for reimbursement.
5. All source documentation for incurred costs must be maintained for review purposes for a three-year period following the final reimbursement of the project.
6. All travel costs outside the state, extensive in-state trips, and conference registrations shall have prior written approval of DHS.
7. All agencies shall use purchasing practices and bid procedures that provide maximum open and free competition. In addition, positive efforts should be in effect to utilize small business and minority-owned business sources of supplies and services. The Minority Business Enterprise requirements of 49 C.F.R. Part 23 apply to this project.
8. The APPLICANT shall comply with the regulations of the United States Department of Transportation (Title 49, Code of Federal Regulations, Part 21), issued in implementation of Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 United States Code 2000d to 2000d-4. Further, the APPLICANT agrees and warrants that in the performance of this project, it will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, national origin, sex, sexual orientation, or physical disability, including but not limited to blindness, unless it is shown to be that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States, or the State of Connecticut, and further agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission concerning the employment practices and procedures of the APPLICANT as related to the provisions of this section. (Section 4-114a and 4a-60a of the Connecticut General Statutes, as revised.)

Purchases must be in accordance with normal state and/or agency and/or town procedures. Purchases must also be in accordance with the requirements set forth in the Procurement Standards (b2P. 157"OMB Circular A-102, Attachment O"), available upon request. Conformance with the "Buy America Act" (22 U.S.C. 1813) is required.

10. It is a requirement that all applicants comply with the "Drug Free Workplace Act of 1988" (49 C.F.R. Part 29 Subpart F).
11. The Division of Highway Safety **MUST** be notified (in writing) within thirty (30) days of the receipt of any equipment. Information provided shall consist of: name, model, serial number, cost, date of delivery taken, and a brief description of each article purchased. After the expiration date of this project, all non-expendable equipment purchased under this project will continue to be used in a Highway Safety-related effort. The APPLICANT shall notify the Division of Highway Safety immediately if any equipment purchased under this project ceases to be used in the manner set forth in this project application. In such event, the APPLICANT agrees to refund the residual value of such equipment in an amount to be determined by the Division of Highway Safety, or to transfer or otherwise dispose of such equipment as directed by the Division of Highway Safety. **NO EQUIPMENT WILL BE CONVEYED, SOLD, SALVAGED, TRANSFERRED, OR OTHERWISE BE USED OTHER THAN EXPRESSLY DETAILED IN THIS APPLICATION WITHOUT THE EXPRESS WRITTEN APPROVAL OF THE DIVISION OF HIGHWAY SAFETY.**
12. The APPLICANT shall maintain or cause to be maintained for its useful life, any equipment purchased under this project. Standard procedures governing the ownership, use, and disposition of equipment acquired under this project are covered in the Property Management Standards (based on "OMB Circular A-102, Attachment N").
13. Any contracts entered into as part of this project's performance must receive written approval **PRIOR** to contract award.
14. Should the APPLICANT agency be audited, and the responsible unit, department, etc. of the grant be included as part of such audit, a copy of that applicable section [of said audit] must be forwarded to the Division of Highway Safety.

## **ORIENTATION MEETING**

First time approved applicants may be required to participate in an orientation meeting to discuss program requirements.

## **MONITORING REVIEWS**

DHS may conduct a monitoring review of your highway safety project. The purpose of this review is to determine adherence to stated project objectives, to review financial procedures, and to ensure compliance with federal regulations.

## **COST REIMBURSEMENT**

Highway safety projects are funded on a cost reimbursement concept. An agency expends its own funds and then proceeds to claim reimbursement for the federal share of incurred project costs.

It is the responsibility of the **project director** to ensure that reimbursement requests are submitted on a timely basis.

**ALL FINAL CLAIMS** against this project, together with all supporting financial documentation, **MUST** be submitted to the Connecticut Division of Highway Safety no later than forty-five (45) days after the funding period ending date.

## **COST DOCUMENTATION**

The accounting system and cost documentation presently in use by an agency is generally adequate for project purposes. If modification is necessary, DHS will notify you and assistance will be provided.

## **PROJECT TERMINATION**

A project may be terminated if DHS concludes that the grantee is not in compliance with the conditions or provisions of a grant. DHS will extend an opportunity for the grantee to demonstrate compliance. Notification of termination will be in writing.



PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION**

The percentage of alcohol related fatalities in Connecticut during 2003 (44.6%) was higher than the national percentage of 39.9% and slightly above the 43.2% in the other New England States. Of the Connecticut fatal crashes, 39.2% were estimated to have been "high" BAC crashes (BAC 0.08). The national estimate for "high" BAC crashes was 34.3% and was 35.9% in the other New England states.

Although crashes involving At-Fault Drivers who had been drinking (BAC under 0.10) has gone down from 398 in 2002 to 366 in 2003, Crashes involving At-Fault Drivers who were drinking (BAC over 0.10) has increased from 1,329 in 2002 to 1,413 in 2003.

The number of statewide DUI arrests has increased from 12,365 in 2002 to 12,951 in 2003.

Over 58% of DUI crashes occur during the weekend days of Friday through Sunday.

Over 67% of DUI crashes occur during the night-time hours of 8 PM through 6 AM.

The average BAC of those arrested for DUI has decreased from 0.165 in 2002 to 0.163 in 2003.

**NOTE: For DUI Patrol activities, the number of enforcement officers allowed per vehicle at any one time is one per vehicle, however, daily shifts may be split by more than one officer. It is highly recommended that all officers assigned to DUI enforcement activities be trained in DUI law enforcement techniques.**

**NOTE: The operation of this selective enforcement program shall be above and beyond the normal/special patrol activities scheduled for the days and times listed below.**

**OBJECTIVES**

To reduce the number of impaired driving fatalities through increased high-visibility DUI enforcement.

To communicate to the public, through media venues, the increased level of DUI enforcement, so that drivers will perceive that the chance of being caught operating under the influence is too high a risk, therefore deterring that behavior.

**ACTIVITIES AND PROCEDURES**

This program is being offered on an expanded year-round basis and is in line with the goals and objectives as highlighted in the *Connecticut Highway Safety Strategic Plan for FY 2006*. The funding will be used to address various circumstances in which increased drinking and driving within the municipality is expected to take place. In the course of discussions with police agencies, it is evident that the incidence of impaired driving increases at certain times of the year other than holiday periods; for example, shoreline communities during the summer months have increases in population. Events such as summer festivals, country fairs, music concerts, sporting events, etc, all represent a potential for a higher incidence of impaired driving.

Enforcement techniques to be employed include extra DUI patrol activities, and may include field sobriety checkpoints.

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**

*( Make extra copies as needed )*

**Only one Officer allowed per Vehicle at any one time**

Date: 10/28/05

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 10/29/05

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 03/16/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 03/17/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 03/18/06

Enforcement Officer # 1: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 2: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 03/23/06

Enforcement Officer # 1: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 03/24/06

Enforcement Officer # 1: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 2: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 03/25/06

Enforcement Officer # 1: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 2: 8 hrs @ \$ 50 . 00 = \$ 400 . 00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**

*( Make extra copies as needed )*

**Only one Officer allowed per Vehicle at any one time**

Date: 03/30/06

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 03/31/06

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 04/01/06

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 04/06/06

Enforcement Officer # 1: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 2: 8 hrs @ \$ 50.00 = \$ 400.00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 04/07/06

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 2:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 3:	<u>4</u> hrs @ \$ <u>50</u> .00 = \$ <u>200</u> .00
# 4:	<u>      </u> hrs @ \$ <u>      </u> .00 = \$ <u>      </u> .00

Date: 04/08/06 Spot Check

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 2:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 3:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 4:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
#5	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00

Date: 04/13/06

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 2:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 3:	<u>4</u> hrs @ \$ <u>50</u> .00 = \$ <u>200</u> .00
# 4:	<u>      </u> hrs @ \$ <u>      </u> .00 = \$ <u>      </u> .00

Date: 04/14/06

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 2:	<u>8</u> hrs @ \$ <u>50</u> .00 = \$ <u>400</u> .00
# 3:	<u>4</u> hrs @ \$ <u>50</u> .00 = \$ <u>200</u> .00
# 4:	<u>      </u> hrs @ \$ <u>      </u> .00 = \$ <u>      </u> .00

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**

*( Make extra copies as needed )*

**Only one Officer allowed per Vehicle at any one time**

Date: 04/15/06 Spot Check

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 2:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 3:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 4:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 5:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>

Date: 04/28/06

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 2:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 3:	____ hrs @ \$ _____	= \$ _____
# 4:	____ hrs @ \$ _____	= \$ _____

Date: 04/29/06

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 2:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 3:	<u>4</u> hrs @ \$ <u>50.00</u>	= \$ <u>200.00</u>
# 4:	____ hrs @ \$ _____	= \$ _____

Date: 05/27/06

Enforcement Officer # 1:	<u>8</u> hrs @ \$ <u>50.00</u>	= \$ <u>400.00</u>
# 2:	____ hrs @ \$ _____	= \$ _____
# 3:	____ hrs @ \$ _____	= \$ _____
# 4:	____ hrs @ \$ _____	= \$ _____

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 05/28/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 06/03/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 06/04/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 06/10/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 06/11/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 06/17/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 06/18/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 06/24/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 06/25/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 07/08/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 07/09/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 07/15/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

FY 2005/2006 Expanded DUI Enforcement Program

MANSFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

**PROJECT COST WORK SHEET**

*( Make extra copies as needed )*

*Only one Officer allowed per Vehicle at any one time*

Date: 07/16/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 07/22/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 07/23/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 07/30/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 08/03/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 08/04/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 08/05/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 08/10/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

FY 2005/2006 Expanded DUI Enforcement Program

MANSFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

PROJECT COST WORK SHEET

( Make extra copies as needed )

Only one Officer allowed per Vehicle at any one time

Date: 08/11/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50</u>	<u>.00</u>	= \$	<u>400</u>	<u>.00</u>
# 2:	<u>8</u>	hrs @ \$	<u>50</u>	<u>.00</u>	= \$	<u>400</u>	<u>.00</u>
# 3:	_____	hrs @ \$	_____	_____	= \$	_____	_____
# 4:	_____	hrs @ \$	_____	_____	= \$	_____	_____

Date: 08/12/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50</u>	<u>.00</u>	= \$	<u>400</u>	<u>.00</u>
# 2:	<u>8</u>	hrs @ \$	<u>50</u>	<u>.00</u>	= \$	<u>400</u>	<u>.00</u>
# 3:	_____	hrs @ \$	_____	_____	= \$	_____	_____
# 4:	_____	hrs @ \$	_____	_____	= \$	_____	_____

Date: 08/17/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50</u>	<u>.00</u>	= \$	<u>400</u>	<u>.00</u>
# 2:	_____	hrs @ \$	_____	_____	= \$	_____	_____
# 3:	_____	hrs @ \$	_____	_____	= \$	_____	_____
# 4:	_____	hrs @ \$	_____	_____	= \$	_____	_____

Date: 08/18/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50</u>	<u>.00</u>	= \$	<u>400</u>	<u>.00</u>
# 2:	<u>8</u>	hrs @ \$	<u>50</u>	<u>.00</u>	= \$	<u>400</u>	<u>.00</u>
# 3:	_____	hrs @ \$	_____	_____	= \$	_____	_____
# 4:	_____	hrs @ \$	_____	_____	= \$	_____	_____

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 08/19/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 08/24/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 08/25/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 08/26/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 09/07/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 09/08/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 09/09/06 Spot Check

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 3: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 4: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 5: 8 hrs @ \$ 50 .00 = \$ 400 .00

Date: 09/14/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
 # 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 # 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

PROJECT TITLE

APPLICANT

FY 2005/2006 Expanded DUI Enforcement Program

MANSFIELD POLICE  
4 SOUTH EAGLEVILLE ROAD  
STORRS, CT 06268

**PROJECT COST WORK SHEET**

*( Make extra copies as needed )*

**Only one Officer allowed per Vehicle at any one time**

Date: 09/15/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50 .00</u>	= \$	<u>400 .00</u>
# 2:	<u>8</u>	hrs @ \$	<u>50 .00</u>	= \$	<u>400 .00</u>
# 3:	_____	hrs @ \$	_____	= \$	_____
# 4:	_____	hrs @ \$	_____	= \$	_____

Date: 09/16/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50 .00</u>	= \$	<u>400 .00</u>
# 2:	<u>8</u>	hrs @ \$	<u>50 .00</u>	= \$	<u>400 .00</u>
# 3:	_____	hrs @ \$	_____	= \$	_____
# 4:	_____	hrs @ \$	_____	= \$	_____

Date: 09/21/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50 .00</u>	= \$	<u>400 .00</u>
# 2:	_____	hrs @ \$	_____	= \$	_____
# 3:	_____	hrs @ \$	_____	= \$	_____
# 4:	_____	hrs @ \$	_____	= \$	_____

Date: 09/22/06

Enforcement Officer # 1:	<u>8</u>	hrs @ \$	<u>50 .00</u>	= \$	<u>400 .00</u>
# 2:	<u>8</u>	hrs @ \$	<u>50 .00</u>	= \$	<u>400 .00</u>
# 3:	_____	hrs @ \$	_____	= \$	_____
# 4:	_____	hrs @ \$	_____	= \$	_____

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT COST WORK SHEET**  
( Make extra copies as needed )

*Only one Officer allowed per Vehicle at any one time*

Date: 09/23/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 09/28/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: 09/29/06

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Date: \_\_\_\_\_

Enforcement Officer # 1: 8 hrs @ \$ 50 .00 = \$ 400 .00  
# 2: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 3: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
# 4: \_\_\_\_\_ hrs @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

<b>PROJECT TITLE</b>	<b>APPLICANT</b>
FY 2005/2006 Expanded DUI Enforcement Program	MANFIELD POLICE # SOUTH EAGLEVILLE ROAD STORRS, CT 06268

<b>BUDGET SUMMARY</b>	Federal Share 75.00%	State/Local Share 25.00%
<b>BUDGET SUMMARY SUBMITTAL</b>		

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES	40,000.00	FEDERAL FUNDS ( 75% )	30,000.00
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS ( 25% )	10,000.00
OPERATING COSTS	XXXXXXXXXX	<b>TOTAL FUNDS ( 100% )</b>	40,000.00
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
<b>TOTAL BUDGETED</b>	40,000.00		

*BUDGET SUMMARY APPROVAL ( DHS USE ONLY )*

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES		FEDERAL FUNDS ( 75% )	
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS ( 25% )	
OPERATING COSTS	XXXXXXXXXX	<b>TOTAL FUNDS ( 100% )</b>	
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
<b>TOTAL BUDGETED</b>			

PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**PROJECT EXPENDITURES --- REIMBURSEMENT REQUIREMENTS**

This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.

<b>Project Start Date</b> October 27, 2005	<b>Project Ending Date</b> September 30, 2006	<b>Reimbursement Deadline</b> November 14, 2006
---	--	--

- Only expenses contained in the approved Highway Safety Project application may be claimed for reimbursement.
- Expenses **MUST** be incurred within the approved Project Start and Ending Dates. ( see above )  
**Please verify the Project Start Date and Project Ending Date prior to any project activity.**
- **PERSONNEL SALARIES** -- Personnel salary expenditures are authorized as part of this project. Completed and signed "*Highway Safety Program Time Sheet & Activity Reports*" **MUST** accompany these expenditures for reimbursement.
- Under the terms and conditions of this project application, **ALL SUPPORTING DOCUMENTATION** must be submitted to the Division of Highway Safety no later than forty five ( 45 ) days after the project's ending date. **Please verify the Reimbursement Deadline prior to any project activity.**

**FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS  
SET FORTH MAY RESULT IN YOUR CLAIM BEING DENIED.**



PROJECT TITLE	APPLICANT
FY 2005/2006 Expanded DUI Enforcement Program	MANSFIELD POLICE 4 SOUTH EAGLEVILLE ROAD STORRS, CT 06268

**BUDGET DETAIL**

**PLEASE COMPLETE PROJECT WORKSHEET(S) PRIOR TO COMPLETING THIS PAGE.**

**(A) PERSONAL SERVICES**

Total Estimated Wages ( Sum of all worksheets )	( 1 )	\$ 40,000.00
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Overtime Fringe Benefit Rate @ <u>10.5</u> % Multiply this rate ( if applicable ) times the Total Estimated Wages	( 2 )	\$ N/A
---	-------	--------

Add Total Estimated Wages and Fringe Benefit Costs for <b>Grand Total Amount</b>	( 3 )	\$ 40,000.00
---	-------	--------------

Please round up the Grand Total Amount to the next highest \$100.00 ( i.e. \$1,852.11 to \$1,900.00 )	( 4 )	\$ 40,000.00
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## MINUTES

MANSFIELD ADVOCATES FOR CHILDREN  
Wednesday, September 21, 2005  
Mansfield Community Center: Community Room  
6:30-8:30 PM

PRESENT: K. Grunwald (staff), S. Baxter (staff), J. Buck (Chair), B. Maines, D. Adams, K. Paulhus, B. Smith (staff), J. Goldman, K. Stone, R. Leclerc (staff), A. Blair, S. Daley, N. Hovorka, M. Brown, K. Vallo, T. Marr-Smith, L. Dahn, B. Lehmann, P. Wheeler

REGRETS: M.J. Newman, D. McLaughlin, L. Bailey,

### I. INTRODUCTION/MINUTES:

- A. Introductions: new members and guests introduced themselves.
- B. Adoption of minutes of June 1, 2005: the minutes of the June 1 meeting were reviewed. J. Buck noted that under program updates, it should read that "it is the sub-committee on assessment that is working with the health district on the CHDI report on lead." Otherwise, accepted as written.

### II. COMMUNICATIONS (Consent Agenda, unless otherwise noted)

- A. University of CT Provost's Study
- B. Chronicle Articles: MAC Name Change, Full-Day Kindergarten, School Readiness Grant
- C. School Readiness Grant Slot Allocation (gold paper)

### III. NEW BUSINESS

- A. Provost's Childcare Implementation Committee: J. Goldman summarized the history of this group, and the perceived concern about a lack of childcare on campus for staff and students. The feeling was that the Bright Horizons study was out of date. There is a need to look at childcare issues in the context of the quality of work life, with an emphasis on flexibility. The Center for Survey Research and Analysis was hired as a consultant to conduct a survey, which received a 50% return rate. The survey indicates that many people who need care live within 10-15 miles of Mansfield. D. Adams reported on the findings of the survey and next steps. These include concerns about hours of availability of childcare, summer care, flex scheduling (not full time), possible need for more spaces. She will meet with the Center Directors to discuss implications of the study. The intent is not to make all centers Uconn Centers. The survey indicates a need for more availability of care for graduate students. They have indicated to the university that there is a need for financial subsidy to cover the cost of all slots, which would meet the need for flexibility p.18 financially support the Centers. They are questioning what the town can do to provide

support to the centers. A. Blair asked if they will be seeking support from surrounding towns; the answer is "no." J. Goldman pointed out that the survey indicated a need to educate parents about how to identify quality care, including the benefits of family daycare as opposed to center-based care. A discussion followed around issues related to accreditation of family daycare. B. Smith stated that as she provides training she is aware that family daycare centers aren't sure about how to advertise; there is no coordinator of family daycare providers in this area. D. Adams emphasized that one outcome of the study is to support parent choice in seeking care. J. Buck asked if this group will continue to meet? They will continue and will look at opportunities for education and providing access to resources. J. Goldman said that they are looking for someone in Uconn's HR Department to become expert in this, and look at the broader issues of dependent care and worklife. B. Lehmann asked about looking at before/after/summer care for older children. This group sees this as being based more in the communities that people live in. They are focused on ages 0-5, not school-aged care. S. Baxter said that the statewide SR council has asked us to identify the number of slots available for pre-school age children in town. They want to know how much is being used, what are the costs, and how many children do not receive pre-school care due to affordability. The indications are that statewide 70% of children have had a pre-school experience. S. Daley questioned whether or not MAC should respond to this committee to discuss shared goals and resource. She also asked about providing childcare for family homecare providers to attend a daytime meeting, suggesting a "meet and greet" with family daycare providers. P. Wheeler recognized the importance of the work that has been done by this committee (Veronica Makowsky/Vice-Provost). P. Wheeler asked if there will be a need to expand the supply of childcare: probably infant care, but it is difficult to project the demand. In general, the report indicated that there appears to be an adequate supply of childcare.

- B. Update on status of Mt. Hope Montessori: B. Lehmann reported that there have been enrollment issues at this school for the past year. The Director indicates that they have 48 students enrolled, with a capacity of 70. They cannot survive financially if they drop below this enrollment level. She also indicated that Kathleen Krider and Donna Clouette are interested in joining MAC. They have closed one classroom and laid off two assistant teachers. They feel that there is fallout from full-day K, and project that they lost 9 children who would have stayed. B. Lehmann pointed out that other Centers have lost children as a result of full-day K. D. Adams responded that this is not unexpected and provides other opportunities for the

Centers to develop programs. R. Leclerc pointed out that 2 classes at Goodwin have closed this year, and may have to close another elementary classroom next year due to overall declining enrollment. The projection for school enrollment is moving downward.

- C. Other (Motion to include other new business needs a 2/3 vote of members present): B. Smith distributed copies of a Health District brochure on physical activity and heart healthy dining, and talked about her interest in joining this collaborative. The Health District's other flagship program is Sun Safety, which is provided to family daycare providers. All of the second graders at Southeast and Vinton also participate in this program annually. She may be able to provide some support for the nutritional aspect of School Readiness.

#### IV. PROGRAM UPDATES

- A. Discovery 2005 Action Plan Update: S. Baxter reported that we have committed to four strategies: 1) Underrepresented groups: SR recruitment focused on these groups; work with Provost's Council; adding members; (2) Initiate outreach to underrepresented groups: SR recruitment, Altrusa grant for early reading (\$1000) to place books in doctor's offices to encourage reading at an early age; (3) Empower members to have a greater influence on policy decisions: number of activities of MAC; new sub-committee on parent representation (9/27, 5:15); (4) CAN, Connections (K. Vallo will be working with them on inclusion), Transition Team (needs work).
- B. Regional Learning Circle: Community Mobilization (Maureen Crowley and Bethany Maines, were not present for this discussion. K. Paulhus reported that the schematic that was handed out will be modified to correlate with the graph on Community Organizing and Mobilization for Young Children. In this meeting Mansfield was used as an example in terms of our work on supporting implementation of full-day K. The schematic is confusing, and Katherine encouraged people to focus on the text. She also pointed out that the Collaborative needs to stay involved in any change initiative.
- C. Stone Soup Conference: S. Baxter reported that this annual conference will be held on October 20. She and K. Grunwald will lead a workshop that will illustrate how we implemented full-day kindergarten in Town.
- D. Role of the Collaborative Agent: K. Grunwald reported on a Discovery meeting that he attended and a follow-up meeting with Eastconn (our collaborative agent) D. Adams suggested exploring the possibility for Center teachers attending training on curriculum at a reduced rate as one way in which they could support us.
- E. School Readiness Grant: S. Baxter reported that there are 12 children on the waiting list; R. Leclerc reported that

there are 12 children on the waiting list for the public pre-school programs. L. Dahn reported on CCC's slots, and indicated that it is provided to families for whom care would not be an option; unfortunately the grant and the family share does not cover the full cost of care. S. Daley reported that Willow House has one full day space, also for a child who could not otherwise afford care. Care 4 Kids does partly subsidize the cost of care. She also pointed out that Child Labs have referred many children to Willow House for care during the summer; great example of collaboration between Centers. D. Adams reported that Child Labs has 2 slots filled.

- F. Family Information Packets: B. Lehmann handed out sample packets; 200 were recently assembled, 125 have been distributed and we will use the balance over the remainder of the year. They have been distributed to a number of locations, including the schools and Generations Health Center. Ferrigno-Storrs Realtors provided financial support for the creation of the packet, and realtors have been distributing them. B. Lehmann asked for input on any changes to the packet in the future, including contents or distribution. She also distributed copies of "Family Fun In Mansfield."

## V. OLD BUSINESS

- A. Update on Full-Day K. M. Brown reported as one kindergarten teacher at Southeast (6 total in all 3 schools) Terri Lawrence was supposed to be a consultant, but has started a new job at ECSU. The six teachers met over the summer, and will be meeting monthly with different agenda items over the course of the year. Fred Baruzzi from the Superintendent's office is participating as well. The experience for the kids has been overwhelmingly positive. Enrollment is 19-20 in each classroom; 17 kids in the half-day program, which is identical to last year's program. Staff attend to their needs as they are transitioning out of the classroom. R. Leclerc added that the transition appears to have been seamless as a first-year program. They are encouraging some families to consider full-day for educational reasons. She feels that the key to successful transition was the planning that took place ahead of time. There is a half-hour period of "quiet time", which can be used as a rest period (a small number of children sleep during this time, and are allowed to do so). There is also an outdoor unstructured recess period (15 minutes AM and PM). In the morning period they are committed to providing the core curriculum; this is revisited in the afternoon (extension of learning), with some time for small groups.
- B. "Other": B. Lehmann raised the issue of conversations with program directors about before and after-school programs, and reported that <sup>P. 184</sup> there has been no impact on enrollment

in these programs as a result of full-day kindergarten. It does appear that there is a greater demand for before school care. Enrollment in the after-school program offered at the Community Center has also declined significantly. S. Daley stated that she feels that full-day K has had a minimal impact on Willow House, and she thinks that declining enrollment may be the result of other factors.

P. Wheeler reported that she has researched training videos for staff/providers, and recommended purchasing seven videos on a variety of topics for a total cost of \$250. They would be used for new staff and to help existing staff to meet professional development requirements, and could be made available to anyone who is interested. A request was made for her to make the list available to the group to review before a final purchase decision is made by the collaborative.

**VI. Next Meeting(s)**

- M.J. Newman cannot attend meetings on the third Wednesday of the month. October 19 is the next meeting, but we will avoid the third Wed. in the future. The November 16 and December 7 meetings will need to be changed. (Please bring your calendar to plan remaining meetings)
- Meetings are held from 6:30- 8:30 PM at a location to be determined. Additional meetings may be scheduled as needed.

**VII. Adjournment:** the meeting was adjourned at 8:40 PM.

Respectfully submitted,

Kevin Grunwald

Animal Control Activity Report

REPORT PERIOD

2004 / 2005

PERFORMANCE DATA	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	This FY to date	Last FY to date
Complaints investigated:														
phone calls	236	242	300										778	672
road calls	21	33	22										76	30
dog calls	43	47	39										129	207
cat calls	29	32	23										84	167
wildlife calls	9	9	3										21	27
Notices to license issued	4	12	11										27	22
Warnings issued	6	4	6										16	13
Warning letters issued	2	1	56										59	6
Infractions issued	1	0	1										2	3
Misdemeanors issued	0	0	0										0	1
Dog bite quarantines	0	0	1										1	0
Dog strict confinement	0	0	0										0	0
Cat bite quarantines	2	2	0										4	3
Cat strict confinement	0	0	0										0	0
Dogs on hand at start of month	8	7	6										21	14
Cats on hand at start of month	6	9	18										33	65
Impoundments	33	45	36										114	108
Dispositions:														
Owner redeemed	5	5	3										13	19
Sold as pets-dogs	10	10	12										32	19
Sold as pets-cats	12	16	30										58	65
Sold as pets-other	0	0	0										0	0
Total destroyed	4	6	1										11	18
Road kills taken for incineration	1	0	1										2	4
Euthanized as sick/unplaceable	3	6	0										9	14
Total dispositions	31	37	46										114	122
Dogs on hand at end of month	7	6	3										16	12
Cats on hand at end of month	9	18	11										38	53
<b>Total fees collected</b>	1,225	1,299	1,882										\$ 4,406	\$ 4,266

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Scotland dogs FY 05/06 to date 3

Hampton dogs FY 05/06 to date 1

# Mansfield Board of Education Meeting

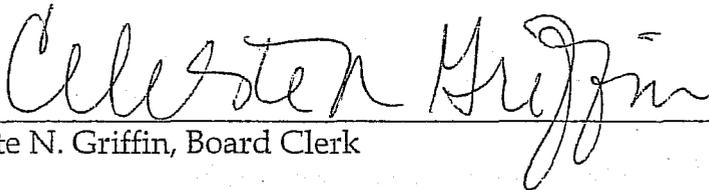
## September 8, 2005

### Minutes

<b>Attendees:</b>	William Simpson, Chair, Mary Feathers, Vice Chair, April Holinko, Secretary, Mary Perry, Shamim Patwa, Superintendent Gordon Schimmel, Board Clerk, Celeste Griffin
<b>Absent:</b>	Dudley Hamlin, Christopher Kueffner, John Thacher arrived at 7:45

- 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 Ms Feathers, seconded by Dr. Patwa to approve the minutes of the 6/9/05 meeting as written: **VOTE:** Unanimous.
- III. Hearing for visitors - None.
- IV. Communications - None.
- V. Additions to Present Agenda - Appointment of Min Lin to replace Anneliese Reilly (M).
- VI. Committee Reports - None
- VII. Report of the Superintendent
- A. **Introduction of New Certified Staff** - Jeffrey Cryan, Principal Mansfield Middle School, introduced Karen Donaghy, Title I Reading Teacher, Adam Ramsdell, Physical Education Teacher, Ana Roman, Spanish Teacher, and Rachel Stevens, Band Director. Norma Fisher-Doiron, Principal Southeast School, introduced Diane Hutton, Spanish Teacher and Rebecca Robichaud, First Grade Teacher.
- B. **Replacement for Board Member Anneliese Reilly**- Ms Min Lin was asked to come forward to meet the Board
- C. **Budget Transfers** - Jeffrey Smith, Director of Finance, asked the Board for acceptance of the budget transfers for fiscal year 2004-2005. **MOTION:** Dr. Patwa, seconded by Ms Feathers. **VOTE:** Unanimous.
- D. **Opening of School Enrollment**- The Principals reported that the opening of school went smoothly, although enrolments are down in each building.
- E. **2005-2006 Board of Education Goals** - Dr. Schimmel and Mr. Baruzzi will meet with board members to finalize a draft of the goals.
- F. **MMS Failure to Make Adequate Yearly Progress** - Mr. Cryan reported to the Board on the status of not making AYP at Mansfield Middle School.
- G. **Personnel (M)** -**MOTION** by Mr. Thacher, seconded by Dr. Patwa to accept the Superintendent's recommendation for the employment of Karen Donaghy, MMS Title I Reading, Ana Roman, MMS Spanish, Diane Hutton, SE Spanish, and Rebecca Robichaud, SE 1<sup>st</sup> grade. Also, to accept the resignations of Georgianna Rivard-Bravo, MMS Spanish, Elaine Hoeflein, SE Spanish, and Cindy Sederquest, SE Title I. **VOTE:** Unanimous.

- VIII. School Facilities Study Committee - Mr. Simpson asked the Board to approve the nomination of parents, Jonathan Pelto and Rene Miller to serve on the School Facilities Study Committee with Steve Martin as alternate. **MOTION** by Dr. Patwa, seconded by Ms. Feathers. **VOTE:** Unanimous
- IX. Request for support of State of Connecticut's NCLB pending lawsuit - **MOTION** by Ms Feathers, seconded by Dr. Patwa. **VOTE:** 3 aye, 2 abstention
- X. Suggestions for future agenda - Report on Full Day Kindergarten
- XI. **MOTION** by Ms Feathers, seconded by Dr. Patwa to approve the nomination of Ms Lin. **VOTE:** Unanimous
- XII. Executive Session  
**MOTION** by Ms Feathers, seconded by Dr. Patwa to go into executive session at 9:05 p.m. **VOTE:** Unanimous.  
  
**MOTION** by Ms. Feathers, seconded by Dr. Patwa to return to open session at 10:00 p.m. **VOTE:** Unanimous
- XIII. Adjournment  
**MOTION** by Dr. Patwa, seconded by Ms Perry to adjourn at 10:03 p.m. **VOTE:** Unanimous.



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Celeste N. Griffin, Board Clerk

**THE CHAMBER OF COMMERCE, INC.**

**Date:** 09/07/05  
**Meeting of:** MBPA Executive Committee  
**Time Began:** 8:10 AM  
**Time Ended:** 8:45 AM  
**Minutes Taken By:** Roger Adams

**Present:** D. Doyle, C. van Zelm, D. Pacik, A. Baldwin, L. Alessio  
R. Adams, B. Barris, K. Rodin, P. Rich, J. Fortier, M. Hart, R. Putnam  
S. Schragar, W. Simpson, L. Sullivan, B. Paterson, J. Bennet, S. Rogers  
**Absent:** \_\_\_\_\_

**Next Meeting Date:** October 5th @ Mansfield Comm. Ctr at 8 A.M.

<u>Subject</u>	<u>Summary of Discussion</u>	<u>Decision Made/Vote</u>	<u>To Be Done</u>
		<u>Next Steps</u>	<u>Whom/when</u>
<b>Minutes</b>		<b>ACCEPTED</b>	
<b>Speaker:</b> <i>Mayor Paterson</i>	Festival on the Green- Sun., Sept. 25 all day (12-4). 200 volunteers for the Sunday event. Sat. Sept. 24 <sup>th</sup> -Fireworks at Mansfield Hollow. 2 Bands at Fireworks at old baseball field. Mansfield "M"s are part of the festival. 13 in total. Wooden construction Festival more compact than in 2004. Car Show at E.O. Smith	Volunteers contact C. van Zelm	
<b>MD Partnership</b>	Town received \$2.5 mm from Congress to work on Rte 195. May put utilities underground. \$2.5 mm being requested of State for completion. Conclusion: Tenant evaluation underway soon after approvals in place.	Local approvals being sought Sept./Oct. Hearing planned Oct. 6. Groundbreaking projected late 2006.	
<b>Know Your Town Fair</b>	Saturday 10-2 General info on Town and region for newcomers		
<b>Town/Univ. Relations</b>	Last met in June. Ongoing items include substance abuse action requests for state rep and legislature. -Neighborhood issues.		
<b>New Business</b>	Kohl's Theatres are doing well. New tenant announcements soon Capitol Lunch closing due to family health issues. Thai restaurant on Dog Lane. New tattoo parlor at old Villa Spirits. P. Rich has professional office open at Perkins Corner.	1 <sup>st</sup> week of October opening  Deli will replace it.	
<b>Future Speakers</b>	Dr. Woods of Fine Arts. UConn Master Plan Town Plan of Dev. Draft modifications Director of Planning should be a guest in Oct. or Nov.	Hearing scheduled Oct. 5	

**Mansfield Commission on Aging Minutes**  
2:30 PM – Senior Center      Monday, Sept. 12, 2005

**Members:** Please call the Mansfield Senior Center at 429-0262 if you cannot attend.

**PRESENT:** C. Prewitt (guest) **REGRETS:** E. Norris, J. Kenny

**I. Call to Order:** Chair S. Thomas called the meeting to order at 2:30 PM, and introduced prospective member Joe Chasin.

**II. Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for this meeting.

**III. Acceptance of Minutes** of the June 13, 2005 meeting: The minutes were accepted, with the correction of the spelling of Nora Steven's name.

**IV. Correspondence** – Chair and Staff: invitation to a meeting with consultants from Brecht & Associates on assisted living 9/15.

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

**A. Health Care Services**

Wellness Center and Wellness Program – J. Kenny was not present but P. Hope Distributed copies of her report. P. Hope noted that the Meditation Group is something that started over the summer.

Mansfield Center for Nursing and Rehabilitation - Jean Kenny. D. Mercier reported that there is no report for this month.

**B. Social, Recreational and Educational**

Senior Center – P. Hope distributed copies of her reports for August and July. She noted that the summer months tend to be less active. We will be hiring a part-time staff person for the kitchen. Eagle Scout candidate Chris Chasin worked this summer planting perennials and repairing window boxes. We also purchased 12 arm chairs for the dining room.

Senior Center Assoc. – J. Brubacher reported that the Association will be sponsoring an auction this Saturday in celebration of the 30th anniversary of the Senior Center. On the 21st there will be an anniversary luncheon, which will include people who were formerly involved with the Senior Center. The Association is hoping to use the proceeds to assist in hiring a geriatrician for the Wellness Center.

**C. Housing**

Assisted Living Project – the kick-off meeting will be held this Thursday at the Town Hall. Juniper Hill has started rebuilding the apartments that were destroyed in the December fire. B. Griffin mentioned that four of the units at Wright's Way are handicapped-accessible; members were surprised that there are not more. The Housing Authority has applied for a grant to convert more apartments to handicapped accessibility. P. Hope pointed out that there are different levels of accessibility. Some concerns were raised regarding what the waiting list is for senior housing at the existing facilities.  
Jensen's Park, Other:

**D. Related Town and Regional Organizations**

Com. on Physically and Sensorily Impaired: K. Grunwald reported that this summer there

was a regional transportation forum held here this summer for people with disabilities. He will be attending a state-wide conference this week on Community Inclusion. This Wed. at 5 there will be a regional meeting at the Senior Center for services to people who have disabilities. Town Community Center: no report

Town Plan of Conservation and Development: there will be a public hearing on the plan on October 12.

Senior Resources of Eastern CT

## **VI.. Old Business**

Report of the Nominating Committee – S. Thomas reported the Nora Stevens and Phil Secker will be rotating off of the committee. The Council thanked them for their service. N. Stevens reported that J. Chasin is considering membership and Mary Thacher has been nominated as a new member for a three year term. A second individual (June Laslofey) was interested, but may be moving out of the area. If she is unavailable, Norman Stevens has agreed to serve. E. Norris has said that she is no longer interested in serving as Vice Chair, and someone will need to assume this position. C. Phillips has agreed to be Chair of the nominating committee.

Preparation of The Long Range Plan - S. Thomas reported that we began this process in April of 2004. K. Grunwald distributed copies of a draft of the long-range plan and went through the plan as it has been developed. He asked that if anyone has changes or additions to survey questions they get them to him by 9/26.

Proposed survey of elderly in Town: K. Grunwald will invite Waldo Klein to the October committee

## **VII . New Business:**

S. Thomas distributed a proposed calendar and agenda for the Commission to work from this year. It identifies areas of interest and issues for concern, including how services for seniors are funded. In general she feels that the Commission needs to be better educated about some of these issues, including non-profit agency funding, transportation, home care services, regional cooperation, and assisted living. K. Doeg made a motion to receive the agenda, which was seconded and approved. One suggestion made is to form a sub-committee to work on the survey, that would then report to the Commission. P. Hope suggested that program reports be sent out with the October packet to free up more time for this discussion at the next meeting, and this will be done. S. Thomas proposed that she will develop a schedule with speakers to come to Commission meetings on a monthly basis. She also talked about holding one of our meetings at the McSweeney Center. –

Proposed Schedule: Oct.- Waldo Klein, Nov.- Nancy Trawick-Smith, Dec.- Jeff Beadle, Jan.-

## **VIII. Adjournment**

The meeting was adjourned at 4:30 PM. The next meeting is scheduled for TUESDAY, Oct. 11 at 2:30 pm at the Senior Center

Respectfully submitted,

Kevin Grunwald

**September 2005 Monthly Report  
MANSFIELD SENIOR CENTER**

<b>Total Participation: (Approximate)</b>	<b>Windham</b>		<b>TVCCA</b>		<b>Total</b>
	<b>Food Service</b>		<b>Meals/Days</b>	<b>Meals/Days</b>	
Sept. 2005 1544	171	4	242	21	413/21
August 2005 1347	47	4	295	23	384/23
Sept. 2004 1474	134	5	331	21	465/21

Meals on Wheels September 2005 Approximate Count: 432

**NOTES OF INTEREST:**

The Mansfield Senior Center celebrated its 30<sup>th</sup> Anniversary on Wednesday, September 21. Judy Rowe, our first coordinator, Mayor Paterson, Town Manager Martin Berliner and other special guests came for the occasion. We had a full house of 121 people. The Center also celebrated its 30<sup>th</sup> anniversary with its first auction on September 17. The Association raised over \$3,400 with the hopes of helping the Center with its goal of bringing a geriatrician to the wellness center on a regular basis. The Computer Council hosted a reception for Senionet members on September 28. The Senionet Regional Representative, Sandy Krasner, presented information on Google. Approximately 20 members were in attendance.

The Senior Center increased its class offerings in September. An additional Pilates class was started on September 2 and the new watercolor class began on September 14. Both classes have good attendance.

Many classes that were on hold during the summer months resumed: Sparkettes, quilting, computer classes, and chorus.

The American Osteoporosis Services once again offered on-site Bone Density Scanning with their mobile unit on Wednesday, September 7. Three seniors took advantage of this opportunity.

NAMI presented "In Your Own Voice" on Wednesday, September 7. Two consumers with mental illness came and talked about their journey in dealing with their mental health issues. The presenters were excellent. Attendance was small.

Dr. Qureshi and the Alzheimer's Association presented "Brain Power" on September 14. The presentation is designed to encourage people to continue to do stimulating activities and to screen for individuals who might be having problems with memory or cognitive tasks. Approximately 25 were in attendance.

The Veteran's Advisor, Bill Woodbury, provided information on veteran's benefits on Wednesday, September 28. It was very informative. Approximately 25 were in attendance.

The Mansfield Senior Center was represented at the "Know Your Town Fair" on Saturday, September 10. It was a good opportunity to network with other agencies in town.

The town wide Sparks was distributed to every person 55 or older in the town of Mansfield in September. There were 2,614 Sparks mailed by bulk mail and 82 were sent out first class. A total of 3,000 Sparks were printed.

The following support groups continue to meet regularly:

Alzheimer's Support Group

Low Vision Support Group

Cancer Support Group

Diabetic Support Group

Town of Mansfield  
**CONSERVATION COMMISSION**  
Meeting of 21 September 2005  
Conference B, Beck Building  
**MINUTES**

Members present: Robert Dahn (Chair), Jennifer Kaufman, Scott Lehmann, John Silander, Frank Trainor. Members absent: Quentin Kessel. Others present: Grant Meitzler (Wetlands Agent); Harvey Luce, Peter Miniutti, & Samuel Schrager (Wild Rose Estates)

1. The meeting was **called to order** at 7:33p. Item 6a was then considered.
2. The **minutes of the 17 August 05 meeting** were accepted as written (motion: Kaufman, Trainor; yea: Dahn, Kaufman, Trainor; abstain: Lehmann, Silander).
3. **Fenton River drawdown.** Kessel's photos of negligible water levels in the Fenton River below the UConn wells may have helped push the University to announce that it would reduce pumping from the Fenton well-field. Denise Burchsted has addressed questions about University water use to the Town Council, which the Commission hopes will be pursued, especially since it has been concerned for years about the potential for overuse of this aquifer. Kessel will be asked to write a memo to the Council to this effect.
4. **Boundary marking.** Dahn & Kessel will get together to mark the Torrey boundaries; Dahn and Kaufman intend to finish marking the Silver Falls boundaries soon.
5. **Plan of Conservation and Development.** Individual members were urged to look at the plan and submit written comments as individuals by 5 October 05.
6. **IWA/PZC referrals.**
  - a. W1324 (Miniutti Group – Wild Rose Estates, Phase II, Mansfield City Rd). The access road to Mansfield City Rd has been moved a bit west to place it farther from wetlands; two lots have been eliminated to permit this, and the area conserved has been increased to about 50%. The Commission agreed unanimously that the revised plan largely addresses its concerns about the original application and that it was therefore satisfactory (motion: Lehmann, Trainor).
  - b. W1317 (Raynor, Dibala, Cano – 28' × 28' office addition, Storrs Rd). The Commission agreed unanimously that there should be no significant impact on wetlands, as long as normal erosion controls are implemented during construction (motion: Silander, Kaufman).
  - c. W1318 (Equity Associates – Sawmill Valley Estates lot 4, Crane Hill Rd). A driveway giving access to the building site will cross two wetlands. The design for the second crossing channels all the water from the drainage rather narrowly into the wetland below; if the flow were spread more broadly, impact on the wetland would be reduced. The Commission agreed unanimously that the proposed design of the second crossing is

likely to have a significant impact on the wetland, and it would like to see a design that spreads water flows more broadly (motion: Silander, Lehmann).

d. W1320 (Philips – Knollwood Apartments sewer connection). The proposal is to replace the present septic field (which has a history of failure) with a sewer line connected to the Town-UConn system. The portion of the proposed line that crosses wetlands does not appear to be required to solve this problem but rather to serve additional units planned for the site of the present septic field. The Commission unanimously agreed that the plan should be revised to address the current problem – not, in addition, to lay pipe across a wetland in order to serve a future development for which there is as yet no application (motion: Kaufman, Silander).

e. W1321 (Gardner – house in buffer, Gurleyville Rd). The proposal is to switch the location of the house and septic field in the plan approved in 1993. The Commission agreed unanimously that there should be no significant impact on wetlands, provided the silt fence is extended farther and trees are saved to buffer the wetland (motion: Kaufman, Silander).

f. W1322 (Yankee – house in buffer, Hillyndale Rd). The proposal modifies a plan approved in 1987 so as to increase septic-to-wetland distance to 50'; there does not appear to be any better option. The Commission recommended unanimously that the silt fence be extended to protect the swale shown behind the house, so as to avoid a potentially significant impact on wetlands (motion: Lehmann, Trainor).

g. W1327 (Lima – house in buffer, Storrs Rd). Tabled; the applicant is submitting a new proposal conforming to wetland regulations.

h. W1328 (Malek – Windswept lot resubdivision). The Commission agreed unanimously that there should be no significant impact on wetlands, provided standard erosion controls are implemented (motion: Silander, Kaufman).

i. W1326 (Wells – pond excavation, Wormwood Hill Rd). The proposal is to excavate a pond in a wetland, but the map provided does not show wetlands. Tabled.

**7. Zoning regulations.** There was an inconclusive discussion of the wisdom of requiring that subdivisions provide for future access to adjacent undeveloped properties.

**8. Adjourned at 9:43p.**

Scott Lehmann  
Secretary  
29 September 05

Item #3



Mansfield Downtown Partnership

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

October 4, 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 September 6, 2005.

The following motion would be in order:

*Move, to approve the minutes of September 6, 2005.*

Sincerely,

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

Cynthia van Zelm  
Executive Director

Attach: (1)

**MANSFIELD DOWNTOWN PARTNERSHIP, INC.**  
**BOARD OF DIRECTORS MEETING**  
**Mansfield Downtown Partnership Office**  
**Tuesday, September 9, 2005**

**MINUTES**

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

Guests: Tom Cody, Macon Toledano

Staff: Cynthia van Zelm

**1. Call to Order**

Philip Lodewick called the meeting to order at 4:02 pm.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Approval of Minutes**

Betsy Treiber made a motion to approve the August 2 minutes. Bruce Clouette seconded the motion. The motion was approved unanimously.

**4. Director's Report**

Cynthia van Zelm said that the Partnership was starting work on the 50<sup>th</sup> Anniversary weekend packages brochure in conjunction with the UConn School of Fine Arts/Jorgensen and local businesses.

Tom Callahan arrived.

**5. Review and Approval of New Membership Brochure**

Membership Development Chair Betsy Treiber reported that the Committee had revised the Partnership membership brochure, which had not been revised since it was originally developed in August of 2002.

Mr. Callahan made a motion to approve the revised Membership Brochure. Mike Gergler seconded the motion. The motion was approved unanimously.

**6. Report from Committees**

## Membership Development

Ms. Treiber reported that the Partnership had close to 300 members and \$17,000 in dues in the last fiscal year.

## Planning and Design

In Planning and Design Committee Chair Steve Bacon's absence, Ms. van Zelm reported that the Committee met last month and went over comments on the draft Design Guidelines: Subsequently, Macon Toledano, Storrs Center Project Manager, and Richard Munday, architect with Herbert S. Newman and Partners, met with some Committee members to go over subsequent suggested changes on the Guidelines. Mr. Pepin said there was a good dialogue with Mr. Toledano and Mr. Munday. He said some of the major issues expressed were the density of the buildings. The development needs to look like a university-village. Mr. Pepin noted the need to go higher on the buildings with less available land to make the project viable economically. Mr. Pepin also mentioned that the town square is small and needs to be constructed in proportion to the surrounding buildings.

Mr. Toledano said the vision statement in the Guidelines has been refined to frame the context of the Design Guidelines.

Mr. Toledano said the development team would have a draft of the sustainability piece of the Design Guidelines at the next Planning and Design Committee meeting.

Steve Rogers arrived.

## Business Development and Retention

Mike Gergler reported that the Business Development and Retention Committee would meet soon with Phil Michalowski, the Partnership's relocation consultant and hold a subsequent meeting with Intrawest-The Village People to discuss casting of the first phase.

## **7. Review of DRAFT Municipal Development Plan (MDP)**

Mr. Callahan said the Finance and Administration Committee reviewed the comments received from state agencies on the MDP. He noted that many of the comments came from the Department of Environmental Protection (DEP). The relocation plan has been refined since its original submittal. The Committee voted to ask the Partnership Board of Directors to approve starting the local review of the MDP, pending the approval to move forward by the Office of Policy and Management.

Tom Cody provided background on the development of the Storrs Center MDP. Several months ago, a draft MDP was submitted to the Department of Economic and Community Development (DECD). Comments were received and at the end of July, revised sections were resubmitted to DECD. As far as DECD is concerned, the comments have been addressed.

He said the Department of Public Health wanted to ensure there was a lead-paint and asbestos abatement plan, which will be done.

A certificate of operation for a major traffic generator will be obtained from the State Traffic Commission.

Mr. Cody said the team met with DEP to work through their comments. DEP wanted clarification of the properties to be developed and wanted to be clear that the land area is sensitive as it is in a water discharge area. There will be no high risk land uses in the new development and this will be carried through in the zoning regulations.

There was discussion of the existing Storrs Automotive use. The team worked with DEP to allow a level playing field whereby this use would be allowed in terms of Storrs Automotive being able to have the opportunity to participate in the new development if they were ultimately chosen as a tenant. No underground storage tanks would be allowed, no floor drains outside the doors, recycling would be required.

DEP also wanted assurances that the conservation area would be protected. Mr. Cody said the intent was that this area would not be part of the active development. However, the master developer does not want a deed restriction to encumber the uses.

With respect to any blasting, there will be pre-blast surveys.

Mr. Cody said the Partnership's attorney Lee Cole-Chu has done a lot of work on the relocation plan. DECD has concurred that it meets their standard requirements.

Mr. Callahan thanked Mr. Cody, Macon Toledano, Mr. Cole-Chu and Cynthia van Zelm for their work on the MDP.

Mr. Callahan noted that on the issue of existing land uses, the team made the case to DEP that Storrs Automotive should be given a fair chance to apply to be a tenant in the new development.

Mr. Callahan asked for a motion to forward the MDP through the local approval process. David Woods made the motion. Betsy Treiber seconded the motion.

Bruce Clouette suggested adding to the motion the language that there is the understanding that the Office of Policy and Management sign-off is expected instead of using the word pending.

The motion was revised to include the additional language. The motion was approved unanimously.

Ms. van Zelm reviewed the revised timeline for the project.

Mr. Berliner asked if the Town Council could receive the MDP in September to review. Ms. van Zelm and Mr. Cody will provide copies of the MDP to the Town Council as soon as possible. They will also work to get the MDP on the Town website.

Mr. Clouette urged fellow Board members to get the word out about the MDP and inform the public about the MDP.

Mr. Callahan suggested a two stage process with the public hearing with the first stage being an informational session with small group sessions. The second stage would be the public hearing. People will be more informed the more opportunities they have to receive information.

Mr. Callahan thanked the Finance and Administration Committee members for shepherding the MDP to this point.

He also recognized Ms. Treiber for her job as Membership Development Committee chair.

Mr. Berliner reported that the Town and the Partnership are making progress on expending the grant money from the Small Town Economic Assistance Program grant, which includes money for LRK's work, and the pedestrian walkway from downtown to the Community Center. The design is being worked on and he hopes that the Town will be able to go to bid on the work this fall.

## **8. Adjourn**

Tom Callahan made a motion adjourn. Janet Jones seconded the motion. The motion was approved unanimously. The meeting adjourned at 4:50 pm.

*Meeting notes taken by Cynthia van Zelm.*

## MINUTES

### MANSFIELD INLAND WETLAND AGENCY Regular Meeting, Tuesday, September 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: C. Kusmer, B. Pociask, V. Stearns  
Staff present: G. Meitzler (Wetlands Agent)

Chairman Favretti called the meeting to order at 7:05 p.m., appointing Alternate Kusmer to act as a voting member. Holt MOVED, Zimmer seconded to add discussion of the resubdivision application of Malek (W1328) to the Agenda under 'New Business.' MOTION PASSED unanimously.

Minutes : 8/1/05 – p. 1: heading of W1302, Fellows Estates, should read '9 lots,' not 5 lots. Stearns MOVED, Holt seconded to approve the Minutes as corrected; MOTION CARRIED, all in favor except Pociask and Kusmer (disqualified). Stearns noted she had heard tapes of the meeting and felt qualified to vote.

8/5/05 field trip – Gardner MOVED, Favretti seconded to approve the Minutes as presented; MOTION CARRIED, Favretti, Gardner and Ryan in favor, all else disqualified.

Communications – Wetlands Agent's 9/1/05 Monthly Business memo; 8/17/05 Conservation Commission Minutes with comments on W1315 (Welch).

#### Old Business

W1302, Fellows Estates subdivision, Miniutti Group, appl. – Stearns recused herself on this matter. Holt MOVED, Gardner seconded to grant an Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to The Miniutti Group, LLC (file W1302) for a 9-lot subdivision, with one lot being for an existing house, on property owned by Justine and Irving Fellows, located at Monticello Lane, as shown on a map dated 4/26/05 revised through 8/1/05, and as described in other application submissions, and as heard at Public Hearings on 7/5/05 and 8/1/05. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. Maps shall not be signed until all DEP permit requirements have been addressed;
3. This approval is valid for a period of five years (until 9/6/10), 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, Aurora Estates, 5 lots on So. Bedlam Rd. – Holt MOVED, Hall seconded to grant an Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Ross, LJ & G, LLC (file W1304) for a 5-lot subdivision of single-family homes with onsite septic and wells on property owned by the applicants located at South Bedlam Road, on the Mansfield/Chaplin town line, as shown on a map dated 4/27/05 revised through 7/11/05 with an engineer's report dated 7/27/05, and as described in other application submissions and heard at Public Hearings on 6/20/05, 7/18/05 and 8/1/05. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. Maps shall not be signed until all DEP permit requirements have been addressed;
3. This approval is valid for a period of five years (until 9/6/10), 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.

W1312. Henning/Doyen. Moulton Rd., application for house and garage additions – Mr. Meitzler's 9/2/05 memo was noted. At the meeting, Mr. Meitzler reported that no new plans have been submitted, and the applicants now wish to apply only for the house addition. Holt MOVED, Hall seconded to grant a Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Robert Henning and Sally Doyen (file W1312) for construction of a house addition, but to deny a Wetlands License for the proposed garage addition. The property is owned by the applicants and is located at 166 Moulton Road, as shown on a map dated 6/26/05 and as described in other application submissions. The approval of the 6x24-foot house addition is based on a finding of no anticipated significant impact on the wetlands, and is granted without conditions.

The reasons for denial of the 12x15-foot garage addition are:

- a) The addition is too close to the brook/wetland, and this proximity creates the potential for a significant negative impact on the brook during construction, and also after construction during normal use;
- b) There are numerous feasible and prudent alternative locations available to the applicants. These locations should not be less than 25 feet from the edge of the brook.
- c) The approval of the house addition is valid for a period of five years (until 9/6/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any works 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.

W1315. Welsh/Mirko. Gurleyville Rd., deck within buffer area – Mr. Kochenburger had disqualified himself and was replaced by Mr. Pociask. Written comments were noted from the Wetlands Agent (8/31/05) and Windham Water Works (7/27/05) - Holt MOVED, Hall seconded to grant an Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Mark Mirko (file W1315) for addition of a 20-ft. x 29-ft. deck to the back of an existing house on property owned by the applicant located at 122 Gurleyville Road, as shown on a map dated 11/26/92 revised through 7/27/05, 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 (as shown on the plans) shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 9/6/10), 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.

W1316. Mundkur, Dunham Pond Rd., addition in buffer area – Mr. Meitzler's 8/31/05 memo was noted. Holt MOVED, Gardner seconded to grant an Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Balaji and Mohini Mundkur (file W1316) for expansion of a bedroom of an existing house on property owned by the applicants at 97 Dunham Pond Road, as shown on a map dated 8/1/05 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 (as shown on the plans) shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. Silt fence shall be placed around the perimeter of the excavation area;
3. This approval is valid for a period of five years (until 9/6/10), 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.

W1255. Newmver/Doyle. Centre St., bond release – Mrs. Goodwin had recused herself on this issue and was replaced by Mr. Pociask. Mr. Meitzler's 8/31/05 comments were noted. Holt MOVED, Hall seconded that the Inland Wetland Agency release the bond entered into on September 27, 2004 between the Town of Mansfield and

Daniel Newmyer and Mary Ann Doyle, developers of the Echo Lake project (file W1255). The terms of the bond have been met, the grass on the slope is well-established and there are no further construction activities.

However, should any changes to the site be contemplated, the applicants shall submit a modification or a new application to the Agency for further approval. If the applicants are planning to build a dock or an additional structure to be located within 150 feet of Echo Lake, they shall submit a new application to the Agency for approval, and it shall include all construction details. MOTION PASSED unanimously.

W1310. Mansfield Auto Parts, Inc., request for license renewal – Mr. Meitzler's 8/31/05 comments were noted. A more detailed history of the site was included in his 9/1/05 Monthly Business memo. Hall MOVED, Holt seconded to renew the Inland Wetlands License issued to Mansfield Auto Parts (file W1221) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield, for an ongoing used car parts business on property owned by the applicant located at 214 Stafford Road, as requested in a letter dated 6/17/05. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. All requirements imposed by other permits or other agencies shall be met. The applicant shall be obligated to obtain and renew a 404 permit if necessary;
2. Storage in areas east of Stafford Rd. (Rt. 32) shall be limited to level storage areas presently in use. There are two exceptions, which are:
  - A. Nothing shall be stored within a 25-foot-wide area adjacent to wetlands;
  - B. Nothing shall be stored in the rear area adjacent to the golf driving range without first obtaining the approval of this agency and, when necessary, the approval of the Planning and Zoning Commission;
3. Continued tire storage on the site west of Rt. 32 shall be limited to piles of no more than 500 tires, separated from each other by 25 feet (for fire protection) unless limited by other permits. All lead weights shall be removed from the tires before storage;
4. The site next to the railroad tracks shall not be used for vehicle storage except for those waiting for crushing. All crushed cars shall be removed from the site expeditiously;
5. The operation shall not encroach on land west of the railroad tracks;
6. Continued groundwater monitoring of 3 monitoring wells (2 of which are east of Rt. 32 on parcel 3 and 1 of which is west of Rt. 32 on parcel 4), is a condition of this approval, with the following additional conditions:
  - A. Biennial monitoring well-testing shall be performed and results submitted to the Mansfield Inland Wetland Agency, with the testing done in April and the reports submitted no later than May 1<sup>st</sup> of each odd-numbered year;
  - B. These tests shall include testing for cadmium, chromium, lead, mercury and volatile hydrocarbons;
  - C. The exact locations of the 3 wells: One is immediately behind the garage building; one is near the south end of said building; one is the northerly well near the railroad tracks;
  - D. Any well which is dry when tested shall be deepened or reinstalled within 30 days and then retested.
7. All other ongoing testing results, such as well reports to the Motor Vehicle Department, shall also be submitted to the Mansfield Inland Wetland Agency;
8. All vehicles shall be drained only inside the building. All drainage plugs shall be replaced immediately after draining, before the vehicles are moved from the building. Vehicles which have not been drained shall be stored outside for the shortest period possible and only over an impervious surface;
9. The Inland Wetlands Agent shall inspect the site each month;
10. All violations shall be treated as per Section 8.3 of the Mansfield Inland Wetlands Regulations;
11. This permit is effective for two years only, until September 6, 2007 and, upon request of the applicant, may be renewed based on complete compliance with the above conditions. It will not be renewed and may be revoked if there are any outstanding Orders issued by this agency on the property. It is further clarified that this permit does not apply to the rear area (the area east of Rt. 32, near the golf driving range). The DEP Water Quality Division shall receive a copy of this permit. MOTION PASSED unanimously.

New Business – The Wetlands Agent's 9/2/05 memo discusses the applications below.

W1317. Raynor et al., 1022 Storrs Rd., office addition – Goodwin MOVED, Holt seconded to receive the application submitted by James Raynor, Louis Cano and Robert DeBala (file W1317) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 784-square foot addition at the rear of a building located at 1022 Storrs Road, on property owned by the applicants, as shown on a map dated 8/1/05 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.

W1318. Equity Development, LLC, house and barn, Crane Hill Rd. - Goodwin MOVED, Holt seconded to receive the application submitted by Equity Development, LLC (file W1318) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a single-family residence and barn located on Crane Hill Road, on property owned by the applicant, as shown on a map dated 8/3/05 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.

W1320. UConn Knollwood Apts., LLC, sewer connection - Comments were noted (8/31/05) from the Windham Water Works. Goodwin MOVED, Holt seconded to receive the application submitted by UConn Knollwood Apts., LLC (file W1320) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the installation of gravity and force-main sanitary sewers, sanitary sewer pump station and potable water main at Knollwood Apartments, at Rt. 275 and Maple Road, on property owned by the applicant, as shown on a map dated 9/6/05 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.

W1321. Gardiner, Gurleyville Rd., house within buffer area - Mr. Kochenburger recused himself and Mr. Pociask acted in his stead. Comments were noted (8/31/05) from the Windham Water Works. Goodwin MOVED, Holt seconded to receive the application submitted by Andrew Gardiner (file W1321) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a single-family residence located on Gurleyville Road, on property owned by Christy Sacks, as shown on a map dated 9/1/05 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.

W1322. Yankee, Hillyndale Rd., house within buffer area - Goodwin MOVED, Holt seconded to receive the application submitted by James Yankee (file W1322) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a single-family residence with septic system, well and driveway at lot 4, Hillyndale Road, on property owned by the applicant, as shown on a map dated 8/19/05 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.

W1324. Miniutti Group/Thompson, 23-lot subdivision on Mansfield City Rd. - A 9/1/05 letter from S. L. Schrage, Esq., was noted. It was noted that the previously-denied plans had been decreased by two lots and the road has been moved farther away from wetlands. Goodwin MOVED, Holt seconded to receive the application submitted by The Miniutti Group (file W1324) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 23-lot residential subdivision on 40,000 square foot lots with onsite septic and wells, located at 706 Mansfield City Road on property owned by Byron Thompson, as shown on a map dated 8/19/05 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment, and to set a Public Hearing date for October 4, 2005. MOTION PASSED unanimously.

W1326. Wells, 45 Wormwood Hill Rd., pond construction - Goodwin MOVED, Holt seconded to receive the application submitted by Simon and Cynthia Wells (file W1326) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for construction of a pond at 45 Wormwood Hill Road, on property owned by the applicants, as shown on a map dated 9/1/05 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.

W1327. Lima, Lot 46, Storrs Rd., single-family residence - Goodwin MOVED, Holt seconded to receive the application submitted by Pedro Lima (file W1327) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for construction of a 4-bedroom single-family house at lot 46 Storrs Road, on property owned by the applicants, as shown on a map dated 6/24/05 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.

W1328. Malek, residential resubdivision, Windswept Lane – Comments from the Wetlands Agent were noted (9/6/05). Goodwin MOVED, Holt seconded to receive the application submitted by Patricia Malek (file W1328) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 2-lot residential resubdivision at Windswept Lane, on property owned by the applicant, as shown on a map dated 8/3/05 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.

W1319. St. Jean, Hickory Ln., license renewal for single-family dwelling –Holt MOVED, Hall seconded to renew a previously-approved Wetlands License (10/4/99, file W1060) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield, issued to Paul and Susan Tollis for construction of a single-family residence at Parcel B, Hickory Lane, on property now owned by applicants M. and P. St. Jean (W1319), as shown on a map dated 7/26/99 and as described in other application submissions. All conditions of the previous approval shall remain in effect. MOTION PASSED unanimously.

W1323. The Miniutti Group, LLC, modification request, "The Woods" subdivision – Mrs. Holt disqualified herself and her place was taken by Mr. Pociask. Peter Miniutti described the modification proposal to move the proposed house on lot 2 to a minimum of 50 feet from wetlands in order to reduce the area of impervious surface; he emphasized that the existing topography of the lot does not direct surface runoff toward the wetland system, so no adverse impact on the wetland is anticipated. The applicant's 8/26/05 submission describes the proposed revisions and improvements in detail. After discussion, Goodwin MOVED, Kochenburger seconded to approve the modification request of 8/26/05 from The Miniutti Group, LLC, with respect to lot 2, "The Woods" subdivision on Browns Road, in accordance with a plan dated 8/25/05. All other conditions of the original approval, with the exception of the noted modification, shall remain in effect. MOTION PASSED unanimously.

W1325. Town of Mansfield, Rt. 89, Mt. Hope Park footbridge, request for exemption – Jennifer Kaufman, representing the Department of Parks and Recreation, introduced Bryce Gordon, an E.O. Smith student whose project was to design a footbridge similar to other footbridges on town trails in order to reduce the presently-occurring erosion, presented and explained the plans. Mr. Meitzler stated that the bridge would improve the current situation without being unduly invasive. After discussion, Holt MOVED, Ryan seconded to grant exemption from licensing requirements to the Town of Mansfield's Department of Parks and Recreation under Section 3 of the Wetlands and Watercourses Regulations of the Town of Mansfield for construction of a footbridge at Mt. Hope Park as shown on plans revised to July, 2005 and as described at the Inland Wetland Agency meeting on September 6, 2005. MOTION PASSED unanimously.

Field trip – By consensus, scheduled for 11:30 a.m. on Tuesday, September 13, 2005.

Communications and Bills – As listed on the Agenda.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

**Town of Mansfield**  
**Open Space Preservation Committee**  
Minutes of the September 20, 2005 meeting

Members present: Evangeline Abbott, Ken Feathers, Steve Lowrey, Jim Morrow, David Silsbee and Vicky Wetherell.

1. Meeting called to order at 7:36.
2. Minutes of the August 16, 2005 meeting were approved on a motion by Wetherell/Feathers.
3. Report from Town Staff: none.
4. Jim Morrow noted properties where interest had been expressed in purchase for preservation - two lots on Max Felix Dr. and the Jacobson property on Gurleyville Rd. Vicky Wetherell noted that two lots in Sunrise Estates, which we had previously discussed as open space intrusive (#4 & #11), were denied and eliminated.
5. Field Trips and recommendations to Town Council: none.
6. Plan of Conservation and Development: much of the remainder of the meeting consisted of review and discussion of the Plan. Particular attention was given to goals and objectives that we could express support for, as Greg Padick had requested some positives as well as recommendations for change, prior to the October 5th public hearing. It was noted that many of our previously stated concerns were addressed in the current draft of the plan. In brief, we expressed support for the scope and direction of the entire plan and endorsed several specific goals, objectives, recommendations and several elements included in the maps. There was some discussion of the variable quality and quantity of bedrock wells and it was suggested that we recommend the Plan include a request for information from DEP, possibly procuring funds through the Town Council for creation of such an inventory of characteristics. Vicky Wetherell agreed to prepare a written summary of our comments for submission to the public hearing on October 5<sup>th</sup>.
7. Meeting adjourned at 9:17.

Respectfully submitted  
Evangeline Abbott

## MINUTES

### MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Tuesday, October 4, 2005  
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 8:55 p.m., appointing Alternate Stearns to act as a voting member in case of member disqualifications.

**Minutes:** 9/19/05 - p. 8, para. 2, l. 1: add "at least" after "would be that". Plante MOVED, Holt seconded, to approve the Minutes as amended; MOTION CARRIED, all in favor except Ryan (disqualified); Favretti noted he had heard the tapes of the meeting.

9/13/05 field trip – Holt MOVED, Goodwin seconded, to approve the Minutes as presented; MOTION CARRIED, Holt and Goodwin in favor, all else disqualified.

Public Hearing (cont.), special permit application for fill deposit, 107 Bassetts Bridge Rd., L. Dunstan, file 1234 – The continued Public Hearing was called to order at 8:58 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Ryan, Zimmer, Kusmer and Stearns. A 9/30/05 memo from the Dir. of Planning was noted. Mr. Dunstan submitted neighborhood notification return receipts, stating that he had not known they must be submitted as part of the application process. He outlined plans for returning the site to its original appearance by grading, loaming and seeding, and stated that this process would negate any storm runoff or drainage problems from his land onto neighboring properties. There were no comments from audience members, and the Public Hearing was closed at 9:03 p.m. Mrs. Holt volunteered to work on a motion for the next meeting.

Public Hearing, special permit application for efficiency unit on Parcel A, Thornbush Rd. Ext., R. Phillips, file 1236 - The Public Hearing was called to order at 9:03 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Ryan, Zimmer, Kusmer and Stearns. The legal notice was read and the following communications noted: Dir. Planning; Eastern Highlands Health District; J. Lester (all dated 9/30). Mr. Phillips submitted neighborhood notification receipts and stated the efficiency unit would be for rental purposes. He stated that he plans to live in the main house, and would not rent to students; he also said there would be no loud parties. Audience participation was then invited.

G. Kessler, Buckingham Rd., asked the size of the addition. Mr. Phillips said It would be in the basement, at the rear of the house, and could not be easily seen from the road; he estimated the size at between 400 and 586 sq. ft., and that there would be interior access and adequate parking space. Mr. Padick clarified the size of the proposed addition as 420 sq. ft., with both interior and exterior entrances. There being no further comment or questions,, the Hearing was closed at 9:10 p.m. Mr. Hall volunteered to work on a motion for the next meeting.

Meeting with representatives of the Downtown Partnership and Storrs Center Alliance for review of anticipated revisions to the Zoning Regulations and Zoning Map – Representatives of the two groups were Cynthia van Zelm, Exec. Director of the Downtown Partnership; Tom Cody, Esq., legal counsel for the developer, Storrs Center Alliance; Macon Toledano, project manager for Storrs Center Alliance, and Leland Cole-Chu, Esq., the Downtown Partnership's legal counsel.

Ms. van Zelm updated the Commission on the Municipal Development Plan's approval to date and projected timeline up to its anticipated approval in April, 2006 and announced that a Downtown Partnership information session and Public Hearing on the MDP are scheduled to be held on Oct. 6<sup>th</sup> in the Bishop Center.

Att'y. Cody discussed in greater detail his 8/10/05 memo, entitled 'Storrs Center Summary of Zoning Strategy,' the Partnership's vision for implementation of the project. He explained their proposed approach to the process of amending the regulations as currently envisioned: The first step would be the submission of an application to amend the text of the town's Zoning Regulations to create a new zoning district called "Storrs Center Special Design District." When or if approved, the second step would be submission of an application to amend the Zoning Map. This application would include design guidelines, sustainability guidelines and a general development plan for the project.

Three copies of the preliminary set of design guidelines were distributed during the meeting for the inspection of the 12 Commission members. Members made it clear that they would appreciate an adequate number of sets of plans *in advance* of any further discussions, so that each member could review them individually. In addition, members requested that any further plans, concept developments, etc., to be given to them be related specifically to the Storrs Center project, rather than illustrations of projects in other communities. At the conclusion of this discussion, Partnership representatives indicated that they understood the Commission's wishes. There was general consensus among Commission members that they would be willing to meet again with Partnership representatives once specific design standards were ready for review, and members also felt it would be beneficial to hold a work session on their own, to go over the guidelines and development plans.

**Zoning Agent's Report** – The Monthly Activity Report for September was acknowledged. Mr. Hirsch announced that the 7 holders of Live Music Permits have been advised that the permits will shortly need renewal. He suggested a Public Hearing date of November 7<sup>th</sup>, and the Commission agreed by consensus.

**Addition of Windswept Manor street trees proposal to agenda** – Holt MOVED, Ryan seconded, to add discussion of this item to the agenda under 'New Business.' MOTION PASSED unanimously.

**Wild Rose Estates subdivision, Phase 2, 23 lots off Mansfield City Rd., The Miniutti Group**, file 1113-3 – Written comments were noted from the Dir. of Planning (9/29/05) and Ass't. Town Engineer (9/30/05). Mr. Padick noted the approval of an application by the Inland Wetland Agency earlier in the evening, which, he stated, could be viewed as comments from the IWA to the PZC on its application. PZC discussion at this time included concern for street trees (it was noted that the IWA discussion and action had also addressed this subject), provision of adequate room for snow-placement when necessary, and a cul-de-sac road as opposed to a loop road with 2 accesses onto Mansfield City Rd. Kochenburger then MOVED, Hall seconded, to approve with conditions the resubdivision application (file 1113-2) of the Miniutti Group, LLC for Wild Rose Estates, Phase 2, on property owned by Byron Thompson located at 706 Mansfield City Rd., in an RAR-40 zone, as submitted to the Commission and shown on plans dated March 2, 2005 as revised through May 25, 2005, and as presented at Public Hearings on May 2, June 6 and July 5, 2005. This approval is granted because the application as hereby approved is considered to be in compliance with the Mansfield Zoning and Subdivision Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer, soils scientist and landscape architect;
2. Final plans shall be revised pursuant to the Inland Wetland Agency's October 4, 2005 license approval. Revisions to be incorporated onto final subdivision plans include a relocation of the southern segment of Jonathan Lane and elimination of two lots. The final plans shall not be signed and filed on the Land Records until all State Department of Environmental Protection permit requirements have been addressed;
3. Final plans shall be revised to incorporate revisions and map notes to address issues raised in the 6/30/05 report from Eastern Highlands Health District;
4. To address bonding and road completion issues, no lots within the Wild Rose Estates, Phase 2 subdivision shall be sold until all subdivision improvements (road surface, drainage, trail improvements, street trees, etc.) are either completed and accepted by the Town of Mansfield or fully-bonded in an amount approved by the Assistant Town Engineer and Director of Planning, with an appropriate signed agreement approved by the PZC Chairman, with staff assistance. To address this condition, the applicant shall submit a construction cost estimate for all public improvements and other improvements such as common driveway, tree-planting work and trail improvement work that are considered subdivider responsibilities. No Certificates of Compliance for new homes shall be issued until all roadway drainage and other required improvements are completed and accepted by the town. No site work shall begin until a cash site-development bond in the amount of 10% of the full cost of subdivision improvements is submitted by the applicant and approved by the PZC Chairman, with

staff assistance. Once subdivision improvements are fully-bonded or a cash site-development bond is accepted, final subdivision maps may be signed and filed on the Land Records, provided all other filing requirements are met. An existing note on sheet 1 of the plans shall be revised to incorporate the precise wording of this condition;

5. The proposed drainage basin improvements shall be constructed and stabilized in conjunction with initial site work. Drainage facilities shall be completed and cleared of any accumulated sediment, and adjacent areas shall be fully-stabilized before acceptance by the town. Additionally, in association with the required one-year maintenance bond for subdivision improvements, the applicant shall be responsible for maintaining drainage facilities and removing any accumulated sediment prior to the release of the maintenance bond. Confirmation that this requirement shall be met shall be provided before maps are signed and filed on the Land Records;
6. The subdivider shall be responsible for inspecting and reporting on the status of plantings and any invasive species within drainage detention areas, pursuant to note 14 on sheet 12. Confirmation that this requirement shall be met shall be provided before maps are signed and filed on the Land Records;
7. To minimize drainage and potential erosion and sediment control problems, the driveway to lot 33 shall be incorporated into the adjacent common drive for lots 31 and 32 and, as required by regulatory provisions, turnaround and bypass areas shall be provided. With this revision, this approval authorizes common drives for lots 28, 29 and 30 and for lots 31, 32 and 33. A common driveway easement that addresses maintenance and liability issues shall be submitted to the Planning Office for approval by the PZC officers, with staff assistance, and the Town Attorney. The common driveway work shall be completed by the developer in conjunction with road and drainage work.
8. Pursuant to subdivision regulation provisions, particularly Sections 7.5 and 7.6, this action specifically approves a waiver or reduction of lot frontage for lots 19, 21 and 23 to 34 and the depicted building envelopes, including setback waivers for lots 10, 15, 22 to 27 and 34. Unless the Commission specifically authorizes revisions, the depicted building envelopes shall serve as the setback lines for all future structures and site improvements, pursuant to Article VIII of the Zoning Regulations. This condition shall be noted on the final plans (replacing Note 22 on page 4) and specifically Noticed on the Land Records. If reduced setbacks result from other conditions of this approval, the affected lots shall be added to the above listing. In addition, the PZC Chairman, with staff assistance, is authorized to approve additional setback waivers to provide more locational flexibility for siting structures. A number of the depicted envelopes provide limited options for accessory structures;
9. To help ensure that proposed erosion and sediment control measures are appropriately installed and maintained, bi-weekly erosion and sedimentation-monitoring reports shall be submitted to the Zoning Agent and Wetlands Agent until all road drainage, driveway and other subdivider-required work is completed and disturbed areas are stabilized;
10. As agreed to at the 7/5/05 Public Hearing, the applicant shall, subject to agreement by the affected property-owners, install appropriate buffer plantings in the front yards of 697 and 703 Mansfield City Road. The plantings shall be designed to reduce potential headlight impacts for these existing property-owners. If agreement regarding this issue between the subdivider and the affected property-owners cannot be reached, the PZC shall review this condition;
11. The approved plans include a number of street trees and buffer trees to be planted. This required tree-planting shall be completed by the subdivider in conjunction with road, drainage and other required site work, and the costs of all tree-planting shall be included in the estimated construction costs and bonding requirements;
12. Pursuant to the open space provisions of Section 13, this approval accepts the applicant's open space dedication proposals, subject to inclusion of more specific trail improvement information for the depicted trail link to White Oak Road and inclusion of trail improvements from the new cul-de-sac road to an existing trail on proposed town land that is depicted on sheet L6. Final plans shall include acceptable cross-sections for both gravel/stone-dust and wood-chip trail segments and a notation that the surfacing and trail locations shall be subject to approval by the PZC Chairman with assistance from the Assistant Town Engineer and Director of Planning. Any necessary drainage improvements shall be incorporated or bonded to the satisfaction of the PZC Chairman, with staff assistance, prior to the filing of the final plans;
13. Final plans shall be revised to address the following:
  - A. Street lighting and sightline details at the Jonathan Lane/Mansfield City Road intersection
  - B. Incorporation of an acceptable street name for the short cul-de-sac between lots 22 and 23 and associated signage, stop lines, etc.

- C. Incorporation on sheet 12 of revised start and completion dates and daily inspections (note 4, under erosion checks, installation and maintenance)
  - D. Common driveway designs shall be revised to incorporate widths of 20 feet for the initial driveway segment (minimum of 20 feet in length)
  - E. Pursuant to Section 8.12, additional concrete markers shall be added along Mansfield City Road
  - F. On sheets 1 of 5 and 2 of 5 of the Milone & MacBroom survey plans, monumentation of the easterly boundary of the depicted open space area and between lots 25 and 26 appears incomplete. This should be reviewed by the applicant and appropriately addressed on final plans;
14. Unless an extension is granted by the PZC, this approval shall expire on October 4, 2010;
15. The Planning and Zoning Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety or one hundred and eighty-day filing extension has been granted):
- A. All final maps, including submittal in digital format, right-of-way deeds, open space deeds, Notice on the Land Records to address condition #8, and conservation easements using the town's model format for recording on the Land Records (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
  - B. All monumentation (including delineation of open space areas and conservation easement areas with iron pins and the town's official markers every 50 to 100 feet on perimeter trees or cedar posts), with Surveyor's Certificate, and all required road, drainage, trail improvements, tree-planting and common driveway work, shall be completed or bonded pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant. MOTION PASSED unanimously.

Sunrise Estates subdivision, 23 lots off Mansfield City Rd., Smith Farm Dev. Group, LLC, MAD 11/23/05, file 1214-2 - Mr. Padick clarified issues regarding revised plans and open space. Mr. Hall agreed to work on a motion for the next meeting.

Dilaj application to amend Zoning Regulations regarding age-restricted housing, file 1235 - Members discussed the proposed maximum house size and age restrictions on both residents and resident children. Some members felt the proposed age restrictions are too harsh, and further discussion was tabled until after Mr. Padick has researched how other towns deal with this restriction. Mr. Padick noted that approval of the application could include modification of the wording.

Logan/DeBella request for bond release, gravel removal operation by Logan on property of DeBella, Laurel Ln./Warrenville Rd., file 993-2 - A 9/2/05 memo from the Ass't. Town Engineer and 9/8/05 letter from D. and J. DeBella were noted. Members discussed the advisability of releasing the bond, after which Holt MOVED Hall seconded, to release the bond held by the town of Mansfield to Richard Logan (applicant) and D. DeBella (property-owner), because their gravel operation at Laurel Lane and Warrenville Road (file 993-2) is now closed and Mr. DeBella has stated that the site is restored. MOTION PASSED unanimously.

Raynor/Cano/Dibala site modification request for office addition, 1022 Storrs Rd., file 405 - Written comments were noted from the Dir. of Planning (9/29/05); Ass't. Town Engineer (9/10/05); Eastern Highlands Health District (11/5/04) and Fire Marshal (9/28/05). Mr. Padick explained that revised plans to address the Fire Marshal's concerns were submitted to the Planning Office the day of the meeting. Action was tabled until staff has had an opportunity to review these revisions. Mrs. Gardner volunteered to work on a motion for the next meeting.

#### Other Tabled Items

- A. Plan of Conservation & Development, 2005 update (Public Hearing scheduled for 10/5/05)
- B. Proposed zoning regulations revisions regarding DEP Aquifer Protection Area Program (Public Hearing scheduled for 11/7/05)
- C. Proposed PZC fee revisions - awaiting staff report

## New Business

Review of Art. VIII, Sect. B.1.d of the Zoning Regulations and Sec. 7.6.e of the Subdivision Regulations regarding setbacks for storage sheds on lots approved after 2/20/02 – A 9/29/05 memo from the Dir. of Planning was noted. At the meeting, Mr. Padick explained that he and the Zoning Agent intend to draft revisions to the Zoning and Subdivision Regulations which will apply to smaller storage sheds.

Subdivision application, Hodrinsky subdivision, 2 lots off Mulberry Rd. immediately west of Rt. 89, J. & S. Hodrinsky, o/a, file 1237–Holt MOVED, Hall seconded, to receive the subdivision application (file 1237) submitted by Jimmy Hodrinsky for 2 new lots at Route 89 and Mulberry Rd. on property owned by the applicant, as shown on plans dated 9/21/05 and as described in other application submissions, and to refer said application to the staff for review and comments. MOTION PASSED unanimously.

Resubdivision application, Windswept Manor, division of lot 4 into lots 4A and 4B, P. Malek, o/a, file 1198-2 – Holt MOVED, Gardner seconded, to receive the resubdivision application (file 1198-2) submitted by Patricia Malek for a resubdivision of lot 4 into 2 lots in the Windswept Manor subdivision, on property owned by the applicant located off Windswept Lane, as shown on plans dated 8/3/05 revised through 9/23/05 and as described in other application submissions, and to refer said application to the staff for review and comments and set a Public Hearing for November 7, 2005. MOTION PASSED unanimously.

Site modification request, proposed parking at Highland Ridge golf driving range, 164 Stafford Rd., file 1083 – A 9/29/05 memo from the Dir. of Planning was noted. After discussion, Holt MOVED, Gardner seconded, to authorize the PZC Chairman and Zoning Agent to approve the 9/28/05 modification request of Highland Ridge golf driving range for parking associated with a golf training building on property located at 164 Stafford Road. Except for work authorized by this approval, all terms and conditions of previous Planning and Zoning approvals shall remain in effect. In association with this approval, the PZC, pursuant to Article X, Section D.7 of the Zoning Regulations, approves a reduction in access drive width, to allow the existing driveway to serve the new parking spaces. This authorization is granted because there is an existing pedestrian path, the nature of the existing drive with its by-pass and sightline characteristics, and the nature of the subject use. This width reduction authorization is granted with the condition that the PZC reserves the right to require the subject drive to be widened if traffic safety problems arise or the nature of the subject use changes in the future. MOTION PASSED unanimously.

Draft 2005 WINCOG Regional Transportation Plan – A 9/30/05 memo from Dir. of Planning explains that, in the opinion of the Director of Public Works and himself, the draft 2005 Regional Transportation Plan is consistent with the town's identified transportation priorities, and the town's 2004 recommendations have been suitably incorporated. After discussion, Gardner MOVED, Plante seconded, that the Planning and Zoning Commission communicate to the Windham Region Council of Governments its support for Mansfield elements of the draft 2005 Regional Transportation Plan. MOTION PASSED unanimously.

Windswept Manor subdivision, P. Malek, revised landscaping plan., file 1198 - In an Oct. 3, 2005 letter accompanying a revised landscaping plan reflecting the preservation of a number of trees that had been saved at the site and plans for the planting of additional trees. After discussion, Holt MOVED, Gardner seconded, to receive the 10/2/05 landscape plan submitted to address tree preservation and planting in the Windswept Manor subdivision, and to refer it to staff for review and comment. MOTION PASSED unanimously.

Field trip – By consensus, scheduled for 10/12/05, at 1 p.m.

The meeting was adjourned at 11:16 p.m.:

Respectfully submitted,

Katherine K. Holt, Secretary

To: Town Council/Planning & Zoning Commission  
 From: Curt Hirsch, Zoning Agent   
 Date: October 7, 2005

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

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	18	17	18	55	57
Certificates of Compliance issued	15	16	11	50	58
Site inspections	45	69	58	195	191
Complaints received from the Public	1	7	8	13	16
Complaints requiring inspection	1	4	6	7	12
Potential/Actual violations found	5	1	3	9	13
Enforcement letters	9	10	9	40	30
Notices to issue ZBA forms	3	2	0	7	2
Notices of Zoning Violations issued	0	1	7	6	13
Zoning Citations issued	2	3	3	5	5

Zoning permits issued this month for single family homes = 4 multi-fm = 4  
 2005/06 Fiscal year total: s-fm = 13, multi-fm = 4

RECREATION ADVISORY COMMITTEE  
MEETING MINUTES – August 24, 2005

**ATTENDING:** Darren Cook, Sheldon Dyer, Dave Hoyle, Frank Musiek, Howard Raphaelson  
**STAFF:** Jay O'Keefe, Curt Vincente

- A. Call to Order – Chairman S. Dyer called the meeting to order at 7:38p.m. The regular meeting was preceded by an informational meeting on the Southeast Park Restroom/Concession/Storage building project.
- B. Approval of Minutes – D. Cook moved and S. Dyer seconded that the of minutes of June 22, 2005 be approved. So passed unanimously.
- C. Co-Sponsorship Update – The Tri-Town Youth Football and Cheerleading Association (TTYFCA) formal request for temporary lighting at Southeast Park was discussed. C. Vincente issued a memo to the Town Manager addressing the request. RAC members were unanimous in their support of the recommendations in the memo, which grants temporary permission with some restrictions. C. Vincente noted that he intends to contact the owner of the home closest to the park to inform them that this is a temporary/trial approval of the request. There is adequate distance from the park and the restrictions will minimize any impacts. H. Raphaelson noted that it would be advisable to include adequate electrical service in the Southeast Park building project for future needs.
- D. Old Business – C. Vincente gave a brief update on outstanding Community Center construction issues, noting that although some of final punch list have been complete, some outstanding issues still remain open. The current marketing strategies were discussed at length and the membership base was analyzed. Customer service and member support items were reviewed in detail. C. Vincente and J. O'Keefe explained that staff receive comprehensive customer service training, but a challenge exists with so many part-time staff coming and going. It was noted also that a specific membership retention plan is being followed. Currently a part-time Membership Services Coordinator attends to the necessary tasks identified in the retention plan, but more focus on this is needed. The July facility usage report was also reviewed. C. Vincente handed out and explained the Community Center referendum information. J. O'Keefe reviewed projects completed during the annual shut-down for maintenance. The Southeast Park Restroom/Concession/Storage project was discussed prior to the regular meeting in detail. C. Vincente noted that he will update the project schedule as soon as the septic plan is approved.
- E. Correspondence – None
- F. Director's Report – C. Vincente noted that most of his report was covered under Old Business or will be discussed under New Business items.
- G. New Business – J. O'Keefe reviewed the summer program statistics, highlighting a number of popular programs. Summer Camp staff were praised for another successful summer. J. O'Keefe also gave a brief preview of fall programs. C. Vincente reviewed the FY 2004-05 Fee Waiver Report. The skate park proposal, which RAC members have supported in prior capital improvement program requests, has drawn heightened interest due to commitments of local business leaders who would like the project to become a priority. C. Vincente noted that based upon recent resident interest and donations of service from local contractors, a memo is being drafted which will be asking the Town Council to discuss the potential for this project.

Having no other business, the meeting was adjourned at 9:33pm.

**WINDHAM REGION COUNCIL OF GOVERNMENTS  
MINUTES – September 9, 2005**

A meeting of WINCOG was held on September 9, 2005 at the Windham Town Hall, 967 Main Street, Windham, CT. Chairman Daniel McGuire called the meeting to order at 8:40 a.m.

Voting COG Members Present: Rusty Lanzit, Chaplin; John Elsesser, Coventry (alt); Margaret Haraghey, Hampton; Dan McGuire, Lebanon; Martin Berliner, Mansfield (alt); Liz Wilson, Scotland; Michael Paulhus, Windham.

Staff Present: Barbara Buddington, Jana Butts

Others Present: Roger Adams, Chamber of Commerce; Roberta Dwyer, NE Alliance.

**MINUTES**

**MOVED** by Ms. Haraghey, **SECONDED** by Mr. Elsesser, to approve the minutes of the 8/05/05 meeting as submitted. **MOTION CARRIED** with Mr. Paulhus abstaining.

**TRANSPORTATION**

STIP amendments: Proj. # 0171-0299, District 1. (Installation and revision of STC Traffic Control Signals. Phase: ROW \$20,000 2006 Delete from 2005 STIP). **MOVED** by Mr. Elsesser, **SECONDED** by Ms. Wilson, to endorse the STIP amendment as submitted. **MOTION CARRIED UNANIMOUSLY.**

Regional Transportation Plan: Ms. Butts reported that the RPC approved the RTP draft for public review and distribution at their last meeting. WINCOG expressed appreciation for their work.

**MUNICIPAL DEVELOPMENT PLAN FOR DOWNTOWN STORRS**

While the RPC will take official action on this plan, WINCOG expressed support for it. **MOVED** by Mr. Lanzit, **SECONDED** by Mr. Elsesser to support the Mansfield Downtown Partnership and their activities. **MOTION CARRIED UNANIMOUSLY.**

**REPORT ON MEETING WITH ASHFORD REPRESENTATIVES**

On September 7<sup>th</sup>, Ashford and WINCOG representatives including Vice Chair Lanzit met to discuss the future of Ashford as a member of the COG. At that meeting, Mr. Fletcher had repeated his assertion that NECCOG has smaller towns and is a better fit for Ashford. He also expressed an interest in receiving assistance relating to public administration tasks and in sharing municipal employees. He noted he has not been attending meetings of either COG because he has been busy with the construction of Ashford's new town office building and the move into it. Mr. Lanzit encouraged Mr. Fletcher to attend WINCOG meetings and to suggest and encourage changes in the emphasis of COG services and activities. General discussion followed among members in attendance regarding their needs for shared employees as well as existing examples of shared employees among COG towns. For example, Coventry and Columbia have recently entered into an agreement regarding sharing of fire marshal services. Coventry's fire marshal will serve as Columbia's assistant fire marshal, and Columbia's fire marshal will serve as Coventry's assistant fire marshal, so they will have built in back-up. Several towns noted that they may have employee needs in the future and a survey was suggested to evaluate mutual needs. Ms. Haraghey noted that her part-time tax collector, who also works in Pomfret, needed to be bonded in both towns. Double bonding was identified as an item for the upcoming legislative agenda.

**OLD BUSINESS**

Workforce Investment Area: There was no report from the Workforce Investment Areas although it was noted that BRAC had decided to keep the Groton Sub Base in operation.

Connecticut East: No report.

Homeland Security and CERT: Ms. Buddington reported that DEMHS will be conducting five regional emergency management plans. WINCOG will be combined in a single region with NECCOG and SECCOG. The latest CERT training course began September 9 at Mansfield's Buchanon Auditorium.

Mr. Berliner reported that Mansfield was no longer pursuing their interoperability project. Mr. McGuire reported that he was seeking communications equipment and that DEMHS was preparing to simulate a disaster in a small town to test response skills.

Legislative Update: None.

**DIRECTOR'S REPORT**

Ms. Buddington reported that David Fink of the Partnership for Strong Communities would be presenting a forum on affordable housing on September 29. She distributed a summary of the data collected from the questionnaires returned for Chaplin's compensation study. The data compared employee compensation rates among other small towns in eastern Connecticut.

**MEMBERS FORUM:**

Mr. Paulhus thanked Mr. Elsesser for his tip on the cable advisory board grants for equipment. Windham has taken advantage of it. Mr. Elsesser had met with ConnDOT regarding rural minor collector project and he recommended that RMP projects include no drainage improvements because of additional costs. Ms. Buddington inquired which towns besides Windham, Mansfield and Coventry are still interested in maintaining membership to the Capitol Region Purchasing Council. Mr. Elsesser noted that for intermittent purchases, small towns could piggy back on the larger towns' orders for a cost savings. Ms. Buddington reported that the Dial-a-Ride subcontractor's overhead costs were very high and there had been no increase in state or federal funding. WRTD is investigating taking operations in-house, passing it on to the state or contracting with another organization.

*[Staff note: In discussion after the meeting, there were several comments about the value of the information exchange during the "members forum," and the suggestion was made that we keep this as an important part of each meeting, and make a point of leaving the agenda free of outside presentations on a regular basis (every other month or every third month)]*

**AGENDA ITEMS FOR OCTOBER 7**

Municipal employee needs survey - focusing on assessors and building inspectors

Location: Windham

Equipment sharing

There being no further business, the meeting was adjourned at 10:00 a.m.  
Respectfully submitted, Jana Butts, staff, for Elizabeth Wilson, Secretary.

**ADMINISTRATION**

- WINCOG Office Space: As you were notified last week, the WRTD and WRCC Boards have both agreed to transfer WRCC’s transportation operations (Dial-a-Ride paratransit, ADA paratransit, and Route 32 commuter service) to WRTD, effective November 30. While a lot of options are being considered, it may be efficient for WRTD and WINCOG to co-locate in a larger space. Over the next several weeks, we will be gathering information on what spaces may be available. If you know of any town-owned or commercial space that might be available close to WRTD’s core service area, please let us know. We are estimating that we will need 3,000 – 3,500 square feet. Some of that can be unheated storage space (for WRTD equipment and for infrequently accessed files for both WRTD and WINCOG).

- **Technical assistance contracts active in FY 06:**

Contract #	Description	Status
Chaplin	Planning and zoning services	Began 1/3/05; renewed for 7/1/05 – 12/31/05
Chaplin	Compensation Committee - job evaluations, descriptions, and recommended salary ranges	completed
Coventry	Mapping assistance- open space inventory	Began 8/30/05
Mansfield	Mapping assistance	ongoing
Northeast Alliance	Web site modifications	Ongoing – as needed
Willimantic River Alliance - QSHC partnership grant	Further web site development	began 7/05 – delayed because of low water levels in Willimantic River – canoeist can’t verify site locations.

**UPCOMING DATES OF INTEREST**

- October 18 (Tuesday) 8:00 a.m. – 4:00 p.m. CCM conference
- October 25 (Tuesday and Wednesday) 9:00 a.m. Energy Assistance programs workshop –WINCOG’s workshop and 26 will be on one of these two days, and NECCOG’s on the other. Details to be announced.
- October 25 3:00 p.m. WINCOG Regional Emergency Planning Workgroup meeting. Location TBA
- November 2 Elections!
- November 3 7:30 p.m. Regional Planning Commission meeting (WINCOG Offices)
- November 4 8:30 a.m. Next scheduled WINCOG meeting (location TBA)

**TRANSPORTATION**

Regional Transportation Plan: Two public information meetings were scheduled at 3:00 p.m. and 7:00 p.m. on Wednesday, October 5. WINCOG staff were available to answer questions and to accept public comment. As a follow-up to comments from Windham’s Town Planner, several projects will be added to Windham’s section of the plan. The only other public comment received was a request that WRTD’s web site include more information on connections to SEAT services in Norwich. The Regional Planning Commission met later that evening but did not have a quorum and did not take action on the plan.

Municipal Elderly and Disabled Demand Responsive Transportation Program: You may remember that in the last legislative session, funding was provided for this program (which had been “on the books” but unfunded for a few years). “The grants provided under this program are to be expended for elderly and disabled demand responsive programs available to persons age 60 or older. Statutes specify that municipalities will apply to the state through a designated regional planning organization or transit district. The municipalities, transit district or regional planning organizations interest in applying for the funds must collaborate on service design to determine how to use the funds most effectively in that municipality or its region. Municipalities applying for such grant funds will have to provide a 50% match to such funds.” [quoted from a letter from ConnDOT]. Your director has been asked to serve on a

statewide review committee to determine the grant application process and deadlines; how to implement the requirement for coordination with RPO’s and transit districts; how to define what can be included in the 50% required match; and reporting requirements that conform with statutes but are not unreasonable administrative burdens.

## TRANSIT

Transition of Transportation Operations from WRCC to WRTD: The next two months will be challenging, as the joint WRCC/WRTD transition team works to move WRCC’s transportation operations to WRTD. Transit Administrator Melinda Perkins is working closely with ConnDOT, the (Eastern Connecticut) Regional Transportation Collaborative, and other funding sources to increase the changes that everything will go smoothly. Space, staff, and equipment are issues that we will be addressing. Melinda will be at WINCOG’s 10/7 meeting to answer any questions that you might have.

Watch for WRTD’s new advertising campaign in the *Chronicle* beginning today! (or check it out at [http://www.wrted.net/f\\_fall.html](http://www.wrted.net/f_fall.html).) Ridership on the Storrs/Willimantic service was up by over 40% for the first three weeks of September, compared to the same period last year.

## HOUSING

Affordable Housing: David Fink, Partnership for Strong Communities, met with a small group of people in the region on Thursday, September 29, at the ACCESS Agency to give a brief presentation on the need for affordable housing in Connecticut and to brainstorm with attendees about how we might address the issue. His focus was on housing for those workers who are essential to a community’s well-being and quality of life, but whose market wages won’t support the current cost of housing (emergency responders, teachers, restaurant workers, etc.). Copies of his PowerPoint presentation will be available at today’s meeting, along with a questionnaire developed by the Partnership in gathering information to set their legislative focus. We have provided an addressed envelope to make it convenient for you to respond.

## ENERGY ASSISTANCE

A joint meeting of the executive directors of NECCOG, WINCOG, and the ACCESS Agency, as well as a representative from TVCCA, met on Sept. 28 to discuss the anticipated shortfall of emergency assistance funding for the upcoming winter season, and how best to assist towns in preparing to address the increased demand for the limited funds available. Workshops have been tentatively scheduled – one in each planning region – for the mornings of October 25 and 26 for elected officials, municipal staff, and representatives of organizations that serve the populations likely to be affected.. More information will follow.

## LAND USE PLANNING

- Regional Planning Commission: The Regional Planning Commission held a special meeting on September 27 to review and respond to the referrals listed below:
  - a. # 05-09-05-MD: Mansfield: A proposal to adopt a Storrs Center Municipal Development Plan. **Action: Conformance to Regional Land Use Plan and additional comments.**
  - b. # 05-08-30-MD: Mansfield: A proposal to adopt an updated Plan of Conservation and Development. **Action: Conformance to Regional Land Use Plan.**

At their regular October 5 meeting, the Regional Planning Commission acted on the following zoning referrals:

- a. # 05-09-06-VN: Vernon: A proposal to restrict commercial kennels and veterinary hospitals to the Industrial District provided facilities are at least 300’ from a residence or residential district. **Action: No anticipated intermunicipal impact.**
- b. # 05-09-21-MD: Mansfield: A proposal to adopt an Aquifer Protection Overlay Zone for the Fenton

River well field in accord with CT DEP’s model regulations. **Action: No action-referral rescinded.**

- c. # 05-09-25-LN: Lebanon: A proposal to adopt regulations allowing neighborhood retirement housing by special permit on tracts greater than 100 acres. **Action: Nonconformance to Regional Land Use Plan and additional comments.**

The Regional Planning Commission will also respond to the housing survey prepared by the Partnership for Strong Communities.

**EMERGENCY PLANNING UPDATES**

- Community Emergency Response Team Training: We have 26 individuals participating in the current CERT training, which is being held at the Buchanan Auditorium in Mansfield on Monday evenings. Participants include residents of Ashford (1); Chaplin (9); Coventry (5); Hampton (1); Mansfield (6); and Windham (4). Dagmar Noll of our staff has done a great job in setting up publicity for the program and in developing hands-on activities for all ages at the September “Third Thursday” in Willimantic.
- Regional Emergency Planning Workgroup: At its September 27 meeting, it was agreed that the Red Cross would try to meet with each town (as necessary) to visit shelters and update shelter information. Concern was expressed about DEMHS’s proposed project to develop regional emergency operations plans for its five newly-designated regions, because another layer of overlapping plans is not necessary. It was suggested that the state funding would be better spent on improving the capacity of the DEMHS regional offices to carry out those tasks expected of them – that is, respond to municipal requests for assistance and act as the link between the towns and state. There was strong support for the regional offices and for providing them with sufficient staff and equipment. While we were not able to get a representative from DEMHS to attend WINCOG’s meeting today, I was assured by Deputy Commissioner Wayne Sandford that DEMHS has been discussing such issues at the state level and has plans to expand their regional office resources significantly. DEMHS is in the process of setting up two sets of meetings with each of the (DEMHS) regions – one series is with the municipal emergency management directors, and the second is with the executive directors and chairmen of the participating COGs. He is hopeful that all meetings will be scheduled before Thanksgiving.
- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through Department of Environmental Protection (DEP): We received notice in late September that the next round of Pre-disaster Hazard Mitigation grant funding has a deadline of January 17. Projects can be funded only if the applicant has a FEMA-approved Pre Disaster Hazard Mitigation plan in place. Our contact at the regional FEMA office said that we should have comments by “the end of this week” on the plan that we submitted for their preliminary approval. Your director attended a training session on the grant applications this past Tuesday, and FEMA representatives said that if our plan is in progress, towns can submit applications. But only if the plan is approved can FEMA actually provide any grant funding for projects. They stressed the importance of the cost/benefit analysis of the proposed project, and there will be an additional training session on that aspect in late October or early November.

**CENSUS AFFILIATE ACTIVITIES**

- Data Requests: Staff responded to requests for data from: 1 student and 2 municipal staff.

**LOCAL ASSISTANCE**

TOWN	ASSISTANCE	# HOURS
Chaplin	• Attended follow-up meeting with Chaplin Finance Committee on compensation study.	3
Coventry	• Provided map of potential new Public Works site	2

<i>Lebanon</i>	<ul style="list-style-type: none"> <li>• Provided information and contact information to resident regarding use of community foundation for fund-raising for local charitable project.</li> <li>• Provided info on timing of subdivision applications</li> <li>• Provided info regarding subdivision statutes and legal authority of planning commission</li> </ul>	.5 .1 .5
<i>Mansfield</i>	<ul style="list-style-type: none"> <li>• Provided information to consultants working on senior housing feasibility study (via interview)</li> </ul>	1
<i>Windham</i>	<ul style="list-style-type: none"> <li>• Provided information to economic development director on building permits for Windham Cty.</li> </ul>	0.5

**OTHER ASSISTANCE**

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

**MEETINGS**

- Sept. 9 - WINCOG meeting (BB, JB)
- 13 - Set-aside compliance training for state agencies and RPOs / Hartford (BB)
- 15 - Market Feasibility Study for Mansfield Senior Housing – consultant presentation / Mansfield (BB, JB)
- 17 - Dial A Ride Advisory Board. (BB, MP)
- 19 - CERT class / Mansfield (BB)
- 20 - DEMHS emergency services briefing for elected officials / Hartford (BB)
- Statewide Citizen Corps Council meeting / West Hartford (BB)
- 22-23- Executive director on vacation
- 22 - Transportation Planning Meeting / Newington (JB)
- 26 - Meeting with WRCC board re: transportation operations (BB, MP)
- Chaplin Compensation Committee meeting with finance committee / Chaplin (BB)
- 27 - Regional Emergency Planning Workgroup (BB)
- RPC Special Meeting (JB)
- 28 - Meeting on energy assistance funding (with NECCOG, ACCESS, TVCCA reps) / Chaplin (BB)
- WRTD board meeting (BB, MP)
- 29 - Affordable Housing – Partnership for Strong Communities / (BB, JB)
- Stormwater Management Workshop / Dayville (JB)
- Oct. 3 - Willimantic Whitewater Partnership (JB)\*
- 4 - DEP / FEMA grant training workshop- PDHM grants / Hartford (BB)
- 5 - Regional Transportation Plan public information meetings (3:00 pm and 7:00 p.m.) (BB, JB)
- Regional Planning Commission meeting (JB)
- 6 - EWIB Council of Elected Officials meeting / Norwich (BB, D. McGuire)
- Meeting with EWIB staff re: nanotechnology industries / Norwich (BB)
- Regional Transportation Collaborative meeting / Norwich (BB, MP)

\*Time not charged to WINCOG

**COMMONLY USED ACRONYMS**

- CARPO* CT Association of Regional Planning Organizations (formerly RPOC)
- CERT* Community Emergency Response Team
- DEMHS* CT Department of Emergency Management and Homeland Security
- DEP* CT Department of Environmental Protection
- EWIB* Eastern CT Workforce Investment Board
- FEMA* Federal Emergency Management Administration
- OPM* CT Office of Policy and Management
- PATH* Plan for Achievement of Transportation Coordination in Human Services
- PDHM* Pre-Disaster Hazard Mitigation
- RPO* Regional Planning Organizations
- TAR* Town Aid Roads
- T2* Technology Transfer Center (UConn)

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING  
MINUTES  
AUGUST 10, 2005

Chairman Pellegrine called the meeting to order at 7:08 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

Present: Members – Fraenkel, Katz, Pellegrine, Singer-Bansal

Alternate – Gotch

Absent: Member – Wright

Alternate – Clauson

**APPROVAL OF MINUTES OF REGULAR MEETING HELD ON JULY 13, 2005**

Katz moved, Gotch seconded, to approve the minutes of July 13, 2005, as presented.

All in favor.

**BUSINESS MEETING**

Pellegrine will continue to look into obtaining a “Notice” for applicants to post.

**RAYMOND W. DUPLISSIE HEARING – 7:00 PM**

To hear comments on the application of Raymond W. Duplissie, 527 Middle Tpke for a Special Exception of Art. IX, Sec. C.2.b Non-Conforming Structures, Expansions/Alterations to rebuild and enlarge an existing non-conforming porch.

The house is being remodeled and applicant is seeking to enlarge porch by 2'. Details of renovations were discussed. If approved, house will be 25' from edge of property line, instead of 27'.

A neighborhood approval sheet, signed by one neighbor, was submitted showing no objection. Certified receipts for letters sent to remaining two abutters were submitted. No responses were received from those letters.

**Business Meeting:**

Fraenkel moved to approve the application of Raymond W. Duplissie, 527 Middle Tpke for a Special Exception of Art. IX, Sec. C.2.b Non-Conforming Structures, Expansions/Alterations to rebuild and enlarge an existing non-conforming porch, as shown on submitted plan.

All in favor.

Reasons for approval:

Will not adversely affect character of neighborhood and will probably enhance it.

**DAVID LOGIE HEARING – 7:30 PM**

To hear comments on the application of David Logie, 231 Wormwood Hill Rd for a Variance of Art. VIII, Sec A Dimensional Requirements, front and side yard setback, to build a 12 x 12 utility shed.

Mr. Curt Hirsch, Zoning Enforcement Office, was present at this hearing.

Mr. Logie originally submitted his ZBA application on April 25, 2005, but postponed his hearing due to business obligations.

Applicant stated that shed was built several years ago, but is unsure of exact date. He claims he had difficulty measuring and placed the shed either on or within 2' of property line. Photographs were submitted. He claims he has a hardship due to the slope of the land.

Neighborhood approval sheet was submitted to the board. He received two signatures from abutters, with no objections. He was unable to contact a third abutter.

**Business Meeting**

With no further questions, Singer-Bansal moved to approve the application of David Logie, 231 Wormwood Hill Rd for a Variance of Art. VIII, Sec A Dimensional Requirements, front and side yard setback, to build a 12 x 12 utility shed, as shown on submitted plan.

All opposed.

Reasons for denial:

No demonstrated hardship

**ELECTION OF VICE-CHAIRMAN**

Pellegrine moved to appoint Fraenkel as vice-chairman, seconded by Katz. All in favor.

With no other business to come before the board, the meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Sharon Tyler

# O'Brien and Johnson

Attorneys at Law

120 Bolivia Street, Willimantic, Connecticut 06226

Tel (860) 423-2860

Fax (860) 423-1533

October 14, 2005

Attorney Dennis O'Brien

Attorney Susan Johnson

dennis@OBrienJohnsonLaw.com

susan@OBrienJohnsonLaw.com

Matthew Hart  
Assistant Town Manager  
Town of Mansfield  
Four South Eagleville Road  
Mansfield, CT 06268

REC'D OCT 17 2005

Re: Petition for Appointment of Charter Revision Commission

Dear Matt:

I have been informed that some Mansfield "voters" have been circulating a petition "requesting the appointment of a commission to consider revisions to the Charter" of the Town of Mansfield. The words set forth in quotation marks in the preceding sentence appear on a sample page of a petition sent to me at my request by Town Clerk Joan Gerdsen. A copy of the petition page is attached hereto. Previously, Joan had phoned me to ask me in my capacity as town attorney for my opinion about the legal sufficiency of the petition. Joan and I agreed that you and Marty Berliner should be consulted before I begin to write. Later, you confirmed to me that the Town of Mansfield needs my legal opinion on the proper way for citizens to petition for appointment of a charter revision commission.

Section C701 of the Charter provides that "This Charter may be amended in the manner prescribed by law. The Connecticut Home Rule Act, sections Connecticut General Statutes section 7-187, *et seq.*, in particular, C.G.S. section 7-188, is undoubtedly the "law" referred to in Charter section C701. Section 7-188(a) says in pertinent part that "Any municipality, in addition to such power as it has under the provisions of the general statutes or any special act, shall have the power to (1) adopt and amend a charter which shall be its organic law and shall supersede any existing charter, including any amendments thereto, . . ." Then, section 7-188(b) begins: "Any action pursuant to subsection (a) of this section shall be initiated by a resolution adopted by a two-thirds vote of the entire membership of the appointing authority of such municipality, or by petition filed with the clerk of such municipality for submission to the appointing authority and signed by not less than ten per cent of the electors of such municipality, as determined by its last-completed registry list . . ." Per C.G.S. section 7-187(a), the Town Council is the "appointing authority" in the Town of Mansfield.

The only way a charter revision commission may be convened in the Town of Mansfield or, for that matter, in any other town in the State of Connecticut, is by the process expressly and specifically mandated in C.G.S. section 7-188, as quoted above. Simply stated, there is no other way. In Board of Education of the Town and Borough of

Matthew Hart  
Assistant Town Manager  
Town of Mansfield  
October 14, 2005

Naugatuck v. Town and Borough of Naugatuck, 58 Conn. App. 632, reversed, 257 Conn. 409, on remand, 70 Conn. App. 358 (2000), it was held that the only valid manner in which a municipality may amend its charter is to comply with the provisions of the Home Rule Act, and that a municipality may not waive provisions of the Act.

The Home Rule Act codified in the general statutes also sets forth a specific “form of petition” which must be followed by anyone who wishes to petition per C.G.S. section 7-188 “for adopting or amending a charter . . . . C.G.S. section 7-189 provides in subsections (a) and (b) exactly what a charter revision petition must say if it is to be valid. The only discretion given to charter revision petitioners is in 7-189©, which allows the circulators to include “a list of general or specific recommendations for consideration by such commission,” in their petition, or not.

The sample petition page sent to me by the town clerk was provided to her by one of the circulators of the petition. On its face, it clearly does not comply with the requirements of section 7-189 of the general statutes. For one thing, it fails to include the mandatory language required by section 7-189(b): “Each page of such petition shall contain a statement, signed under penalties of false statement as defined in section 53a-17, by the person who circulates the same, setting forth such circulator’s name and address, and which shall be in the form as follows: ‘Each person whose name appears on this page signed the same in person in my presence and such person is known to me or has satisfactorily identified himself to me.’ Any page of a petition which does not contain such a statement by the circulator shall be invalid.”

The sample petition page says it is being presented “under the provisions of Article III, Sections C309 and C310 of the Charter of the Town of Mansfield and under the provisions of Section 7-188, of the Connecticut General Statutes, . . . .” As shown above, the petition does not comply with the specific requirements of section 7-189 of the general statutes. As to sections C309 and C310 of the Charter, the former provision provides an opportunity for “voters” to review and possibly reject an ordinance passed by the Council; the latter section permits “voters” to petition to enact ordinances or resolutions by referendum. Both provisions require the collection of 200 valid signatures of local “voters” before a town meeting in the case of C309, or referendum may result. Potentially, the end result of both of these charter provisions may be an ordinance, or in the case of C310, a resolution as well. The creation of a charter revision commission is not an ordinance, as defined in C.G.S. section 7-148(b), or a resolution. As noted above, in C.G.S. sections 7-188 and 7-189 the legislature has clearly and specifically set forth the only means by which a charter commission or charter revision commission may be established.

Matthew Hart  
Assistant Town Manager  
Town of Mansfield  
October 14, 2005

The processes established by Charter sections C309 and C310, even if they were applicable, which they are not, are notably different from the proper procedure for charter revision established in the Home rule Act in the general statutes. For example, the charter provisions allow "voters" to legally sign a petition. "Voters," defined by C.G.S. section 7-6, includes both "electors," i.e., town residents who are of age and who have registered to vote, and nonresident owners of property worth more than \$1,000. C.G.S. section 7-188(b) provides, however, that only "electors" may sign a petition seeking the appointment of a charter revision panel. As a practical matter, it appears that the most significant difference between the proper process set forth in the Home Rule Act and the way the petitioners are apparently proceeding is the number of valid signatures required by each. The prevailing state law, section 7-188(b) requires the valid signatures of "not less than ten percent of the electors of such municipality," while sections C309 and C310 require only 200 valid signatures. On information and belief, there are about 9,000 or more electors in the Town of Mansfield, so the prevailing statute would require a great many more signatures, approximately 900, albeit from a somewhat smaller pool of potential signatories.

Though the word "resolution" does not appear in the petition, reading between the lines, it is possible to interpret the petition to implicitly request, per Charter section C310, that the Council either adopt a C.G.S. section 7-188(b) resolution creating a charter revision commission, "or submit the same to the voters at a referendum to be held within ninety (90) days of the Clerk's certification." But section C310 of the Charter requires that any such proposed resolution be set forth "in full," which the subject petition does not do. Even if it did, as noted above, in Board of Education of the Town and Borough of Naugatuck v. Town and Borough of Naugatuck, 58 Conn. App. 632, reversed, 257 Conn. 409, on remand, 70 Conn. App. 358 (2000), it was held that the only valid manner in which a municipality may amend its charter is to comply with the provisions of the Home Rule Act, and that a municipality may not waive provisions of the Act. To permit town "voters" to assume the power reserved by the Home Rule Act to the "appointing authority," i.e., the Town Council, "by a two-thirds vote of . . . [its] entire membership," would constitute an illegal waiver of this important provision of the Home Rule Act by a municipality, contrary to the Act and its judicial construction as set forth in the aforementioned Naugatuck case.

Any such waiver would subvert the intent of the legislature in enacting the two specific alternative means for authorizing the formation of a charter commission, one by a supermajority of the Council itself, and the other by petition, and would permit the Town of Mansfield by its Charter section C310 to ignore the clear mandate of the legislature established in the state law enacted for the purpose of permitting municipalities to begin the process of creating charters in the first place, that if a petition

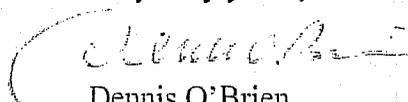
Matthew Hart  
Assistant Town Manager  
Town of Mansfield  
October 14, 2005

is used as the implement to require convening of a charter commission, it be done in the precise manner set forth in sections 7-188 and 7-189 of the general statutes, as more fully stated above.. Moreover, all things considered, it is doubtful that the framers of the Charter intended that the initiative authority provided by section C310 should ever be invoked in any instance like this one in which enactment of a resolution by the Council itself would have to be voted by a two-thirds majority of the membership of the Council, a supermajority, rather than the fifty percent plus one majority normally required to enact a resolution.

For all of the foregoing reasons, if it is filed with the town clerk, the attached petition should not require any official action by the Town of Mansfield other than for the clerk to reject it as noncompliant with the law of the State of Connecticut. Under the First Amendment to the Constitution of United States, the petitioners are of course free, nevertheless, to informally submit the petition in its current form or in any form they choose directly to the Council in an effort to persuade the Council to exercise its powers under section 7-188(b) to vote "by a two-thirds vote of the entire membership of the appointing authority of such municipality," and thereby unilaterally act as the Council is authorized to do, without the need for a proper petition filed per the requirements of sections 7-188 and 189, to begin the charter revision process and proceed to empanel a commission per C.G.S. section 7-190.

I hope this answers any questions you, the town manager, town clerk, or the Council may have with regard to the petition and the proper procedures for initiation of the charter revision process. If not, please let me know and I will be glad to try to resolve any remaining issues.

Very truly yours,



Dennis O'Brien  
Attorney at Law

cc: Martin H. Berliner, Town Manager  
Joan Gerdson, Town Clerk



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**REGIONAL SCHOOL DISTRICT #19**  
**1235 Storrs Road**  
**Storrs, Connecticut 06268**

Item #15

October 14, 2005

Mr. Martin Berliner  
Mansfield Town Manager  
4 South Eagleville Road  
Mansfield, CT 06250

Dear Marty:

The Regional School District #19 Board of Education is considering leasing and renovating the vacant Mansfield Reynolds School on Depot Road. The school will be used for the purpose of operating a small "alternative" high school program to provide expanded educational opportunities for both regular and handicapped students. The program will be designed for no more than 35 students who will benefit from a more flexible, instructionally relevant, community focused and intensely personalized learning environment.

Over the past 15 years, E.O. Smith High School has grown to having a student body of over 1,250 students. The large majority of students who attend the high school are very successful. In spite of this success, it has been necessary for the high school to develop a continuum of alternative educational programs for a small number of regular and educationally handicapped students. School administrators have identified the need for a smaller separate school to serve regular "at risk" students and to avoid having to place some students in very expensive out-of-district private school placements.

The central location, size and availability of the Reynolds School building makes it an excellent choice for this new program. The Town of Mansfield's generous support of the project has greatly enhanced the district's ability to have a very affordable educational program. In turn the town will benefit by having this noteworthy old building restored to its original purpose of a community school.

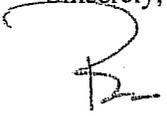
The proposed costs for the expansion and renovation of the school have been estimated at \$1,998,000. Last spring, Regional School District #19 was approved by the State of Connecticut for a construction grant and will receive a reimbursement rate of just over 84% for the project. The project will focus on renovating 4,000 S.F. of existing building space and adding 2,312 S.F. of new space. The district share of the project will be financed with the assistance of Mansfield over an 8-year period. The expenses associated with the annual operation of the program will be financed in part by reducing the number of E.O. Smith students with disabilities placed out in private facilities and by accepting tuition students from other school districts.

On Thursday, October 27, 2005, the Regional School District #19 Board of Education will be conducting a public hearing on the project at 7:00 p.m. in the Library Media Center at E.O. Smith High School for all interested members of the public. The evening will begin with a short presentation on the proposed project.

A copy of the hearing notice has been enclosed. We would greatly appreciate it if you could help inform other public officials and members of the public about the hearing.

Please don't hesitate to call me if you have any questions and would like more information. The office number is 487-1862.

Sincerely,

A handwritten signature in dark ink, appearing to be 'BWS', with a large, stylized initial 'B' that loops around the first few letters.

Bruce W. Silva  
Superintendent

BWS/

c. Ms. Betsy Patterson

## **Public Hearing Notice**

The Regional School District #19 Board of Education is considering leasing and renovating from the Town of Mansfield the vacant Reynolds School on Depot Road. The school will be used for the purpose of operating a small "alternative" high school program to provide expanded educational opportunities for both regular and handicapped students. The program will be designed for no more than 35 students who will benefit from a more flexible, instructionally relevant, community focused and intensely personalized learning environment.

On Thursday, October 27, 2005, the Regional School District #19 Board of Education will be conducting a public hearing on the project at 7:00 p.m. in the Library Media Center at E.O. Smith High School for all interested members of the public.

For more information, please call the Superintendent's Office at 487-1862.

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**Mansfield Board of Education**  
**Student Enrollment Analysis**  
**10/01/05**

**MIDDLE SCHOOL**

	10/1/2004				Total	Projected 10/01/2005				Total	Difference Actual 2005 vs Actual 2004	Projected 10/1/2006	Difference Projected 2006 vs Actual 2005
5th grade				141	141				150	150	-9	128	-22
6th grade				172	172				138	138	34	150	12
7th grade				170	170				170	170	0	138	-32
8th grade				173	173				163	163	10	170	7
<b>Total</b>				<b>656</b>	<b>656</b>				<b>621</b>	<b>621</b>	<b>-35</b>	<b>586</b>	<b>-35</b>

**GOODWIN ELEMENTARY SCHOOL**

	10/1/2004				Total	Projected 10/01/2005				Total	Difference Actual 2005 vs Actual 2004	Projected 10/1/2006	Difference Projected 2006 vs Actual 2005	
Preschool	11	13	0	0	24	24	8	12	0	0	20	4	20	0
Kindergarten	16	15	0	0	31	31	19	19	0	0	38	-7	38	0
1st grade	12	12	12	0	36	38	13	13	14	0	40	-4	47	7
2nd grade	15	14	14	0	43	36	17	18	0	0	35	8	40	5
3rd grade	12	12	12	0	36	43	14	14	14	0	42	-6	35	-7
4th grade	19	21	20	0	60	36	21	19	0	0	40	20	42	2
<b>Total</b>					<b>230</b>	<b>208</b>					<b>215</b>	<b>-15</b>	<b>222</b>	<b>7</b>

**SOUTHEAST ELEMENTARY SCHOOL**

	10/1/2004				Total	Projected 10/01/2005				Total	Difference Actual 2005 vs Actual 2004	Projected 10/1/2006	Difference Projected 2006 vs Actual 2005	
Preschool	9	10	0	0	19	19	10	13	0	0	23	-4	23	0
Kindergarten	18	17	0	0	35	35	19	19	0	0	38	-3	38	0
1st grade	14	15	15	0	44	42	13	13	15	0	41	3	48	7
2nd grade	16	18	18	0	52	44	16	15	14	0	45	7	41	-4
3rd grade	14	15	14	0	43	52	17	17	17	0	51	-8	45	-6
4th grade	25	24	0	0	49	43	21	20	0	0	41	8	51	10
<b>Total</b>					<b>242</b>	<b>235</b>					<b>239</b>	<b>-3</b>	<b>246</b>	<b>7</b>

**VINTON ELEMENTARY SCHOOL**

	10/1/2004				Total	Projected 10/01/2005				Total	Difference Actual 2005 vs Actual 2004	Projected 10/1/2006	Difference Projected 2006 vs Actual 2005	
Preschool	11	12	0	0	23	23	9	13	0	0	22	1	22	0
Kindergarten	13	18	0	0	31	31	20	20	0	0	40	-9	40	0
1st grade	14	14	15	0	43	38	12	13	12	0	37	6	44	7
2nd grade	15	16	16	0	47	43	13	13	13	0	39	8	37	-2
3rd grade	16	17	16	0	49	47	16	14	15	0	45	4	39	-6
4th grade	17	17	18	0	52	49	16	15	16	0	47	5	45	-2
<b>Total</b>					<b>245</b>	<b>231</b>					<b>230</b>	<b>-15</b>	<b>227</b>	<b>-3</b>
<b>Total-All Schools</b>					<b>1373</b>	<b>1318</b>					<b>1305</b>	<b>-68</b>	<b>1281</b>	<b>-24</b>

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CC Kevin

Item #17

October 13, 2005

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

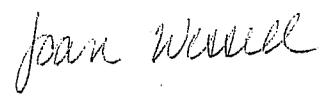
Dear Community Leader,

This is to notify you of impending reductions in the elderly congregate and home delivered meals program for our 56 town planning and service area. Our office was recently informed that one of the Federal funding sources for elderly meals (NSIP) was cut by \$103,000 retroactively to October 2004. As a result of some advocacy work, the funds will be restored by the State of Connecticut for the FY'05 and FY'06 funding years. However, this cut coupled with the rising costs of fuel and food will have a large impact on the meals being provided in the future.

The Elderly Nutrition Programs have been advised to start making plans for the future of their programs. These plans may include increasing funds through fundraisers and higher requests to towns or redesigning meal delivery methods and some of their community café sites. This office will work very closely with the nutrition providers to make sure that meals are being delivered to the most vulnerable elderly participants.

If you have any questions regarding these cuts or other services provided to the older population, please feel free to call me at 860-887-3561.

Sincerely,

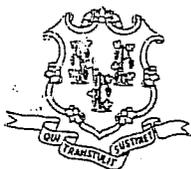


Joan Wessell  
Executive Director

# Senior Resources

AGENCY ON AGING

4 Broadway • 3<sup>rd</sup> Floor • NoP.235 ch, Connecticut • 06360  
(860) 887-3561 • (860) 887-3562 • Fax (860) 887-3563



# STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

OCT 03 2005

TELEPHONE  
(860) 424-5004

TDD/TTY  
1-800-842-4524

FAX  
(860) 424-4899

CLAUDETTE J. BEAULIEU  
Deputy Commissioner

September 29, 2005

Ms. Joan Wessell  
Executive Director  
Senior Resources  
Area Agency on Aging  
4 Broadway, 3<sup>rd</sup> Floor  
Norwich, CT 06360

Dear Ms. Wessell:

Recently you were notified of a decrease in funding to your Nutrition Services Incentive Program (NSIP) in the form of an amendment to your present contract. First let me apologize for the manner in which you received this critical information. Let me assure you that in the future should such information need to be relayed to you, every attempt will be made to first discuss it with you and then follow with written confirmation of the matter.

As you know, Aging Services receives Nutrition Services Incentive Program dollars (NSIP) every year that supplement the funds from our Title III Congregate and Home Delivered meals programs. We were informed in the last week of August by the Administration on Aging (AOA) that we were substantially cut by \$419,000. Historically, DSS is informed of the final NSIP very late in the program year either in August or September. This reimbursement was based on the number of meals served the previous year and both our numbers and the rate paid was reduced. Aging Services staff issued contracts for FFY 2005 assuming level funding and did not recalculate during the year until receiving the notice from AOA at the end of August.

I would like to thank you for identifying sufficient under run dollars, in combination with some of our administrative dollars, to complete this fiscal year without affecting program operation. However, the department is concerned about the impact this substantial shortfall will have on program operation in FFY 2006. The department intends on restoring these dollars by utilizing other funds and include it in your FFY 2006 allocation. This may be a one time only commitment, as future funding for federal and state programs is likely to fluctuate.

As you are aware, hurricanes Katrina and Rita have affected more than the lives and livelihoods of significant numbers of Gulf Coast residents. The financial ramifications will, undoubtedly, be dealt with on a large scale national basis for several years into the future. Although we are currently unaware of any freeze or reductions in federal funding, I am concerned about the impact of these disasters on the federal budget and our programs.

Ms. Wessell  
Area Agency on Aging  
September 29, 2005

When we initiate our contracts with you at this time of year, those contracts are based on estimates of what we predict will be available. Customarily, the exact funding level is not confirmed from AOA for Title III dollars until January or February of the fiscal year. Due to that unpredictability, please remind all your contractors as I remind you with this letter that all of our commitments are based on the 'availability of funding' and is so stated in every contract. You may wish to do the same with every contract you sign this year.

Should the final amounts be different than that which is estimated, the department contracts will be amended to reflect the actual federal award. During this period of uncertainty, you can be assured that the department staff will continue to work with you in order to ensure that services will continue to be available to the most vulnerable of our citizens.

Please feel free to share this letter with your contractors. Should you have any questions or concerns relative to the provisions of this letter, please do not hesitate to contact Pamela Giannini, Director of the State Unit on Aging, at 860-424-5277.

Sincerely,



Claudette J. Beaulieu  
Deputy Commissioner

CB: PAG

pc: Patricia Wilson-Coker, Commissioner  
Michael Starkowski, Deputy Commissioner  
Pamela Giannini, Director of the State Unit on Aging  
AAA Board Presidents  
Senator Andrew W. Roraback  
Senator Louis C. DeLuca  
Representative Kevin M. DelGobbo  
Representative Reginald G. Beamon  
Representative Clark J. Chapin  
Representative Roberta B. Willis

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

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## Memo

**To:** Martin Berliner, Town Manager

**From:** Robert Miller, Director of Health

**Date:** 10/13/2005

**Re:** July 2005 Separatist Road, Stadium Road, Detention Basin Sampling

---

I have reviewed the above reference report, per your request and have the following comments.

Of the parameter analyzed, total coliform exceeds Connecticut surface water standards. Total coliform was >10,000 col/100ml for each of the three sample locations. Again, in the absence of other indicators suggesting a point source of contamination, it is likely that this exceedance is in part, due to ubiquitous bacteria within the watershed concentrated by the rain event. Of note, the total coliform exceedences for this round of sampling are generally greater than exceedences recorded in past sampling events. The significance of this is unclear at this time. I have spoken with the DEP regarding this and provided them with the following suggestion:

Conduct a critical analysis of the data generated to date from this monitoring program to determine if extending the monitoring program beyond the fourth quarter of 2005 is warranted. (The program is currently scheduled to end at that time.)

**Martin H. Berliner**

---

**From:** Robert L. Miller  
**Sent:** Tuesday, August 23, 2005 3:03 PM  
**To:** Martin H. Berliner  
**Subject:** Separatist road sampling report

Marty - My memo to you on this will be delayed. There is an increase in bacteriological results that may be nothing, but does warrant some investigations. I want to take a sample when its not raining and see what we get. When that result comes back in a few weeks, I'll get something to you.

Regards,

*Robert L. Miller, MPH, RS*  
Director of Health  
Eastern Highlands Health District  
4 South Eagleville Road  
Storrs CT. 06268  
Fax 860-429-3321  
Phone 860-429-3325



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

RECD AUG 02 2005

Office of Environmental Policy

Richard A. Miller  
Director

**LETTER OF TRANSMITTAL**

**DATE:** July 29, 2005

**SENT VIA:** Inter-Office Mail/US Mail

**ATTENTION:** Tom Callahan, President's Office, UConn  
George Kraus, Facilities Dept., UConn  
Arthur Christian, State of CT DEP  
James & Wilma Swepe, Storrs, CT  
Martin Berliner, Town of Mansfield

**FROM:** Richard A. Miller, Director *Richard A. Miller*  
Office of Environmental Policy

**SUBJECT:** Storm Water Sampling Report  
Second Quarter 2005  
Stadium Road Detention Basin, University of Connecticut

---

COPIES:	DATE:	DESCRIPTION	REQUESTED ACTION:
1	7/25	Storm Water Sampling Report, Second Quarter 2005	

**MESSAGE/COMMENTS:**

Enclosed, please find the Storm Water Sampling Report for the second quarter of 2005.  
Please feel free to contact me should you have any questions regarding the report.  
I may be reached at (860) 486-8741.

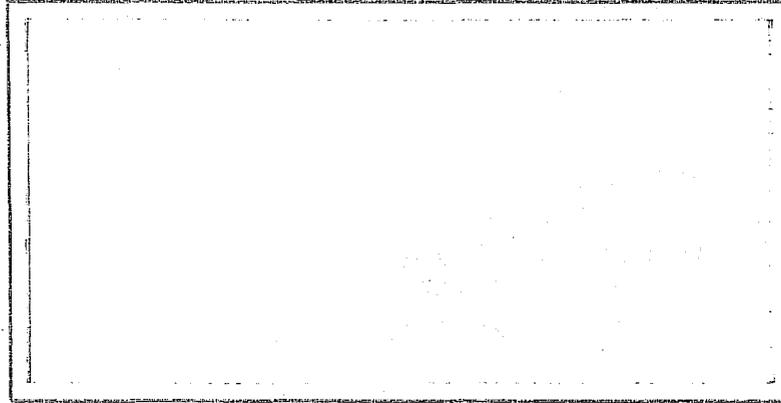
*An Equal Opportunity Employer*

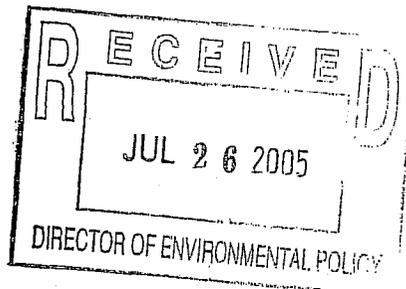
31 LeDoyt Road Unit 3055  
Storrs, Connecticut 06269-3055

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

# CHARTER OAK

ENVIRONMENTAL SERVICES, INC.





**STORM WATER SAMPLING REPORT  
SECOND QUARTER 2005**

**STADIUM ROAD DETENTION BASIN  
UNIVERSITY OF CONNECTICUT  
STORRS, CONNECTICUT**

**JULY 2005**

Prepared For:

**UNIVERSITY OF CONNECTICUT**  
Office of Environmental Policy  
31 LeDoyt Road U-3055  
Storrs, Connecticut

Prepared By:

A handwritten signature in black ink, appearing to read "JR Taormina".

---

JR Taormina  
Engineer

Reviewed By:

A handwritten signature in black ink, appearing to read "Carl J. Mohrbacher".

---

Carl J. Mohrbacher  
Senior Project Hydrogeologist

**CHARTER OAK**   
ENVIRONMENTAL SERVICES, INC.

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

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### FIGURES

Figure 1	Site Sketch
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### APPENDICES

APPENDIX A	Event Photographs
APPENDIX B	Field Data Forms
APPENDIX C	Laboratory Reports

## 1.0 INTRODUCTION

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

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

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

## 2.0 METHODS

The sampling methodology for this project is specified in Charter Oak's August 4, 2003 scope of work. Samples are to be collected from a storm that occurs after a three-day dry antecedent period and the samples are to be collected during the first 30 minutes of discharge. During the subject June 16, 2005 event, the storm water runoff began at approximately 2058 hours. Sample collection began approximately 17 minutes after the commencement of runoff into the detention basin.

In order to increase the rate at which samples were collected and thereby more closely achieve simultaneous sampling at the three sampling stations, Charter Oak collected the samples in 5-gallon clean plastic bladders rather than filling individual sample jars. This

method had the further advantage of homogenizing the water placed into the sample jars at a given sampling station. The bladders were used once and then discarded.

Samples are collected from three locations. Figure 1 presents a sketch of the sampling points relative to physical features discussed in this report. The pipe conveying storm water from the outlet structure joins with another pipe beneath Separatist Road that conveys flow from the upper reaches of the nearby stream (see Figure 1). The upper reaches of the stream drain a wooded area east of Separatist Road and south of Stadium road.

One objective of Charter Oak's sampling methodology was to collect samples from three locations as close to simultaneously as possible. The first sampling location was the detention-basin outlet structure. Charter Oak employed a peristaltic pump with dedicated tubing to lift the first sample (DP1-061605) from the outlet structure and discharge it into the plastic bladder. While the peristaltic pump was filling the plastic bladder for sample DP1-061605, Charter Oak collected the samples from the other two locations by hand.

While the DP1-061605 sample was being collected at the outlet structure, Charter Oak collected the second sample (DP4-061605) at the location labeled DP4 on Figure 1. Because of the shallowness of the stream at this point, a pitcher was used to lift water from the stream channel and pour it into the bladder via a funnel. The pitcher and funnel, both made of plastic, had been cleaned with laboratory-grade cleanser prior to use. Sufficient sample volume was collected at this location to provide a blind duplicate sample. This blind duplicate, labeled as DP3-061605, was assigned a fictitious sample-collection time to obscure its identity from the laboratory. Hereafter, this sample is referred to as DP4-Duplicate.

While the DP1-061605 sample bladder continued to fill, Charter Oak collected the third sample (DP2-061605) from the stream outfall on the west side of Separatist Road. This sample was collected in the same manner as sample DP4-061605, using a dedicated pitcher and funnel. The pitcher collected the water as it was falling from the pipe to the stream water surface.

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

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

**Table 2.1 – Sample Collection Information**

Sample ID	Time of Collection	Location
DP1-061605	2129	Detention Basin Outlet Structure
DP2-061605	2120	Combined Flow Outfall
DP4-061605	2115	In Brook Prior to Combined Flow
DP4-Duplicate	2134	In Brook Prior to Combined Flow

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

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

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

The pH meter and the dissolved oxygen meter were calibrated at the site on June 16<sup>th</sup>. Field measurements were made directly in the flowing water simultaneously with the sample collection.

The ambient air temperature was measured. The beginning and end of the precipitation was observed and recorded by Charter Oak personnel. The amount of rainfall was measured from a rain gauge at Charter Oak's office in southern Mansfield, located approximately five miles south of the detention basin. Charter Oak measured the pH of the rainwater collected in the rain gauge in the morning of June 17<sup>th</sup>.

### 3.0 OBSERVATIONS

Approximately 0.3 inches of rain fell from approximately 1950 hours on June 16<sup>th</sup> to 2150 hours on June 16<sup>th</sup>, based on Charter Oak's observations at its office and in the field. No precipitation was observed during the three days prior to June 16<sup>th</sup>. Previous precipitation greater than 0.1 inches occurred on May 27, 2005. This was the nearest antecedent rainfall to the sampling event.

At approximately 2058 hours discharge into the detention basin was observed. *Appendix A* contains photographs taken at approximately 2114 hours which show flow conditions during sampling.

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

cloudy with visible solids. The flow at all three sampling stations was heavy due to the intensity of the storm.

#### 4.0 FIELD MEASUREMENT RESULTS

*Appendix B* presents the field data forms on which the Charter Oak field representative recorded his observations and field measurements. The ambient air temperature during sampling was approximately 17.2 degrees Celsius (°C). The pH of the storm water samples and rainfall were as follows:

**Table 4.1 – pH Results**

Sample ID	pH
DP1-061605	6.36
DP2-061605	6.61
DP4-061605	6.68
Rainfall	4.30

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

**Table 4.2 - Temperature & Dissolved Oxygen Results**

Sample ID	Temperature	Dissolved Oxygen
DP1-061605	17.89 °C	6.56 mg/l
DP2-061605	17.06 °C	7.99 mg/l
DP4-061605	16.59 °C	8.23 mg/l

#### 5.0 ANALYTICAL LABORATORY RESULTS

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

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

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

Constituents	EPA Method	Detection Limits Below Regulatory Criteria		
		GWPC	EPA MCL	Aquatic Life Acute Toxicity
Volatile Organic Compounds	8260	Yes	Yes	NA
Pesticides	8081	Yes	Yes	Yes
Herbicides	8151	Yes	Yes	NA
Glyphosate	547	NA	Yes	NA
Pendimethalin	8081	NA	NA	NA
CT Extractable Total Petroleum Hydrocarbons (ETPH)	CT ETPH	Yes	NA	NA
Ammonia as Nitrogen	350.3	NA	NA	Yes
Nitrate as Nitrogen	300	NA	Yes	NA
Sulfate	300	NA	NA	NA
Phosphorus	365.2	NA	NA	NA
Metals (except Mercury)	200.8	Yes	Yes	Yes
Mercury	7470/245.2	Yes	Yes	Yes
Biochemical Oxygen Demand (BOD <sub>5</sub> )	405.1	NA	NA	NA
Total Suspended Solids (TSS)	160.2	NA	NA	NA
<i>E. Coli</i>	9222G	NA	Yes	NA
Fecal Coliform	9222D	NA	Yes	NA
Total Coliform	SM 9222B	NA	Yes	Yes*

NA = Not Applicable

Yes = Laboratory reported detection limits at or below regulatory criteria

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

MCL = EPA Maximum Contaminant Levels

\* Surface Water Standard for Class-A Waters

Most of the constituents analyzed were not detected above the reported detection limits. No volatile organic compounds, pesticide constituents, herbicide constituents, glyphosate, or ETPH were detected in any of the four storm water samples (including the blind duplicate). Lead and copper were detected in some of the samples. Ammonia, nitrate, phosphorous, sulfate, BOD<sub>5</sub>, TSS, zinc, manganese, and iron were detected in all four of the storm water samples. All four of the storm water samples also contained reportable counts of total coliform bacteria and *E. coli*. None of the four storm water samples were analyzed for fecal coliform because the sample hold times had expired prior to laboratory analysis. Fecal coliform was present in all four samples collected during the fourth quarter sampling event in 2004.

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

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

Constituents	Units	DP1-061605	DP2-061605	DP4-061605	DP4-Duplicate	GWPC	EPA MCL
Extractable TPH	mg/l	ND<0.10	ND < 0.10	ND<0.10	ND<0.10	0.5	NE
Nitrate-N	mg/l	1.1	1.0	0.96	0.96	NE	10.0
Lead-unfiltered	mg/l	0.017	ND<0.013	ND<0.013	ND<0.013	0.015	NE
Copper-unfiltered	mg/l	0.022	0.018	ND<0.014	ND<0.014	1.3	NE
Zinc-unfiltered	mg/l	0.09	0.081	0.057	0.058	5.0	NE
<i>E. Coli</i>	ct/100ml	>10,000	>10,000	>10,000	>10,000	NE	0
Total Coliform	ct/100ml	>10,000	>10,000	>10,000	>10,000	NE	0
Fecal Coliform	ct/100ml	NA	NA	NA	NA	NE	0

NE = None Established

NA = Not analyzed

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

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

Constituents	Units	DP1-061605	DP2-061605	DP4-061605	DP4-Duplicate	EPA Secondary Standard
Sulfate	mg/l	24	18	8.0	8.2	250
Iron-unfiltered	mg/l	11	11	12	11	0.3
Copper-unfiltered	mg/l	0.022	0.018	ND<0.014	ND<0.014	1.0
Manganese-unfiltered	mg/l	0.47	0.46	0.38	0.38	0.05
Zinc-unfiltered	mg/l	0.09	0.081	0.057	0.058	5.0
pH	S.U.	6.36	6.61	6.68	-	6.5 - 8.5

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

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

Constituents	Units	DP1-061605	DP2-061605	DP4-061605	DP4-Duplicate	Standard
Dissolved Oxygen	mg/l	6.56	7.99	8.23	-	≥ 5 <sup>†</sup>
Zinc-filtered	mg/l	0.03	0.026	0.02	0.021	0.065*
Total Coliform	ct/100ml	>10,000	>10,000	>10,000	>10,000	500 <sup>Δ</sup>

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

† Criterion for Class A Surface Water

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

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

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

**Table 5.5 - Other Parameters Detected**

Constituents	Units	DP1-061605	DP2-061605	DP4-061605	DP4-Duplicate	Standard
BOD	mg/l	13	9.7	5.1	5.0	NE
Phosphorous	mg/l	0.33	0.25	0.42	0.40	NE
Total Suspended Solids	mg/l	270	210	220	210	NE

NE = None Established

## 6.0 SUMMARY

### 6.1 Field Observations

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

### 6.2 GWPC & EPA MCL

Extractable total petroleum hydrocarbons were not detected during this sampling event as they were during the previous sampling event.

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

Lead, copper, and zinc were detected in unfiltered samples. The lead concentration detected at the outlet structure (DP1-061605) slightly exceeded the GWPC. However, lead was not detected in the other two samples and the duplicate. The detected concentrations of copper and zinc were below the GWPC.

Total coliform and *E. Coli* were detected in each of the four samples. The presence of these contaminants is an exceedence of the EPA MCL. Fecal coliform samples were not

analyzed because the sample hold times had expired prior to analysis. During 2004, the bacteriological results had increased relative to the results of previous events. As a result of these observations, bacteriological parameters have been examined in subsequent events to determine if the higher counts are persistent, or simply a result of sample variability. All reported results for this sampling round were in excess of 10,000 ct/100ml.

### **6.3 EPA Secondary Drinking Water Standards**

Sulfate was detected in each of the four samples. The detected concentrations were below the EPA secondary drinking water standard.

Iron was detected in each of the four unfiltered samples. The detected concentrations exceeded the EPA secondary drinking water standard.

Copper was detected in the outlet structure sample (DP1-061605) and downstream of the detention basin (DP2-061605) in the unfiltered samples only. The detected concentrations were below the EPA secondary drinking water standard.

Manganese was detected in each of the four unfiltered samples. The detected concentrations exceeded the EPA secondary drinking water standard at each sample location.

Zinc was detected in each of the four unfiltered samples. The detected concentrations were below the EPA secondary drinking water standard.

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

### **6.4 Connecticut Surface Water Quality Standards**

Dissolved oxygen levels at each of the four sampling locations were greater than the minimum concentration for a Class A surface water body.

Zinc was detected in each of the four filtered samples. The detected concentrations were below the Aquatic Life Acute Toxicity standard.

Total coliform was detected in each of the four unfiltered samples. The detected counts exceeded the standard for a Class A surface water body.



October 13, 2005

THE HARRIS POLL

# Nearly Half of Americans Cite 'Too Little' Environment Regulation

THE WALL STREET JOURNAL ONLINE  
October 13, 2005

Nearly three-quarters of U.S. adults agree that protecting the environment is important and standards cannot be too high, according to a Harris Interactive poll.

At the same time, nearly half of Americans surveyed say there is too little government regulation and involvement in the area of environmental protection, compared with about 19% who feel there is too much regulation and 32% who say it's just right.

The telephone poll of 1,217 adults indicates concern about too little environmental protection has risen slightly from 39% in 2000, when this poll was last conducted. But the percentage is far below the 63% who said there was too little regulation back in 1991.

Americans view large corporations as one of the biggest culprits in environmental problems: 71% said they are doing less than their share to help reduce environmental problems. But 63% say the general public isn't doing its share.

Only 12% of U.S. adults describe themselves as active environmentalists. While more than half of U.S. adults say they are sympathetic to environmental concerns, nearly a quarter say they are neutral and 4% say they are unsympathetic.

Water pollution is the top concern among poll respondents, followed by air pollution. Other priorities included global warming, ozone depletion, and depletion of forest lands.

See full results of the poll:

\*\*\*

"Do you agree or disagree with this statement: Protecting the environment is so important that requirements and standards cannot be too high, and continuing environmental improvements must be made regardless of cost."

### DOW JONES REPRINTS

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### DIGEST OF EARNINGS

Details of the latest corporate earnings reported for **FREE**.

	Party ID			Political Philosophy			
	All Adults (n=1,217)	Republican (n=252)	Democrat (n=323)	Independent (n=210)	Conservative (n=315)	Moderate (n=350)	Liberal (n=177)
<b>Agree (NET)</b>	74%	60%	85%	75%	69%	77%	82%
Strongly Agree	40	23	56	43	33	45	52
Somewhat Agree	34	37	29	31	37	31	30
<b>Disagree (NET)</b>	24	39	15	23	30	22	17
Somewhat Disagree	16	24	12	13	20	15	12
Strongly Disagree	9	15	3	10	10	7	5
Not sure	1	1	-	3	1	1	2

Note: Percentages may not add up to 100% due to rounding.

\*\*\*

**"Do you agree or disagree with this statement: Protecting the environment is so important that requirements and standards cannot be too high, and continuing environmental improvements must be made regardless of cost. And do you strongly or somewhat agree or disagree?"**

Base: All Adults

	Strongly or Somewhat agree
2005	74%
2000	66
1999	64
1998	63
1997	76
1996	73
1995	72
1994	71
1993	58
1992	80
1991	69

1990	75
1989	80
1986	66
1983	58
1981	45

\*\*\*

"Do you think there is too much, too little, or about the right amount of government regulation and involvement in the area of environmental protection?"

Base: All Adults

	Party ID				Political Philosophy		
	All Adults (n=1,217)	Republican (n=252)	Democrat (n=323)	Independent (n=210)	Conservative (n=315)	Moderate (n=350)	Liberal (n=177)
<b>Too much</b>	19%	29%	15%	17%	30%	14%	12%
<b>Too little</b>	47	23	61	55	27	56	67
<b>About the right amount</b>	32	45	23	23	40	27	19
<b>Not sure</b>	2	4	1	5	2	3	2

\*\*\*

"Do you think there is too much, too little, or about the right amount of government regulation and involvement in the area of environmental protection?"

Base: All Adults

	Too Much	Too Little	About the Right Amount	Not Sure
2005	19%	47%	32%	2%
2000	22	39	33	5
1999	29	42	28	1
1998	29	41	29	2
1997	21	49	28	1
1996	24	41	30	5

1993	20	52	24	3
1991	11	63	23	3

Note: Percentages may not add up to 100% due to rounding.

\*\*\*

"How high of a priority do you feel each of the following problems is, using a scale of 1 to 10, where '1' means the problem is a low priority and '10' means the problem is a high priority."

Base: All Adults

	Rating of 9 or 10
<b>Water pollution</b>	52%
<b>Air Pollution</b>	48
<b>Global warming</b>	41
<b>Ozone depletion</b>	41
<b>Depletion of forest lands</b>	41
<b>Recycling more material</b>	39
<b>Insisting that other nations adhere to our level of environmental standards</b>	26

\*\*\*

"For each of the following, please tell me if you feel they've done more than their share, just about right, or less than their share to help reduce environmental problems."

Base: All Adults

	Less Than Their Share	About Right	More Than Their Share	Not Sure
Environmental groups	16%	39%	42%	2%
The media	44	37	18	1
State or local government	46	43	10	2
General public	63	26	10	1
Local businesses	50	38	9	3
The President	53	36	8	3
The Congress	57	31	8	3
Large corporations	71	21	6	1

Note: Percentages may not add up to 100% due to rounding.

\* \* \*

"Do you think of yourself as an active environmentalist, sympathetic to environmental concerns, neutral, or unsympathetic to environmental concerns?"

Base: All Adults

	Environmentalist	Sympathetic	Neutral	Unsympathetic	Not Sure
2005	12	58	24	4	1
1999	10	56	30	4	1
1998	12	57	27	3	*
1997	11	57	27	4	--
1996	9	61	24	4	1
1995	11	53	29	5	2

Note: Percentages may not add up to 100% due to rounding.

\* Less than 0.5%

**Methodology:**

Harris Interactive conducted this online survey in the U.S., Aug. 9-16, 2005, among a nationwide cross section of 1,217 adults. Figures for age, gender, race/ethnicity, education, income and region were weighted where necessary to align with population proportions. Propensity score weighting was also used to adjust for respondents' propensity to be online. In theory, with probability samples of this size, one can say with 95% certainty that the overall results have a sampling error of +/- 3 percentage points of what they would be if the entire U.S. adult population had been polled with complete accuracy.

**About Harris Interactive**

Harris Interactive is a world-wide market research and consulting firm, best known for The Harris Poll and its use of the Internet to conduct scientifically accurate market research. For more information, see [www.harrisinteractive.com](http://www.harrisinteractive.com)<sup>1</sup>. To become a participant in The Harris Poll Online and join future online surveys, see [www.harrispollonline.com](http://www.harrispollonline.com)<sup>2</sup>.

**URL for this article:**

<http://online.wsj.com/article/SB112914555511566939.html>

**Hyperlinks in this Article:**

- (1) <http://www.harrisinteractive.com>
- (2) <http://www.harrispollonline.com>

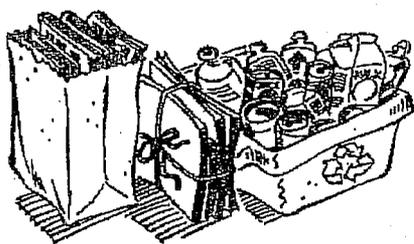
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# Mansfield Recycling Program

OCTOBER THROUGH DECEMBER, 2005 429-3333

[www.mansfieldct.org/publicworks.html](http://www.mansfieldct.org/publicworks.html)

## TRASH FEE INCREASES

Operating costs continue to rise. In order to keep the solid waste fund balanced, which is supported solely through user fees, Town Council approved trash fee increases for single-family collection service and the transfer station effective January 1, 2006.

## SINGLE-FAMILY COLLECTION, MONTHLY FEES:

	CURRENT CHARGE	EFFECTIVE JANUARY 1, 2006
Mini-mini service	\$10.50	\$11.00
Mini service	\$13.50	\$14.25
1 can service	\$19.00	\$20.00
Standard service	\$24.00	\$25.25
Maxi service	\$30.00	\$31.50
Backyard service	\$5.50	\$10.00
Long driveways	\$7.50	\$13.25

## TRANSFER STATION FEES:

	CURRENT CHARGE	EFFECTIVE JANUARY 1, 2006
35 gal. bag	\$3.00	\$3.25
35 gal. can	\$6.00	\$6.50
Garbage/CY	\$30.00	\$32.50
1 CY pickup	\$30.00	\$32.50
2 CY pickup	\$60.00	\$65.00
Bulky waste/CY	\$20.00	\$25.00
Scrap metal/CY	\$2.00	\$2.50
Ballasts & capacitors	\$2.00	\$2.50
Stumps/CY	\$20.00	\$22.50
Refrig, A/C, dehumidifiers	\$10.00	\$11.00
TVs, computers	\$5.00	\$6.00
TVs 20" or more	\$10.00	\$12.00
Microwave ovens	\$10.00	\$12.00

## CORRECTION ON APPLIANCE RECYCLING INCENTIVE

Air conditioners and/or dehumidifiers will be picked up by CL&P *only* with the removal of a refrigerator or freezer. To schedule a pick-up call 1-800-664-2722.

AMERICA RECYCLES  
DAY, NOVEMBER 15



AMERICA  
RECYCLES  
2005

For information on ways to celebrate America Recycles Day, November 15, visit [www.americarecyclesday.org](http://www.americarecyclesday.org).

**NEEDED: HELPERS AT  
THE SWAP SHOP**

We are looking for volunteers who will help keep the transfer station swap shop tidy. If you are interested in giving an hour or two of your time weekly, contact the Mansfield Recycling Coordinator at 429-3333.

**HOUSEHOLD HAZAR-  
DOUS WASTE FACILITY**

The Willington Chemical Waste Drop-Off Facility will be open two more Saturdays before it closes for the winter- October 15 and November 5, 2005 from 9 am to 2 pm.

**FESTIVAL ON THE GREEN  
SUCCESS**

Mansfield celebrated its second Festival on the Green on Sunday afternoon, September 25, 2005, with an effort to keep the amount of waste down. Waste stations included cans & bottles recycling, Hosmer Mountain Soda bottle return and composting. Food vendors were asked to serve food on paper plates or bowls. They were provided with biodegradable forks and spoons made from corn. Volunteers guided fair attendees in the disposal of their waste. 72% of the waste produced from that day is now either being composted or recycled. Bags of the compost, made from last year's food and paper waste, were handed out to fair goers.

**AVAILABLE: PLASTIC  
UTENSILS MADE FROM  
CORN**

"Plastic" knives and spoons, made out of corn, are available through the Town. Although corn-based plastics can be purchased in bulk, they are not available in the stores. If you are an avid composter yet like the convenience of disposable plastic, then call the Recycling Coordinator at 429-3333. At 3 cents per piece, they are affordable too. The benefits of corn-based plastics: corn is an abundant and annually renewable crop, they use less energy to manufacture and these items can be composted at the end of their use.

**EO SMITH BOTTLE  
DRIVE**

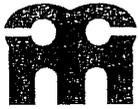
Support E.O. Smith's Safe Graduation by contributing your deposit cans and bottles to their bottle drives on October 15, January 7 and March 25 from 9 am to 1 pm in the E.O. Smith parking lot.

**FREE LITTER DISPOSAL**

Help us keep Mansfield's roads litter-free year round by adopting a road. You choose the portion of road you want to clean and the frequency you want to clean it. You will not be charged for roadside litter. All roadside litter can either be placed out with curbside collection (no limit restriction) or taken to the transfer station at no cost. To sign up for Adopt-A-Road, contact the Recycling Coordinator at 429-3333.

**BUILDING MATERIAL  
REUSE STORE GRAND  
OPENING**

In an effort to keep good usable building materials out of the landfill, the ReCONNstruction Center, located at 230 South Street in New Britain, is having its grand opening on October 15, 2005 from 9 am to 5 pm. All items are priced 30% to 60% less than the popular home improvement stores. Plus shoppers will receive a 10% discount on all purchases that first week. Items for sale include never or gently used vanities, sinks, electrical and plumbing supplies, lighting fixtures, lumber, molding, windows, doors and much more. For more information call 860-597-3390 or visit [www.reconnstructioncenter.org](http://www.reconnstructioncenter.org).



Item #21

**Present Appointments to CCM Committees**  
(as listed on CCM records)  
**for Town of Mansfield**  
10/10/2005

**CCM Committee**

**Legislative Committee**

*Every CCM Member municipality is entitled to be represented on the Legislative Committee. Generally, this representative is the mayor, first selectman, council chairman, or town manager. Each municipality may also designate an alternate representative to the Legislative Committee.*

Member	Mayor Elizabeth C. Paterson	_____
Alternate Member	Town Mgr. Martin Berliner	_____

**Legislative SubCommittees**

	<b>Name</b>	<b>Title</b>
Education Subcommittee	Elizabeth Paterson	Mayor
Environmental Management Subcommittee	_____	_____
Labor Relations Subcommittee	Matthew Hart	Assistant Town Manager
Land Use, Housing, Comm Development Subcommittee	_____	_____
Municipal Law, Liability, Insurance Subcommittee	_____	_____
Public Health/Human Svcs Subcommittee	_____	_____
Public Safety, Crime Prevention & Code Enforcement Subco	Alan Hawkins	Councilmember
Task Force on Homeland Security	John Jackman	Fire Marshal
Task Force on Transportation	_____	_____
Task Force on Working Farms	_____	_____
Taxes and Finance Subcommittee	_____	_____

Return to: CCM  
900 Chapel Street, 9th Floor  
New Haven, CT 06510-2807  
Attn: D. Mascola  
FAX: 203-562-6314

_____	Name
_____	Position
_____	Municipality



July 1, 2005

## DESCRIPTION OF THE CCM LEGISLATIVE COMMITTEE AND THE COMMITTEES AND TASK FORCES THAT REPORT TO IT



Following is a description of CCM's Legislative Committee and the various committees of cognizance that make recommendations to it.

They are critical to the development of CCM's annual state legislative program. The chairman and vice-chairman of each issue-area committee is a mayor, first selectman, council chairperson, or city/town manager, and is appointed by the CCM Board of Directors.

CCM also has a number of ad hoc committees that meet as needed on specific issues.



### LEGISLATIVE COMMITTEE

Develops CCM's annual legislative program. Develops CCM's policies on state legislative and executive branch proposals. The Committee acts upon recommendations from the CCM Board and other legislative committees, and reviews and acts upon legislation submitted to it from the floor.

*Each CCM-member municipality is entitled to be represented on the Legislative Committee. The municipality shall notify CCM in writing who that representative is to be. Generally the representative is the mayor, first selectman, council chairperson, or city/town manager. Each municipality may also designate an alternate representative or representatives to the Legislative Committee. The designation shall be in writing. The alternate representative(s) shall be a policy-level official of the municipality.*

*Each CCM-member municipality is entitled to one vote, unless a weighted vote is called for pursuant to the CCM bylaws. Only bona fide members of the Legislative Committee or their designated alternate representative(s) are entitled to vote.*

*Any official of a CCM-member municipality may participate in discussions at meetings of the Legislative Committee.*

### COMMITTEE ON EDUCATION

Helps develop and establish CCM policies concerning education issues. Reviews proposed state legislation and proposed state policies. Recommends appropriate legislative and administrative solutions.

Members *may include*: municipal chief executives, selectmen, councilmembers, school superintendents, and other municipal officials concerned with education issues.

### COMMITTEE ON ENVIRONMENTAL MANAGEMENT

Helps develop and establish CCM policies in environmental management in such areas as solid waste, hazardous waste, and air quality. Reviews the activities of relevant state agencies, boards and task forces. Reviews proposed state legislation and proposed state policies. Recommends appropriate legislative and administrative solutions.

Members *may include*: municipal chief executives, selectmen, councilmembers, and other municipal officials concerned with environmental policy.

## COMMITTEE ON TAXES AND FINANCE

Helps develop and establish CCM policies in the areas of state and local taxes and finance. Reviews proposed state legislation and proposed state policies regarding tax issues, the relationship of state aid to local property taxes, and other government finance issues. Recommends appropriate legislative and administrative solutions.

Members *may include*: municipal chief executives, selectmen, councilmembers, finance directors, assessors, tax collectors, and other officials directly concerned with state and local tax and finance issues.

## TASK FORCE ON HOMELAND SECURITY

Enables CCM members to exchange and share critical homeland security information; monitors the application and allocation process for state and federal funding; informs CCM members on preparedness activities; and promotes policies to improve municipal homeland security programs at the state level. In doing so, the Task Force helps facilitate municipal consensus on policies regarding evolving security needs, and works in partnership with the State Division of Homeland Security, the Office of Emergency Management and existing preparedness councils, state and regional associations, and various state agencies. The Task Force recommends action to the CCM Board of Directors and the Legislative Committee.

Members *may include*: municipal chief executives, selectmen, councilmembers, state and regional association executives, municipal public safety personnel, and other municipal officials concerned with homeland security.

## TASK FORCE ON TRANSPORTATION

Helps develop and establish CCM policies concerning transportation and mass transit issues; advocates transportation funding by the State and Federal governments to enable CT to move forward on important projects. Assists in educating the public and state and federal policy leaders about the importance of transportation investments to CT's towns and cities, economy and quality of life. Helps build coalitions for transportation investment between municipal officials and business organizations, state agencies, environmental advocates, mass transit users, and others. Reviews state legislation and proposed state policies. Recommends appropriate legislative and administrative solutions.

Members *may include*: municipal chief executives, selectmen, councilmembers, directors of public works, city/town planners, and other officials directly concerned with transportation issues.

## TASK FORCE ON WORKING FARMS

Helps develop and establish CCM policies to ensure that farming remains an important part of Connecticut's economy and social fabric. Advocates for state, federal and private programs to support maintaining and expanding working farms in Connecticut. Gathers and disseminates information on innovative programs to preserve farming as an occupation and business. Acts as a forum for discussing the unique problems faced by Connecticut farmers and developing solutions to those problems. Works in coalition with other interested groups to support farming.

Members *may include*: municipal chief executives, selectmen, councilmembers, city/town planners and other officials concerned with farming and agricultural issues.

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Number 05-69



# Legislative Update

**CCM** Connecticut Conference of Municipalities

PLEASE DELIVER IMMEDIATELY TO ALL CCM-MEMBER MAYORS, FIRST SELECTMEN, AND TOWN/CITY MANAGERS

## New Special Session Called: Municipal Issues At Stake

The General Assembly met in a special session today called by Governor Rell on campaign finance reform. The General Assembly leadership decided to close this special session and instead call themselves back in at a later date with an expanded number of issues to be addressed. This new special session, which is expected to take place sometime in November, has been called to consider bills concerning the following six issues:

1. Campaign finance reform;
2. Eminent domain;
3. Reform of the state contracting process;
4. Adjustments to state bond authorizations and their underlying programs;
5. Home heating costs, particularly (a) relief for those most affected by high home heating costs, (b) energy cost relief to middle income families, and (c) increased heating fuel price transparency for consumers and prevention of price gauging; and
6. Notification to the Department of Motor Vehicles whenever a commercial vehicle insurance policy is cancelled or otherwise terminated.

CCM will be watching all these issues, we will be playing a particularly active role on the eminent domain and state bonding issues, both of which will have significant implications for towns and cities. CCM will keep you apprised of developments concerning this special session.

\*\* \*\* \*

*If you have any questions concerning this special session or state-local issue please contact CCM's legislative staff at (203) 498-3000: Jim Finley, Gian-Carl Casa, or Ronald Thomas.*

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REC'D OCT 17 2005

214 Wormwood Hill Road  
Mansfield Center,  
Connecticut 06250

October 16, 2005

To the Town Council  
Town of Mansfield:

I would like to urge the Town Council and all those involved in the Municipal Development Plan for a new town center in Storrs to consider the following. I am aware of the many complex issues that involve planning and zoning, water use, housing, traffic, parking, and more, but I am writing this letter to provide a bit of history with a specific focus.

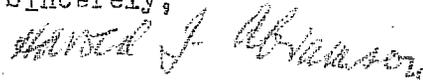
I have lived in Storrs and Mansfield for nearly 40 years, and I would like to point out some of the shops and facilities that we have enjoyed in the "historic downtown" area of Route 195 in Storrs over the past years. And I would also like to emphasize how valuable and useful these have been to the local residents in their time, so that the Planners and Committees can keep the past in mind as they project the future in reality.

When we first came to Storrs, we were able to use and patronize an automotive garage and gas station central to the campus; the College movie theater; Judith Harmon women's quality clothing shop; Herb Smith men's quality clothing shop; a Universal market with an excellent meat counter and fresh produce; Singer's book store; Waring's continental gift shop; Rexall Drug Store with soda fountain and lunch counter; Strick's very good bakery (a branch from Norwich); Phil's variety and notion store (a fine institution in itself); an electronic and radio repair shop; and a marvelously funky "underground" Campus Restaurant for students and residents alike. There were and are also barber shops, beauty parlors, a flower shop, and the old post office.

This should give us all a good idea of what has been needed, and of what is needed, and for making essential arrangements to ensure and guarantee housing for the existing small businesses which have served our community well (such as Storrs Automotive, Campus Cuts, Skora's Barber Shop, Campus Florists, Store 24, among others).

Thank you for your attention.

Sincerely,



Harold J. Abramson  
home phone 429-1693

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In Mansfield, there are 740 children under the age of 6. (US Census Bureau, 2000)

Health and Child Development	Mansfield		Connecticut	
	#	% or Rate	#	% or Rate
Births to Mothers with Late or No Prenatal Care (1999-2001)	31	9.6%	13519	10.9%
Low Birthweight Births (1999-2001) <sup>1</sup>	14	4.3%	9599	7.5%
Infant Deaths (1997-2001) <sup>1</sup>	2	- per 1,000 live births	1422	6.6 per 1,000 live births
Births to Teens Ages 15-19 (1999-2001) <sup>1</sup>	17	5.2%	9747	7.6%
Births to Mothers with Less Than a High School Diploma (1999-2001) <sup>1</sup>	18	5.6%	13762	11.0%
HUSKY A (Medicaid) Enrollment (average monthly enrollment for all children under age 19: FY2004)	438	N/A	208147	N/A
Children Ages 1 and 2 Screened for Lead (2000-2002) <sup>1</sup>	97	14.3%	111047	42.0%
Children Ages 1 and 2 Identified with Blood Lead Levels $\geq 10\mu\text{g/dL}$ (2000-2002) <sup>1</sup>	2	N/A	3399	N/A
Children Under Age 6 with Special Needs				
Ages 0 to 3: Birth to Three System (Early Intervention) Enrollment, FY2003	28	N/A	9403	N/A
Ages 3 to 5: Preschool Special Education Enrollment, 2003-2004 School Year	31	N/A	8144	N/A

Safety and Child Welfare	Mansfield		Connecticut	
	#	% or Rate	#	% or Rate
Children Substantiated as Abused/Neglected (all children under age 18: 2003)	32	11.2 per 1,000 children	11288	13.2 per 1,000 children

Economic Stability	Mansfield		Connecticut	
	#	% or Rate	#	% or Rate
Children Under Age 6 in Poverty (2000)	69	9.6%	29348	11.1%
Children Under Age 6 Receiving Welfare (monthly caseload as of October 2003)	12	N/A	14694	N/A

↓

**Figure 6. Elevated Blood Lead Levels among one and two year olds, 2002**

	# EBLs	Combined Scr. Rate	% EBLs among those tested	% housing stock before 1960	% families below poverty level
Connecticut	997 (100%)	46%	2.5%	48%	6.6%
4 cities <sup>1</sup>	639 (64%)	69%	4.0%	62%	19.2%
11 cities and towns <sup>2</sup>	186 (19%)	52%	5.0%	51%	7.4%
15+ cities and towns	172 (17%)	36%	0.8%	42%	3.7%

It has been established that children in low-income families who live in older housing are at increased risk for lead poisoning<sup>4</sup>. The situation in Connecticut is no different. The four cities that had the most EBLs also have a poverty rate for families that is nearly 4 times the state average. They also have a proportionately higher number of older housing units. The pattern holds true for the 11 cities and towns that also had a (combined) high prevalence rate and contributed a disproportionate number of EBLs. These 11 towns also had proportionally more poverty and a higher number of older units than the state average.

#### *Housing and Environment*

There have not been many surveys that have considered the housing stock in Connecticut. The single best source of housing information is the US Census. One analysis of census housing data is the Comprehensive Housing Authority Strategy (CHAS) Databook put out by HUD. For Connecticut-specific estimates, the Department of Economic and Community Development (DECD) used the formulas in the CHAS analysis to estimate the number of housing units in Connecticut that are at high risk of having lead paint hazards. The DECD analysis concluded that roughly 17.7 percent of Connecticut's total housing units present potential lead-paint hazards to the families who live in them. The following table (Figure 7) shows the estimated number of hazardous units by year groupings.

**Figure 7. Age of Housing Stock**

	Pre-1940 Housing Units	1940-1959 Housing Units	1960-1980 Housing Units
Total	307,578	333,654	339,132
Affordable to low income households	112,402	80,214	113,575
Housing units w/ lead paint (probably)	101,161	64,171	70,416

The most common source for lead exposure for children is lead-based paint that has deteriorated into paint chips and lead dust<sup>5</sup>. In Connecticut, 99% of the 372 dwellings in which a lead hazard was identified during the one-year period 7/1/2001- 6/30/2002 had a lead paint hazard (a non-paint source of lead was found in addition to paint in 7% of inspected properties.)

When a child is found to have a confirmed (venous) blood lead level of 20 µg/dL or greater, an epidemiologic investigation including a comprehensive lead inspection of the child's residence is required by law in CT. The DPH notifies the respective LHD when a "case" is initiated. An epidemiological investigation and a comprehensive lead inspection are performed by the LHD (or is contracted out under LHD authority). The property owner is then responsible for submitting an abatement plan, and abatement should begin within 45 days of receiving the order. After abatement is performed, then the property is subsequently inspected, including a visual inspection and the collection of laboratory samples. If the property is "cleared" then a letter is sent.

Local health departments are required to submit quarterly reports related to lead inspection and abatement activities to the CT Commissioner of Public Health. LEMU receives and compiles these quarterly reports. This compilation then serves as the source for statewide information for the entire sequence of events. The percentage of LHDs that submitted quarterly reports has gone up over each of the last 3 years, from 72% to 80% to 91% for the most recent year available. Similarly, the number of completed inspections and the number of completed abatements have also gone up in each of the last 3 years. This may be due, in part, to increased vigilance on the part of both the DPH and LHDs, in stressing timeliness and adherence to abatement guidelines.

<sup>1</sup> Bridgeport, Hartford, Waterbury and New Haven

<sup>2</sup> Bristol, Hamden, Manchester, Meriden, New Britain, New London, Norwich, Norwalk, Stamford, West Haven, Windham

<sup>3</sup> U.S. General Accounting Office, Lead Poisoning: Federal Health Care Programs Are Not Effectively Reaching At-Risk Children, GAO/HEHS-99-18, Washington DC, January 1999.



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

Lon R. Hultgren, P.E., Director

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

**News Item for Release**  
**on October 26, 2005**

for more information please contact  
Lon Hultgren 429-3332 or  
Mark Kiefer 429-1483

**Clover Mill Road to be Closed to through traffic**  
**(open for local traffic only) beginning October 26, 2005**

The Mansfield Department of Public Works announces that it will begin pavement reclamation and guide rail replacement work on Clover Mill Road between Route 195 (south entrance) and house #126 on or about October 26<sup>th</sup>. This project will be constructed by Milton C. Beebe & Sons, Inc., of Mansfield.

The south end of Clover Mill Road will be closed to through traffic from the Route 195 south entrance to the old Morneau's shop during working hours (open most evenings and weekends).

This project is a federally funded Surface Transportation Program (STP) -rural project funded through a regional grant set up by the Windham Region Council of Governments.

The pavement and guide rail work is expected to take approximately eight weeks and the project will be completed in 2005.

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