



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, July 24, 2006
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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CALL TO ORDER	
ROLL CALL	
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EXECUTIVE SESSION

11. Personnel (Town Manager's Search Committee)

REGULAR MEETING-MANSFIELD TOWN COUNCIL
July 10, 2006

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 7:30 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Mr. Hawkins moved and Mr. Clouette seconded to approve the minutes of the June 26, 2006 meeting adding an attachment.
Motion so passed.

III. MOMENT OF SILENCE

Mayor Paterson requested a moment of silence in honor of and respect for our troops around the world.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

V. OLD BUSINESS

1. Issues Regarding the UConn Landfill

Mr. Berliner, Town Manager, up-dated the Council on the Pre-construction meeting he attended. Work will begin within the next 18 months; there should be no impact on neighboring landowners; staging area will be located on the UConn side of the landfill; Hunting Lodge Road will be used for traffic; dust controllers will be built into the plan; approximately 64 acres will be created as an open space parcel including wetlands on the north side of the landfill; foot paths will be open as much as possible with fencing available to keep it secured.

2. Fenton River

Waiting for final approval of the plan.

3. Town Newsletter and Communicating with the Public

Matt Hart, Asst. Town Manager, reported that planned guidelines are to be implemented for postings of agendas and minutes and promoting the use of the META Mail System. A concept for an electronic town newsletter has been discussed in keeping the public better informed.

Bruce Clouette suggested copies of the newsletter be posted at various places in town.

The Committee on Committees is working with the town clerk's office to develop a summary for each board and commission and an on-line application for residents. Bruce Clouette suggested that each board and commission establish Mission Statements.

Greg Haddad suggested a robo-call system be looked into.

4. Campus/Community Relations

Mayor Paterson reported beginning in August visits would be made to area complexes, and handouts distributed. The UConn Board of Trustees approved funding for off-campus housing. Later this summer a draft of the Rental Registration Ordinance will be available.

VI. NEW BUSINESS

5. Personal Services Agreement- Daycare Services at Mansfield Discovery Depot

Mr. Haddad moved and Mr. Schaefer seconded the following resolution:

RESOLVED, effective July 1, 2006, to authorize the Town Manager, Martin H. Berliner, to execute a personal service agreement between the Town of Mansfield and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of university employees and students.

Motion so passed.

6. Fourth Amendment to Fire Service Agreement

Mr. Hawkins moved and Mr. Paulhus seconded the following amendment:

Move, effective July 10, 2006, to authorize the Town Manager, Martin H. Berliner, to execute the attached "Fourth Amendment to Fire Protection Agreement" between the Town of Mansfield and the Eagleville Fire Department, Inc., and the attached "Fourth Amendment to Fire Protection

Agreement” between the Town of Mansfield and the Mansfield Volunteer Fire Company, Inc.

WHEREAS, on April 20, 1990, the Parties entered into an agreement entitled “Fire Protection Agreement;”
WHEREAS, on February 19, 1997, the Parties entered into an amendment to said Fire Protection Agreement;
WHEREAS, the Town gave timely and proper notice to the Fire Department of termination of the Fire Protection Agreement, as amended, effective April 20, 2005;
WHEREAS, pursuant to the “Third Amendment to Fire Protection Agreement,” the present term of said agreement ends on July 26, 2006;
WHEREAS, the Parties contemplate the formation of a municipal fire department and a reorganization of the volunteer fire companies that serve the Town;
WHEREAS, the contemplated formation of a municipal fire department and reorganization of volunteer fire companies cannot be accomplished by July 26, 2006;
WHEREAS, the Parties desire to extend their Fire Protection Agreement, as amended, until formation of a municipal fire department and reorganization of the volunteer fire companies has been accomplished;

David Dagon, Fire Chief, hopes to finalize the agreement by August 2, 2006.

Motion so passed.

7. An Ordinance to Implement the Provision of Connecticut General Statutes Section 9-369b(d)

Discussion to continued at a later date.

VII. DEPARTMENTAL REPORTS

Solid Waste Advisory Committee Minutes – Ms. Koehn questioned whether the green building standards bills passed legislature.

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Haddad reminded council members to submit their Town Manager’s Evaluations forms.

IX. REPORTS OF COUNCIL MEMBERS

Ms. Koehn met with Lee Erdman from the Strategic Planning Team in Hartford.

Mayor Paterson received the Citizen of the Year award by the Rotary.

X. TOWN MANAGER'S REPORT

The Tour de Mansfield has been rescheduled until July 29, 2006.
Volunteers are still needed.

Charter Revision Commission meeting July 11, 2006.

Downtown Partnership Board Meeting July 12, 2006.

Third Thursday on July 20, 2006.

The town accepted a 5-year bid with CCM Electric beginning in 2007.

The selection process for the new Director of WINCOG continues.

The Farmers Market will be moving to the side parking lot at E.O. Smith High School on August 5, 2006.

Matt Hart reported that the Postmaster at the Storrs/Mansfield Post Office thought it would be very difficult administratively to implement the name change.

XI. FUTURE AGENDAS

XII. PETITIONS, REQUEST AND COMMUNICATIONS

PZC unanimously passed all four pieces for the approval of the 1A building.

XIII. EXECUTIVE SESSION

Ms. Blair moved and Mr. Paulhus seconded to move into Executive Session.

Present: Blair, Clouette, Haddad, Hawkins, Koehn, Paterson, Paulhus, Redding, Schaefer, and Curry.

Review of selection for Town Manager

Mr. Paulhus moved and Ms. Blair seconded to move out of Executive Session.

Motion so passed.

XIV. ADJOURNMENT

Mr. Paulhus moved and Ms. Blair seconded to adjourn the meeting.

Motion so passed.

The meeting was adjourned at 9:15 P.M.

Elizabeth Paterson, Mayor

Christine Hawthorne, Asst. Town Clerk

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: July 24, 2006
Re: Issues Regarding the UConn Landfill

Subject Matter/Background

I have attached for your information recent correspondence regarding the UConn Landfill. At this time, the Town Council does not need to take any action on this item.

Attachments

- 1) Quarterly Progress Report



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

REC'D JUL 03 2006

Office of Environmental Policy

Richard A. Miller
Director

June 30, 2006

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

**RE: CONSENT ORDER #SRD 101, STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION (CTDEP)
QUARTERLY PROGRESS REPORT – APRIL, MAY, JUNE 2006
UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT
PROJECT # 900748**

Dear Mr. Frigon:

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

- Tentative Closure Schedule
- Project Permits, Approvals, Conditions
- Discussion on Activities Completed in April 2006
- Discussion on Activities Completed in May 2006
- Discussion on Activities Completed in June 2006
- Long-Term Monitoring Plan (LTMP)
- Technical Review Session Information
- Background-Remedial Action Plan Implementation, Landfill and Former Chemical Pits
- UConn Landfill Interim Monitoring Program
- Closure Schedule Following CTDEP Approvals

An Equal Opportunity Employer

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CTDEP Consent Order
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- Hydrogeologic Investigation – UConn Landfill Project
- UConn Project Web Site
- UConn’s Technical Consultants - Hydrogeologic Team
- Schedule for Compliance (Revision No. 3)
- UConn Landfill Field Program Summary
- Listing of Project Contacts
- Reports
- Certification

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

Tentative Closure Schedule

UConn has issued a Notice to Proceed to O&G Industries, Inc. (CM). The CM has provided an updated schedule detailed as follows:

Initial Construction Schedule - O&G Industries, Inc.- Rev. June 7, 2006 *

Construction Task	Estimated Start Date	Estimated Completion Date
Preparation of Bid Documents	Completed	Completed
Hire Project Construction Management	Completed	Completed
Pre-Qualified Trade Contractors Notifications	Completed	Completed
Review Contractor Submittals	Completed	Completed
Mobilization, Site Preparation, and Stormwater and Erosion Control	July-06	Aug-06
Construction of the leachate interceptor trenches (LITs)	Nov-06	Dec-06
Contaminated Sediment Removal and Relocation	Aug-06	Nov-06
Waste Consolidation	Aug-06	Nov-06
Land Reshaping and Grading	Aug-06	Nov-07
Installation of Monitoring Wells	Nov-06	Dec-06
Cover System Installation	July-07	Sept-07
Road and Parking Lot Construction	Sept-07	Dec-07
Closeout - Project Completion, Demobilization	Dec-07	Dec-07
Preparation of closure certification report	Following Project Closeout	90 - 120 Days Following Project Closeout

* Contingent on ACOE and CTDEP approvals; construction bidding market; weather conditions; numerous permitting issues; along with State and local reviews and conditions.

CTDEP Consent Order

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Project Permits, Approvals, Conditions

- A. Sequence of Construction: In order to avoid potential re-contamination of the sediment removal areas, the LITs need to be installed and functional prior to performing the sediment removal work.
- B. Environmental Performance: In order to secure approval of and proceed with construction, the Owner is committed to comply with terms of the following permits and approvals:
1. A letter dated February 14, 2004 from Connecticut Light and Power (CL&P), a division of Northeast Utilities System, granting permission for work within a CL&P right-of-way, and the following associated guidelines:
 - a. Guidelines for permitting compatible woody vegetation to be planted or to exist on electric transmission rights of way
 - b. Operation of equipment under and adjacent to Northeast Utilities Lines on rights of way
 - c. General guidelines for landowner uses proposed within Northeast Utilities' rights of way
 2. A Section 404 Individual Permit from the U.S. Army Corps of Engineers, approved May 18, 2005
 3. The following permits and approvals from the CTDEP:
 - a. Inland Wetlands and Watercourses Permit, approved May 10, 2005
 - b. 401 Water Quality Certificate, approved May 10, 2005
 - c. General Permit for Discharge of Groundwater Remediation Wastewater to a Sanitary Sewer, approved October 8, 2002
 - d. Flood Management Certificate, approved December 9, 2004
 - e. Closure Plan Approval, approved November 22, 2004
 - f. Waste disruption permit, approved November 22, 2004
 - g. Landfill closure permit, approved November 22, 2004
Remedial Action Plan Implementation, Landfill and Former Chemical Pits
University of Connecticut, Storrs, CT Summary of Work 01010-5
Revised 03/06/05
 - h. Post-closure use permit, approved November 22, 2004
 - i. STC Permit from CTDOT
 4. Before Substantial Completion, inspect, test, and adjust performance of all systems and facilities of the work to ensure that overall performance is in compliance with terms of the permits and manufacturer's recommendations, as applicable.
 5. 180 to 300 days after the date of Substantial Completion, inspect, test, and adjust all systems and facilities of the Work. Measure performance relative to terms of the above permits to demonstrate and record compliance. Submit a report of results to the Owner.
 6. Instruct the Owner's operating personnel on operational requirements needed to maintain compliance.

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7. Report performance of completed installations after adjustments that appear unable to comply with the requirements of the permits or manufacturer's recommendations.

Discussion on Activities Completed in April 2006

UConn:

- Reviewed landfill webpage text about remedial construction activities
- Discussion with CM regarding landfill closure

Haley & Aldrich:

- Reviewed landfill webpage text about remedial construction activities
- Discussion with CM regarding landfill closure

Earth Tech

- Coordination to address Code Blue Phone and camera issues

Epona:

- No activity

USGS:

- No activity

Mitretek:

- Reviewed landfill webpage text about remedial construction activities

Phoenix:

- Analytical laboratory work

Regina Villa Associates (RVA):

- Reviewed landfill webpage text about remedial construction activities
- Continued to communicate with public and respond to public queries

Discussion on Activities Completed in May 2006

UConn:

- Discussion with CM regarding landfill closure
- Discussions with CM regarding Trade Contractor Bidding

Haley & Aldrich:

- Discussions with UConn regarding Celeron Square lease agreement
- Discussion with CM regarding landfill closure

Earth Tech

- Preparation of electrical addendum to CM contract

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Epona:

- No activity

USGS:

- No activity

Mitretek:

- Reviewed landfill webpage text about remedial construction activities

Phoenix:

- No activity

RVA:

- Reviewed landfill webpage text about remedial construction activities

Discussion on Activities Completed in June 2006

UConn:

- Discussion with CM & Trade Contractors regarding landfill closure
- Attendance at pre construction conference

Earth Tech

- Contract administration services
- Attendance at pre construction conference

Haley & Aldrich:

- Discussion with CM & Trade Contractors regarding landfill closure
- Contract administration and inspection service
- Attendance at pre construction conference

Epona:

- No Activity

USGS:

- No Activity

Mitretek:

- Reviewed landfill webpage text about remedial construction activities

Phoenix:

- Analytical laboratory work

RVA:

- Reviewed landfill webpage text about remedial construction activities
- Public notifications
- Attendance at pre construction conference

Long-Term Monitoring Plan (LTMP)

UConn has started construction activities to remediate and close the landfill and former chemical pits in accordance with the closure plan approved by the CTDEP. During the past six years, an Interim Monitoring Plan (IMP) has been established to sample active residential water supply wells in the study area on a quarterly basis during the hydrogeologic investigation. Results from these sampling rounds have been forwarded to the homeowners and to CTDEP.

UConn has transitioned from the IMP sampling to the LTMP sampling. This means that some of the residential wells previously sampled are no longer to be sampled and some other wells will be added to the LTMP. The active residential wells sampled under each plan are as follows:

LTMP (Active)

38 Meadowood Road
41 Meadowood Road
65 Meadowood Road
202 Separatist Road
206 Separatist Road
211 Separatist Road

LTMP (Inactive)

202 North Eagleville Road
156 Hunting Lodge Road

Beginning in January 2006 and thereafter, only the LTMP wells will be sampled. Haley & Aldrich, as representatives of UConn, will be collecting quarterly tap samples for water quality analyses from the residences noted above. UConn will continue to evaluate the results in coordination with CTDEP and Eastern Highland Health District (EHHD) and provide copies of the results to the homeowners.

Proposed Sampling Year 2006

UConn is utilizing Phoenix Laboratory (Phoenix) for project analytical analyses that include the following:

- LTMP Drinking Water Samples
- LTMP Surface Water Samples
- LTMP Monitoring Well Samples (existing)
- LTMP Monitoring Well Samples (to be installed)
- Stormwater Discharge & Frac Tank
- Remediation/Confirmation Sampling (Sediments)

Technical Review Session Information

General

To summarize, the public involvement process is being utilized to provide public involvement in the CTDEP decision-making process regarding the investigation, environmental monitoring programs, and potential cleanup of the site.

Public Availability Review Session

There were no public sessions held during this period.

Preconstruction Conference

On June 27, 2006, a preconstruction conference was held at the Bishop Center with O&G Industries, Trade Contractor and UConn staff to discuss Remedial Action Plan Implementation. CTDEP and the Town of Mansfield attended.

Background - Remedial Action Plan Implementation, Landfill and Former Chemical Pits

The CM represents UConn on the job and will also be the liaison for issues that may arise in the community during construction. While the design and implementation plan tried to anticipate problems during construction, if any problems arise, the on-site manager will be the person to address them as quickly as possible.

The CTDEP approved the Closure Plan for the UConn landfill on November 22, 2004.

Redevelopment

The site redevelopment scheme and specific information for post-closure redevelopment is provided in the RAP and IMP. Post-closure redevelopment and use is proposed as part of the closure approach. With regulatory approval, UConn intends to construct a parking lot on the landfill and continue to use the F-Lot area as a parking lot. An environmental land use restriction (ELUR) will be placed on the landfill area, the chemical disposal pits and F-Lot to protect the landfill cap and limit site use. Elements of the closure include:

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

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

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

Closure Plan

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

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

The closure plan sets aside areas for a number of activities to take place, including soil processing and stockpiling, room for storing materials and equipment, and soil and waste removal areas. UConn's construction management firm will have to comply with odor, noise, dust and other controls, including keeping any relocated waste covered. The contractor will also build a construction fence around the site for security. The first steps in closing the landfill will focus on removing sediments and consolidating waste.

Narrative Report - Nature of Construction

The project consists of capping of the former UConn landfill and former chemical pits area. Paved parking areas are planned on the top, relatively flat portion of the landfill. Drainage from the parking areas will be managed by a proposed stormwater drainage system. Leachate interceptor trenches are proposed to the north and south of the landfill to intercept leachate-contaminated groundwater that would otherwise discharge to adjacent streams and wetlands.

Contaminated sediments will be remediated by excavation, dewatering and placement of sediments in the landfill prior to final grading and capping. Excavation, filling and construction activities will be required along the perimeter of the landfill to consolidate landfill refuse that was disposed of in areas now comprised of wetlands. The closure of the UConn landfill and former chemical pits is an integrated approach designed to manage contaminated sediments and solid waste through consolidation and capping, and collect leachate-contaminated groundwater to prevent discharge to waters of the State of Connecticut.

Intended Sequence of Operations

The following is a sequential list of the proposed operations:

- Mobilization, Site Preparation, and Stormwater/Erosion Control
- Staging of field offices and related equipment
- Security fencing
- Construction of service roads
- Leachate Interceptor Trench (LIT) Construction
- Contaminated Sediment Removal and Relocation

- Waste Consolidation
- Installation of Pre-Cast Concrete Buildings
- Land reshaping and grading
- Cover System Installation
- Road and Parking Lot Construction
- Project Completion, Demobilization and Closeout

Wetlands Mitigation

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

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

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

Other components of the Mitigation Plan include restoration of wetland areas disturbed by waste consolidation, landfill closure or sediment remediation, establishing an open space corridor and controlling invasive species. The wetland mitigation program's main goal is to provide compensation for wetland functions and values that will be adversely affected by the proposed site remediation. As documented in the Owner's Section 404 Permit Application and associated "Wetland Assessment: UConn Landfill" (Wetland Assessment), the principal wetland function of the affected wetlands is wildlife habitat. Water quality improvement, sediment retention, and education are also important functions.

Hydrogeologic Investigation – UConn Landfill Project

Phoenix located in Manchester, CT, is an independent State-certified laboratory (<http://www.phoenixlabs.com/Profile.html>). UConn is utilizing Phoenix for project analytical analyses.

UConn Project Web Site

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

UConn's Technical Consultants - Hydrogeologic Investigation Team

Technical Consultants Summaries

Haley & Aldrich: Haley & Aldrich is conducting monitor well samplings. Work also included technical input and the review of permitting and design work for landfill and former chemical pits remediation based on final RAP. Consultant prepared the submitted Closure Plan, provided construction drawings and specifications, and prepared the submitted Permit applications to CTDEP and ACOE. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and RAP, as well as public meeting preparation. Consultant will provide contract administration and inspection services during construction.

Earth Tech: Earth Tech conducted roadway layout and parking lot design work, and State Traffic Commission Certificate permitting services. Consultant will provide contract administration and inspection services during construction.

Mitretek Systems: Mitretek's work included meeting attendance and input, technical review of data, fieldwork and coordination with the project hydrogeologic team. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and RAP, as well as public meeting preparation. Reviewed *UConn Update*. Responses to Comments on the Comprehensive Hydrogeologic Investigation Report and RAP, and various other responses to regulatory comments on permit applications.

United States Geologic Survey: The USGS work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. The USGS interpreted surface geophysical survey data, conducted and interpreted borehole geophysical surveys, and is collecting bedrock ground-water level information. USGS was also involved in hydrogeologic data assessment and evaluation.

Phoenix Environmental Laboratories, Inc.: Phoenix is conducting sample analyses as part of the UConn Landfill project and IMP.

Epona Associates, LLC: As subcontractor to Haley & Aldrich, Epona provided professional risk assessment services as well as meeting attendance and technical input. This consultant was involved in data assessment and data evaluation plus coordinating ecological sampling and risk assessment issues. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and RAP.

Regina Villa Associates: RVA is the community information specialist. RVA continues to produce and distribute the *UConn Update*. Work also included the integration of review comments and assistance with public involvement as well as public meeting preparation.

Schedule for Compliance (Revision No. 3)

The submitted Plan for presentation and the Schedule for Compliance for Consent Order SRD-101 Hydrogeologic Investigation - University of Connecticut Landfill, F-Lot and Chemical Pits, Storrs, CT, has been proposed for modification as follows (completed items in italics):

Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, CT (completed items in italics) Updated June 7, 2006		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
UConn Landfill and Former Chemical Pits — Ecological Assessment	<i>Results of Ecological Assessment and Implications of the Assessment on Evaluation of Remedial Alternatives</i>	<i>January 9, 2002 (presentation completed); April 11, 2002 (interim report submitted*)</i>
UConn Landfill and Former Chemical Pits — Conceptual Site Model (CSM), impact on bedrock groundwater quality	<i>CSM details and supporting geophysical, hydrological, and chemical data</i>	<i>February 7, 2002 (presentation completed) April 8, 2002 (interim report submitted*)</i>
Remedial alternatives for the UConn Landfill, former chemical pits, F-Lot, and contaminated ground water	<i>Report will be included as the Remedial Action Plan in the Comprehensive Report</i>	<i>June 13, 2002 (presentation completed)</i>
Comprehensive Hydrogeologic Report and Remedial Action Plan - integration of information in all interim reports and all previous reports	<ul style="list-style-type: none"> ▪ <i>Results of Comprehensive Hydrogeologic Investigation</i> ▪ <i>Remedial Action Plan</i> ▪ <i>LTMP</i> ▪ <i>Schedule (to include public and agency review, permitting, design, and construction)</i> ▪ <i>Post-Closure</i> ▪ <i>Redevelopment Plan for the UConn Landfill and F-Lot</i> 	<i>August 29, 2002 (presentation**)</i> <i>October 31, 2002 (Comprehensive Report Submitted to CTDEP)</i>
Comprehensive Final Remedial Action Plan Report	<i>Release of Report and Plan for CTDEP and public review of remedial design</i>	<i>January 2003</i>
Remedial Action Design to include comprehensive interpretive design of the Landfill final cap	<i>Detailed design drawings and specifications of the preferred remedial alternative(s)</i>	<i>A Technical Review Committee Meeting was held Wednesday, June 25, 2003. Summer 2003 (Comprehensive Design Submittal) A public review session for the UConn landfill design took place at the Town of Mansfield, September 3, 2003.</i>

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Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, CT (completed items in italics) Updated June 7, 2006		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
Implement Remedial Action Plan for the UConn Landfill, former chemical pits, F-Lot and contaminated groundwater	<i>Finalize detailed construction drawings, and specifications</i> <i>Develop bid packages based on approved Remedial Action Plan</i> - <i>Competitive Bidding Process</i> - <i>Select Contractor</i> - <i>Obtain Permits as detailed in the Remedial Action Plan</i> <i>Mobilization & Fieldwork</i>	<i>July 2003 through 2005</i> <i>(Contractor selection June/July 2004 Notice of Award Sent to O&G)</i> <i>REVISED ***</i>
Initiation of Construction of Approved Remedial Option	<i>Selection of contractors and the beginning of Pre-Construction Phase Services and construction of approved remedial options</i>	On-going July 2006 Mobilize contractor(s) (Contingent on Construction Timetable ***) <i>REVISED ***</i>
Initiation of Long Term Monitoring Plan (LTMP)	<i>IMP/LTMP</i> sampling continues quarterly.	<i>LTMP started January 2006</i> <i>REVISED ***</i>
Completion of Remedial Construction	Comprehensive final as-built drawings and closure report for the UConn Landfill, former chemical pit area.	December 2007- Anticipated completion of construction (Contingent on Construction Timetable ***) <i>REVISED ***</i>
Post-Closure Monitoring	Begin post-closure monitoring program of the Remedial Action upon approval from CTDEP	January 2008 (Contingent on Construction Timetable ***) <i>REVISED ***</i>

- * Interim reports submittals are the data packages that support the presentation accompanied by interpretive text sufficient for review. Comments received will be addressed.
- ** Results will not be complete until evaluation of data from MW 208R, if permission to drill from the property owner is received or an alternate is approved.
- *** Contingent on CTDEP approvals, construction timetable based on bidding market, weather conditions, numerous permitting issues, along with State and local reviews and conditions.

Listing of Project Contacts

Town of Mansfield
Martin Berliner
Town of Mansfield
Audrey P. Beck Building
4 South Eagleville Road
Mansfield, CT 06268-2599
(860) 429-3336

U.S. Environmental
Protection Agency
Chuck Franks
U.S. Environmental
Protection Agency
Northeast Region
1 Congress Street (CCT)
Boston, MA 02114-2023
(617) 918-1554

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

CT Department of Environmental Protection
Raymond Frigon, Project Manager
CT Department of Environmental Protection
Water Management Bureau, 79 Elm Street
Hartford, CT 06106-5127
(860) 424-3797

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

Richard Miller, Director
University of Connecticut, Environmental Policy
31 LeDoyt Road, Unit 3038
Storrs, CT 06269-3038
(860) 486-8741

James Pietrzak, P.E., CHMM, Senior Project Manager
University of Connecticut, Architectural & Engineering Services
31 LeDoyt Road, Unit 3038
Storrs, CT 06269-3038 (860) 486-5836

Reports

Copies of all project documents are available at:

Town Manager's Office
Audrey P. Beck Bldg.
4 South Eagleville Road
Mansfield, CT 06268
(860) 429-3336

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

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

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

CTDEP Consent Order
Quarterly Progress Report-April, May, June 2006
June 30, 2006

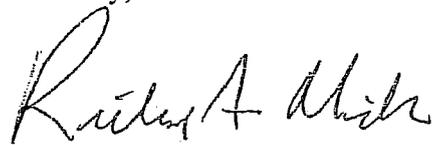
Certification:

As part of this submission, I am providing the following certification:

I have personally examined and am familiar with the information submitted in this document and all attachments and certify that based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief, and I understand that any false statement made in this document or its attachments may be punishable as a criminal offense.

Please contact James M. Pietrzak, P.E. at (860) 486-5836 or me at (860) 486-8741 if you need additional information.

Sincerely,

A handwritten signature in cursive script that reads "Richard A. Miller".

Richard A. Miller
Director, Office of Environmental Policy

RAM/JMP

CTDEP Consent Order
Quarterly Progress Report-April, May, June 2006
June 30, 2006

cc:

Martin Berliner, Town of Mansfield
Robert Bell, CTDEP
James Bradley, UConn
Scott Brohinsky, UConn
Thomas Callahan, UConn
Marion Cox, Resource Associates
Elida Danaher, Haley & Aldrich
Nancy Farrell, RVA
Barry Feldman, UConn
Charles Franks, USEPA
Todd Green, GZA
Salvatore Giuliano, NU Real Estate
Peter Haeni, F.P. Haeni, LLC
Rob Hall, O&G
Allison Hilding, Mansfield Resident
Traci Iott, CTDEP
Carole Johnson, USGS
Ayla Kardestuncer, Mansfield Common Sense
John Kastrinos, Haley & Aldrich
Alice Kaufman, USEPA
Wendy Koch, Epona
Prof. George Korfiatis, Stevens Institute of Technology
George Kraus, UConn
Dave Longo, O&G
Chris Mason, Mason & Associates
Robert Miller, Eastern Highlands Health District
Gregory Padick, Mansfield Town Planner
James Pietrzak, UConn
Susan Soloyanis, Mitretek
Rick Standish, Haley & Aldrich
Brian Toal, CTDPH
Michael Triba, O&G
Bruce Turbacuski, O&G
William Warzecha, CTDEP



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
CC: Matt Hart, Assistant Town Manager
Date: July 24, 2006
Re: Fenton River

Subject Matter/Background

I have attached for your information recent correspondence regarding the Fenton River. At this time, the Town Council does not need to take any action on this item.

Attachments

- 1) T. Callahan re: Consent Order DWS-05-078-397a – University of Connecticut



University of Connecticut
Administration and Operations Services RECD JUL 14 2006

July 1, 2006

Mr. Gary Johnson
Supervising Environmental Analyst
Connecticut Department of Public Health
Drinking Water Section
410 Capitol Avenue, MS#512WAT
P.O. Box 340308
Hartford, CT 06134-0308

Re: Consent Order DWS-05-078-397a – University of Connecticut

Dear Mr. Johnson:

Paragraph 9 of the above referenced order requires the University to submit bi-monthly reports to you outlining our progress in complying with certain of the order's provisions, more specifically those contained in Paragraphs 10, 12, and 14. The purpose of this letter is to meet that obligation for the July 1, 2006 reporting period.

Paragraph 10. New England Water Utilities Services, Inc. (NEWUS) was selected to totally operate, manage and maintain the University's water supply systems pursuant to the recently completed procurement process. NEWUS and the University have agreed to the essential terms of a two-year contract with an option to renew for two additional one-year terms. NEWUS, the University and the Office of Attorney General are presently reviewing the final contract document as to form. The University expects to forward a copy of the finally executed contract to the Department no later than July 10, 2006. In the meantime, NEWUS continues to totally operate and manage the University's water supply systems pursuant to the terms of our existing contract.

Paragraph 12. The University continues to advance the procurement process for retaining a master plan consultant for its water supply and wastewater systems. At its June 12, 2006 meeting, the Mansfield Town Council voted to partner with the University in the conduct of the master planning study. The formal RFP, which incorporates the scope of work previously approved by the Department on May 8, 2006, will be issued on

July 1, 2006

July 10, 2006. The University will forward a copy of the final RFP to the Department when it submits the operation, management and maintenance contract referenced above.

The University continues to explore a land transaction that would result in long-term protection of two large tracts of land totaling approximately 500 acres in the Fenton River watershed. The University will consult with the Department prior to finalizing the negotiations.

Our next bi-monthly report is due September 1, 2006. Please don't hesitate to contact me in the meantime if you have any questions or need additional information.

Sincerely,



Thomas Q. Callahan
Interim Associate Vice President
Administration and Operations

Cc: Philip E. Austin, UConn
Barry Feldman, UConn
J. Robert Galvin, DPH
Norma D. Gyle, DPH
Ellen Blachinski, DPH
Gerald Iwan, DPH
Darrell Smith, DPH
David Cooley, DPH
David Levasseur, OPM
Jeffrey Smith, OPM
Paul McCarthy, Office of Attorney General
Richard Lynch, Office of Attorney General
Eugene Roberts, UConn
Mike Pacholski, UConn
Tim Tussing, UConn
Rich Miller, UConn
Terrance O'Neill, CT Water Company
Pete Pezanko, CT Water Company

PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: July 24, 2006
Re: Proclamation Acknowledging the 30th Year of the Mansfield Wilderness Challenge Program

Subject Matter/Background

The Mansfield Wilderness Challenge Program is a wilderness education and team-building program that takes eighth and ninth grade students out for several days of camping, canoeing, rock-climbing and team-building exercises. The program has run for thirty years and has provided a significant and lasting positive impact on the lives of countless Mansfield youth during that time.

Attachments

- 1) Proclamation Acknowledging the 30th Year of the Mansfield Wilderness Challenge Program



*Town of Mansfield
Proclamation Acknowledging the 30th Year of the
Mansfield Wilderness Challenge Program*

Whereas, 2006 is the 30th year of the operation of the Mansfield Wilderness Challenge program; and

Whereas, the program has provided a significant and lasting positive impact on the lives of countless Mansfield youth during that time; and

Whereas, the program has an exemplary safety record in spite of the many physical challenges faced by the young participants; and

Whereas, staff have consistently gone above and beyond the call of duty in ensuring the success of this program; and

Whereas, the Mansfield Town Council wishes to commend and express its sincere appreciation to the staff of the Mansfield Wilderness Challenge program for their dedication and contributions to the youth of Mansfield throughout the past thirty years:

NOW, THEREFORE, BE IT RESOLVED, that I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, on behalf of the Town Council and the citizens of Mansfield do hereby issue this proclamation in recognition of the thirtieth anniversary of the Mansfield Wilderness Challenge Program.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 24th day of July in the year 2006.

Elizabeth C. Paterson
Mayor, Town of Mansfield



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin H. Berliner*
 Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: July 24, 2006
Re: Child and Adult Care Food Program Application for Mansfield Discovery Depot

Subject Matter/Background

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

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

Financial Impact

The Discovery Depot is asking for \$35,000 to fund the food program.

Recommendation

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

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

Resolved, effective July 24, 2006, to authorize the Town Manager, Martin H. Berliner, to submit the attached application to the Connecticut Department of Education's Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot, and to execute any related grant documents.

Attachments

- 1) Excerpts from FY 2006-07 CACFP Application Renewal

ED-099
Schedule A
Rev. 06/06
7CFR 226.6(b)

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

Agreement
Number
078A1C

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
APPLICATION

1. Date: 7/16/06 2. Check one: New sponsor Renewing Sponsor Revision

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

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

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

6. CACFP contact person:

Name Mary Jane Newman Title Director
Telephone (860) 487-0062 Ext. 111
FAX (860) 429-0676 E-mail newmanmj@mansfieldct.org

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

Address 50 Depot Road
City Storrs, CT Zip Code 06268

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

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

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

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

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

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

Number of Provider's own children enrolled: _____

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

11. Commodities or cash-in-lieu

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

Check one of the options:

Cash in lieu of commodities Commodity foods Not applicable

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

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

Yes No

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

Yes No

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

(a) Annual Budget

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

Worksheet Item Number	Categories	Sponsor Amount (Annual Cost)	S/A Approved Amount
1.	Food Purchases	30,000	
2.	Non-Food Supplies	5,000	
3.	Postage/Printing	-	
4.	Food Service Labor and Taxes	-	
5.	Fringe Benefits	-	
6.	Equipment Purchases (\$5,000 and over)	-	
7.	Utilities	-	
8.	Contracted Services	-	
9.	Equipment Rental/Lease	-	
10.	Administrative Budget	-	
Grand Totals:		35,000	

(b) Staff

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

Position Title	Number of Staff in the Position	Summary of CACFP Responsibilities
Food Service Staff		
Cook	1	Knows CACFP meal plan pattern, knowledgeable about nutrition + nutrition education, complies with CACFP food meal plan pattern as appropriate, individualized their needs, purchases + preparation demonstrate basic food prep techniques, stores food properly, keeps facilities clean + sanitary
<i>* we do not have cook</i>		
Drivers		
Site/Classroom Staff	31	Comply w/ CACFP meal service knowledgeable in nutrition education, properly serves food, keeps facilities clean + sanitary + safe, understands various strategies and stages of development, encourages eating, keeps accurate records on food + food cost of part of service
<i>* we do not have admin staff</i>		
Director	1	oversees program implementation + report
Admin Assist.	1	collects attendance sheets, collects monthly menus, keeps records of P.I., bills, forms
Others (List)		See each family, maintains monthly visit, assists in monthly status reports

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

N/A

(a) Annual Budget

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

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

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

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

15. Fiscal Resources and Financial History

- (a) Provide a description of the organization's activities and programs. *To provide affordable high quality early care and education for children ages 2 to 5 yrs. on site.*
- (b) Has this organization ever been terminated; determined to be seriously deficient in the CACFP?
 Yes No

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

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

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

- (d) List total revenue by source, frequency, type (earned income, grants, donations), function or purpose, and type. Indicate how long this revenue has been available to the organization, whether that level, function or nature of the funding is expected to change in the upcoming fiscal year, and if so, what impact it will have on the organization's operation.
*28 years DSS grant \$13,500, 13 years. Comm. 4-kids 24,000, Always Parent fee \$503,000
 14 years Deen Grant \$75,500. All funding is expected to remain without change
 for next fiscal year.*

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

- (f) Describe the accounting system (cash or accrual) used by the organization.
Mansfield Discovery Depot uses an accrual system.

- (g) Provide a copy of the organization's most recent independent audit or audited financial statements as prepared by a certified public accountant. *See attached (150)*

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

Certification

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

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

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) _____ Title Town Manager Date 7/24/06

or, in lieu of this certification:

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

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) _____ Title Town Manager Date 7/24/06

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

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) _____ Title Town Manager Date 7/24/06

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

Signature of Authorized Representative (Signature #1 on the Agreement ED-099) _____ Title Town Manager Date 7/24/06

Institution Principals Names, Addresses and Dates of Birth

Chairperson of the Board or equivalent Position (Superintendent of Schools, Mayor, Selectman, Commissioner or Pastor)
 Printed Name: Alang Jan Alvarado
 Date of Birth: 8/14/59
 Mailing Address: Mansfield Discovery Depot
150 Depot Rd.
Storrs, CT 06268

Executive Director or equivalent position (Principal, Headmaster, City or Town Manager, Deputy Commissioner, Assistant Superintendent)
 Printed Name: Martin Berliner
 Date of Birth: 9/13/45
 Mailing Address: Town of Mansfield
4 South Enclawville Rd.
Storrs, CT 06268



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Beffliner*
Martin Beffliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: July 24, 2006
Re: Open Space Acquisition – Meadowbrook Lane, LLC Property on Puddin Lane

Subject Matter/Background

Mr. Jack Guarnaccia, on behalf of Meadowbrook Lane, LLC, has offered to sell a 45-acre parcel with about 500 feet of frontage on Puddin Lane to the Town. The first step in the review process was a referral to the Open Spade Preservation Committee. The Committee's report is attached for your consideration.

Should you wish to pursue this matter, the next step would be to take a field trip to the property. Staff will coordinate the field trip given Town Council approval.

Attachments

- 1) Open Space Preservation Committee Referral to Town Council: The Guarnaccia Property

OPEN SPACE PRESERVATION COMMITTEE
REFERRAL TO TOWN COUNCIL

The Guarnaccia Property

DESCRIPTION

The proposed area for preservation is a parcel estimated by the owner as having 45 acres with about 500 feet of frontage on Puddin Lane (see parcel map). The property slopes down to Sawmill Brook, which forms the eastern boundary. A seasonal brook bisects the property. West of this brook lie irregular ridges. East of this brook, a relatively flat area extends to Sawmill Brook. The property appears to have been logged about 20 years ago, and it is currently forested in second growth oak, hickory and beech trees. There were no major invasive plant infestations noted on the field trip. Abutting on the north side is Town land and the Pierce property, a forested parcel of approximately 15 acres, which has no record of ownership since the 1800's.

TOWN PLAN CRITERIA

The Guarnaccia property meets the following criteria in the Town Plan of Conservation and Development:

Significant Conservation and Wildlife Resources

Sawmill Brook (which forms the property's east boundary) is on this list. This section of the brook has a series of islands, cascades and pools, which offer a scenic setting and possible habitat for native brook trout.

Wildlife habitat

This property is part of a large forest tract and provides habitat for interior forest wildlife.

Forestry Land

The property is in an area designated as a priority interior forest tract (see Map 21 in Town Plan of Conservation and Development). A large part of this forest tract has already been preserved (see property map). There is a potential for future timber harvests in 20 to 30 years.

Surface Water Resource

This property abuts a significant portion of the Sawmill Brook watershed (between Puddin Lane and Crane Hill Road), and a tributary brook crosses the property. Portions of Sawmill Brook are already protected (see property map).

Connections

The Nipmuck Trail (one of the blue-dot trails maintained by Ct. Forest and Park Association) has its southern trail head at the entrance to the property, with an informal parking area for 5-6 cars. This trail is an official Ct. Greenway. The trail passes through the Guarnaccia property for about a half-mile before continuing through a protected corridor to Wolf Rock and Crane Hill Road. The Guarnaccia section is the last unprotected portion of the trail between Puddin Land and Crane Hill Road. The trail currently follows the west boundary of this property near homes on Jacobs Hill Road. Preserving this property would make it possible to move the trail away from these houses. Note that there is a white-dot trail connecting the Nipmuck Trail to the end of Jacobs Hill Road.

Guarnaccia Property - 2

RECOMMENDATION

The OSPC recommends that the Town Council consider preservation of all or part of this property to achieve these goals:

Protection of the following significant conservation and wildlife resources:

Sawmill Brook watershed and tributary brook

Part of a large interior forest tract

Habitat for wildlife requiring interior forests

Protection of a corridor for the Nipmuck Trail Greenway.

The OSPC recommends that the Town pursue preservation of the abutting Pierce property as part of this project because it would fill in a gap in the protected corridor north of the Guarnaccia property.

PRESERVATION OPTIONS

Purchase of the entire property or part of the property.

Purchase of an easement to protect a corridor for the Nipmuck Trail with an adequate buffer

POTENTIAL IMPROVEMENTS

Minimal widening of the parking area to provide for safer (not more) parking access.

Note that CFPA maintains the trails.

POTENTIAL COST SHARING

Grants:

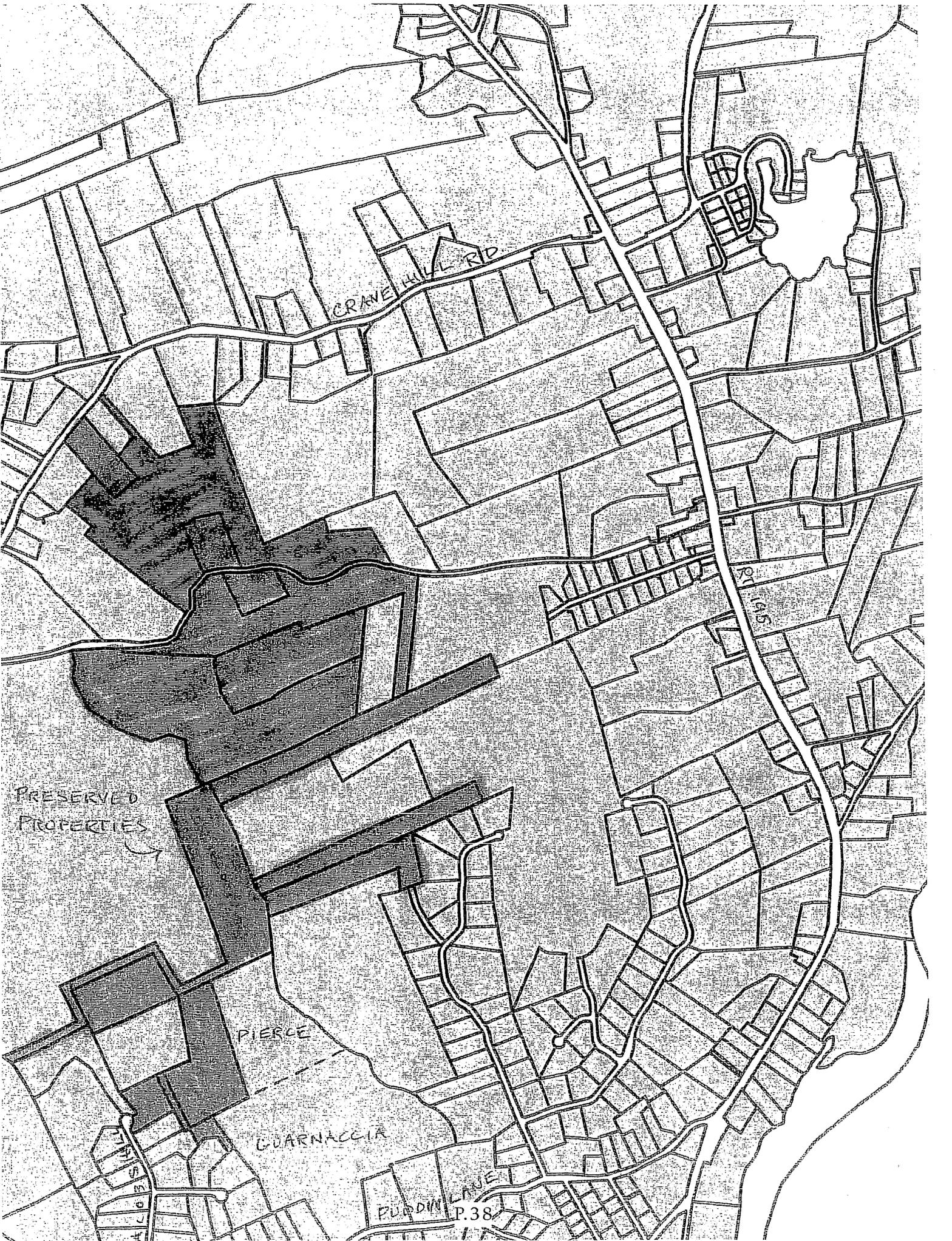
This property would meet the criteria for a matching grant from the DEP Open Space and Watershed Land Acquisition Grant Program. Possibly it would qualify for a Partnership grant from the Quinebaug-Shetucket Heritage Corridor.

Potential partners:

The committee recommends that the Town consider a partnership with CFPA to preserve this property.

Potential purchase price reduction:

The Town could ask the owners to consider a bargain sale that could offer them tax benefits.



GRAVE HILL RD

PRESERVED PROPERTIES

PIERCE

GUARNACCIA

PUDDING LANE P.38

ALCOB S MOUNT

70
195



PIERCE

TOWN

BROOK

GUARNACCIA

BLUE TRAIL

PODDIN LANE

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
 Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: July 24, 2006
Re: Successor Collective Bargaining Agreement with Local 760, CSEA – Public Works

Subject Matter/Background

Staff has negotiated a proposed successor collective bargaining agreement with our public works union, and the union members have ratified that agreement. In accordance with our normal procedure, we are now presenting the proposed agreement to the Town Council for its review and consideration.

The proposed agreement contains some significant changes to the benefits structure for this group of employees. The highlights of the tentative agreement are as follows:

- Duration – the duration of the proposed agreement is three years (July 1, 2006 – June 30, 2009).
- Health insurance – the town has a concerted effort underway to provide all employees with the option of participating in three model insurance plans that we have developed in concert with our broker and the two superintendents of schools. The union has agreed to accept all three model plans, which are offered by Anthem Blue Cross/Blue Shield. Two of the plans (the Century Preferred PPO and the Bluecare POS) are similar to what the employees have in place now, but the new plans will have a higher cost share (percentage of premium paid by the employee) and higher co-pays for office and other visits. For example, in the first year of the contract the cost share on the PPO would increase from six percent to nine percent of premium, and the cost share for the POS would increase from two to eight percent. Also, in lieu of the standard PPO or POS the employees would have the option to enroll in a high deductible PPO plan with a health savings account (HSA) option. Because of the high deductible, the HSA has a lower premium, which would result in lower expenditures for the town. The participating employee could also benefit from the lower premium, as well as from the opportunity to build the HSA to pay for future medical expenses, including expenses in retirement. Under our proposal, in the first year of the contract the employee would be responsible for three percent of the HSA premium and 50 percent of the deductible (\$1,250 for single coverage; \$2,500 for family coverage).
- Longevity – the proposed agreement calls for a modest increase of \$50 to each step of the longevity schedule.

- Overtime – the union has agreed to a modification to the overtime provisions of the contract. The revision would clarify that the town has the right to extend the workday of a lower ranked employee who has been working on the jobsite in an upgraded capacity in lieu of assigning a higher ranked employee to perform that work. This was an important issue for management.
- Retiree health and life insurance – under the tentative agreement, the town's contribution to retiree health and life insurance would increase from \$100 per month to \$120 per month for employees who retire after July 1, 2006, \$130 per month for those who retire after July 1, 2007 and \$140 per month for employees who retire after July 1, 2007.
- Sick leave and disability insurance – perhaps the most significant change in the proposed agreement is to modify the current sick leave system and to introduce short and long term disability insurance for employees. Under the current agreement, an employee can accrue up to 200 sick days. Upon separation with 10 or more years' service, the employee can cash out half of his/her accrued time, subject to a maximum of 80 days. This is a significant liability for the town and it continues to grow as salaries increase and the employees build up more time. Under the proposed agreement, the town would buy out the accrued sick leave and limit the maximum accrual to 30 days with no future separation benefit. With respect to the buyout, the employees would have the option of taking the money in cash or investing the funds tax-free into a retirement health savings account (RHS). To provide coverage for more significant illnesses and injuries, the town would purchase short and long term disability insurance coverage for the employees. The town has successfully introduced a similar system for nonunion and firefighter/EMT staff, and we see this proposal as a "win/win" for both the employees and the town. The employee would gain with the addition of short and long term disability coverage, and the opportunity to fund a RHS account or receive a cash payment, while the town would benefit by eliminating the costly future liability in the sick leave separation benefit.
- Wages – to offset some of the cost share and co-pay increases to the health insurance plans, the town has tentatively agreed to a 3.5 percent wage increase for each of the three years.

Financial Impact

The cost to buyout the accrued sick leave totals approximately \$150,000, which the town could fund via the compensated absences fund, which in turn is financed by the capital non-recurring fund (CNR). We realize that this cost is substantial but the liability will only increase in the future.

Staff estimates the value of the remainder of the package to be 4.14 percent in FY 2006/07, 3.26 percent in FY 2007/08 and three percent in FY 2008/09. (The first year would be more expensive due primarily to the addition of the short and long-term insurance.) These figures do compare favorably with the rate of inflation as measured by the consumer price index (CPI), which is currently running at 4.3 percent nationwide and 5.1 percent for the Northeast Region.

Recommendation

Staff recommends that the Town Council authorize the Town Manager to execute the proposed successor collective bargaining agreement. The proposal accomplishes many of our goals, including the introduction of the model health insurance plans, the removal of a costly future liability with the buyout of the sick leave separation benefit, and the introduction of short and long term disability insurance for employees. We believe that the proposed agreement represents a fair and equitable package.

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

Move, effective July 24, 2006, to authorize the Town Manager to execute the proposed successor Collective Bargaining Agreement between the Town of Mansfield and Local 760, CSEA – Public Works, which agreement shall enter into effect on July 1, 2006 and expire on June 30, 2009.

Attachments

- 1) Proposed Successor Collective Bargaining Agreement

DRAFT

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE TOWN OF MANSFIELD

AND

LOCAL 760, CSEA, SEIU, AFL-CIO – Public Works Employees

July 1, 2006 – June 30, 2009

2006-2009
Collective Bargaining Agreement Between
Local 760, Civil Service Employees Affiliates – Public Works, AFL-CIO
(herein referred to as the Union)
and
The Town of Mansfield, Connecticut

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**Collective Bargaining Agreement Between
Local 760, Civil Service Employees Affiliates, AFL-CIO
(herein referred to as the Union)
and
The Town of Mansfield, Connecticut
(herein referred to as the Town)**

**Article I
RECOGNITION**

- 1.1 The Town recognizes the Union as the sole and exclusive bargaining agent with respect to wages, hours and other conditions of employment for all regular full-time employees of the Public Works Department of the Town excluding the Director, the Superintendent, clerical employees of the Town, part-time employees who regularly perform less than sixteen (16) hours of work per week, seasonal employees and all other Town employees, including employees of the Board of Education.

**Article II
UNION SECURITY**

- 2.1 As a condition of employment, all regular employees in the bargaining unit shall become and remain members of the Union in good standing within thirty (30) days of hire, or, if the employee chooses not to become a member of the Union, then the employee shall pay a service fee.
- 2.2 Any employee who objects to joining or paying a service fee to a labor organization shall pay said service fee to a non-religious charity approved by the Town and the Union. In addition, such objectors shall be charged representation costs incurred by the Union in processing their grievances.
- 2.3 The Town agrees to deduct from the wages of all employees who are members of the Union under this Agreement the monthly dues and initiation fees and submit same to the Financial Secretary-Treasurer of the Local no later than the fifteenth of each month. Prior to such deduction, the Union agrees to submit to the Town a written authorization card duly signed by each individual member authorizing this deduction. This authorization card shall be in accordance with the requirements of applicable law.
- 2.4 The Union agrees to indemnify and to hold the Town harmless against any and all claims, demands, suits or other form of liability that shall or may arise out of, or by reason of, action taken by the Town for the purpose of complying with the provisions of this Article.

Article III
UNION BUSINESS

- 3.1 Special leave of absence with pay will be granted under the following conditions to authorized Union representatives for attendance at conferences, institutes or seminars sponsored or endorsed by the Union.
- A. Written request for such leave shall be submitted by the Union to the department head at least ten (10) calendar days prior to the first day of such requested leave.
 - B. Not more than an aggregate total of five (5) man days of leave from scheduled duty shall be granted annually with pay under this section.
 - C. The department head may deny a request for paid leave submitted under this section, if, in his/her opinion, the absence from duty of the employee during the period of requested leave would be seriously detrimental to the best interests of the department because of operating requirements. When such leave is for a period longer than one (1) day, the department head may deny leave to any more than two (2) employees who would otherwise be on scheduled duty during any part of the proposed period of leave.
 - D. After the submission of a request for leave under this section, the department head shall grant or deny the request in writing to the Union within three (3) calendar days. In granting any such request, s/he may require that the employee, upon return to duty, furnish evidence of attendance at the conference, institute or seminar for which the leave was granted.
- 3.2
- A. One Union steward in the Public Works Department shall be allowed a reasonable amount of paid working time to perform labor-management business, including but not limited to the investigation and presentation of grievances, communicating with bargaining unit members and with the Union office and/or Union staff, including the use of the telephone for Union business. Notwithstanding the foregoing, the Union or the individual steward will be responsible to reimburse the Town for any toll calls made on a Town telephone.
 - B. Before engaging in such labor-management business on Town time, the steward will, whenever possible, seek prior approval from an appropriate management official. The Town agrees that such approval will not be unreasonably withheld.
 - C. When grievance, arbitration or labor board hearings take place during normal working hours, employees whose attendance is required by either the Union or the Town will not lose any pay for attending said hearings. In addition to the grievant, the Union may call a reasonable number of witnesses to attend said hearings. The Union will request the release of required witnesses to attend such hearings at least twenty-four (24) hours prior to the scheduled hearing. Permission to attend the hearing will not be unreasonably withheld by the Town and will only be withheld in circumstances where the absence of employees from their assigned duties would create a hardship for the Town. In such situations,

the parties will mutually agree on a schedule that will allow necessary witnesses to attend grievance, arbitration or labor board hearings.

- 3.3 The Town agrees that a reasonable number of employees, designated by the Union as members of the negotiating committee, will be permitted to attend collective bargaining negotiations without being docked pay when such meetings are scheduled during the normal work day.
- 3.4 The Town will provide each employee with a copy of this Agreement within thirty (30) days after its signing. New employees will be given a copy of this Agreement at the time of hire.

**Article IV
RIGHTS OF THE TOWN OF MANSFIELD**

- 4.1 Unless expressly limited by this Agreement, the rights, powers and authority held by the Town of Mansfield, including any of its boards, agencies, departments or commissions pursuant to any Town Charter, current or future, general or special act of the legislature, town ordinance, regulation or other type of lawful provision, over matters involving the Mansfield Public Works Department, including but not limited to, full operational control over the policies, practices, procedures, regulations and direction with respect to employees of the Department covered by this Agreement shall remain vested solely and exclusively in the Town of Mansfield.

**Article V
THE SUPERINTENDENT**

- 5.1 Except in emergency situations, the superintendent shall not perform any bargaining unit work or operate any equipment except to get a job started or to troubleshoot equipment where bargaining unit employees qualified to perform the work are not available.

**Article VI
OUTSIDE EMPLOYEES AND PART-TIMERS**

- 6.1 Except for subcontractors and their employees, and except in emergency situations, the Town will not bring in outside workers or part-time workers not covered by this Agreement in order to avoid overtime for regularly scheduled bargaining unit employees. This clause will not preclude the Town from employing regularly scheduled part-time employees nor will it limit the Town's right to subcontract work.
- 6.2 Additionally, in snow and other emergency situations, when all regularly scheduled bargaining unit employees are working, the Town shall have the right to utilize outside workers and part-time workers as the Town Manager or his representative deems necessary. This clause (6.2) shall not be interpreted as a limitation of the Town's right to subcontract.

Article VII
SENIORITY AND LAYOFFS

- 7.1 Seniority shall be defined as an employee's length of continuous full-time service from the first day of work since his/her most recent date of hire in the Public Works Department. Probationary employees shall have no seniority during the period of their probation, but at the expiration of such period, they shall immediately accrue seniority from their date of hire.
- 7.2 In the event of layoffs within a particular classification, employees in that classification shall be laid off in reverse order of seniority. In lieu of layoff, an affected employee may elect to replace any less senior employee in any equivalent or lower job classification for which s/he is qualified and is physically capable of performing the duties of the equivalent or lower job classification; and such replaced employee may exercise the same right. An affected employee has no option but to accept layoff when there is no less senior employee in any equivalent or lower job classification in the Public Works Department. For the purposes of this section only, a Union steward (not to exceed one (1) shall be treated as the most senior person in his/her classification or in any classification into which s/he is placed as a result of this section. This shall not, however, affect the Union's right to appoint an alternate steward, who will not have super seniority, to act in the absence of the steward.
- 7.3 Employees on layoff shall retain recall rights for a period equal to their length of continuous service, up to a minimum of two (2) years from the date of layoff. Recall shall be in order of seniority. An employee who is recalled shall be so notified by certified mail, and shall be expected to report for duty not more than ten (10) days after the mailing of such notification. The time limit may be waived by agreement of the parties for good cause. Recalled employees shall return to the same status held on the date of layoff in terms of classification, pay rate within classification, vacation and sick leave accumulation (if any), seniority and all other benefits (including pension, to the extent permitted by the Connecticut Municipal Employees Retirement Fund B Ordinance). However, no seniority or other leave time, vacation time or other benefits shall accrue during the period of layoff.
- 7.4 Seniority shall be broken only by the following events: discharge for cause; retirement; resignation; layoff for more than the applicable recall period; failure to report for duty within ten (10) days after notification of recall (unless waived in accordance with preceding section); or absence without notification for a period of more than three days unless unusual circumstances prevent timely notification. Seniority accumulation shall be suspended but not broken during layoff.
- 7.5 No employee shall attain seniority under this Agreement until s/he has been continuously on the payroll of the Town for a period of one hundred eighty (180) calendar days. During such period, s/he shall be on probation and can be terminated by the Town in its sole discretion for any reason whatsoever, and neither the employee nor the Union on his/her behalf shall have recourse to the grievance or arbitration provisions of this Agreement. Upon completion of the probationary period, an employee's seniority shall date back to the commencement of his/her employment.

- 7.6 When the Town determines a vacancy is to be filled, the Town agrees to offer the job to lower rated employees. If promotions are made to higher rated jobs, they shall be made on the basis of seniority, ability and experience. This is to be determined by the Town Manager and/or the Director of Public Works. Whenever possible, any promotion out of seniority shall be discussed with the Union business agent before being put into effect.
- 7.7 A fourteen (14) calendar day notice shall be given in writing to the Union when there are to be layoffs. A list will be given to the Union indicating the names of employees to be laid off and their seniority status in relation to the remaining employees.
- 7.8 The Town will provide the Union annually with a seniority list containing names, addresses, classifications, pay scales and dates of hire for all employees in the bargaining unit. Additionally, the Town will notify the Union of changes in said list as they occur. The Union must designate in writing to the Town Manager the name of the Union Steward upon signing of the contract and thereafter when a change is made to receive preferential seniority.
- 7.9 Except as otherwise specifically set forth in this article, the term layoff means involuntary separation from employment because of lack of work, lack of funds, elimination of position or other legitimate reason. The term layoff shall not include demotion or cases where an employee is promoted but does not successfully complete the probationary period for the new classification. Such an employee shall be returned to a position in his/her former classification if at any time during the probationary period the Town determines s/he is not qualified for the new classification.

**Article VIII
HOLIDAYS**

8.1 The following holidays shall be observed as days off with regular straight time pay:

- | | |
|------------------------|------------------------|
| New Years Day | Labor Day |
| Martin Luther King Day | Columbus Day |
| President's Day | Veteran's Day |
| Good Friday | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Independence Day | Christmas Day |
| One Floating Holiday | |

- 8.2 To be eligible, an employee must work the regularly scheduled day before and day after the holiday, unless excused because of illness or other reason acceptable to the Town.
- 8.3 Except as provided in section 8.4, all work performed by bargaining unit employees on the above-enumerated holidays (section 8.1) shall be paid for at one and one-half times the employees rate of pay. Such pay shall be in addition to the holiday pay to which those employees are entitled.

8.4 All work performed by bargaining unit employees on New Year's Day (January 1), Christmas Day (December 25) and Thanksgiving Day (fourth Thursday in November) shall be paid for at twice (double time) the employees rate of pay. Such pay shall be in addition to the holiday pay to which those employees are entitled.

8.5 Holidays for the solid waste and recycling areas employees will be observed as follows.

Group I - Days Open

Veterans' Day

Group II - Days Closed

New Year's Day
July Fourth
Christmas

Group III - Always on Monday

Martin Luther King's Birthday
President's Day
Memorial Day
Labor Day
Columbus Day

Group IV

Good Friday
Thanksgiving
Friday after Thanksgiving
Floating Holiday

Group I holidays that fall on a Sunday or Monday will be treated as **Group III** holidays with another day taken off for the Monday that the holiday is observed.

Group I holidays that fall on a Saturday will be observed on the Friday preceding the Saturday, and the Saturday worked as a regular work day.

Group II holidays that fall on a Saturday are legally observed on the Friday preceding the Saturday. As the landfill will be closed on this Saturday, employees will be scheduled to work the preceding Monday.

Group III holidays always fall on a Monday when the solid waste and recycling areas is closed. Solid waste and recycling area employees may take another day off for these holidays, normally within 14 days of the actual holiday.

Group IV holidays will be taken off on the days that they fall on and are observed (Thursday and Friday for Good Friday and Thanksgiving; the designated day for the Floating Holiday.)

Holidays that fall on Tuesday through Friday will simply result in the closure of the facility on that day.

Article IX
SICK LEAVE

- 9.1 The department head may allow sick leave for the following purposes.
- A. Personal illness, physical incapacity or non-compensable bodily injury or disease.
 - B. Enforced quarantines in accordance with public health regulations.
 - C. To meet medical or dental appointments in excess of two (2) hours duration when an employee has made reasonable efforts to secure appointments outside normal working hours, provided the department head is notified at least one (1) day in advance of the day on which the absence occurs.
 - D. Illness or physical incapacity in the employee's immediate family, requiring his/her personal attention and resulting from causes beyond his/her control, up to a maximum of three (3) days per year.
- 9.2 All employees will earn and accrue ten (10) hours of sick leave per month, not to exceed a maximum accrual of 240 hours, to be used as payment of wages for time lost due to personal illness or injury for one of the reasons set forth in 9.1 above.
- 9.3 A department head may require proof of illness for authorized sick leave. In the judgment of the department head, proof of sick leave may include a doctor's certificate or other proof of illness from the employee's physician indicating the nature and duration of the illness. Proof of illness will not normally be needed for absences of less than three (3) days unless required by the department head. For absences of three (3) days or more, proof of illness will normally be required. The Town may investigate any absence for which sick leave is requested.
- 9.4 On the first day of absence from work due to illness, the employee shall report his/her illness to the supervisor no later than one (1) hour after the beginning of the scheduled work assignment, except that where a relief employee is required, such report must be made at least one (1) hour prior to the beginning of the scheduled work assignment. Nothing in this section shall preclude the payment of sick leave to an employee who cannot comply with provisions of this section due to extenuating circumstances.
- 9.5 The Town shall establish a Retirement Health Savings (RHS) Account for each employee hired prior to July 1, 2006 with a sick leave balance in excess of 240 hours at the time of the establishment of the Account. Each RHS Account shall be funded according to the following formula: 1) the Town shall first reserve a sick leave balance of 240 hours to be used as payment of wages for time lost due to personal illness or injury for one of the reasons set forth in 9.1 above; 2) for the sick leave balance remaining, the Town shall deposit in the employee's RHS Account an amount equivalent to one-half (1/2) of the employee's remaining sick leave balance, not to exceed a total of 640 hours.
- A. In lieu of a RHS Account, each employee with a sick leave balance in excess of 240 hours shall be eligible for six months following the execution of this Agreement to elect to receive payment for a portion of his/her sick leave balance, payable according to the following formula: 1) the Town shall first reserve a sick leave balance of 240 hours to be used as payment of wages for time lost due to personal illness or injury for one of the reasons set forth in 9.1

above; 2) for the sick leave balance remaining, the Town shall pay the employee the amount equivalent to one-half (1/2) of the employee's remaining sick leave balance, not to exceed a total of 640 hours. No employee shall be able to exercise this option after this Agreement has been in effect for six months, and the Town shall establish an RHS Account according to the terms of Section 9.5 above for any employee who has not elected within six months following the execution of the Agreement to receive either a RHS Account or payment in the form of cash.

- B. All employees will have the option to establish a RHS Account and to make voluntary contributions to the RHS Plan on an ongoing basis, to the extent allowed by law and the Plan guidelines.

9.6 In addition to sick leave each employee shall be covered by the Town's short-term and long-term disability benefit programs. The key features of these programs are as follows:

Short-term Disability:

- Coverage for non-occupational illness or injury
- Elimination period – 13th day of accident or illness
- Benefit following the elimination period – 66 2/3 percent of weekly base pay to a maximum of \$1,500 per week. The Town shall supplement the insurance payments to ensure that the employee receives eighty-percent (80%) of full net pay.
- Short-term absences covered for up to 11 weeks prior to commencement of long-term benefits
- Multiple periods of disability during any eleven-week period covered only if the separate occurrences are at least 14 days apart

Long-term Disability:

- Coverage for non-occupational illness or injury of the employee, other than child care, with a pre-existing condition exclusion for conditions incurred within three months of the plan's inception, with the three-month pre-existing condition exclusion waived after the employee has been insured for at least 12 months
- Elimination period – 90th day of accident or illness
- Benefit following the elimination period – 66 2/3 percent of weekly base pay to a maximum of \$7,500 per month
- Long-term absences covered for up to two years if the employee is unable to perform the essential functions of his/her own occupation; thereafter if the employee cannot engage in any meaningful occupation. Mental disabilities covered for a maximum of 24 months

- Multiple periods of disability covered only if the separate occurrences are at least six months apart
- Benefits are offset by Social Security benefits

**Article X
FAMILY AND MEDICAL LEAVE**

- 10.1 An employee who has completed at least one year's service and has worked at least 1250 hours during that year shall be eligible for leave in accordance with the provisions of the federal Family and Medical Leave Act of 1993. An employee shall be required to use all paid leave concurrently with unpaid FMLA leave. Requests for and inquiries concerning family and medical leave shall be submitted to the Town Manager's office.

**Article XI
PERSONAL LEAVE**

- 11.1 All employees covered by this Agreement and who have completed their probationary period may request, and the director of Public Works may grant, up to a maximum of three (3) personal leave days per year with pay for the purpose of:
- A. Personal business which cannot be conducted outside normal working hours; or
 - B. Other good and sufficient personal reasons.

Employees may not take personal leave of less than one-quarter (1/4) of their normal workday.

**Article XII
BEREAVEMENT LEAVE**

- 12.1 In the event of a death in the immediate family, bargaining unit employees will be entitled to three (3) consecutive work days paid leave. All days must be taken within one week of the funeral or service.

Immediate family includes only spouse, party to a valid civil union pursuant to P.A. 05-10, children, step-children, mother, father, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparents, grandchildren, great grandparents and any other relation domiciled in the employee's household. If the funeral of a member of the immediate family takes place further than one-hundred (100) miles from the employee's residence, s/he shall be granted an additional consecutive workday off with pay.

**Article XIII
VACATIONS**

- 13.1 All employees covered by this Agreement who have completed the following periods of continuous service with the Town will receive paid vacation as follows.
- A. Six (6) months of service - five (5) days (40 hours) (6.67 hrs/month). An employee may not utilize paid vacation during his/her first six (6) months of full-time employment with the Town.
 - B. One (1) year of service - five (5) additional days; a total of ten (10) days per year (80 hours) (6.67 hrs/month)
 - C. Five (5) years of service - fifteen (15) days (120 hours) (10 hrs/month)
 - D. Ten (10) years of service - twenty (20) days (160 hours) (13.34 hrs/month)
 - E. Twenty (20) years of service - twenty-five (25) days (200 hours) (16.67 hrs/month)

For employees hired prior to July 1, 2006, the monthly vacation accrual system shall be implemented upon each employee's anniversary date following the execution of this Agreement, to ensure that no employee loses any earned vacation time.

- 13.2 Vacation leave shall be accrued on a monthly pro-rata basis, based on the annual earned vacation leave.
- 13.3 Employees shall be entitled to select their vacation periods subject to the approval of the Town Manager or his/her designee, with consideration given first to those employees with the longest seniority.
- 13.4 Employees may not take vacation leave of less than one-hour intervals.
- 13.5 An employee may accumulate from year to year a maximum of ten (10) earned vacation days (80 hours) in addition to his/her yearly-earned vacation leave, up to a maximum of thirty-five (35) days (280 hours). The maximum number of days must be at the prescribed limit on November 1st of each year. This subsection shall enter into effect on November 1, 2008.
- 13.6 Unless an employee is eligible for and chooses to take separation leave pursuant to section 14.1 of this agreement, upon separation he/she will be paid for any vacation balance accrued at the time of separation, subject to the maximum vacation time allowed (annual accrual plus 10 days).

**Article XIV
SEPARATION LEAVE**

- 14.1 An employee who retires under a normal or disability retirement according to the provisions of the Connecticut Municipal Employees Retirement System may utilize his/her vacation accrued at the time of retirement, subject to the maximum time allowed, as separation leave. While on separation leave, the employee will not continue to accrue any form of paid leave, but will continue to receive holiday pay and retain his/her health insurance benefits as he/she would as an active employee.

**Article XV
WAGES AND HOURS**

15.1

- A. Effective July 1, 2006 and for the period, July 1, 2006 through and including June 30, 2007, each employee covered by this Agreement shall be paid pursuant to the schedule attached hereto and captioned Appendix A. Wage increase of 3.50%.
- B. Effective July 1, 2007 and for the period July 1, 2007 through and including June 30, 2008, each employee covered by this Agreement shall be paid pursuant to the schedule attached hereto and captioned Appendix B. Wage increase of 3.50%.
- C. Effective July 1, 2008 and for the period July 1, 2008 through and including June 30, 2009, each employee covered by this Agreement shall be paid pursuant to the schedule attached hereto and captioned Appendix C. Wage increase of 3.50%.

15.2 Employees shall receive longevity pay based on the following formula:

Continuous Years of Service Annual Longevity Pay

6 years but less than 10 years	\$575
10 years but less than 15 years	\$650
15 years but less than 20 years	\$750
20 years or more	\$900

Longevity is to be determined on the basis of total years of continuous full-time service in Town employment. Each fiscal year, longevity pay shall be earned on the Sunday following the employee's anniversary hiring date and paid in the second payroll of November of that fiscal year.

15.3 Bargaining unit employees shall receive up to three (3) meal reimbursements within any twenty-four (24) hour period. The breakfast allowance will be \$7, lunch \$8 and dinner \$10; receipts will not be required. Meal reimbursements will be provided under the following conditions:**A.** During snow and ice control operations:

- (1) When an employee is called to report to work at least one (1) hour before his/her normal starting time and s/he, in fact, reports to work at least one-half (1/2) hour before his/her normal starting time, s/he is entitled to receive both the breakfast allowance and lunch allowance for that day.
- (2) When an employee is required to work beyond his/her regular shift and through the dinner hour (5:30 p.m.), s/he is entitled to a dinner allowance. As long as s/he stays on the clock, s/he continues to be entitled to additional meal allowances at breakfast (6:00 a.m.), lunch (noon), and dinner (5:30 p.m.), not to exceed three (3) meal allowances in a 24hour period.

(3) When an employee is required to work through breakfast (6:00 a.m.), lunch (noon), and dinner (5:30 p.m.) on a Saturday, Sunday or holiday, s/he is entitled to meal allowances as specified in paragraph (2) above.

B. At all other times:

(1) Meal allowances may be provided to employees under unusual or emergency situations at the discretion of the Director of Public Works.

C. An employee shall be paid for any meals that the employee has worked through when his/her shift has been temporarily changed requiring the employee to report to work earlier than his/her normal starting time.

15.4

A. The regular workday shall consist of eight (8) consecutive hours between the hours of 6:00 am and 6:00 p.m. Lunch breaks will be taken at the job site. Except as provided in 16.4B and for meal/rest breaks during snow and ice and other emergency operations, no separate unpaid lunch break will be taken.

B. Solid waste and recycling area employees shall have a non-paid one-half hour lunch break on days when the area is open to the public.

C. Management shall set the shift schedule(s), and once it is set, it shall not be changed except with twenty-four (24) hours' notice. For any scheduled shift whose eight (8) hours will end after 6:00 p.m., employees will receive premium pay of twenty-five cents (\$.25) per hour over and above their regular pay.

15.5 The regular workweek shall consist of five (5) consecutive workdays, Monday through Friday, except that either Monday through Friday or Tuesday through Saturday shall constitute the regular workweek for the solid waste and recycling area crew, custodial crew, or any part of the solid waste and recycling area or custodial crews.

15.6 There will be two (2) fifteen-minute coffee breaks per day. Coffee breaks will generally be taken on the job site.

15.7 A newly hired employee shall be paid at the starting rate for the classification until the employee has successfully completed the probationary period in that classification. Upon successful completion of the probationary period, the employee shall be paid at the six-month rate for the classification and upon successful completion of one year of service, the employee shall be paid at the one-year rate for the classification.

If a newly hired employee is demoted to a lower classification during the probationary period, he/she shall be paid at the starting rate for the lower classification and shall begin a new probationary period from the date of demotion. Upon successful completion of the new probationary period, the employee shall be paid at the six-month rate for the classification and upon successful completion of one year of service in the new classification, the employee shall be paid at the one-year rate for the classification.

If a newly hired employee is promoted to a higher classification during the probationary period, he/she shall be paid at the starting rate for the higher classification and shall begin a new probationary period for the new position from the date of the promotion. Upon successful completion of the new probationary period, the employee shall be paid at the six-month rate for the classification and upon successful completion of one year of service in the new classification, the employee shall be paid at the one-year rate for the classification.

If an employee is promoted to a higher classification following completion of his/her probationary period, but prior to completion of one year of service, he/she shall be paid at the one-year rate for the higher classification. Dating from the time of the promotion, the employee shall begin a new probationary period and must successfully complete the new probationary period in order to remain in the higher classification.

An employee who is at the one-year rate for a classification and is demoted to a lower classification shall be paid at the rate of the lower classification that is closest to but not greater than the rate he/she was earning prior to demotion.

An employee who is at the one-year rate for a classification and is promoted to a higher classification shall be paid at the one-year rate of the higher. Dating from the time of the promotion, the employee shall begin a new probationary period and must successfully complete the new probationary period in order to remain in the higher classification.

- 15.8 Pay changes resulting from the completion of probation, merit, promotion, demotion, cost of living or related salary adjustments become effective the Sunday immediately following such action.

Article XVI

ASSIGNMENTS AT HIGHER RATED CLASSIFICATIONS

- 16.1 Assignment to a higher classification means that due to operating requirements as determined by management, an employee has been temporarily assigned to perform work in a classification with a higher pay rate.
- 16.2 In the case of assignments to a higher rated classification, if the employee works more than one (1) hour at the higher classification, s/he will receive the higher rate of pay for those hours (or fractions hereof) that s/he worked the higher rated job.

Article XVII

OVERTIME

- 17.1 All work performed over eight (8) hours in any one (1) payroll day, or all work over forty (40) hours in any one (1) week, shall be paid for at one and one-half (1 ½) times the employee's rate of pay.

17.2 An employee may accrue compensatory time in lieu of overtime. No employee may accumulate more than 60 hours of compensatory time. Employees will have six months following the quarter that the compensatory time was earned in to utilize these hours. Requests to take compensatory time must be made at least 24 hours in advance.

17.3 All work performed by bargaining unit employees on Saturday and Sunday shall be paid at one and one-half (1½) times the employee's rate of pay. However, employees whose normal workweek is Tuesday through Saturday shall receive one and one-half (1½) times their regular rate of pay for all work performed on Sunday or Monday.

17.4

A. In the event that a bargaining unit employee is required to report back to duty at a time other than his/her regular working hours, the Town shall provide a minimum of four (4) hours work, or in lieu thereof, four (4) hours pay at the applicable rate. If such call in runs into his/her regular work day, the employee shall be paid time at one and one-half (1-1/2) his/her regular hourly rate for all hours worked outside of the regularly scheduled hours, and shall work his/her regularly scheduled eight (8) hour day. Any subsequent callback within the original call-in period will be considered part of the original call back.

B. When called in for plowing, sanding, storms or other emergencies, employees shall be paid from the time they are called provided the employee reports to work in accordance with the following schedule:

Distance from Employee's Residence to Town garage	Reporting Time After Call
0 to 5 miles	40 minutes
6 to 10 miles	50 minutes
Over 10 miles	60 minutes

C. Employees who punch in later than the above time intervals shall be paid from the time they punched in.

17.5 There shall be no pyramiding of overtime premiums.

17.6 A. Overtime shall be equalized among employees within their classifications, within twenty-four (24) hours per year.

B. All overtime shall be offered first to the employees within their classification, except in the situation where another bargaining unit employee has been working on the jobsite in an upgraded capacity. In this situation, the Town may offer the overtime to the upgraded bargaining unit employee, provided the extension of the workday or the additional hours offered to the upgraded employee does not exceed two hours.

C. If no employee in the proper classification is available, other bargaining unit employees may be utilized.

- D. An employee who does not avail himself or herself of the opportunity to work overtime will be charged on the overtime records as though s/he had worked the overtime offered.
 - E. When the entire crew is called out (for emergencies, snow plowing, sanding, etc.), all employees will be charged with the same number of hours worked.
- 17.7 Any overtime situation not equalized in accordance with section 18.6 above will be corrected by the Town within ninety (90) days of receipt of written notice from the Union to the Town Manager.
- 17.8 It is specifically agreed and understood that the prior practice of assigning more than one (1) employee to a vehicle during snow plowing and sanding operations shall be and is hereby discontinued effective July 1, 1981. The Town reserves the right to use more than one (1) employee in a vehicle at its discretion.
- A. To compensate employees for the elimination of this practice, each employee hired prior to July 1, 1981, will be paid a lump sum of \$100 with the first payroll in December of each year.
 - B. Each driver shall be entitled to receive a rest break every six (6) hours on the clock during snow plowing and sanding operations.
 - C. The Town will maintain radio contact with each vehicle on an hourly basis.

Article XVIII
WORKERS' COMPENSATION

- 18.1 An employee who is disabled as the result of an on-the-job injury which is accepted as compensable under the Workers' Compensation Act shall be placed on injury leave. Injury leave is leave without pay, but with continuation of pension, medical and life insurance benefits and continuation of seniority. When an employee is on injury leave, wages will be paid as follows.
- A. In the case of injuries causing temporary disability which necessitate absences of three days or less, the Town shall pay the employee's full gross base pay for that time, since payments are not made under Workers' Compensation insurance for such accidents.
 - B. For periods in excess of three days but not exceeding six months, the Town shall supplement the payments of the insurance company so that the employee will receive full net pay during such absence.
- 18.2 As part of the Town's Workers' Compensation coverage, the Town shall become a member of a preferred provider network for health care services as they relate to Workers' Compensation injuries. The Town will also utilize the services of a managed care program provided by the Town's Workers' Compensation insurance carrier.

**Article XIX
DISCIPLINARY PROCEDURE**

- 19.1 No employee covered by this Agreement shall be discharged or disciplined except for just cause.
- 19.2 Other than in the case of probationary employees, any disciplinary action, including discharge, may be appealed through the grievance procedure of this Agreement.
- 19.3 Written warnings shall remain a part of an employee's personnel record for twenty-four (24) months from the date of the warning. However, if another written warning for the same type of offense is received within the twenty-four (24) month period, both warnings shall remain on the record for a period of twenty-four (24) months from the date of the most recent warning. Other more severe disciplinary actions shall remain a permanent part of the employee's personnel record.

Written warnings will become null and void in keeping with the above, however, they will not be literally destroyed by the Town until official permission is received from the State Public Records Administrator.

**Article XX
GRIEVANCE PROCEDURE**

- 20.1 The following terms are agreed to mean as stated below:
- A. A "grievance" is any controversy, dispute or complaint arising over the interpretation or application of the provisions of this Agreement.
 - B. "Days" in this article are defined as working days (Monday through Friday, excluding Saturdays, Sundays and holidays).
 - C. "Grievant" is defined as any member of the bargaining unit and may include a group of employees similarly affected by a grievance or the Union.
 - D. "Town" shall mean the Town, an agent of the Town, or a committee of the Town, at the Town's option.
- 20.2 **Step One:** The Union steward and/or the aggrieved employee shall present the grievance in writing to his/her immediate supervisor not later than five (5) days after the occurrence of the incident giving rise to the grievance, or within five (5) days after which s/he knew or should have known of the occurrence of the event giving rise to the grievance. Failure to present a grievance within this time limit shall constitute a waiver of the right to file same. The grievance shall be orally discussed by the supervisor, the employee and/or the steward who shall attempt to settle the matter. A written response will be rendered within five (5) days.
- 20.3 **Step Two:** If the grievance is not settled at Step One, it may be submitted to the department head in writing specifying the section or sections of the agreement involved within five (5) days hereafter. If submitted, the grievance shall be discussed by the employee and/or the steward and the department head who shall attempt to settle the matters. A written response will be rendered within five (5) days. If the grievance is not resolved, it may then be submitted within five (5) days hereafter to the Town Manager.

- 20.4 Step Three:** Grievances filed by the employer may be initially presented at this step of the procedure. Grievances processed in the name of the Union may be initiated at this step also. Grievances must be filed within ten (10) days of the occurrence, or ten (10) days of knowledge of, or reasonably should have had knowledge of the occurrence of the event giving rise to the grievance.
- A. A meeting to discuss such grievance, including at least one officer or business agent of the Union and the Town Manager, will be held as soon as possible, but no later than thirty (30) days from the date of the request for such a meeting by either party unless agreed upon by the parties.
 - B. The Town will produce such records and disciplinary notices as may be considered necessary to the settlement of the grievance.
 - C. The Town Manager will render a decision in writing as soon as possible but no later than ten (10) days after such meeting.
 - D. Any written grievance that is satisfactorily settled will be so marked and signed by the Town Manager and president of the Union, or his designee.

**Article XXI
ARBITRATION**

- 21.1** If the grievance is not settled by the procedures outlined in Article XVIII, either party may submit the matter to arbitration. The request for arbitration must be in writing and be filed with the arbitrator no later than fifteen (15) calendar days after the written answer of the Town Manager is given to the Union. The party filing for arbitration shall simultaneously deliver or mail a copy of its request for arbitration to the other party hereto. Grievances concerning suspensions of five (5) days or more and/or grievances concerning terminations will be arbitrated by the American Arbitration Association in accordance with their rules and procedures. The Connecticut State Board of Mediation and Arbitration will arbitrate all other grievances.
- 21.2** The arbitrator's award shall be final and binding as provided by law. S/he shall be bound by, and must comply with, all the terms of this agreement and shall have no power to add to, subtract from, or in any way modify the provisions of this Agreement. The cost of the arbitration procedure shall be borne equally by both parties. It is understood that each party is responsible for their own costs of legal counsel, expert witnesses, and other expenses not normally considered the mutual responsibility of both parties.
- 21.3** Any time limits specified within this article or the previous article may be extended by written mutual agreement of the Union and the Town, provided that if the grievance is not submitted to a higher step in the above procedures, it shall be deemed settled on the basis of the Town's answer in the last step considered.

**Article XXII
INSURANCE PROGRAM**

22.1 On behalf of the employees, the Town will maintain group membership in the Anthem Century Preferred and the Bluecare POS Plans, as well as the Health Savings Account Comprehensive PPO Plan. The details of the Anthem Century Preferred, the Bluecare POS and Health Savings Account Comprehensive PPO Plans are summarized in Appendix D of this Agreement. Subject to any plan restrictions, the employee may choose to participate in any of the three options.

- A. Dental insurance: employees and their dependents may enroll in the dental insurance coverage offered through the Town. Employees will be responsible for the full cost of these benefits.
- B. Life insurance: in addition hereto, the Town shall provide for the employee only the following double indemnity insurance: a term life insurance policy in an amount equal to one and one-half (1-1/2) times the employee's base salary on July 1, to include benefits for accidental death or dismemberment to an additional one and one-half (1-1/2) times the employee's base salary. Said insurance amount will be recalculated each July 1.
- C. The Town and the employees agree to share the cost of insurance premiums for the coverage outlined in Appendix D. The employees are responsible on an annual basis for the percentage amounts listed below, with the payments to be made by payroll deduction from each check in substantially equal payments.

	<u>Year 1 (2006/07)</u>	<u>Year 2 (2007/08)</u>	<u>Year 3 (2008/09)</u>
Bluecare POS	8% of premium	9% of premium	10% of premium
Century Preferred PPO	9% of premium	10% of premium	11% of premium
HSA Comp PPO	3% of premium and 50% of deductible	5% of premium and 50% of deductible	5% of premium and 50% of deductible

22.2

- A. The Town shall provide the following insurance for employees retiring subsequent to July 1, 2006, with the full cost to be borne by the employee: Anthem Century Preferred or Bluecare POS Plan until age 65 or until eligible for Medicare, and Anthem Medicare Supplement Plan F for those over 65.
- B. Upon execution of this agreement, the Town agrees to pay \$120 per month toward the cost of these insurances for each employee who retires after July 1, 2006 (a) upon completing twenty-five (25) years of aggregate service; or (b) upon attaining the age of fifty-five (55) years provided such employee has had ten (10) years of continuous service or fifteen (15) years of aggregate service; (c) or upon receiving a disability retirement under the Connecticut Municipal Employees Retirement System (CMERS).

- C. Upon execution of this agreement, the Town agrees to pay \$130 per month toward the cost of these insurances for each employee who retires after July 1, 2007 (a) upon completing twenty-five (25) years of aggregate service; or (b) upon attaining the age of fifty-five (55) years provided such employee has had ten (10) years of continuous service or fifteen (15) years of aggregate service; (c) or upon receiving a disability retirement under the Connecticut Municipal Employees Retirement System (CMERS).
- D. Upon execution of this agreement, the Town agrees to pay \$140 per month toward the cost of these insurances for each employee who retires after July 1, 2008 (a) upon completing twenty-five (25) years of aggregate service; or (b) upon attaining the age of fifty-five (55) years provided such employee has had ten (10) years of continuous service or fifteen (15) years of aggregate service; (c) or upon receiving a disability retirement under the Connecticut Municipal Employees Retirement System (CMERS).

22.3 The Town may change the carriers or self-insure for any of the foregoing insurance provided that the benefits shall be the equivalent or better than those provided in the above referenced coverages. The Town is required to obtain agreement from the Union that the benefits are equivalent or better, and such agreement shall not be unreasonably withheld.

22.4 Payment in Lieu of Health Benefits. This program is designed for those employees who currently have dual health insurance coverage or who have the ability to acquire health insurance from another source. The plan provides some reimbursement for employees who terminate their coverage with the Town. The covered benefits are limited to health benefits only and do not include dental insurance benefits.

- A. To enroll in this program, employees must complete the "Waiver of Insurance Agreement" and provide documentation of coverage from their spouse or another source. The official enrollment period will be June of each year, but employees may enroll at other times on a pro-rated basis. New employees can enroll at the time of employment or may enroll during the June following the date of employment.
- B. The annual payments in lieu of coverage are as follows:
- | | |
|------------|---------|
| Individual | \$1,200 |
| Two-person | \$2,400 |
| Family | \$3,000 |
- C. Payments will be made in two installments during the fiscal year, in January and July. If an employee terminates or joins the program at any time during the fiscal year, the payments will be prorated on a monthly basis.
- D. Payments are considered taxable in accordance with the IRS Code.
- E. Employees may re-enroll in the Town Group Health Insurance Plan under the following circumstances:
- (1) The coverage that the employee had through another plan is terminated.
(Copy of plan documents required.)

- (2) The employee and/or his/her dependents become ineligible for coverage under the other plan.
 - (3) The employee acquires a new dependent through marriage, birth or adoption, and the dependent is not covered by the other plan.
 - (4) The coverage that is provided by the other plan is substantially reduced or the cost of that plan becomes prohibitive.
 - (5) The employee has not been enrolled in the Town's Health Insurance Plan for the past two years from his/her date of cancellation and now wishes to renew coverage.
 - (6) The employee is eligible to retire under Town's pension plan and qualifies for the group health benefit. The employee must re-enroll one year prior to retirement.
- D. Employees re-enrolling may enroll only in the Town's Health Insurance Program. Employees must provide required documentation and notify the Town in writing that they are requesting reinstatement. Provided that all information is received, the Town will enroll the employee in the Group Health Insurance Plan effective the first of the month preceding the notification.
- E. Employees retiring after July 1, 2006 may also participate in the payment in lieu of health benefits program for a benefit of \$750 per year. The requirements of sections 23.4(A), 23.4(C), 23.4(E)(1) – 23.4(E)(5) and 23.4(F) shall apply to this subsection.

Article XXIII PENSIONS

- 23.1 All members of the bargaining unit who are eligible shall be covered by the Connecticut Municipal Employees Retirement System (CMERS) Fund B, under its terms and conditions. This article shall not be subject to the grievance arbitration provisions of the contract. The only exception shall be the Town's failure to meet its obligation to enroll a bargaining unit employee who otherwise is eligible to be covered by CMERS.

Article XXIV SAFETY AND HEALTH

- 24.1 The Town is responsible for providing a safe work environment. Employees have a responsibility to perform their duties so as to minimize injuries to themselves or coworkers.
- 24.2 The Town will provide each employee a \$350 per year clothing and shoe allowance payable during the month of August each year this contract is in effect. New employees will receive the applicable clothing allowance on a prorated basis, based on their date of employment.

- 24.3 Regularly appointed lead mechanics, mechanics and mechanics helpers will be provided with an additional \$50 clothing and shoe allowance during July each year this contract is in effect.
- 24.4 Failure to wear approved safety shoes or to use safety equipment as directed will result in disciplinary action by the Town.
- 24.5 Employee Wellness Program. Employees are eligible to participate in the Town's Employee Wellness Program, which entitles employees to receive the resident rate and a \$75 per year discount for annual memberships at the Mansfield Community Center. To receive the benefits outlined in this program, employees must satisfy the requirements outlined in the Employee Wellness Policy.

**Article XXV
MISCELLANEOUS**

- 25.1 When the Town creates new class specifications, the Town and the Union shall negotiate about the impact of any changes on bargaining unit employees.
- 25.2 The Town will continue its practice of providing a lost and broken tool allowance of up to \$200 per year per mechanic. In addition, the Town will provide replacement insurance for all mechanics' privately owned tools lost by theft or fire while on Town-owned premises.

**Article XXVI
NO LOCKOUT- NO STRIKE**

- 26.1 The Town agrees that it will not lock out the employees covered by this Agreement during its term.
- 26.2 The Union and the employees expressly agree that there will be no strikes, slow downs, picketing during working hours, work stoppages, mass absenteeism, mass feigned illness or other similar forms of interference with the operation of the Public Works Department.
- 26.3 Any or all employees participating in such strike or other prohibited activity described above in section 27.2 shall be subject to disciplinary action by the Town up to and including discharge.

**Article XXVII
DRUG TESTING**

- 27.1 All employees who are subject to the Department of Transportation, Federal Highway Administration regulations shall be subject to testing for drugs and alcohol in accordance with the Town's policy and shall be required to comply with that policy. Actions taken by the Town in implementing this policy are not exempt from the grievance procedure.

Article XXVIII
DURATION AND RENEWAL

- 28.1 The parties agree that the above sections constitute the full and complete Agreement between them and supersede all prior understandings, practices, procedures and policies for the employees covered by this Agreement, whether oral or written.
- 28.2 This Agreement may be altered or modified only by mutual written agreement of the parties hereto.
- 28.3 This Agreement shall be binding upon the Town and the Union from the first day of July 2006 and shall continue in full force and effect until midnight of the thirtieth day of June 2009, when it shall expire, provided that if neither party gives the notice provided for in 29.4 this Agreement shall automatically renew itself for additional periods of one (1) year each and all provisions shall remain in effect with the same force as during the original term hereof.
- 28.4 If either the Union or the Town desire to meet for the purpose of negotiating changes or modifications in the provisions of this Agreement, they shall give written notice of such desire to the other by certified or registered mail not more than one-hundred fifty (150) days, nor less than one-hundred twenty (120) days prior to the expiration date hereof.

For the Town of Mansfield

For Local 760, CSEA, AFL-CIO

Martin H. Berliner, Town Manager

Santo Franzo, Local 760

Matthew W. Hart, Assistant Town Manager

Craig J. Kilby, President

Lon R. Hultgren, Director of PW

Torry B. Rocha, Vice President

Mark Kiefer, Superintendent

John F. Mohan, Member

Donald W. Neborsky, Member

Town of Mansfield
Grade & Step Listing

		Annual	Period	Daily	Hourly
PW Town-Public Works					
Grade: 001	Step 1:	37,398.00	1,438.40	143.84	17.9800
Rate/Year: 2,080.00	Step 2:	38,917.00	1,496.80	149.68	18.7100
Rate/Day: 8.00	Step 3:	40,123.00	1,543.20	154.32	19.2900
Rate/Period: 10.00					
PW Town-Public Works					
Grade: 002	Step 1:	37,856.00	1,456.00	145.60	18.2000
Rate/Year: 2,080.00	Step 2:	39,936.00	1,536.00	153.60	19.2000
Rate/Day: 8.00	Step 3:	41,995.00	1,615.20	161.52	20.1900
Rate/Period: 10.00					
PW Town-Public Works					
Grade: 003	Step 1:	41,662.00	1,602.40	160.24	20.0300
Rate/Year: 2,080.00	Step 2:	43,576.00	1,676.00	167.60	20.9500
Rate/Day: 8.00	Step 3:	45,136.00	1,736.00	173.60	21.7000
Rate/Period: 10.00					
PW Town-Public Works					
Grade: 004	Step 1:	41,662.00	1,602.40	160.24	20.0300
Rate/Year: 2,080.00	Step 2:	43,576.00	1,676.00	167.60	20.9500
Rate/Day: 8.00	Step 3:	45,136.00	1,736.00	173.60	21.7000
Rate/Period: 10.00					
PW Town-Public Works					
Grade: 005	Step 1:	43,160.00	1,650.00	165.00	20.7500
Rate/Year: 2,080.00	Step 2:	45,115.00	1,735.20	173.52	21.6900
Rate/Day: 8.00	Step 3:	46,758.00	1,798.40	179.84	22.4800
Rate/Period: 10.00					
PW Town-Public Works					
Grade: 006	Step 1:	43,160.00	1,650.00	165.00	20.7500
Rate/Year: 2,080.00	Step 2:	45,115.00	1,735.20	173.52	21.6900
Rate/Day: 8.00	Step 3:	46,758.00	1,798.40	179.84	22.4800
Rate/Period: 10.00					
PW Town-Public Works					
Grade: 007	Step 1:	43,742.00	1,682.40	168.24	21.0300
Rate/Year: 2,080.00	Step 2:	45,614.00	1,754.40	175.44	21.9300
Rate/Day: 8.00	Step 3:	47,466.00	1,826.40	182.64	22.9300
Rate/Period: 10.00					

Town of Mansfield
Grade & Step Listing

		Annual	Period	Daily	Hourly
PW Town-Public Works					
Grade: 008	Step 1:	44,179.00	1,699.20	169.92	21.2400
/Year: 2,080.00	Step 2:	46,155.00	1,775.20	177.52	22.1900
/Day: 8.00	Step 3:	47,819.00	1,839.20	183.92	22.9900
Days/Period: 10.00					
PW Town-Public Works					
Grade: 009	Step 1:	44,179.00	1,699.20	169.92	21.2400
/Year: 2,080.00	Step 2:	46,155.00	1,775.20	177.52	22.1900
/Day: 8.00	Step 3:	47,819.00	1,839.20	183.92	22.9900
Days/Period: 10.00					
PW Town-Public Works					
Grade: 010	Step 1:	45,926.00	1,766.40	176.64	22.0800
/Year: 2,080.00	Step 2:	48,131.00	1,851.20	185.12	23.1400
/Day: 8.00	Step 3:	49,338.00	1,897.60	189.76	23.7200
Days/Period: 10.00					
PW Town-Public Works					
Grade: 011	Step 1:	45,926.00	1,766.40	176.64	22.0800
/Year: 2,080.00	Step 2:	48,131.00	1,851.20	185.12	23.1400
/Day: 8.00	Step 3:	49,338.00	1,897.60	189.76	23.7200
Days/Period: 10.00					
PW Town-Public Works					
Grade: 012	Step 1:	47,549.00	1,828.80	182.88	22.8600
/Year: 2,080.00	Step 2:	49,754.00	1,912.60	191.26	23.9200
/Day: 8.00	Step 3:	50,898.00	1,957.60	195.76	24.4700
Days/Period: 10.00					
Town-Public Works					
Grade: 013	Step 1:	45,926.00	1,766.40	176.64	22.0800
/Year: 2,080.00	Step 2:	48,131.00	1,851.20	185.12	23.1400
/Day: 8.00	Step 3:	49,338.00	1,897.60	189.76	23.7200
Days/Period: 10.00					
PW Town-Public Works					
Grade: 014	Step 1:	45,926.00	1,766.40	176.64	22.0800
/Year: 2,080.00	Step 2:	48,131.00	1,851.20	185.12	23.1400
/Day: 8.00	Step 3:	49,338.00	1,897.60	189.76	23.7200
Days/Period: 10.00					

Town of Mansfield
Grade & Step Listing

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Annual      Period      Daily      Hourly
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PW Town-Public Works
ade: 015      Step 1: 47,362.00  1,821.60  182.16  22.7700
s/Year: 2,080.00  Step 2: 49,712.00  1,912.00  191.20  23.9000
s/Day:      8.00      Step 2: 50,939.00  1,959.30  195.92  24.4900
ys/Period: 10.00

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PW Town-Public Works
ade: 016      Step 3: 52,624.00  2,024.00  202.40  25.3000
s/Year: 2,080.00
s/Day:      8.00
ys/Period: 10.00

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PW Town-Public Works
ade: 017      Step 3: 52,624.00  2,024.00  202.40  25.3000
s/Year: 2,080.00
s/Day:      8.00
ys/Period: 10.00

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Appendix B

Town of Mansfield
Grade & Step Listing

	Annual	Period	Daily	Hourly
PW Town-Public Works				
Grade: 001	Step 1: 38,858.00	1,488.80	148.88	18.6100
Rate/Year: 2,088.00	Step 2: 40,424.00	1,548.80	154.88	19.3600
Rate/Day: 8.00	Step 3: 41,697.00	1,597.60	159.76	19.9700
Days/Period: 10.00				
PW Town-Public Works				
Grade: 002	Step 1: 39,338.00	1,507.20	150.72	18.8400
Rate/Year: 2,088.00	Step 2: 41,489.00	1,589.60	158.96	19.8700
Rate/Day: 8.00	Step 3: 43,639.00	1,672.00	167.20	20.9000
Days/Period: 10.00				
PW Town-Public Works				
Grade: 003	Step 1: 43,284.00	1,658.40	165.84	20.7300
Rate/Year: 2,088.00	Step 2: 45,268.00	1,734.40	173.44	21.6800
Rate/Day: 8.00	Step 3: 46,896.00	1,796.80	179.68	22.4600
Days/Period: 10.00				
PW Town-Public Works				
Grade: 004	Step 1: 43,284.00	1,658.40	165.84	20.7300
Rate/Year: 2,088.00	Step 2: 45,268.00	1,734.40	173.44	21.6800
Rate/Day: 8.00	Step 3: 46,896.00	1,796.80	179.68	22.4600
Days/Period: 10.00				
PW Town-Public Works				
Grade: 005	Step 1: 44,850.00	1,718.40	171.84	21.4800
Rate/Year: 2,088.00	Step 2: 46,876.00	1,796.00	179.60	22.4500
Rate/Day: 8.00	Step 3: 48,588.00	1,861.60	186.16	23.2700
Days/Period: 10.00				
PW Town-Public Works				
Grade: 006	Step 1: 44,850.00	1,718.40	171.84	21.4800
Rate/Year: 2,088.00	Step 2: 46,876.00	1,796.00	179.60	22.4500
Rate/Day: 8.00	Step 3: 48,588.00	1,861.60	186.16	23.2700
Days/Period: 10.00				
PW Town-Public Works				
Grade: 007	Step 1: 45,456.00	1,741.60	174.16	21.7700
Rate/Year: 2,088.00	Step 2: 47,398.00	1,816.00	181.60	22.7000
Rate/Day: 8.00	Step 3: 49,339.00	1,890.40	189.04	23.6300
Days/Period: 10.00				

Town of Mansfield
Grade & Step Listing

	Annual	Period	Daily	Hourly
PW Town-Public Works				
Grade: 008	Step 1: 45,894.00	1,758.40	175.84	21.9800
Rate/Year: 2,088.00	Step 2: 47,961.00	1,837.60	183.76	22.9700
Rate/Day: 8.00	Step 3: 49,674.00	1,903.20	190.32	23.7900
Days/Period: 10.00				
PW Town-Public Works				
Grade: 009	Step 1: 45,894.00	1,758.40	175.84	21.9800
Rate/Year: 2,088.00	Step 2: 47,961.00	1,837.60	183.76	22.9700
Rate/Day: 8.00	Step 3: 49,674.00	1,903.20	190.32	23.7900
Days/Period: 10.00				
PW Town-Public Works				
Grade: 010	Step 1: 47,711.00	1,828.00	182.80	22.8500
Rate/Year: 2,088.00	Step 2: 50,008.00	1,916.00	191.60	23.9500
Rate/Day: 8.00	Step 3: 51,260.00	1,964.00	196.40	24.5500
Days/Period: 10.00				
PW Town-Public Works				
Grade: 011	Step 1: 47,711.00	1,828.00	182.80	22.8500
Rate/Year: 2,088.00	Step 2: 50,008.00	1,916.00	191.60	23.9500
Rate/Day: 8.00	Step 3: 51,260.00	1,964.00	196.40	24.5500
Days/Period: 10.00				
PW Town-Public Works				
Grade: 012	Step 1: 49,402.00	1,892.80	189.28	23.6600
Rate/Year: 2,088.00	Step 2: 51,699.00	1,980.80	198.08	24.7600
Rate/Day: 8.00	Step 3: 52,889.00	2,026.40	202.64	25.3300
Days/Period: 10.00				
PW Town-Public Works				
Grade: 013	Step 1: 47,711.00	1,828.00	182.80	22.8500
Rate/Year: 2,088.00	Step 2: 50,008.00	1,916.00	191.60	23.9500
Rate/Day: 8.00	Step 3: 51,260.00	1,964.00	196.40	24.5500
Days/Period: 10.00				
PW Town-Public Works				
Grade: 014	Step 1: 47,711.00	1,828.00	182.80	22.8500
Rate/Year: 2,088.00	Step 2: 50,008.00	1,916.00	191.60	23.9500
Rate/Day: 8.00	Step 3: 51,260.00	1,964.00	196.40	24.5500
Days/Period: 10.00				

Town of Mansfield
Grade & Step Listing

		Annual	Period	Daily	Hourly
W Town-Public Works					
de: 015	Step 1:	49,214.00	1,885.60	188.56	23.5700
/Year: 2,088.00	Step 2:	51,657.00	1,979.20	197.92	24.7400
/Day: 8.00	Step 3:	52,931.00	2,028.00	202.80	25.3500
s/Period: 10.00					
W Town-Public Works					
de: 016	Step 3:	54,685.00	2,095.20	209.52	26.1900
/Year: 2,088.00					
/Day: 8.00					
s/Period: 10.00					
W Town-Public Works					
de: 017	Step 3:	54,685.00	2,095.20	209.52	26.1900
/Year: 2,088.00					
/Day: 8.00					
s/Period: 10.00					

Approved

03/10/07

Town of Mansfield
Grade & Step Listing

		Annual	Period	Daily	Hourly
PW Town-Public Works					
Grade: 001	Step 1:	40,215.00	1,540.80	154.08	19.2600
s/Year: 2,088.00	Step 2:	41,844.00	1,603.20	160.32	20.0400
s/Day: 8.00	Step 3:	43,159.00	1,653.60	165.36	20.6700
ys/Period: 10.00					
PW Town-Public Works					
Grade: 002	Step 1:	40,716.00	1,560.00	156.00	19.8000
s/Year: 2,088.00	Step 2:	42,950.00	1,645.60	164.56	20.5700
s/Day: 8.00	Step 3:	45,163.00	1,730.40	173.04	21.6300
ys/Period: 10.00					
PW Town-Public Works					
Grade: 003	Step 1:	44,808.00	1,716.80	171.68	21.4600
s/Year: 2,088.00	Step 2:	46,855.00	1,795.20	179.52	22.4400
s/Day: 8.00	Step 3:	48,546.00	1,860.00	186.00	23.2500
ys/Period: 10.00					
PW Town-Public Works					
Grade: 004	Step 1:	44,808.00	1,716.80	171.68	21.4600
s/Year: 2,088.00	Step 2:	46,855.00	1,795.20	179.52	22.4400
s/Day: 8.00	Step 3:	48,546.00	1,860.00	186.00	23.2500
ys/Period: 10.00					
PW Town-Public Works					
Grade: 005	Step 1:	46,416.00	1,778.40	177.84	22.3300
s/Year: 2,088.00	Step 2:	48,525.00	1,859.20	185.92	23.2400
s/Day: 8.00	Step 3:	50,279.00	1,926.40	192.64	24.0800
ys/Period: 10.00					
PW Town-Public Works					
Grade: 006	Step 1:	46,416.00	1,778.40	177.84	22.3300
s/Year: 2,088.00	Step 2:	48,525.00	1,859.20	185.92	23.2400
s/Day: 8.00	Step 3:	50,279.00	1,926.40	192.64	24.0800
ys/Period: 10.00					
PW Town-Public Works					
Grade: 007	Step 1:	47,043.00	1,803.40	180.34	22.5300
s/Year: 2,088.00	Step 2:	49,047.00	1,879.20	187.92	23.4900
s/Day: 8.00	Step 3:	51,072.00	1,956.80	195.68	24.4600
ys/Period: 10.00					

Town of Mansfield
Grade & Step Listing

		Annual	Period	Daily	Hourly
PW Town-Public Works					
Grade: 008	Step 1:	47,502.00	1,820.00	182.00	23.7500
\$/Year: 2,088.00	Step 2:	49,632.00	1,901.60	190.16	23.7700
\$/Day: 8.00	Step 3:	51,407.00	1,969.60	196.96	24.6200
\$/Period: 10.00					
PW Town-Public Works					
Grade: 009	Step 1:	47,502.00	1,820.00	182.00	23.7500
\$/Year: 2,088.00	Step 2:	49,632.00	1,901.60	190.16	23.7700
\$/Day: 8.00	Step 3:	51,407.00	1,969.60	196.96	24.6200
\$/Period: 10.00					
PW Town-Public Works					
Grade: 010	Step 1:	49,381.00	1,892.00	189.20	23.6500
\$/Year: 2,088.00	Step 2:	51,762.00	1,983.20	198.32	24.7900
\$/Day: 8.00	Step 3:	53,056.00	2,032.80	203.28	25.4100
\$/Period: 10.00					
PW Town-Public Works					
Grade: 011	Step 1:	49,381.00	1,892.00	189.20	23.6500
\$/Year: 2,088.00	Step 2:	51,762.00	1,983.20	198.32	24.7900
\$/Day: 8.00	Step 3:	53,056.00	2,032.80	203.28	25.4100
\$/Period: 10.00					
PW Town-Public Works					
Grade: 012	Step 1:	51,135.00	1,959.20	195.92	24.4900
\$/Year: 2,088.00	Step 2:	53,515.00	2,050.40	205.04	25.6300
\$/Day: 8.00	Step 3:	54,747.00	2,097.60	209.76	26.2200
\$/Period: 10.00					
Town-Public Works					
Grade: 013	Step 1:	49,381.00	1,892.00	189.20	23.6500
\$/Year: 2,088.00	Step 2:	51,762.00	1,983.20	198.32	24.7900
\$/Day: 8.00	Step 3:	53,056.00	2,032.80	203.28	25.4100
\$/Period: 10.00					
PW Town-Public Works					
Grade: 014	Step 1:	49,381.00	1,892.00	189.20	23.6500
\$/Year: 2,088.00	Step 2:	51,762.00	1,983.20	198.32	24.7900
\$/Day: 8.00	Step 3:	53,056.00	2,032.80	203.28	25.4100
\$/Period: 10.00					

Town of Mansfield
Grade & Step Listing

Annual	Period	Daily	Hourly
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DPW Town-Public Works
 Grade: 015
 Step 1: 50,947.00 1,952.00 195.20 24.4000
 Step 2: 53,474.00 2,042.80 204.88 25.6100
 Step 3: 54,789.00 2,093.20 209.92 26.2400
 Days/Year: 2,088.00
 Days/Period: 10.00

DPW Town-Public Works
 Grade: 015
 Step 3: 56,606.00 2,168.80 216.88 27.2100
 Days/Year: 2,088.00
 Days/Period: 10.00

DPW Town-Public Works
 Grade: 017
 Step 3: 56,606.00 2,168.80 216.88 27.2100
 Days/Year: 2,088.00
 Days/Period: 10.00

APPENDIX D
Local 760, DPW Benefits Summary
Century Preferred PPO , Bluecare POS, HDHP HSA

BENEFIT	CENTURY PREFERRED 2416-148	BLUE CARE POS 2416-151	HSA PPO July 2006-June 2007
Costshares	<p>In-Network services subject to copays Out-of-Network services subject to deductible and coinsurance</p> <p>\$ 15 office visit co-pay \$ 50 Emergency Room/\$ 25 Urgent Care Facility \$ 100 Outpat Surg Facility / \$ 200 Inpat Hosp Deductible \$400/\$800/\$ 1,000 Cost share Maximum \$ 2,000/\$4,000/\$5,000 Lifetime Maximum In-Network - Unlimited Lifetime maximum out of network - \$1,000,000</p>	<p>In-Network services subject to co-pays Out-of-Network services subject to deductible and coinsurance</p> <p>\$ 20 PCP / \$ 25 Specialist \$ 175 Op Hsp / \$ 350 Inpat Hosp co-pay \$75 Emergency / \$ 50 Urgent Care Facility Deductible\$ 500/\$1,000 /\$1,500 Cost Share Maximum \$ 2,500/\$ 5,000/\$7,500 Lifetime Maximum In-Network -Unlimited Lifetime Maximum out of Network - \$ 1,000,000</p>	<p>No Office Visit Maximum In-Network services subject to Deductible Deductible \$1,250/\$2,500 (shared with Out-of-Network) Member's Coinsurance after Deductible 0% Preventive Care not subject to Deductible</p> <p>Out-of-Network services subject to deductible and coinsurance Deductible \$1,250/\$2,500 (shared with In-Network) Member's Coinsurance 20% to \$1,250/\$2,500 Member's Out of Pocket Max. -\$2,500/\$5,000 Lifetime Maximum In-Network - Unlimited Lifetime Maximum Out-of-Network - \$1,000,000</p>
Preventive Care Pediatric P.77	<p>Covered according to age-based schedule \$0 Copay Birth to 1 year - 6 exams 1 through 6 years - 6 exams 6 through 10 years - 1 exam every two years 11 years through 21 years - 1 exam every year</p>	<p>Covered according to age-based schedule: \$ 0 co-pay Birth to 1 year - 6 exams 1 year through 5 years - 6 exams 6 years through 10 years - 1 exam every two years 11 years through 21 years - 1 exam every year Not covered out of Network</p>	<p>No Deductible-0% Coinsurance Covered according to age based schedule: Six exams birth to one year of age Six exams 1 through 5 years of age One exam every two calendar years 6-10 One exam per calendar year 11-21</p>
Adult	<p>Covered according to age-based schedule \$0 Co-pay 22 through 29 one exam every 5 calendar years 30 through 39 one exam every 3 calendar years 40 through 49 one exam every 2 calendar years 50 and over one exam per calendar year</p>	<p>Covered according to age-based schedule: \$ 0 Co-pay 22 through 29 one exam every 5 years 30 through 39 one exam every 3 years 40 through 49 one exam every 2 years 50 and over one exam per year Not covered out of Network</p>	<p>No Deductible-0% Coinsurance Covered according to age based schedule: One exam every five calendar years 22-29 One exam every three calendar years 30-39 One exam every two calendar years 40-49 One exam per calendar year 50+</p>
Vision	<p>\$0 Co-pay one exam every two years (Frames & Lenses covered under vision rider)</p>	<p>\$ 0 Co-pay one exam every two years (Frames & Lenses covered under vision rider) Not covered out of Network</p>	<p>No Deductible-0% Coinsurance Covered once every two years</p>
Hearing	<p>\$ 15 Co-pay</p>	<p>\$ 0 Co-pay Not covered out of Network</p>	<p>No Deductible-0% Coinsurance Covered once every two years</p>
Gynecological	<p>\$ 0 Co-pay Routine annual exam</p>	<p>\$ 0 Co-pay Routine annual exam</p>	<p>No Deductible-0% Coinsurance Covered once every year</p>
Medical Services Medical Office Visit	<p>\$ 15 office visit co-pay</p>	<p>\$ 20 office visit co-pay PCP \$ 25 office visit co-pay Specialist</p>	<p>Subject to Deductible-0% Coinsurance</p>

**APPENDIX D
Local 760, DPW Benefits Summary
Century Preferred PPO , Bluecare POS, HDHP HSA**

Outpatient PT/OT/Chiro/ Speech	\$ 15 co-pay 50 combined visits per member per calendar year (subject to medical necessity)	\$ 25 office visit co-pay Unlimited Visits (subject to medical necessity)	Subject to Deductible-0% Coinsurance 50 combined visits per member per calendar year (subject to medical necessity)
Allergy Services	\$ 15 office visit co-pay No copay for injections	\$25 office visit co-pay No copay for injections maximum benefit - 60 visits in 2 years	Subject to Deductible-0% Coinsurance 80 visit maximum in 3 years
Diagnostic Lab & X-ray	Covered	Covered	Subject to Deductible-0% Coinsurance
Outpatient Medical Services	Covered	Covered	Subject to Deductible-0% Coinsurance
Surgery Fees	Covered	Covered	Subject to Deductible-0% Coinsurance
Office Surgery	Covered	Covered	Subject to Deductible-0% Coinsurance
Outpatient MH	\$ 15 per visit unlimited visits subject to medical necessity	\$ 25 office visit co-pay Limited to 40 visits per calendar year	Subject to Deductible-0% Coinsurance Prior Auth required after 40th visit
Emergency Care Emergency Room	\$ 50 co-pay (waived if admitted)	\$ 75 co-pay (waived if admitted)	Subject to Deductible-0% Coinsurance
Urgent Care	\$ 25 co-pay Participating Facilities only.	\$ 50 co-pay Participating Facilities only	Subject to Deductible-0% Coinsurance Participating Facilities only
Ambulance	Covered Land & Air Ambulance	Covered Land & Air Ambulance	Subject to Deductible-0% Coinsurance Covered Land & Air Ambulance
Outpatient Hospital General/Medical/Surgical/ (Semi-Private)	Note: All hospital admissions require pre-cert \$ 200 per admission co-pay	Note: All hospital admissions require pre-cert \$ 350 per admission co-pay	Note: All hospital admissions require pre-cert Subject to Deductible-0% Coinsurance

APPENDIX D
Local 760, DPW Benefits Summary
Century Preferred PPO , Bluecare POS, HDHP HSA

Psychiatric	\$ 200 per admission co-pay	\$ 350 per admission co-pay	Subject to Deductible-0% Coinsurance
Substance Abuse/ Detox	\$ 200 per admission co-pay	\$ 350 per admission co-pay	Subject to Deductible-0% Coinsurance
Rehabilitative	\$ 200 per admission co-pay Covered up to 60 days per calendar year	\$ 350 per admission co-pay up to 60 days per calendar year	Subject to Deductible-0% Coinsurance Covered up to 60 days per calendar year
Skilled Nursing Facility	\$ 200 per admission co-pay Covered up to 120 days	\$ 350 per admission co-pay up to 90 days per calendar year	Subject to Deductible-0% Coinsurance Covered up to 120 days per calendar year
Hospice	\$ 200 per admission co-pay Covered up to 60 days	\$ 350 per admission co-pay up to 60 days per calendar year	Subject to Deductible-0% Coinsurance 200 visits per calendar year
Outpatient Hospital Outpatient Surgery Facility Charges	\$ 100 per admission co-pay	\$ 175 per admission co-pay	Subject to Deductible-0% Coinsurance
Diagnostic Lab & X-ray	Covered	Covered	Subject to Deductible-0% Coinsurance
Pre-Admission Testing	Covered	Covered	Subject to Deductible-0% Coinsurance
Other Services Durable Medical Equipme	Covered (Limited to covered items only)	Covered (Limited to covered items only) Prosthetics limited to \$ 1,000 annual max	Subject to Deductible-0% Coinsurance
Prescription Drugs	\$ 5 Generic / \$ 15 Brand / \$ 25 Non listed Brand 2 co-pays mail - \$ 3,000 max add'l benefits subject to ded & coin (Oral contraceptives are covered)	\$ 5 Generic / \$ 15 Brand / \$ 25 Non listed Brand 2 co-pays mail - unlimited max (Oral contraceptives are covered)	Subject to Deductible-0% Coinsurance
Fertility	Unlimited Lifetime maximum (Limited to covered services only)	\$5,000 Lifetime maximum Phase I \$ 5 co-pay Phase II & III 50% (limited to covered services only)	Subject to Deductible-0% Coinsurance (Limited to covered services only)
Dependent age max	Unmarried dependent children to age 19 full time student to age 25	Unmarried dependent children to age 19 full time student to age 25	Unmarried dependent children to age 19 full time student to age 25

PAGE
BREAK

Animal Control Activity Report

REPORT PERIOD

2005 / 2006

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	203	146	148	153	152	255	187	200	169	2391	2712
road calls	21	33	22	18	18	15	23	10	15	19	16	12	222	203
dog calls	43	47	39	114	64	64	89	70	97	87	83	75	872	618
cat calls	29	32	23	76	57	70	50	62	54	66	71	73	663	392
wildlife calls	9	9	3	3	7	7	3	4	3	2	5	8	63	76
Notices to license issued	4	12	11	4	8	13	3	1	2	7	3	3	71	78
Warnings issued	6	4	6	7	141	10	5	5	9	6	5	4	208	222
Warning letters issued	2	1	56	0	3	2	12	2	1	0	1	0	80	13
Infractions issued	1	0	1	0	0	0	2	2	3	3	1	1	14	15
Misdemeanors issued	0	0	0	0	0	0	0	0	0	1	0	0	1	1
Dog bite quarantines	0	0	1	1	0	2	0	1	3	1	1	1	11	10
Dog strict confinement	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Cat bite quarantines	2	2	0	0	0	0	1	0	0	1	0	0	6	8
Cat strict confinement	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Dogs on hand at start of month	8	7	6	3	5	1	5	6	4	7	9	7	68	56
Cats on hand at start of month	6	9	18	11	11	6	5	7	9	12	10	14	118	138
Impoundments	33	45	36	37	16	31	21	20	24	24	23	34	344	344
Dispositions:														
Owner redeemed	5	5	3	9	3	7	6	9	8	3	10	5	73	61
Sold as pets-dogs	10	10	12	3	6	2	4	5	5	3	5	6	71	75
Sold as pets-cats	12	16	30	19	14	19	6	5	4	14	6	22	167	183
Sold as pets-other	0	0	0	0	0	0	0	0	0	0	0	1	1	0
Total destroyed	4	6	1	4	2	0	2	1	1	4	0	2	27	43
Road kills taken for incineration	1	0	1	1	2	0	0	0	0	0	0	0	5	8
Euthanized as sick/unplaceable	3	6	0	3	0	0	2	1	1	4	0	2	22	35
Total dispositions	31	37	46	35	25	28	18	20	18	24	21	36	339	363
Dogs on hand at end of month	7	6	3	5	1	5	6	4	7	9	7	4	64	58
Cats on hand at end of month	9	18	11	11	6	5	7	9	12	10	14	15	127	117
Total fees collected	1,225	1,299	1,882	1,215	836	1,044	435	435	451	697	615	1,222	\$ 11,356	\$ 13,472

P.81

Scotland dogs FY 05/06 to date 9 Total 19
 Hampton dogs FY 05/06 to date 10



Mansfield Downtown Partnership

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

July 12, 2006

Board of Directors
Mansfield Downtown Partnership

Re: Item #3 - Meeting Minutes

Dear Board members:

Attached please find the minutes for the Board meeting held on May 2, 2006.

The following motion would be in order:

Move, to approve the minutes of May 2, 2006.

Sincerely,

A handwritten signature in cursive script, reading "Cynthia van Zelm". The signature is written in black ink and is positioned above the printed name and title.

Cynthia van Zelm
Executive Director

Attach: (1)

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
BOARD OF DIRECTORS MEETING
Mansfield Downtown Partnership Office
Tuesday, May 2, 2006

MINUTES

Present: Stephen Bacon, Tom Callahan, Bruce Clouette, Mike Gergler, Al Hawkins, Janet Jones, Peter Nicholls, Betsy Paterson, Dave Pepin, Steve Rogers, Betsy Treiber, Frank Vasington

Staff: Cynthia van Zelm, Tricia Rogalski, Lee Cole-Chu

Guests: Tom Cody, Geoff Fitzgerald

1. Call to Order

Betsy Treiber, Vice President, called the meeting to order in Philip Lodewick's absence at 4:00 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Bruce Clouette made a motion to approve the minutes. Mike Gergler seconded the motion. The motion was approved unanimously.

4. Director's Report

Cynthia van Zelm said that work was being completed by the Town and BL Companies on the downtown connector that would connect the downtown to the Town Hall and the Community Center. The plan was to go out for bid on the pedestrian walkway soon.

Ms. van Zelm said there would be another follow-up meeting with the Department of Economic and Community Development tomorrow to further discuss the Urban Action Grant.

She also encouraged more letters of support to Congressman Simmons and Senators Lieberman and Dodd from the Board and the community with respect to funding for the parking garage.

Ms. van Zelm said the third open house is scheduled for Thursday, May 4 at 5:30 pm and that the turnout had been very good thus far.

Ms. van Zelm said that outreach continues and that she would be appearing with the UConn engineering students who put together a model for a parking garage on May 3 at 7 am on the Wayne Norman Show. She and Macon Toledano will also be speaking to the CT Green Building Council in June about the efforts to create a development that follows sustainability principles.

4. Recommendation to appoint Karin Randolph to the Planning and Design Committee

Betsy Paterson made a motion to appoint Karin Randolph to the Planning and Design Committee. Mr. Clouette seconded the motion. The motion was approved unanimously.

5. Overview of DRAFT Design Guidelines (Parts 1 and 2) and Review of Proposal for Planning and Design Committee Oversight of Design of Storrs Center

Planning and Design Committee Chair Steve Bacon said there are three Board members on the Planning and Design Committee – himself, Ms. Paterson, and David Pepin and nine other Mansfield residents. Their charge as laid out in September 2001 is to maintain an attractive coordinated image of downtown. Mr. Bacon read the Committee's full charge.

In September 2002, the Committee began talking about design values for the new downtown. He believes the Board reviewed and adopted those design values. The Committee also started to talk about the buildings being "green." The Partnership's consultant Looney Ricks Kiss and Macon Toledano from LeylandAlliance began to get very involved in the process. Many hours have been devoted to this process by Committee members and he commended them for their work.

Mr. Bacon said the Committee is now ready to present to the Board the draft design guidelines. Part One is the nuts and bolts of design and much of this will be proposed to be included as part of the new zoning regulations that will be adopted by the Planning and Zoning Commission. These guidelines include aesthetic standards. Mr. Bacon said the Committee is not asking for an endorsement of the guidelines as they will not be complete until the Planning and Zoning Commission acts on the zoning regulations (he anticipates comments and revisions by the Commission) but the goal is to bring the Board up to speed on the work that has been done.

Mr. Bacon referred to some sections in the guidelines. He noted Section 4.1.2 on page 28, which deals with building height. The downtown will have different districts with various heights. Height limitations will be subject to the Planning and Zoning Commission's authority and jurisdiction. The Committee's proposal included in the guidelines is not necessarily what the Commission will approve.

Mr. Bacon then referred to page 29 of Part One design guidelines, which looks at material types. This is an area that may not be regulated by the Commission but would be overseen by the Planning and Design Committee.

Mr. Bacon said that in December of 2002, the Committee started to talk about LEED certification for buildings in the project as a way to encourage that the buildings be environmentally friendly. Initially the Committee considered recommending that the developer try to achieve LEED certification but learned that it may not be appropriate for mixed-use buildings (there is currently a large effort being made to establish LEED certification for mixed-use buildings but it is not complete). LEED certification is currently best applied to single and larger buildings. But the need and desire for sustainability guidelines was still strong and Mr. Toledano began working with Steven Winter on these guidelines. The sustainability guidelines largely are outside the jurisdiction of the Planning and Zoning Commission. Mr. Clouette asked who Steve Winter is. Mr. Bacon said that Steven Winter is an original member of the Green Building Council that developed the LEED standards. Mr. Winter owns his own consulting firm that works on sustainability issues.

Mr. Bacon said he believes that the community will be cutting edge with adoption of sustainability guidelines, which are not part of mainstream construction. These guidelines could make the project stand out nationally.

Ms. van Zelm referred to her memo to the Board in their packet, noting that the Planning and Design Committee is recommending to the Board that they review the design guidelines with the knowledge that they could change based on what Mr. Bacon had relayed. Ms. van Zelm and the Committee felt it was important to bring the Board up to speed on the work the Committee has done on the guidelines. The design guidelines will be high profile and it will be important for the Board and the Committee to communicate to the community about their substance.

Mr. Clouette asked again about having some type of public session on the design guidelines. Mr. Bacon said the Committee had discussed this and has suggested a public forum on the guidelines in the form of a public information session vs. a public hearing. Mr. Bacon said the timing of this is still being discussed but the latest thinking was that the community could see the guidelines and comment on them before the Planning and Zoning Commission holds a public hearing on the proposed zoning regulation changes (that would include pieces of the design guidelines). Mr. Bacon said it might make sense to have two different sessions on Parts One and Two of the guidelines to make sure there is enough time to give justice to both.

Mr. Bacon then asked the Board to consider the proposed motion which gives the Planning and Design Committee the authority to monitor that the design

guidelines (not covered by the Commission) are being followed by the development team. Mr. Bacon said there had been some discussion of having professional architects certify that the design guidelines are being followed. The Committee determined that even though they are not construction experts, they can review the plans for the development vis a vis the guidelines. The responsibility, through certification, must be on the developer that they are following the guidelines. The architect for a particular building(s) would certify the guidelines are being followed through check-off lists which the Committee would then verify.

Ms. van Zelm said there would need to be an agreement between the Partnership and Leyland on the above process.

Ms. Paterson said the Planning and Design Committee came together as a group where there are a lot of diverse opinions. The guidelines will be a product the community will be proud of for Mansfield.

Mr. Clouette said both Parts One and Two of the guidelines are strong on substance and he congratulated Mr. Bacon, the Committee, and the development team for a tremendous product.

Mr. Clouette asked what is the force behind making sure the guidelines are followed? Is it continued cooperation between the Partnership and the development team? He would perceive that it would be in Leyland's best interest to follow the guidelines. Mr. Clouette raises the issue because he thinks it will be asked by the public. He believes this can be accomplished through the zoning process, the checklists, and cooperative efforts.

Ms. Paterson noted that when there were concerns, Leyland stepped up to the plate, i.e., with creation of the Building 1A to try to relocate some businesses. Lee Cole-Chu said another good example are the guidelines themselves. They go way beyond the minimal legal requirements.

Tom Cody said the development team appreciates the goodwill. He noted that the Partnership as the municipal development agent for Storrs Center, retains authority as the overseer of the Municipal Development Plan. The ultimate authority rests in the Partnership and this could be made clear in any public meetings.

Tom Callahan referred to Ms. van Zelm and Mr. Cole-Chu's memo on page 3 which notes that the procedure for certification would be detailed in a contract between the Partnership and LeylandAlliance. Mr. Cole-Chu agreed and noted that as a practical manner, if the Planning and Design Committee or the Board thought the process was not being followed, there would be discussions with LeylandAlliance.

Mr. Pepin noted that the Planning and Design Committee struggled with this issue of monitoring. He said the design guidelines have to be dynamic and also be able to be modified if necessary. Mr. Cody commended the Committee's work and agreed that the guidelines should be a living document that can be changed over time.

Frank Vasington asked if the Committee felt comfortable monitoring the guidelines without many professionals in the field on the Committee. Mr. Pepin said the Committee agreed to accept this responsibility with the idea that outside help would be brought in if needed. Mr. Bacon said the Committee also talked about a division of labor to review site plans and adherence with the guidelines.

Ms. Paterson made a motion to designate the Partnership's Planning and Design Committee to monitor the design and sustainability elements of the Storrs Center vision through the oversight of the Storrs Center Design Guidelines. Al Hawkins seconded the motion. The motion was approved unanimously.

6. Update on Storrs Center Project and Next Steps including Application to Planning and Zoning Commission

Mr. Cody reiterated that the plan is to build a commercial building as the first step of Storrs Center to relocate some of the existing businesses. The Planning and Zoning Commission has a public hearing scheduled for 8 pm on June 5. The building will be approximately 12,000 square feet. It will not be able to accommodate all the businesses but should be able to house most of them.

Mr. Cody said the development team and Partnership staff consulted with Town Planning Director Greg Padick and it was agreed that the property would be rezoned from residential to Planned Business-2. There are three other aspects of the existing zoning that are proposed to be changed: Make provisions for an automotive repair use with controls; allow for a taller building; and include residential as part of the mixed-use building. If there is some space available, this allows for a residential use. It would never be more than half the building space.

Four applications have been submitted including a zone change, text amendment (the Partnership is co-applicant on these two applications), special permit for the building, and a subdivision.

Mr. Clouette asked if the changes described above would apply to other Planned Business-2 zones and Mr. Cody replied in the affirmative.

Mr. Vasington asked if any residential spaces would be sold before it is known which businesses will actually go into Building 1A. Mr. Cody said that the residential piece is being built in to allow for this opportunity down the road.

Mr. Bacon asked if any concerns are expected to be raised at the public hearing. Mr. Cody said that Ms. van Zelm, Mr. Fitzgerald and Mr. Toledano had met with the Willowbrook/Oak Hill/Dog Lane neighbors. There was generally a lot of support with some questions about traffic and parking.

Mr. Padick said the Planning and Zoning Commission had raised some issues of traffic impact at its meeting last night and will request additional information from the development team. Mr. Cody said they did not believe that the traffic impact would be large as these businesses are already here generating traffic. He said that analysis of this building and the other buildings for the project will be folded into an application to the State Traffic Commission. There will be an interim time when the building is up and the others have not been demolished. Mr. Cody said the team will work on responding to the Commission's concerns when they receive more feedback from them.

Janet Jones asked what the long term plan is for Building 1A. Mr. Cody said it will be a permanent building and will be designed to fit in with the rest of the project and the neighborhood.

Mr. Fitzgerald provided an overview of the building. He said access will be provided through the Bishop Center road with access to the automotive repair bays through a center courtyard. There will be 5 spaces in the courtyard for the automotive repair shop and 42 spaces to customers and employees on the east side of the building in a new parking lot. They did tighten up the parking and placed landscaping on the perimeter to try to pull the lot as far away from the neighborhood as possible.

He said that they will use best management practices for the stormwater management.

Mr. Fitzgerald showed the dimensions of the building and notes that architect Patrick Pinnell and Mr. Toledano had worked on the design. The scale was designed to not be too large, and to fit in with the neighborhood.

Mr. Clouette said the implication is that Dog Lane will not be seriously disrupted if the building is for relocated businesses. Mr. Fitzgerald said that Dog Lane will not be closed for a significant time. Mr. Cody said that Dog Lane will need to be accessible.

Mr. Cody said the building will be about 55 feet tall to accommodate the parapet.

Mr. Fitzgerald said there will be stairs and an elevator to the 2nd and 3rd floors.

Mr. Fitzgerald said the idea is to create excitement on the street level. The design will be of quality as well as the materials used.

Mr. Clouette said the design shows an improvement over what many of the businesses have now including an elevator and three bays for the automotive repair shop.

Mr. Cody said the walls are being designed to try to be flexible about space. He thought that about 8 to 12 businesses could fit in the building. The footprint is 6,200 square feet.

Mr. Bacon asked if there were design challenges to put an automotive repair shop in a retail environment. Geoff said that there are and that is why it is on the 1st floor. There will have to be provisions with respect to noise and the surrounding spaces.

Mr. Cody said the Municipal Development Plan boundary incorporates the new building but not the parking lot. The Dept. of Economic and Community Development asked if the additional space for 1A is in addition to the overall estimate of commercial space and Mr. Cody told them it is incorporated into the overall numbers.

Mr. Cody said he is hopeful the Commission will approve the four applications this summer with a goal for groundbreaking in early fall.

Mr. Callahan asked if the design guidelines apply since the Special Design District is not in place yet. Mr. Cody said they do not apply but that the spirit of the guidelines will be followed for Building 1A.

Mr. Callahan also asked what the response will be by the public with respect to the different renderings for Building 1A and the overall project. Mr. Cody said the idea for Building 1A is to keep it as affordable as possible for the current businesses. The building is also smaller than the other proposed buildings – masonry elements may not fit in with what is being proposed for the central core. Mr. Clouette said the objective through the design guidelines is to create diversity with building style and that idea can be conveyed to the public.

7. Report from Committees

Festival on the Green

Ms. Paterson said the little Big Band, and the Mohegan Sun All Stars are committed to play at the Festival. There will be one stage this year and a dance floor in front of the stage. She will also be doing a duet with Bruce John of Kidsville Kuckoo Revue.

The Lion's Club will do hamburgers. There will be a pie eating contest as well as a pie baking contest this year.

Ms. Paterson said the Committee is still looking for sponsors which will be recognized. There is a special opportunity to sponsor the winners at the art exhibition.

Finance and Administration

Mr. Callahan said the Finance and Administration Committee met last week and discussed additional hours for Administrative Assistant Tricia Rogalski. Ms. van Zelm indicated that she had enough work for Ms. Rogalski to do to bring her up to three-quarters time. The Committee is recommending adding \$10,000 to the staffing budget line to cover the additional time. Ms. Rogalski does not need benefits and her increased time does not trigger a requirement for benefits. Mr. Callahan made a motion to add \$10,000 to the Partnership budget for the position which will initially be covered out of reserves. A meeting will be scheduled with himself, Martin Berliner, Ms. Treiber, and Ms. Paterson to further discuss finances. Ms. Paterson seconded the motion. The motion was approved unanimously.

Steve Rogers asked Assistant Town Manager Matthew Hart if it was correct that no benefits are triggered with a person working three-quarters time. Mr. Hart said the only benefits required to be paid are Social Security and Medicare which are already being taken out of Ms. Rogalski's paycheck.

Membership Development

Ms. Treiber said the Committee has been meeting monthly and has been actively pursuing membership renewals and new members.

Ms. Treiber said a question came up at the last Committee meeting whether people who have expressed an interest in housing or are on the general interested parties list should be required to be members. Mr. Rogers said that LeylandAlliance will decide who moves into the housing. Mr. Cole-Chu said there has been some staff discussion about people joining for a dollar to dollar credit for purchase of a residence in the new development. Ms. van Zelm said she can send a letter with a membership form to people who have asked to be on the housing list. Mr. Callahan and Mr. Rogers did not think it was a good idea to require people on a housing list to become members.

Ms. Treiber said the Membership Development Committee can prepare a letter that would go to people who want to be on the housing list with information on membership, but with no requirement. Al Hawkins said the level of information sent out can be increased to help with membership.

Ms. Treiber said a Partnership table with membership information will be at the opening of the Little League and the Mansfield Bike Tour.

She said there were 327 members with over \$19,000 in dues as of this date.

8. Communications

Ms. van Zelm referenced the letter from the Arts Advisory Committee and said that she had met with the Committee twice over the years and can meet with them again about their interest in an artist presence in the downtown.

Ms. Jones suggested that one way to address this may be to have a hallway of art displayed similar to what is done at the Windham Hospital. This would increase their exposure.

9. Adjourn

Mr. Bacon made a motion to adjourn at 6:05 pm. Mr. Vasington seconded the motion. The motion was approved unanimously.

Meeting notes taken by Cynthia van Zelm.

Town of Mansfield
Open Space Preservation Committee
Minutes of the June 20, 2006 meeting

Members present: Evangeline Abbott, Ken Feathers, Quentin Kessel, Steve Lowrey, Jim Morrow, Vicky Wetherell. Also, Marty Berliner, Matthew Hart (assistant Town Manager) and Denise Burchstead (N. Watershed Council/Greenways).

1. Meeting called to order at 7:35.
2. Minutes of the May 16, 2006 meeting were approved on a motion by Kessel/Wetherell.
3. Open Space Initiative - Greenways: Denise B. discussed support for Greenways and presented a Connecticut Greenways Council Official Map as a gift to the town. She also brought samples of Greenways signs provided by DEP. Some discussion followed as to how/where to post signs and also how/when to further publicize the positives of Greenways designation.
4. Report from Town Staff: Marty Berliner presented materials relevant to expenditure of public funds relating to referenda and discussion followed of items to be addressed prior to the next vote. Berliner also reported on particulars of a possible purchase of land by the town (with DEP grant) and a motion by Kessel/Feathers was approved to recommend purchase and support of the procedure. A decision was also made to walk the property on July 2.
5. Regulation Modifications: Vicky Wetherell reported on her meeting with Greg Padick. Padick will send special zoning regulations for OSPC review in relation to an extension of the development moratorium until February 15th for a particular parcel. A motion by Feathers/Lowrey was approved to support this action. Discussion continued on the possible requirement of preliminary sub-division plans. Padick informed that state statutes don't allow for this requirement but that regulations could strongly recommend them. Vicky Wetherell suggested we consider a Green Valley Trust presentation on the process of development (including local developers and their engineers) at a PZC meeting.
6. Meeting adjourned at 9:23.

Respectfully submitted
Evangeline Abbott

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, June 19, 2006

Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall., K. Holt arrived at 7:08 p.m., P. Kochchenburger, P. Plante, G. Zimmer

Members absent: B. Ryan

Alternates present: C. Kusmer arrived at 7:05

Alternates absent: V. Stearns, B. Pociask

Staff present: C. Hirsch (Zoning Agent), G. Padick (Director of Planning)

Chairman Favretti called the meeting to order at 7:04 p.m.

Minutes:

6/5/06-Hall MOVED, Gardner seconded, to approve the Minutes as written;
All in favor, Plante disqualified himself. MOTION CARRIED UNANIMOUSLY.

6/15/06 Field Trip- Favretti MOVED, Goodwin seconded, to approve the Minutes as written;
Favretti, Goodwin in favor, all others disqualified. MOTION CARRIED UNANIMOUSLY.

Scheduled Business**Zoning Agent's Report****A. Review of new occupancy at 1768 Storrs Road, File #864-3**

Curt Hirsch updated the board of a letter sent to him from B. T. Partners, LLC., stating that Lenard Engineering will be occupying the space at 1768 Storrs Road, and per the conditions of the original permit, they need PZC approval prior to occupancy. The new tenant will be using this space for storage only and they will not be adding any staff, so parking will not be an issue.

Hall MOVED, Gardner seconded, that the Planning and Zoning Commission approve occupancy revisions for the existing commercial building at 1768 Storrs Road as described in a 6/7/06 letter from N. Smith of B.T. Partners, LLC. This authorization addresses condition #2 of the Planning and Zoning Commission's 2/21/06 approval motion regarding the subject site. Any future changes in occupancy on this property shall be reviewed with the Zoning Agent and any changes in the nature of the uses shall require additional authorization from the Planning and Zoning Commission. As previously noted, the adequacy of parking and septic system capacities will be important factors in determining the appropriateness of future use revisions.

THE MOTION CARRIED UNANIMOUSLY.

B. Enforcement Update

There were no questions or comments regarding C. Hirsch's Monthly Report of Zoning Enforcement Activity.

Old Business**1. Subdivision application, proposed new lot on Mt. Hope Road, F. Spakoski, applicant, C. Harakaly, owner, file #1247-M.A.D.7/5/06**

Representing the applicant was Mike Dilaj from Datum Engineering who presented the Commission with the receipts of a butter notification.

Dilaj stated that he had received comments from Greg Padick, Director of Planning, and John Jackman, Fire Marshal. The comments are being addressed and some have been noted on the plans submitted on 6/19/06. Dilaj is working with the Fire Marshal to create a turnaround near the proposed house to accommodate emergency vehicles. Due to the length of the driveway, Jackman is requiring two additional pull-out/by-pass areas between the turnaround and the road. Dilaj noted that the amount of fill to be brought in to create the driveway will be approximately 440 cubic yards, which is under the 500 cubic yard limit which would require a special permit.

Members expressed concern with the possibility of losing some specimen trees in the design of this site. Dilaj indicated that there are no significant specimen trees in the building area envelope, nor are there any in the area of the proposed driveway. Dilaj noted that prior to clearing for construction, his company will flag the limits of the construction area and then he personally will go out to verify the flag locations.

On Lot #2 the applicant will utilize the current horse barn and pasture, but usage will stop at the wetland area. The owner indicated that they will install a fence to keep the animals and livestock out of the wetlands, but also plan to use a previously established "watering hole."

Question was raised about open space dedication to the town. Dilaj stated that they are seeking an exemption from an open space dedication because they are subdividing into 2-lots and based on the regulations, open space dedications are to benefit the owners of proposed lots. The applicant did indicate that they would be willing to put a note on the mylar that if the 16.36 acres were to be re-subdivided in the future, then an open space dedication would be acceptable.

Holt questioned if the PZC could place a condition of their approval requesting a conservation easement dedication along Mt. Hope Road. She also wondered if the animal-fencing locations will be submitted for additional approval, because she couldn't recall if that was a condition of the IWA permit.

At this time Mr. Spakoski spoke on behalf of himself and his wife. He indicated that they would like to leave the land in its current state as much as possible. They are specifically building the driveway in the proposed location to avoid destruction of the Pine Grove. They plan on using the existing pastures for their (one) horse.

Padick mentioned that Mt. Hope Road is a scenic road and noted the possibility of having a conservation easement along the road frontage to preserve it. He also mentioned that the commission has to determine if the wording of Section 13 in the Subdivision Regulation applies to the intended use in this case. He stated that if the PZC determines that an open space dedication can be required, the PZC could include some of the pasture and wetland areas in the conservation easement and specify that agricultural uses would be allowed.

In response to a question, Dilaj stated that the frontage for the farm lot is about 1,100 feet.

Gardner agreed to work on a motion for the 7/15/06 meeting, and Mike Dilaj will be getting the updated maps to the PZC.

Scheduled BusinessPublic Hearing: Re-subdivision Application, proposed revision of lots 29 and 33 in the Maplewoods Subdivision, Maple Road/Max Felix Drive, into 3 lots, Depot Associates, o/a, File #974

The Public Hearing opened at 7:38 p.m., C. Kusmer acting in the absence of B. Ryan. Members and Alternates present were: Favretti, Gardner, Goodwin, Hall, Holt, Kochchenburger, Plante, Zimmer, and Kusmer. Padick read a 6/14/06 Public Notice published in the Chronicle. Padick referenced a 6/15/06 memo from Grant Meitzler, Assistant Town Engineer; a 6/15/06 memo from Robert De Vito, R.S. Sanitarian; and a 6/19/06 memo from Greg Padick, Director of Planning.

Donald Holmes of Holmes & Henry Engineers, engineer for the applicant was present, as well as the applicant, Michael Taylor. Discussion was held, and the audience was given the opportunity to speak. Many abutters and residents in the vicinity of the applicant's property spoke and provided information about existing water supply problems. Concern was expressed that the proposed re-subdivision could affect existing wells. A petition opposed to the application was submitted. Subsequently, the applicant withdrew his application due to the hardship it might cause the immediate community surrounding the property. Mr. Taylor stated that he did not realize the impact this would have, and will be sending a letter to the Planning Office withdrawing his application.

Holt MOVED, Plante seconded, to close the Public Hearing on the condition that a letter is received from Mr. Taylor, withdrawing the application. MOTION PASSED UNANIMOUSLY.

Public Hearing-Sand and Gravel Special Permit renewals:A. Hall Property, Old Mansfield Hollow Road. File #910-2

The Public Hearing opened at 8:22 p.m. P. Kochenburger disqualified himself. C. Kusmer acted in the absence of B. Ryan. Members and alternates present were: Favretti, Gardner, Goodwin, Hall, Holt, Plante, Zimmer, and Kusmer. Padick read a 6/14/06 Public Notice published in the Chronicle. Padick made note of a 6/15/06 staff report from Curt Hirsch, Zoning Agent; and 6/15/06 staff report from Grant Meitzler, Assistant Town Engineer.

Attorney Mark Branse, representing the applicant, apprised the board that area 1 is complete, and noted that all information presented in the staff reports is correct. Martin Brogie, Soil Scientist, is currently working on preparing a report on the groundwater levels analysis for the commission.

Favretti inquired about the status of the trailers that were observed on the site during a recent field trip. Attorney Branse stated that four trailers have been removed already, two or three will be removed this week, and one container owned by a local church is going to be returned to them in the very near future.

Holt asked for and received clarification about the parcel now owned by Eric Hall.

Gardner asked if the buffer zone shared with neighbors has been disturbed. Branse indicated that it had not been affected.

At this time Chairman Favretti asked for any Public comment.

Christine Stadler-McCarthy, 89 Mansfield Hollow Road, stated that her parents had lived there since 1978, and recently family members have observed that the hillside between the Hall and McCarthy property has been excavated to half of its original size, and this was done within the 50-foot buffer zone.

Branse and Favretti informed McCarthy that this is a Public Hearing regarding only the application renewal for the Special Permit for the Gravel Pit.

McCarthy pointed out on a map where the buffer had been violated by the creation of a cart path, and she stated that it is on the subject application. McCarthy stated that neighbors object to the gravel operations. She also wondered if Hall's cattle are affecting the water table.

Curt Hirsch, Zoning Agent, stated that the 50' buffer is still part of the gravel permit, and the applicant needs to adhere to it. Mr. Branse agreed with Hirsch that the 50' buffer is a condition of the gravel permit, regardless of who the owner of the property is now, but indicated that McCarthy is incorrect in stating that there have been violations to that recently. The 50' buffer was put into effect in July of 2005, and the applicant has not infringed on it since.

Branse indicated that the cattle McCarthy is speaking of could not be where she stated, because there is no fencing in that area, and they are never allowed to graze in that area. The cattle are fenced in west of the subject area.

Favretti stated that there is a July 1, 2006 deadline on this renewal, or the commission can grant an extension on the permit to investigate the allegations and to receive the water monitoring report.

Holt MOVED, Zimmer seconded, to extend the Public Hearing and the permit with all existing conditions until July 17, 2006. MOTION PASSED UNANIMOUSLY with Kochenburger disqualified.

B. Steve Banis Property, Pleasant Valley Road, File #1221

C. Kusmer was acting in the absence of B. Ryan. Members and alternates present were: Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Zimmer, and Kusmer. Padick read a 6/14/06 Public Notice published in the Chronicle. Padick made note of a 6/15/06 staff report from Curt Hirsch, Zoning Agent; and 6/15/06 staff report from Grant Meitzler, Assistant Town Engineer.

The applicant indicated that Area 1 and 2 are complete, and area 3 is partially complete, but they would like to go onto their additional property approximately 75'. This area will most likely require blasting and the amount of material to be removed is more than they previously estimated.

Holt consulted Hirsch to inquire if there had been any complaints regarding this site. Hirsch indicated that he received a phone complaint about the blasting not being posted. Hirsch contacted the applicant and Banis stated that they had signs up. Hirsch contacted the Fire Marshal who said that everything was done to his satisfaction.

Favretti asked for a more detailed site plan that would clarify existing permit limits as well as the extensions proposed by the applicant.

Holt MOVED, Zimmer seconded, to extend the Public Hearing until July 17, 2006, and also extend the permit with all existing conditions until July 17, 2006. MOTION PASSED UNANIMOUSLY.

Public Hearing:

1. Application to re-zone property on northerly side of Dog Lane from RAR-90 to Planned Business-2, Mansfield Downtown Partnership/Storrs Alliance, LLC., File #1246
2. Application to amend Articles VII and VIII of the Zoning Regulations, Mansfield Downtown Partnership/Storrs Alliance, LLC., File #1246-2

The Public Hearing continuation on these two applications opened at 9:10p.m. P. Kochenburger stated that he reviewed the tapes from the last Public Hearing in order to act. C. Kusmer was acting in the absence of B. Ryan. Members and alternates present were: Favretti, Gardner, Goodwin, Hall, Holt, Kochchenburger, Plante, Zimmer, and Kusmer. Padick made note of a 6/16/06 memo from Dennis O'Brien, Town Attorney. Favretti noted that all records from the previous Public Hearing are entered into record.

Attorney Tom Cody from Robinson and Cole was present representing the applicant. The applicant had no comments.

Favretti asked if there were any comments from the public. The public has no comments.

Holt MOVED, Plante seconded, to close both Public Hearings A & B. MOTION PASSED UNANIMOUSLY. Favretti volunteered to work on a motion.

Public Hearing

1. Special Permit Application, proposed commercial building and related site work on property Dog Lane, Storrs Center Alliance, LLC., File #1246-3
2. Subdivision to application, proposed new lot on Dog Lane, Storrs Center Alliance, LLC., File #1246-4

The Public Hearing continuation on these two applications opened at 9:15p.m. P. Kochenburger stated that he reviewed the tapes from the last Public Hearing in order to act. Members and alternates present were: Favretti, Gardner, Goodwin, Hall, Holt, Kochchenburger, Plante, Zimmer, and C. Kusmer who was acting in the absence of B. Ryan. Padick made note of a 6/15/06 Report from the Traffic Authority, and a 6/16/06 report from Greg Padick, Planning Director.

Attorney Tom Cody of Robinson and Cole was present representing the applicant. At this time Cody responded to the commission's questions from the previous Public Hearing. Cody introduced Geoff Fitzgerald from B.L. Companies to address questions about: landscaping, grass pavers, slope, traffic and sight lines. Fitzgerald distributed copies of a revised site plan addressing these questions, showing the plantings, sightlines, buffer area, screening from the residential area, and an eco-stone paver to replace the grass pavers.

Holt expressed concern that the arborvitae shown will not be deer resistant. Fitzgerald was willing to change species to accommodate. Padick indicated that any change in species of shrubs and trees could be addressed upon consulting with the landscape architect at a later date.

The commission was told that the eco-stone pavers have a good stability record for this region.

Mr. Fitzgerald stated that the slope of the parking lot grading is less than 5% and would not cause cars to slide on the ice, an issue which commission members had previously been concerned about.

Fitzgerald agreed with the Mansfield Traffic Authority report stating that the speed humps on Dog Lane do slow traffic, and that at this time additional controls do not seem warranted.

Zimmer expressed concern for delivery trucks getting into the rear area of the building and blocking traffic. After discussing delivery issues and the potential use of the northerly driveway providing access to the dumpster area, Kochenburger suggested the applicant interview the prospective tenants to know what kind of vehicles are currently bringing their supplies and merchandise.

Plante would like "DO NOT ENTER" signs posted for the one-way parking lot. Favretti said he would like to see sign details.

Holt asked for clarification on the entrance to the courtyard in the rear via the one way "tunnel" between the main building and the automotive repair shop. Tolidano stated that it is 15' wide with a bar gate entrance and will only be open during business hours. The applicant related that 2-way traffic is planned for this driveway.

Fitzgerald indicated that they added more landscaping on the north side by Buckley Hall, at the east side of the parking area, and also along Dog Lane on the south side.

Zimmer questioned if the entrance to the parking could be closer to the crest of the hill and which would have better sight lines and also eliminate a pedestrian crossing between the parking lot and building. Fitzgerald indicated that UConn requested to keep the parking lot driveway between Bishop and Buckley at the same location it is now.

Architect Patrick Pinell addressed the question of materials and colors. He indicated that the idea is to keep the building as a "small town" New England-style building. The upper stories of the building will be straw color, and the ground floor an olive color. The exterior material is called Hardie, after James Hardie, and it is residential looking, but is for a commercial environment with the color through 100% of the material. It is made of sand, cement, and wood fibers. The trim will be made of the same material, the windows will be vinyl, and the roof shingles will be fiberglass.

Favretti asked if they will be able to comply with the Fire Marshal's request for hydrants, Tolidano said that was no problem, and that would be on the final plans.

Favretti asked if there were any comments from the public. The public had no comments.

Padick raised the issue of parking requirements and suggested that the commission could include a condition that the applicant provide additional parking, as necessary at an off site location to ensure adequate parking.

Cody assured the commission of the dispersion of peaks in parking due to the mix of uses of the occupants. He asked that there be no stipulations or conditions placed on this permit to require additional parking.

Hall stated that the parking need for the proposed garage use would extend all day from 8 a.m. when people are dropping off their cars to 5 p.m. when people are picking them up. The proximity for people to walk to work after dropping their cars off makes it appealing. Cody indicated that he spoke with the owner of Storrs Automotive and she understands the parking limits and is satisfied with them.

Holt suggested that a satellite parking area might be better for the automotive shop owner to keep the cars that are long term.

Kochenburger expressed concern for having an automotive shop near other tenants. Cody stated that is why the building is designed the way it is. The appearance on the street front is commercial shops, and the "L" separates the automotive from the other uses.

Mayor Betsy Patterson stated that the design team has attempted to accommodate the PZC, neighbors, and community to make this project as successful as possible.

Padick indicated that the applicants addressed the main points and issues identified, and a motion with the conditions could be drafted. Kochenburger and Favretti agreed to work on a motion for the next meeting.

Plante MOVED, Goodwin seconded, to close the Public Hearing. MOTION PASSED UNANIMOUSLY. The Public Hearing was closed at 10:25 p.m.

**Goodwin excused herself from the meeting at 10:25 p.m.

Continuation of Old Business

2 Request to re-approve Hanks Hill Estates Section 5, PZC File #596-4

A 6/15/06 report from the Director of Planning was included in the PZC packet. After a brief discussion, Gardner moved, Holt seconded, that the Planning and Zoning Commission re-approve the Hanks Hill Estates, Section V subdivision of the Taylor Family Trust with the same approval conditions cited in an April 7, 2004 action. The minutes of this meeting shall incorporate the 4/7/04 approval conditions and map references. MOTION PASSED UNANIMOUSLY.

3. Application to amend the Zoning Regulations, Article X, Section D.5.o parking requirements for retail and personal service uses, U.S. Properties, File #1245-M.A.D. 8/9/06

After determining that members felt no need to further discuss this application, Hall MOVED, Gardner seconded, to approve the application of U.S. Properties (file 1245), to amend Article X, Section D.5.o of the Zoning Regulations as heard at Public Hearings on May 15, 2006 and June 5, 2006 subject to revised wording that limits applicability of the subject parking requirement revisions to retail and personal service uses on lots that contain a minimum of 50,000 square feet of commercial square footage. This amendment as worded below, shall be effective as of July 1, 2006. Reasons for approval include:

1. The revisions as approved are considered acceptably worded and suitably coordinated with related zoning provisions;
2. The revisions, which incorporate new parking provisions for those retail and personal service uses on sites with at least 50,000 square feet of commercial square footage, have been adequately justified in application submissions and Public Hearing testimony. The Commission has determined that a reduction in the number of required parking spaces for commercial sites with over 50,000 square feet of commercial square footage is appropriate, as customers typically visit more than one commercial tenant per trip;

3. The revisions are considered to be consistent with the Plan of Conservation and Development goals and objectives and the provisions of Article I of the Zoning Regulations. The revisions will help encourage an appropriate use of properties with commercial buildings that exceed 50,000 square feet in size.

The approved revision to Article X section D.5.o shall read as follows:

o. Retail and personal service uses within a building and involving one or two retail or personal service operations per store or shop.

Five spaces for the first 300 sq. ft or less of floor area and one for each additional 200 sq. ft of floor area. For retail and personal service uses on sites with 50,000 square feet or greater of commercial building square footage "net retail floor area" may be used to calculate required parking.

MOTION PASSED UNANIMOUSLY.

4. Site modification request, proposed deck and increase in seating, Mansfield Restaurant Pizzeria & Pub, 466 Storrs Road, P. Gitsis, File #651-2

Additional necessary information is not available at this time. ITEM TABLED by Chairman.

5. Bond Release Request:

- a. Wild Rose Estates, Section 1, File # 1302

At this time staff is not ready to make a recommendation. Padick related that work is not done on the detention basin, but the bond may be able to be reduced from \$64,000 to \$30,000. He noted that G. Meitzler does not want it reduced until they have completed more work. ITEM TABLED.

- b. Mulwood East, File #1225

Padick related that the common driveway aprons have not been installed, and the edges of the driveway have not been stabilized. This is not ready for release, but it may be appropriate to approve a reduction at the next meeting. ITEM TABLED.

6. Regulatory Review Committee recommended revisions to the Zoning Regulations.

A 6/14/06 memo from Director of Planning Gregory Padick was noted.

Gardner MOVED, Hall seconded, that the Planning and Zoning Commission schedule a Public Hearing for Monday, July 17, 2006, on 6/14/2006 draft revisions to Article III of the Zoning Regulations and 6 other sections of the Zoning Regulations. Furthermore, that the Planning and Zoning Commission refer the proposed revisions to the staff, Town Attorney, Town of Windham, and WINCOG Regional Planning Commission for review and comment. The proposed revisions would extend until February 15, 2007 an existing moratorium for applications to create Design Multiple Residence, Planned Residence or Age-Restricted Housing zones on property south of Pleasant Valley Road currently zoned either Professional Office-3 or Industrial Park, and would clarify regulatory provisions in 6 other sections of the Zoning Regulations. MOTION PASSED UNANIMOUSLY.

Discussion was held regarding Mansfield's existing Political Sign regulations and whether any revisions should be proposed at this time. It was agreed that no action should be taken on this issue until Padick contacts the Connecticut Council of Municipalities to seek research information on this issue.

7. **Proposed PZC fee revision**

ITEM TABLED, awaiting staff reports.

8. **Other**

Padick updated the commission that a legal decision has been rendered in favor of Mansfield on the case of Home Selling Team vs. Mansfield Planning and Zoning Commission.

Padick also mentioned that if commission members have a particular area of expertise that would be pertinent and beneficial to the PZC, they should submit a copy of their resumes to the Planning Office to keep on file, and cite their qualifications during application processing. In the event that a decision is challenged, the PZC would have a record of members' credentials in areas of their expertise.

New Business

None

Reports of Officers and Committees

- There was no report from the PZC Chairman or Regional Planning Commission Representatives.

Communications and Bills

- The agenda items were noted, Padick noted that item #2 regarding a memo from the Town Manager, RE: UConn master plan for water supply and wastewater treatment. Padick has been designated as the second Mansfield Representative.

Noting there was no additional business, Favretti declared the meeting adjourned at 10:45 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION
 Regular Meeting, Wednesday, July 5, 2006
 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin arrived at 7:52, R. Hall, K. Holt, P. Kochchenburger, P. Plante, B. Ryan, G. Zimmer
 Members absent: none
 Alternates present: C. Kusmer, V. Stearns, B. Pociask
 Alternates absent: none
 Staff present: C. Hirsch (Zoning Agent), G. Padick (Director of Planning)

Chairman Favretti called the meeting to order at 7:50 p.m.

Minutes:

6/19/06-Gardner MOVED, Hall seconded, to approve the Minutes as written; MOTION CARRIED UNANIMOUSLY.

Scheduled Business

Zoning Agent's Report

- A. Monthly Activity- There were no questions or comments regarding C. Hirsch's Monthly Report of Zoning Enforcement Activity.
- B. Enforcement Update- C. Hirsch noted that the Negro court case has ended due to the sale of the subject property. The buildings are being taken down.

Old Business

1. Subdivision application, proposed new lot on Mt. Hope Road, F. Spakoski, applicant. C. Harakaly, owner, file #1247-M.A.D.7/5/06

Representing the applicant was Mike Dilaj from Datum Engineering who presented the Commission with a revised map dated 7/5/06, depicting a proposed location for the open space dedication.

Dilaj indicated that approximately 3 acres of open space is required, and he depicted this on the most westerly field along the road. Approximately 2 acres is on dry land and 1.4 acres is in the wetlands totaling 3.4 acres being designated as open space. This proposal would still allow Mr. Spakoski to utilize the remaining land for his proposed agricultural use.

Padick stated that what was presented tonight is acceptable in his opinion. He stated that the commission has 3 options: accept the previous map dated 6/16/06, accept the revised map submitted tonight, or accept the previous map with the condition that the field be placed in a Conservation Easement, and that the boundaries, for the wetlands to be included, can be worked out by the Chairman with staff assistance. They will use Mansfield's Model Conservation Easement Regulations and the applicant's revised map as a guide.

Gardner MOVED, Holt seconded, to approve with conditions the subdivision application (file #1247), of Frank Spakoski, for Mount Hope Farm, on property owned by Charles and Lorraine Harakaly, located at the corner of Mount Hope Road and Warrenville Roads, in a RAR-90 zone, as submitted to the Commission and shown on plans dated June 16, 2006.

This approval is granted because the application, as hereby approved, is considered to be in compliance with the Mansfield Zoning Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer, and soil scientist.
2. Based on condition #3 of the Inland Wetland Agency's 6/5/06 approval, which requires subsequent modification approval for specific pasture fencing and provisions for animal watering with minimal wetland impact, the final plans shall be revised as follows:
 - a. IWA approval for pasture fencing and animal access to wetland/watercourse areas shall be obtained for lot 2, and based on this IWA approval, IWA approved development area envelopes in pasture areas shall be depicted on the final plans, or
 - b. All currently depicted development area envelopes south and east of wetland areas between Mount Hope Road and the IWA approved brook crossing, shall be delineated, except for areas adjacent to the depicted driveway and coop area which shall be retained.
3. This approval authorizes setback waivers for the existing house and coop/barn on lot 1. Note 6 on sheet 3 reflects this approved waiver and appropriately notes that depicted building area envelopes serve as setback lines. Notice of these waivers and associated setback requirements, as cited on said note 6, shall be filed as a Notice on the Land Records prior to or concurrent with the filing of final plans.
4. After considering the proposed subdivision layout, site, and neighborhood characteristics, including Mount Hope Road's designation as a "scenic road," the open space provisions of Section 13 and goals, objectives, and recommendations contained in Mansfield's Plan of Conservation and Development, the PZC has determined that a conservation easement dedication shall be required. Accordingly, subject to final acceptance by the PZC Chairman, with staff assistance and use of the Town's model conservation easement format, the final plans shall be revised to include as a conservation easement area portions of lot 2 situated north of Mount Hope Road and west of the depicted driveway. Unless specifically limited by the provisions of Sections 13.1 and 13.3, at a minimum this area shall include an open field area north of Mount Hope Road between SNET pole 3389 and CL&P pole 2059. Based on the applicant's expressed plans to utilize open field areas for pastures, the conservation easement agreement may authorize certain agricultural uses, similar to provisions included in the nearby Stephens Estates Conservation Easement Agreement. Based on the Inland Wetlands Agency approval requirements, the easement should reference the need for IWA approval for fencing and any water access for animals, and prior to utilizing this area for pasture use the PZC must authorize a development area envelope.
5. Final plans shall be revised as follows:
 - a. The plans shall note that Mount Hope Road is a Mansfield designated "Scenic Road" and that scenic views, both into and out of the subdivision, exist along this road.
 - b. An estimate of the amount of fill needed to develop lot 2 shall be added to the plans. (The applicant's engineer has testified that about 440 cubic yards of fill will be needed and therefore special permit approval is not required.)

- c. The size of emergency vehicle turnaround and two driveway by-pass areas shall be expanded to meet the provisions of Sections 7.11.b and c.
6. Lot 1 has been reduced to less than 5 acres in size and therefore this lot will no longer qualify as a "farm" based on zoning provisions, and the existing barn/coop will no longer qualify for general farming use. This shall be noted on the final plans and noticed on the Land Records.
7. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety (90) or one hundred and eighty (180) day filing extension has been granted):
 - a. All final maps, including submittal in digital format, a drainage easement, a conservation easement, and a Notice on the Land Records to address conditions 3 and 6 (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 the conservation easement with iron pins and the Town's official markers every 50 to 100 feet on perimeter trees or on cedar posts), with Surveyor's Certificate, 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.

2. Acceptance of withdrawal of Re-subdivision Application of lots 29 and 33 in the Maplewoods Subdivision, Maple Road/Max Felix Drive, into 3 lots, Depot Associates, o/a File #974

Holt moved, Gardner seconded, to accept a letter from Depot Associates, dated 6/20/06 for the withdrawal of the Re-subdivision application File # 974, in the Maplewoods Subdivision, Maple Road/Max Felix Drive.
MOTION PASSED UNANIMOUSLY.

3. Application to re-zone property on northerly side of Dog Lane from RAR-90 to Planned Business-2, Mansfield Downtown Partnership/Storrs Alliance, LLC., File #1246

There were no questions or comments regarding this application.

Kochenburger MOVED, Holt seconded, to approve the application of Storrs Center Alliance, LLC., and Mansfield Downtown Partnership, Inc. (file #1246) to rezone 1.16 acres of land, owned by the State of Connecticut from RAR-90 to Planned Business-2, as shown on a map dated 4/26/06, and located on the northern side of Dog Lane, about 500 feet east of Storrs Road, and as heard at Public Hearings on June 5 and June 19, 2006.

This zone change shall become effective as of July 15, 2006. Approval is granted for the following reasons:

1. The subject re-zoning is consistent with mapping and text specified goals, objectives, and recommendations contained in Mansfield's 2006 Plan of Conservation and Development. The subject site is classified as "Planned Business/Mixed Use" in Mansfield's Plan. The proposed re-zoning also is considered consistent with mapping and text recommendations contained in the 2002 Windham Region Land use Plan and the 2005-2010 Conservation and Development Policies Plan for Connecticut.

2. The subject site is adjacent to existing commercial and institutional uses and is served by University of Connecticut sewer and water systems. The site does not contain wetland or watercourse areas and can physically support commercial and mixed use development. Adjacent land is already zoned Planned Business-2 and this re-zoning essentially extends the existing zone.
3. The propose re-zoning is considered to be consistent with approval considerations contained in Articles I and XIII of Mansfield's Zoning Regulations and Section 8-2 of the State Statutes.

MOTION PASSED UNANIMOUSLY.

4. Application to amend Articles VII and VIII of the Zoning Regulations, Mansfield Downtown Partnership/Storrs Alliance, LLC., File #1246-2

There were no questions or comments regarding this application.

Kochenburger MOVED, Holt seconded, to approve the application of Storrs Center Alliance LLC., and Mansfield Downtown Partnership (File #1246-2) to amend Mansfield Zoning Regulations, Article VII, Section L.2.b.2, Article VII, Section L.2.n. (new section) and Article VIII, as submitted to the Commission and heard at Public Hearings on June 5 and June 19, 2006.

A copy of the subject regulations as revised by this approval shall be attached to the minutes of this meeting, and these amendments shall be effective as of July 15, 2006.

Reasons for approval include:

1. The approved regulation revisions, which will authorize (under specific standards) the repair of internal combustion engines and mixed use (commercial and multi-family housing) in the Planned Business-2 zone, and allow (with certain restrictions) a maximum building height of 60 feet in the Planned Business-2 zone, will promote goals, objectives, and recommendations contained in Mansfield's 2006 Plan of Conservation and Development. The revisions also are considered consistent with goals and recommendations contained in the 2002 Windham Region Land Use Plan, and the 2005-2010 Conservation and Development Policies Plan for Connecticut.
2. The approved revisions are acceptably worded and appropriately coordinated with other provisions of Mansfield's Zoning Regulations. The Town Attorney has found the revisions legally acceptable.
3. The approved permitted use revisions will provide an opportunity for an existing automobile repair business to remain in the Storrs Center Downtown project. The revisions also will allow mixed use development which is specifically encouraged in the Town's Plan in Planned Business areas with public sewer and water services.
4. The approved increase in maximum height to 60 feet is appropriate due to existing structures that exceed this height on adjacent University of Connecticut property.

MOTION PASSED UNANIMOUSLY.

5. Special Permit Application, proposed commercial building and related site work on property Dog Lane, Storrs Center Alliance, LLC, applicant, file #1246-3

Holt questioned why the proposed motion item #10 waives the interior landscaping of the parking lots. It was explained that the idea was to put the buffer on the roadside instead of landscaping interior islands. Holt was concerned that there might not be enough of a buffer between the parking lot and the residential area, and wanted a provision added that if we find it not adequate, we can require more. Favretti stated, according to the submitted plans, it is an adequate buffer zone, and most likely the landscape architect will provide deer resistant evergreen trees that will not lose their coverage in the fall/winter.

Zimmer questioned if staff could research the "pull-off" area on Dog Lane in front of Health South and inquire if it could be utilized by deliveries being made to the new proposed building.

Goodwin questioned if there is a turnover of tenants the parking space requirement could change. It was explained that any time there is a change in occupancy of a tenant space, the Zoning Agent would evaluate the parking space requirements for that business use.

Kochenburger MOVED, Holt seconded, to approve with conditions the special permit application (file #1246-3), of Storrs Center Alliance, LLC. For a 3-story commercial/mixed use building on property located on Dog Lane, as submitted to the Commission and shown on plans dated 4/26/06, revised through 6/16/06 and as presented at Public Hearings on June 5 and June 19, 2006.

This approval is granted because the application as hereby approved is considered to be in compliance with Article V, Section B, and other provisions of the Mansfield Zoning Regulation, as modified by preceding Commission action to rezone the subject site to Planned Business-2 and to revise Article VII and VIII of the Zoning Regulations. This approval also authorizes, pursuant to Section 14-54 of the Connecticut General Statutes, an automotive service station use at the subject site.

This approval is granted with the following conditions:

1. This approval is specifically tied to the applicant's submissions and the conditions cited in this motion. Unless modifications are specifically authorized, the proposed uses and site improvements shall be limited to those authorized by this approval. Any questions regarding authorized uses, required site improvements, and conditions cited in this approval, shall be reviewed with the Zoning Agent and Director of Planning and, as appropriate, the PZC;
2. Based on current uncertainties regarding the specific mix of uses for the subject building, compliance with the parking requirements of Article X, Section D, cannot be conclusively determined at this time. Accordingly, prior to the issuance of a Zoning Permit for this project, a more specific listing of proposed uses, including information about any restaurant seating, shall be submitted to the Zoning Agent. Additionally for any automotive service station use, more specific information about appointment scheduling and overall management of parking needs, shall be provided.

After consultation with the PZC Chairman and Director of Planning, the Zoning Agent shall confirm that applicable parking requirements have been met. If questions arise, the entire Commission shall be consulted. If it is determined that parking requirements have not been met with the proposed mix of uses, a Zoning Permit shall not be issued. However, the applicant may alter the proposed mix and/or provide additional on site or off site parking to address the parking requirements of Article X

Section D. Any new parking spaces shall require PZC approval but may be authorized through the modification process.

3. To address loading/delivery provisions of the Regulations and to help prevent traffic safety problems on Dog Lane or the Bishop Center Drive, all delivery vehicles that do not fit within designated parking spaces shall be directed to utilize the access drive immediately north of the subject commercial building. Final plans shall incorporate any necessary island/curb cut or driveway revisions needed to accommodate large delivery trucks entering and exiting this access drive. Alternately, the final plans may include another delivery area that addresses regulatory requirements.
4. Due to concern about overall traffic circulation and vehicular and pedestrian safety and due to the driveway width requirements of Article X. Section D.4 and D.7, the driveway proposed through the easterly side of the building shall be designated for one-way entering traffic.
5. All construction traffic shall be directed to utilize Storrs Road and the westerly end of Dog Lane. No construction traffic shall use residential roadways east and northeast of the site. The applicant shall be responsible for monitoring and enforcing this condition.
6. All signage details, including traffic control signage, and all lighting details, including fixture and light source intensity information, shall be submitted to the Commission for approval.
7. Based on existing Zoning requirements, additional Special Permit approval shall be required for any sale of alcoholic beverages or any live music use.
8. Prior to the issuance of a Zoning Permit:
 - a. The applicant shall submit a \$5,000 cash site-development bond with associated bond agreement to be approved by the PZC Chairman with staff assistance.
 - b. The individual responsible for implementing the erosion and sedimentation control plan shall be identified and contact information shall be provided.
 - c. Access easements for the Bishop Center driveway and for the driveway along the northern property line shall be filed on the Land Records.
9. During periods of construction, the applicant shall submit to the Zoning Agent bi-weekly erosion and sediment control monitoring reports until disturbed areas are stabilized.
10. This approval waives the interior lot landscaping provisions of Article X. Section D.18. This waiver is justified based on site and neighborhood characteristics and a desire to maximize the buffering to the east of the site.
11. No Certificate of Compliance shall be issued until all approved site work is completed or bonded as per regulatory requirements.
12. The following revisions shall be incorporated onto final plans, which shall be signed and sealed by all responsible professionals, including the project engineer architect and landscape architect. These revisions shall be approved by the PZC Chairman with staff assistance:
 - a. Any delivery area revisions needed to address condition #3, and driveway designation revisions need to address condition #4.
 - b. The parking information chart on sheet SP-1 shall be deleted.

- c. Construction details for the eco-stone parking areas with appropriate base that will minimize the risk of shifting or movement during freeze and thaw cycles.
- d. The addition of one or more fire hydrants to address the 5/31/06 recommendation of the Fire Marshal. The plans also shall include an exterior connection to the automatic sprinkler system, which should be located on the Dog Lane side of the building.
- e. The architectural plans shall add a note that no residential units shall be located above any automotive service station use.
- f. A handicap parking space shall be added or moved to the rear courtyard area.
- g. An estimate of the amount of fill needed to be brought to the site.
- h. The scale on Sheet SP-1 and the north arrow on sheets EX-2 and SB-1 shall be corrected.
- i. Landscape plans shall be revised to substitute a deer resistance species for the proposed evergreen screen east of the parking lot and to incorporate more specific planting details for street trees and any surface protection. Additionally, all selected plants shall be reviewed and as appropriate, revised to address deer damage potential, buffer effectiveness, and sight line requirements.

13. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records.

MOTION PASSED UNANIMOUSLY.

6. Subdivision application, proposed new lot on Dog Lane, Storrs Center Alliance, LLC, applicant, File #1246-4 M.A.D. 8/23/06

There were no questions or comments regarding this application.

Kochenburger MOVED, Holt seconded, to approve with conditions the subdivision application (file #1246-4), of Storrs Center Alliance, LLC, to create a 1.16 acre lot, on property currently owned by the State of Connecticut, located on the northerly side of Dog Lane, about 500 feet east of Storrs Road, as submitted to the Commission and shown on plans dated 4/26/06, revised through 6/16/06 and as presented at Public Hearings on June 5 and June 19, 2006. In a preceding action the subject property was re-zoned to Planned Business-2.

This approval is granted because the application, as hereby approved, is considered to be in compliance with the Mansfield Zoning Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor and engineer;
2. Whereas subdivision plans must be filed on the Land Records, it is essential that the filed plans include or appropriately reference all of the information required by Section 6.5. This required information, which cannot be waived based on Mansfield's Subdivision Regulations, can be depicted on 1 or more sheets, each with a required approval signature block. Accordingly, the applicant shall submit one or more subdivision maps that include all of the information specified by Section 6.5. Prior to signing the final plans, the PZC Chairman, with staff assistance, shall confirm that this requirement has been met and that final subdivision plans are fully consistent with all information contained on associated special permit plans for the subject site.
3. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety (90) or one hundred and eighty (180) day filing extension has been granted);

- a. All final maps, including submittal in digital format, a right-of-way deed along Dog Lane, and access and drainage easements from the State of Connecticut, 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, with surveyor's certificate, 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.

7. Site modification request, proposed deck and increase in seating, Mansfield Restaurant Pizzeria & Pub, 466 Storrs Road, P. Gitsis, o/a, file #651-2- No discussion held, Item TABLED.
8. Sand and Gravel Special Permit Renewals, Public Hearing Continued until 7/19/06
 - a. Hall Property, Old Mansfield Hollow Road, File #910-2- No discussion held, item TABLED.
 - b. Banis Property, Pleasant Valley Road, File #1221- No discussion held, item TABLED.
9. Bond Release Requests:
 - A. Wild Rose Estates Section 1, File #1302 and Section 2, File #1302-2
 - Gardner MOVED, Holt seconded, that the PZC reduce the bond requirement for Wild Rose Estates Phase 1 to \$30,000 and authorize the PZC Chairman, with staff assistance, to execute a new bond agreement for this subdivision. The new bond agreement shall include the recommendations contained in the 6/29/06 report from the Assistant Town Engineer. Upon execution of the new agreement, staff is authorized to reduce the cash bond to \$30,000. MOTION PASSED UNANIMOUSLY.
 - Gardner MOVED, Holt seconded, that the PZC reduce the bond requirement for Wild Rose Estates Phase 2A to \$150,000 and authorize the PZC Chairman, with staff assistance, to execute a new bond agreement for this subdivision. The new agreement shall include as part of Phase 2A, certain work in Phase 1 as recommended in a 6/29/06 report from the Assistant Town Engineer and specific references to Blake Lane and related drainage work that was originally approved as part of Phase 2B. In conjunction with the new agreement, staff is authorized to accept a reduced Letter of Credit from the Savings Institute in the amount of \$128,700. The existing cash bond of \$21,300 shall remain. MOTION PASSED UNANIMOUSLY.
 - B. Mulwood East, File #1225- No discussion held, item TABLED.
 - C. Fellows Estates, File #1230
 - Gardner MOVED, Holt seconded, that the PZC reduce the bond requirements for Fellows Estates to \$100,000 and authorize the PZC Chairman, with staff assistance, to execute a new bond agreement for this subdivision. In conjunction with the new agreement, staff is authorized to accept a reduced Letter of Credit from New Alliance Bank in the amount of \$76,000. The existing cash bond of \$24,000 shall remain. MOTION PASSED UNANIMOUSLY.
10. PZC proposed revisions to the Zoning Regulations - No discussion held, item TABLED.
11. Proposed PZC fee- No discussion held, item TABLED.

New Business

Field Trip: Chairman Favretti set the next Field Trip for Wednesday, July 19, 2006 at 1:00 p.m.

1. New Special Permit Application, River Park, Plains Road, Town of Mansfield o/a, File #1249

Holt MOVED, Gardner seconded, to receive the Special Permit application (file #1249) submitted by the Town of Mansfield, for park and recreation improvements on property located along the Willimantic River north of Plains Road, owned by the Town of Mansfield, as shown on plans dated 6/1/06, and as described in other application submissions, and to refer said application to the staff, and Committee on the Needs of Persons with Disabilities for review and comments, and to set a Public Hearing for August 7, 2006. MOTION PASSED UNANIMOUSLY.

2. New Re-Subdivision Application, Gifford Estates Resubdivision, 2 new lots on Maple and Spring Hill Roads, Spring Valley LLC., applicant, File #1250

Holt MOVED, Gardner seconded, to receive the re-subdivision application (file #1250) submitted by Spring Valley LLC., for creating 2 new lots, Gifford Estates Resubdivision on property located on Maple and Spring Hill Roads, owned by Francis and Denise Halle, as shown on plans dated 6/27/06, and as described in other application submissions, and to refer said application to the staff, for review and comments, and to set a Public Hearing for August 7, 2006. MOTION PASSED UNANIMOUSLY.

3. New Special Permit Application, Proposed efficiency Unit at 238 Maple Road, P. Peters, o/a File # 1248

Holt MOVED, Gardner seconded, to receive the Special Permit application (file #1248) submitted by Paul W. Peters, for an efficiency unit within a single family residence, on property located at 238 Maple Road, owned by Paul W. Peters, as shown on plans dated 6/28/06, and as described in other application submissions, and to refer said application to the staff, for review and comments, and to set a Public Hearing for August 7, 2006. MOTION PASSED UNANIMOUSLY.

4. 6/2/06 Letter from J. Spears RE: Storage areas – Colonial Townhouse Apartments, Foster Drive
Item TABLED, awaiting staff reports.

5. Request for release of Maintenance Bond, Maplewoods Section 2, Max Felix Drive
Item TABLED, awaiting staff reports

6. Communications from Mansfield's Open Space Preservation committee Re:

a. Recommendation for presentation by the Green Valley Institute on Open Space Subdivisions.

Favretti asked Padick to find out what kind of presentation and how long it would be. The commission agreed by consensus.

b. Recommendations for regulation revisions regarding submission of preliminary Subdivision Plans.

Referred to the Regulatory Review Committee.

7. Other

Padick noted that on 7/3/06 Eastern Connecticut State University (ECSU) delivered an Environmental Impact Study regarding their proposal to relocate the softball field to the existing site of the baseball field. They are asking for feedback on the proposal by August 19, 2006.

Reports of Officers and Committees

- There was no report from the PZC Chairman or Regional Planning Commission Representatives.

Communications and Bills

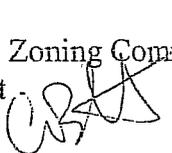
- The agenda items were noted, and no discussion was held.

Noting there was no additional business, Favretti declared the meeting adjourned at 8:53 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: June 30, 2006



Re: *Monthly Report of Zoning Enforcement Activity
 For the month of June, 2006 (end of fiscal year)*

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	22	34	20	209	197
Certificates of Compliance issued	13	15	19	160	194
Site inspections	51	51	83	679	717
Complaints received from the Public	12	4	9	68	45
Complaints requiring inspection	5	3	8	41	37
Potential/Actual violations found	4	1	6	39	62
Enforcement letters	7	8	11	121	115
Notices to issue ZBA forms	1	0	1	15	9
Notices of Zoning Violations issued	2	4	7	46	49
Zoning Citations issued	1	0	0	11	16

Zoning permits issued this month for single family homes = 1 multi-fm = 8
 2005/06 Fiscal year total: s-fm = 47 multi-fm = 21

WINDHAM REGION COUNCIL OF GOVERNMENTS
MINUTES – June 2, 2006
DRAFT

A meeting of WINCOG was held June 2, 2006 at the Windham Town Hall, 979 Main Street, Windham, CT. Chair Rusty Lanzit called the meeting to order at 8:30 a.m.

Voting COG Members present: Rusty Lanzit, Chaplin; Robert Skinner (alt.), Columbia; Julie Blanchard, Coventry; Maurice Bisson, Hampton; Joyce Okonuk, Lebanon; Elizabeth Paterson, Mansfield; Michael Paulhus, Windham.

Non-Voting COG Members present: John Elsesser (alt), Coventry; Martin Berliner (alt.), Mansfield.

Others: Roger Adams, Windham Region Chamber of Commerce; Pam Daniels, DEMHS Area 4 Planner; Jane Dauphinais, Congressman Simmons' Office; Jeff Nelson, Congressman Simmons' Office; Mark Phillips, ConnDOT; Congressman Robert Simmons, District 2.

Staff Present: Barbara Buddington, Jana Butts.

MINUTES

MOVED by Ms. Paterson, **SECONDED** by Mr. Bisson to approve the minutes of the 5/5/06 meeting as submitted. **MOTION CARRIED** unanimously.

REPORT FROM ROBERT SIMMONS, 2nd CONGRESSIONAL DISTRICT

Congressman Simmons thanked Ms. Paterson and Mr. Paulhus for coming to Washington. He reported that due to a high average income, Connecticut scores very low on in federal funding formulas, making the earmark system more important. He spoke on the need to reauthorize the funding for the Quinebaug-Shetucket Heritage Corridor, to increase funding for special education and to restore funding for community development block grants.

Congressman Simmons would like to promote fuel cell technology and has met with the Secretary of Energy on this topic. Congressman Simmons described the need for more oil refineries and the need to have a national standard for gasoline. He does not support drilling in the Alaskan National Wildlife Refuge and believes the 2005 energy bill has some good recommendations that have not been implemented yet. At Ms. Okonuk's request, Mr. Simmons is sending information on municipal energy conservation programs. Ms. Paterson wondering what federal money was available for alternative fuel development. Congressman Simmons reported that out of 13 billion dollars designated to alternative fuel development, only 2.8 million had been designated for researching oil and gas. Besides fuel cells, other energy options include reprocessing spent nuclear fuel.

Mr. Elsesser urged Congressman Simmons to oppose any federal proposal to nationalize broadband access. Ms. Okonuk requested the status of the federal bridge program. Congressman Simmons reported that it had been funded at 15-18% higher under SAFTEA-LU than under the previous program. The federal money can be used to fund planning of a bridge project and variances from the federal standards are permitted. Mr. Paulhus asked about the reauthorization of the QSHC funding. Congressman Simmons reported that, while the funding was threatened, the corridor had shown that it could generate \$32 in tourism revenues for every \$1 of funding. Mr. Bisson requested assistance in getting help for the wife of an enlisted man.

TRANSPORTATION

Unified Planning Work Program: Ms. Buddington explained that ConnDOT had requested that the board officially approve the work program. **MOVED** by Ms. Paterson and **SECONDED** by Ms. Okonuk to approve the unified planning work program as submitted*. **MOTION CARRIED UNANIMOUSLY.**

2006 STIP Amendments: **MOVED** by Mr. Lanzit to approved the FY 2006 STIP amendments* as submitted. **SECONDED** by Ms. Paterson. **MOTION CARRIED UNANIMOUSLY.**

2007 STIP Draft: Ms. Buddington presented the 2007 STIP draft for the boards review. Mr. Elsesser reported that the South Street reconstruction project is in the process of being modified.

Transit Update: Ms. Buddington reported that WRTD and WINCOG were ironing out the details regarding office space and staffing. Additionally, Ms. Buddington reported that she anticipates a budget deficit next year.

MEMBERS FORUM

Mr. Berliner reported that the Executive Director Search Committee had met and selected five candidates to interview for the position. After the interviews scheduled for June 12, they will bring the top three candidates to the full board for selection. The board may have to hold a Special Meeting at the end of June.

Mr. Berliner also spoke regarding municipal energy programs. All WINCOG towns are members of the Capitol Region Purchasing Council which coordinates a collective purchasing program for fuel and energy. CCM Energy conducts energy bill audits for its members. CCM Energy also offers Energy Performance Contracting in which CCM Energy will install energy saving devices and arrange financing. Mansfield, Lebanon and Windham are already forging ahead

with this program. Mr. Berliner also discussed Mansfield's experience looking into photo-voltaic panels for the new Community Center. Ms. Okonuk thanked Mr. Berliner for bringing up CCM's energy programs because she was previously unaware of the programs before she heard about them at a WINCOG meeting.

Mr. Paulhus reported that the Windham Board of Selectman is considering a proposal for an Environmental Magnet School.

Mr. Elsesser reported that COST is developing a Selectman's Handbook.

Lebanon and Coventry are pursuing Agricultural Viability Grants from the Dept. of Agriculture. Coventry's proposal involves the Coventry Farmers' Market and Lebanon's proposal involves agricultural regulations, economic analysis and signage.

Ms. Paterson reported that Mansfield had passed a Spay/Neuter Ordinance for cats.

Victorian Days will be held in Willimantic/Windham on June 1, 2, 3 and 4.

Coventry Fest fireworks will be held on June 24.

The first annual Tour Des Mansfield, a bike race, will be held on June 24.

OLD BUSINESS

Workforce Investment Area: Mr. Lanzit distributed a report from the Eastern CT Workforce Investment Board.

CT EAST Tourism District: Ms. Buddington reported that there has been some lobbying to re-form a tourism district for the Quiet Corner.

DIRECTOR'S REPORT

Ms. Buddington distributed the director's report and drew the board's attention to the fact that the Community Emergency Response Team (CERT) program has eleven new graduates.

AGENDA ITEMS for JULY MEETING

Location: Windham Town Hall

Agenda Items: Invite Walter Pawelkewicz

PUBLIC COMMENT – Pam Daniels introduced herself as the new Planner for DEMHS Area Four. She is based in Colchester and works with Tony Scalora. Ms. Buddington reported that the Regional Emergency Management Workgroup is currently updating its resource lists.

There being no further business, the meeting adjourned at 9:55 a.m.

Respectfully submitted by Jana Butts, for Julie Blanchard, Secretary.

ADMINISTRATION

- **Search Committee:** The search committee conducted preliminary interviews on June 12. The full Board interviewed final candidates on June 22 and then met on June 28 to discuss the candidates. Today’s meeting will no doubt include a discussion of how the Board would like to proceed.
- **WRTD transition:** WRTD and WINCOG are continuing to work on issues related to the separation of our space / equipment / and finances. A discussion of WINCOG space is on today’s agenda.
- **FY 2006 audit:** It is likely that our auditor will not be able to begin our FY 2006 audit until August.
- **Technical assistance contracts active in FY 06:**

Contract #	Description	Status
Chaplin	Planning and zoning services	Completed
Chaplin	Compensation Committee - job evaluations, descriptions, and recommended salary ranges	Completed
Chaplin	Assistance with rewrite of Subdiviston Regulations	Completed
Mansfield	Mapping assistance	Completed
Northeast Alliance	Web site modifications	Completed
Willimantic River Alliance - QSHC partnership grant	Further web site development	Completed

UPCOMING DATES OF INTEREST

- July 10 8:30 a.m. DEMHS Area IV Planning team meeting / Fire and Emergency Services Dept., Mashantucket.
- August 4 8:30 a.m. Next scheduled WINCOG meeting (location TBA)

ECONOMIC DEVELOPMENT

Economic Development Cooperation Compact: You may remember that when the NE/W (NorthEast / Windham) Coalition was formed in the early 1990’s (the predecessor of the Northeastern Connecticut Economic Partnership (NCEP), we had a “non-compete” agreement among the participating towns. Windham’s Economic Development Director Ted Montgomery has provided a copy of the Economic Development Cooperation Compact used by the Capitol Region, and has suggested that the NCEP towns adopt something similar. A copy will be provided at today’s meeting for you to review, and we can put it on a future agenda for discussion.

TRANSPORTATION

2007 STIP: ConnDOT has developed a draft Statewide Transportation Improvement Program for 2007 and has made it available for public review. As part of that review process, WINCOG is asked to endorse those local, district-wide, and statewide projects that affect the region. A list of these projects was provided with your agenda packet.

North Hillside Road extension, Mansfield: Some of you who have been around for a while might remember this as the “ConnTech” or UCEPI road – the new road that will connect Route 44 with North Eagleville Road through UConn’s North Campus. This project has received federal earmark funding, and a scoping meeting was held at UConn on June 15 to explain the planning that has been done to date, to review the alignment selection, and to hear comments from various agencies and organizations pertinent to the required NEPA (National Environmental Policy Act) environmental review process.

TRANSIT

WRTD’s New Bus: The bus is getting rave reviews. You may have seen it in the Boom Box Parade on July 4.

Municipal Grants for Elderly and Disabled Transportation: We are pleased to report that the regional grant that WRTD submitted under this program, covering the towns of Ashford, Chaplin, Columbia, Hampton, Lebanon, Scotland, Willington, and Windham, has received final approval. (Coventry and Mansfield have received approval earlier for their individual applications.) While ConnDOT received other regional applications, the Windham Region was cited for its creative use of other funding as match so that our towns (whether submitting separate grants or participating in the regional grant) could access the highest possible level of state funds. ConnDOT will be using our program as a model for other regions in the state. These grants will make an additional \$169,736 available in the region for elderly and disabled transportation. Perhaps even more important, the range of services that can be provided with these funds is much broader than under the federal Section 5311 program (the source of our current Dial-a-Ride funding).

LAND USE PLANNING

Regional Planning Commission: On June 7, the RPC met and acted on the following referrals:

- #06-05-15-LN: Lebanon: A proposal to modify the definition of buildable area. **Action: No anticipated intermunicipal impact.**
- #06-05-15-VN: Vernon: A proposal to delete language prohibiting the ZBA from issuing a use variance. **Action: No anticipated intermunicipal impact.**
- #06-05-16-VN: Vernon: A proposal to allow home occupations by special permit in Planned Residential Developments (PRD) and in Planned Development Zones (PDZ). **Action: No anticipated intermunicipal impact.**
- #06-05-18-WM: Windham: A proposal to clarify the standards regarding allowing smaller rear lots as part of a clustered subdivision. **Action: No anticipated intermunicipal impact.**
- #06-05-22-CN: Chaplin: A proposal to modify the zoning regulations pertaining to open space subdivisions. **Action: Conformance to Regional Plan and no anticipated intermunicipal impact.**
- #06-05-26-PT: Pomfret: A proposal to allow retreat centers by special permit. **Action: Potential intermunicipal impact and additional comments.**

They also discussed the proposed acquisition of the Szegda property in Columbia as open space. The commission determined that preserving the property would conform to the Regional Land Use Plan. Ms. Butts will prepare a letter of support for the Town of Columbia’s grant application.

The July meeting of the Regional Planning Commission was canceled due to the receipt of only two minor referrals and staff vacation time. The chair appointed a special reference committee that acted on the following referrals:

- #06-06-15-CR: Colchester: A proposal to modify the regulations to allow earth products processing and recycling businesses by Special Exception in any zone. **Action: Potential intermunicipal impact and additional comments.**
- #06-06-21-MD: Mansfield: A proposal to extend the moratorium on certain residential developments in areas zoned Professional Office-3 or Industrial and to make various minor text changes. **Action: No anticipated intermunicipal impact.**

Chaplin Subdivision Regulations Adopted: The Chaplin Planning and Zoning adopted their new subdivision regulations on March 22. The new regulations require certain subdivisions to include a 10%-40% open space designation. They also incorporate current engineering practices, encourage energy conservation and encourage the protection of important historic and environmental resources.

EMERGENCY PLANNING UPDATES

Community Emergency Response Team Training: Our sixth “basic training” CERT course began on Wednesday, June 21, with former CERT graduate and trainer Ann Strate taking the lead. Classes are being held at ECSU. This is the first class for which we are receiving FFY 2005 Homeland Security funds, allocated by the Statewide Citizen Corps Council. As the FFY 04 funds were more flexible, we modified our budget to use more of those funds to cover the administrative costs of the program. (The FFY 2004 funds run out at the end of the summer, P. 116; FFY 05 funds include nothing for

administration.)

Regional Emergency Planning Workgroup: The June 22 meeting of this group was cancelled when it became clear that we would not have much municipal representation. We are wrestling with how best to accommodate the varying schedules of EMDs who are full time EMDs and prefer daytime meetings, those who have other day jobs and are part-time EMDs and prefer night meetings, and those who have other night jobs and are part-time EMDs who prefer morning meetings! With the DEMHS Area IV planning process expanding, we are also trying to determine what the role of this smaller regional group should be.

DEMHS Area IV planning. As noted in the “Upcoming Dates” section, DEMHS Area IV is holding an expanded planning team meeting on July 10. Chief elected officials / town managers and EMDs are particularly encouraged to attend. Deputy Commissioner Kerry Flaherty is on the agenda, and I’ve been told that there will be fruit trays as well as carbohydrates and caffeine.

Pre-Disaster Hazard Mitigation Planning (PDHM) Grant – FEMA Funding through Department of Environmental Protection (DEP): To date the following towns have adopted the Pre-Disaster Hazard Mitigation Plan: Ashford, Chaplin, Columbia, Coventry and Mansfield. Municipalities must adopt a plan to become eligible for federal emergency funding in the event of an actual disaster.

CENSUS AFFILIATE ACTIVITIES

Data Requests: There were no census data requests this month.

LOCAL ASSISTANCE

TOWN	ASSISTANCE	# HOURS
Ashford	• Attendance and hand-outs re: water supply protection information at Aquifer Workshop	2
Chaplin	• ADT information on Route 6 to Chaplin PZC member	0.25
Columbia	• Letter of support for Open Space Acquisition Grant proposal (Szegda property).	2
Windham	• ADT maps to Economic Development Director.	1
All towns	• Compiled land cover change statistics and graphics for ECRC&D Area Plan. • Responded to statutory referrals (see Regional Planning Commission).	10

OTHER ASSISTANCE

- Continued to participate in Willimantic Whitewater Partnership.
- Responded to request for 2004 aerial photos from engineering firm.

MEETINGS

- June
- 1 - CT Emergency Management symposium / Cromwell (BB, JB)
 - EWIB Chief Elected Officials Council / Franklin (R. Lanzit, BB)
 - 2 - WINCOG meeting (BB, JB)
 - 6 - Public Information Session on Chaplin Subdivision Regs. (JB)
 - 7 - Regional Planning Commission (JB)
 - 8 - OPM / RPO Technical Coordination meeting / Rocky Hill (BB)
 - Chaplin PZC Meeting (JB)
 - 9 - Aquifers in Ashford workshop* (JB)
 - 12 - Executive Director candidates interviews (search committee)
 - Area IV Emergency Planning Committee / Colchester (BB)
 - 13 - P&W information meeting re: restoration of Willimantic – Versailles freight service (JB)
 - 15 - Scoping meeting for North Hillside Road project / Mansfield (BB, JB)
 - 19 - Thread City Development Corp. Annual Meeting* (JB)
 - 21 - CERT training class (BB)
 - 22 - Executive Director candidates interviews / Columbia (full board)
 - Statewide Citizens Corps Council meeting / W. Hartford (BB)
 - Chaplin PZC Meeting (JB)
 - 26 - Meeting with appraisal services consultant re P. 117g in Willimantic (BB)

- ECRC&D Annual Meeting / East Haddam (JB)
 - 28 - Special WINCOG meeting in executive session re: selection of executive director (full board)
- July
- 3-14- Jana Butts on vacation
 - 6 - Meeting with Health Haven Director re: Emergency Planning (BB)
 - Meeting with Coventry Public Safety Commission re: CERT / Coventry (BB)

**Time not charged to WINCOG*

COMMONLY USED ACRONYMS

<i>CACT</i>	<i>CT Association for Community Transportation</i>
<i>CARPO</i>	<i>CT Association of Regional Planning Organizations (formerly RPOC)</i>
<i>CERT</i>	<i>Community Emergency Response Team</i>
<i>DEMHS</i>	<i>CT Department of Emergency Management and Homeland Security</i>
<i>DEP</i>	<i>CT Department of Environmental Protection</i>
<i>ECRC&D</i>	<i>Eastern CT Resource Conservation and Development District</i>
<i>EDA</i>	<i>Economic Development Administration (federal)</i>
<i>EDD</i>	<i>Economic Development District (EDA designation)</i>
<i>EWIB</i>	<i>Eastern CT Workforce Investment Board</i>
<i>FEMA</i>	<i>Federal Emergency Management Administration</i>
<i>GVI</i>	<i>Green Valley Institute</i>
<i>OPM</i>	<i>CT Office of Policy and Management</i>
<i>PATH</i>	<i>Plan for Achievement of Transportation Coordination in Human Services</i>
<i>PDHM</i>	<i>Pre-Disaster Hazard Mitigation</i>
<i>RPO</i>	<i>Regional Planning Organizations</i>
<i>TAR</i>	<i>Town Aid Roads</i>
<i>T2</i>	<i>Technology Transfer Center (UConn)</i>

REC'D JUL 10 2006

Mansfield YSB Advisory Board
Meeting Minutes
Tuesday, June 6, 2006
12 Noon @ Angellino's
Mansfield Center, CT 06250

In attendance were: Ethel Mantzaris, Chairperson/Resident; Frank Perrotti, Assistant Chairperson/Resident; Michael Collins, Resident; Kevin Grunwald, Director, Department of Social Services Dept; Janit Romayko, YSB Coordinator; Pat Michalak, YSB Counselor; Eileen Griffin, Altrusa Network; Shawnee Mason, Grade 8, Mansfield Middle School; Jake Hovanic, Grade 7, homeschooled; Brittany Cushman, Grade 7, Mansfield Middle School; Addie Johnson, Grade 7, Mansfield Middle School

Regrets: Chris Marphy, Jerry Marchon, Rachel Leclerc, Candace Morrell, , Tom Miller, Valerie Thompson

Agenda items included:

1. Update:

- a). Attached/reviewed. There were no questions/comments on #1 through 6. Janit Romayko commented on #7. The opportunity to participate at Rectory School Summer Camp remains to be determined as it is early June. YSB may not know until mid or late in the month. If so, there may be ten camper ships available for two weeks as in the past seven years. Each camper ship each week cost \$275, and the total would be valued at \$5500. The camper ships are funded by the Bishop's Fund of the Episcopal Church.

Secondly, the DVD project would be a joint venture of the Youth Service Bureaus of Mansfield, Ashford, and Willington. Each YSB will be given \$2000 and Ashford has agreed to be the fiduciary. The project will emphasize prevention and 3 to 4 students per YSB will be selected. At Mansfield Middle School, Donna Koropatkin will select the students and coordinate the project. Ms. Koropatkin has coordinated the project for NECASA and the last success was "The Secret Life of Girls", an 14 minute video about female bullying. The project is slated to begin the week of July 10th and it should take approximately two weeks of filming. Ms. Koropatkin will then edit the material into a DVD and show it to the parents at the end of September.

2. Student Appreciation: Ethel Mantzaris, Chairperson, presented each student with a Certificate of Appreciation and a gift card to Borders & Books for their appreciation at the meetings for 2005 – 2006. We also congratulated Shawnee Mason on her upcoming graduation from 8th grade to 9th grade. She will be attending E.O. Smith High School and looking into the basketball team. Addie Johnson, a prospective

student member for the Advisory Board attended the meeting today. She was advised of the expectation of good grades/homework.

3. Tour Selection: The student group reviewed the facilities we toured this past year including Right Turn and Perception Programs, Department of Children and Families, Residential Treatment Center at Natchaug Hospital and Juvenile Court, Community Center (2005). The RTC had an impact on the students and they remarked about the time out cell. The students also like the visits from Tolland, Coventry, Ashford, and Willington to compare programs. It was suggested to visit the Tolland Teen Center with students from other towns in January but with the winter weather, it never occurred. Perhaps a visit in the fall could be arranged. The students also appreciated the Peers Are Wonderful Support Conference in March 2006 at Manchester Community College and would like to attend in 2007. It was also suggested to visit the new ECSU Child/Family Resource Development Center. It is on the ECSU Campus.

Meeting adjourned 1:15pm

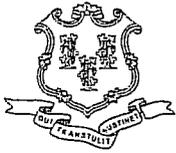
Respectfully submitted,

Janit Romayko
Secretary

JR/klt

NOTE: Next meeting will be, Wednesday, July 12, 2006 at 10:00am

Change in date from the second Tuesday to the second Wednesday due to the Chairperson's obligation for Jury Duty, Rockville, CT.



STATE OF CONNECTICUT
CONNECTICUT STATE LIBRARY

231 Capitol Avenue • Hartford, Connecticut 06106-1537



Item #8

July 10, 2006

Town Clerk Mary Stanton
4 So. Eagleville Rd.
Storrs, CT 06268

Re: Historic Documents Preservation Grant No. 078-PD-07, Cycle #1

Dear Town Clerk:

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

Enclosed is a copy of your grant application, which includes the contract terms, and your final report forms. Please note that the closing date for the grant is June 30, 2007. All monies not expended by that date must be returned to the State Library. It is important, therefore, that the contract with your vendor includes a guarantee that the work will be completed by this date. The Project Evaluation/Expenditure Report and any other required documentation such as a copy of a preservation survey or records management survey are due at the State Library by September 1, 2007. Failure to submit the completed report by September 1st may result in termination of the grant and the requirement that the town return the full grant amount, as well as loss of eligibility for next year's grant. Grantees must notify this office immediately if difficulties arise that could impact the timely completion of the report, because there is no statutory provision for extension of the filing deadline. I strongly encourage you to submit this report as soon as your project is completed.

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

Congratulations and good luck with your project.

Sincerely,

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

Eunice G. DiBella
Public Records Administrator

cc: Acting Town Manager Matthew W. Hart

PAGE
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Town of Mansfield

Mansfield Four Corners Sewer Facilities Study

The Town of Mansfield has initiated a nine-month study to determine the best means for sewage disposal in the Four Corners area, generally identified as the area surrounding the intersection of Routes 195 and 44. Earth Tech, Inc. of Glastonbury, Connecticut, has been retained to conduct the study and will begin field work this summer.

The Four Corners area has experienced problems with septic systems due to high groundwater and poor soil conditions. The purpose of this study is to determine the present and future sewage disposal needs for businesses and residences in the area and to identify the most cost-effective, environmentally-sound option to provide treatment.

Specific Issues to Be Addressed

- Sewage disposal needs
- Septic problems
- Health and safety
- Environmental issues
- Public concerns
- Potential development
- Alternatives
- Costs and financing of the project

For more information...

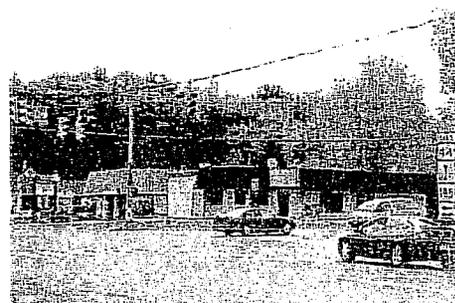
Contact:

Lon Hultgren, Director of Public Works
 Audrey P. Beck Municipal Building
 4 South Eagleville Road, Storrs, CT 06268-2599
 Phone: (860) 429-3302
 Fax: (860) 429-6863
PublicWorks@MansfieldCT.org

Earth Tech will begin data collection this summer, conducting site investigations and interviews and reviewing town and University of Connecticut planning documents. A service area will be identified as part of a long term disposal plan. Viable sewage disposal alternatives including sewers, community septic systems, and packaged treatment systems will be investigated. The costs of each option will be evaluated and a report will be prepared and presented next winter.

Public presentations to the Town Council/Planning and Zoning Commission will occur this fall to discuss a recommended service area prior to proceeding with the remainder of the study. Public notice of the date and time of this presentation will be provided.

The Four Corners Sewer Facilities study is being funded by the Town of Mansfield, in cooperation with the State of Connecticut Department of Environmental Protection. The study is being conducted according to State requirements to retain eligibility if grant money becomes available.



Intersection of Routes 195 and 44

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TOWN OF MANSFIELD
TOWN MANAGER'S OFFICE

Matthew W. Hart, Assistant Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

Fax To:

Chronicle: 423-7641; Journal Inquirer: (860) 646-9867; Daily Campus: 486-4388; WHUS: 486-2955; WILI: 456-9501; Hartford Courant: (860) 241-3866; Reminder Press: 875-2089

For immediate release

POC: Matthew W. Hart, (860) 429-3336

July 18, 2006

Due to inclement weather, the *Law Office of Andrew W. Ewalt Tour de Mansfield: Village to Village*, previously scheduled for June 24th, was postponed until Saturday, July 29th, 2006. "The planning committee spent a lot of time and energy making sure each detail was taken care of for the June event. Unfortunately, none of us remembered to order nice weather", jokes Matthew Hart, Assistant Town Manager.

The bike tour, rescheduled for July 29th, 2006, will offer bicycle riders of all levels a chance to explore many of Mansfield's nineteen historic villages.* The Town of Mansfield, the Mansfield Downtown Partnership, local businesses and volunteers have been working since February to plan what promises to be an active and exciting day. The goal of the event is to provide a family-oriented activity for area residents, encourage exercise through cycling, bring awareness to the scenic beauty of Mansfield's villages, draw attention to the Storrs Center/Downtown area, and to bring the community together around a social and recreational activity.

The day has been designed to appeal to riders of all levels, and will include a 5-mile Family Fun Ride, along with 20 and 40 mile "challenge rides". The rides will start and end at the Mansfield Community Center, and will conclude with a barbecue at noon and live music. Pre-registration for the event is strongly encouraged, and the cost is \$10 for an individual (by July 22nd), and \$25 for a family. Children under 12 are free, but must be accompanied by an adult who will ride with them. Participants may register after July 22nd until the day of the event for a \$15 fee. The registration fee covers ride support, snacks, food and beverage and a *Law Office of Andrew Ewalt Tour de Mansfield: Village to Village* T-shirt for the first 200 registrants. All riders must wear a helmet and be familiar with basic safety rules of the road.

To register for this event you can go online to www.mansfieldct.org, and click on the bike tour logo, or you can pick up a registration form from one of many locations including the Mansfield Town Hall and the Community Center. Check-in and

registration on the day of the event will begin at 7:30am, and the Family Fun Ride will commence at 11:00am. Participants are asked to park in the E.O. Smith High School parking lot, next to the Town Hall on Storrs Road (Rt. 195). If you have any questions, please contact the Town Manager's office at 429-3336.

* Merrow, Mansfield Depot, Mansfield Four Corners, Storrs, Gurleyville, Hanks Hill, Wormwood Hill, Mount Hope, Chaffeeville, Eagleville, Spring Hill, Atwoodville, Chestnut Hill, Mansfield City, Mansfield Center, Mansfield Hollow, Perkins Corner, Ridges, Conantville.

###