



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, August 28, 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**

REGULAR MEETING-MANSFIELD TOWN COUNCIL

August 14, 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, Hawkins, Koehn, Paterson, Paulhus, Redding (arrived 7:45 P.M.)

Absent: Haddad, Schaefer

II. APPROVAL OF MINUTES

Mr. Clouette moved and Ms. Koehn seconded to approve the minutes of the July 24, 2006 meeting.

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

No comments

V. OLD BUSINESS

1. Fenton River

Martin Berliner, the Town Manager, updated Council members on information regarding the Fenton River well field. Members asked that he further investigate the statement from the Department of Environmental Protection August 4, 2006 memo that reads, "Unfortunately, actual records from the Clearwater Basin booster pump the validate UCONN's assertion that operating periods did not exceed 14 hours per day, were not provided in the aforementioned submittal." They also asked for clarification of the third paragraph of the July 6, 2006 memo to the University from the Office of Policy and Management.

2. Community Campus Relations

Mr. Hawkins complimented Mayor Paterson on her welcome letter to UConn students. The Mayor announced that staff from the town and from UConn has been visiting the neighborhoods around campus.

VI. NEW BUSINESS

3. NECASA Grant Program to Support the Activities of Local Alcohol, Tobacco and Other Drug Abuse Prevention Councils

Mr. Clouette moved and Ms. Koehn seconded to approve the following resolution.

Resolved, effective August 14, 2006, to authorize the Town Manager, Martin H. Berliner, to submit the attached application to the Local Alcohol, Tobacco and Other Drug Abuse Prevention Council (ATOD), to help fund the Ambassador's Club of Mansfield Middle School, Project Safe Homes and Safe Graduation, and to execute any related grant documents.

Motion so passed.

4. Emergency Management Performance Grant

Mr. Clouette moved and Mr. Hawkins seconded to approve the following resolution.

Resolved: That the Town Manager, Martin H. Berliner, is hereby authorized to act on the behalf of the Town of Mansfield in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the FY 2007 Emergency Management Performance Grant program.

Motion so passed.

5. Solid Waste Advisory Committee Comments to State Solid Waste Management Plan

Virginia Walton, Recycling Coordinator, detailed the comments made by the Solid Waste Advisory Committee regarding the State Solid Waste Management Plan. Mr. Hawkins noted that LEED standards should be encouraged whenever possible.

Mr. Hawkins moved and Ms. Blair seconded, to endorse the August 14, 2006 comments submitted by the Mansfield Solid Waste Advisory Committee to the Connecticut Department of Environmental Protection concerning the proposed Solid Waste Management Plan.

Motion so passed.

6. An Ordinance Regarding Landlord Registration

Mr. Hawkins moved and Mr. Paulhus seconded, effective August 14, 2006, to schedule a public hearing for 7:30 p.m. at the Town Council's

regular meeting on August 28, 2006, to solicit public comment concerning the proposed Ordinance Regarding Landlord Registration.  
Motion so passed.

7. Air Conditioning for Mansfield Community Center

The Town Manager outlined recent improvements to the Community Center. Last year the Council authorized \$75,000 for the upgrade of the health and fitness area and other improvements to the facility. The Town is also exploring a state program that will assist in the purchase of a 300-400 K generator. The remaining item that needs attention is air conditioning for the gym, which the staff will present to the Council as a bonding item on a future agenda.

8. Parks and Recreation Fee Schedule and Amendments to Fee Charging Policy

Mr. Hawkins moved and Mr. Paulhus seconded, effective August 14, 2006, to approve the fee schedule and the amendments to the fee charging policy for the Mansfield Department of Parks and Recreation as presented by staff in its draft dated August 8, 2006, and which fee schedule and policy amendments shall be effective August 28, 2006.

Curt Vincente, Recreation Director, presented the fee increase plan which includes a 5% membership rate increase, an increase in fees for adult children (18+) who are part of a family membership, a \$5 increase in additional family members from \$25 to \$30 and a non-resident program fee increase of \$5. Town Council members agreed that adult children living at home because of a disability would be considered a minor child.

Motion so passed.

VII. DEPARTMENTAL REPORTS

Mr. Paulhus commented that the Town Council should keep the lines of communication open between the Council and the Charter Revision Commission. Members were encouraged to attend Commission meetings if they wish.

VIII. REPORTS OF COUNCIL COMMITTEES

IX. REPORTS OF COUNCIL MEMBERS

Mr. Paulhus and Mayor Paterson opened the farmers' market at its new location.

Mr. Clouette noted that at the last Town Gown meeting the Town updated the members on the Housing Code and other activities.

X. TOWN MANAGER'S REPORT

The Puddin Lane field trip is scheduled for August 21<sup>st</sup> at 6:00 P.M.

The Know Your Town Fair is scheduled for Saturday, September 9<sup>th</sup> from 10-2 in the Community Center.

A decision has been made by the Secretary of the State regarding the new voting machines. There will be a phone/fax method for independent voting by those with disabilities and scanning machines for all polling locations including absentee ballots. The fully accessible machines will be in place for the November election. The Registrars of Voters are investigating the necessary step to secure the scanners either for this election or 2007. They will report back to the Council.

The Town has received a letter from OPM approving the request to change the scope of the Economic Assistance Grant to be used for improvements to the site in preparation for the construction of the 1A Building.

The Sustainability Report is being updated and will be ready for Council approval in September.

The Conservation Commission, which currently has 7 members, would like to expand membership to the 10 or 11 allowed by statute. The Town Manager will present a plan at a September meeting.

The Mayor reminded members of the fireworks on September 16<sup>th</sup> and the Festival on the Green on the 17<sup>th</sup>. There are many activities planned and volunteers are still needed.

XI. FUTURE AGENDAS

XII. PETITIONS, REQUEST AND COMMUNICATIONS

9. Access Agency re: Fuel Assistance Application to be Taken Early
10. CCM re: CCM's Convention and Exposition
11. CCM re: Proposed Amendment to the Connecticut Solid Waste Management Plan
12. College of Agricultural and Natural Resources Journal "Landscaped architecture students design park for Landfill Remediation and Wetland Mitigation Project"

13. College of Agriculture and Natural Resources Journal “Mercury in the environment and the sustainability of forested watersheds”
14. Connecticut Clean Energy Fund re: Additional 1kw Free Solar PV System
15. Government Finance Officers Association re: Certificate of Achievement
16. Mansfield Community Center re: Important Changes in Program Registration Dates
17. New Haven Registrar “Brouhaha over charter schools is all about educational funding”
18. M. Stanton re: Approval of Referenda Questions
19. Office of Secretary of the State Susan Bysiewicz re: Secretary Bysiewicz Unveils New Voting Technology for Connecticut
20. G. Padick re: ECSU proposed campus parking and associated softball field relocation to Mansfield property on Mansfield City Road.
21. Planning and Zoning Commission re: Stowell Property – 21 Summit Road, Request to remove tree along Scenic Road
22. Storrs Farmers’ Market
23. Storrs-Willi Ridership
24. Town of Mansfield Estimated Schedule of Estimated Changes in Fund Balance – Legal Basis
25. UConn Husky Trail
26. United States Senate re: Dodd, Lieberman Secure More Than \$18 Million of Connecticut Transportation, Urban Development Projects
27. C., van Zelm re: June 30, 2006 Progress Report for the Downtown Mansfield Revitalization and Enhancement Project
28. M. Zimmer re: Juniper Hill

XIII. EXECUTIVE SESSION

Mr. Paulhus moved and Mr. Clouette seconded to move into Executive Session.

Motion so passed.

Present: Blair, Clouette, Hawkins, Koehn, Paterson, Paulhus, Redding

Also Present: Peter Curry

Personnel Issues

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.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

LEGAL NOTICE  
TOWN OF MANSFIELD  
PUBLIC HEARING AUGUST 28, 2006  
ORDINANCE REGARDING LANDLORD REGISTRATION

The Mansfield Town Council will hold a public hearing at 7:30 p.m. at their regular meeting on August 28, 2006 to solicit public comment concerning the proposed "Ordinance Regarding Landlord Registration." This hearing will be held in the Council Chambers of the Audrey P Beck Building.

At this hearing persons may address the Town Council and written communications may be received.

Copies of said draft ordinance are on file and available at the Town Clerk's office. 4 South Eagleville Road, Mansfield.

Dated at Mansfield Connecticut this 15<sup>th</sup> day of August 2006

Mary Stanton  
Town Clerk

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *M.H.*  
**CC:** Martin Berliner, Town Manager; Michael Ninteau, Director of Building and Housing Inspection  
**Date:** August 28, 2006  
**Re:** An Ordinance Regulating Landlord Registration

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**Subject Matter/Background**

For tonight's meeting, the Town Council has scheduled a public hearing to solicit public comment concerning the Ordinance Regarding Landlord Registration. The ordinance would require an owner of an existing occupied or vacant residential rental housing unit to maintain his/her residential address on file with the town's Office of Building and Housing Inspection. If the owner is a corporation, partnership or some other legal entity, the owner would need to file the residential address of the agent in charge of the premises.

The purpose of the ordinance would be to facilitate the administration of the housing code and the housing inspection program by requiring owners to provide a mailing address to the town. Also, particularly with single-family homes, we may not know when a property has converted to a rental unit. With the ordinance in place, the owner would be required to inform the town that the property is now being used as a rental unit. Property owners would have until January 1, 2007 to comply with the provisions of the ordinance.

The ordinance would not apply to units where the owner resides on the property (resident owner), and units that are the property of the State of Connecticut. The reason we would not extend the ordinance to resident owners is that the enabling legislation (Public Act No. 05-223) allowing the town to establish such an ordinance pertains only to nonresident owners. Also, because the housing code does not apply to units owned by the state of Connecticut, we would have no need to extend the jurisdiction of the ordinance to state-owned properties.

**Financial Impact**

The draft ordinance does recommend a fee of \$25 for each initial registration and a \$10 fee for a change of address. The fees would help cover our administrative costs (labor, postage, etc.), and we do not believe those fees would prove onerous.

The draft also includes a recommended penalty of \$250 for the first violation and \$1,000 for a subsequent violation of the ordinance. The proposed penalties are consistent with the penalties provided under the enabling legislation. Also, through the passage of Public Act No. 06-185, the state legislature has increased the maximum penalty that a

municipality may assess for a violation of a local regulation or ordinance from \$100 to \$250. However, the Town Council may wish to enact a lower penalty, and has the discretion to do so. Consequently, we look to the Council for policy guidance in this matter.

### **Legal Review**

Staff has prepared this ordinance in consultation with the Town Attorney.

### **Recommendation**

Staff believes that the proposed ordinance would greatly assist with the administration of our new housing inspection program. Consequently, unless the public hearing raises any additional issues that we have not considered, or if the Town Council wishes to revise the draft, staff recommends that the Town Council adopt the ordinance as presented.

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

*Move, to adopt An Ordinance Regarding Landlord Registration, as prepared by staff in its draft dated August 14, 2006, and which ordinance shall become effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.*

### **Attachments**

1) Proposed Ordinance Regarding Landlord Registration



**Town of Mansfield  
Code of Ordinances**  
“An Ordinance Regarding Landlord Registration”

*August 14, 2006 Draft*

**Section 1. Title.**

This Ordinance shall be known and may be cited as the “Ordinance Regarding Landlord Registration” or “Landlord Registration Ordinance.”

**Section 2. Legislative Authority.**

This Ordinance is enacted pursuant to the provisions of Connecticut General Statutes sections 47a-6a, 47a-6b, and 7-148.

**Section 3. Findings and Purpose.**

The Town Council of the Town of Mansfield finds that the identification and knowledge of the whereabouts of nonresident owners of residential rental housing units in the Town of Mansfield is in the best interests of the community and will promote the public welfare, health and safety of the people of Mansfield. Accordingly, pursuant to the authority granted to municipalities by Connecticut General Statutes sections 47a-6a, 47a-6b, and 7-148, the Town of Mansfield seeks to better protect, preserve and promote the health, safety, welfare and quality of life of its people by requiring nonresident owners of residential rental housing units to comply with this Ordinance.

**Section 4. Definitions.**

- A. Address – as used in this article, the term “address” means a location as described by the full street number, if any, the street name, the city or town, and the state, and not a mailing address such as a post office box.
- B. Nonresident Owner – as used in this article, the term “nonresident owner” of a residential rental housing unit means any owner of such property who does not reside in any such unit or its associated premises, which is owned by her or him.
- C. Agent in charge – as used in this article, the term “agent in charge” means one who manages real estate, including but not limited to, the collection of rents and supervision of property.

## Section 5. Applicability.

This Ordinance shall apply to all existing occupied or vacant residential rental housing units and their associated premises in the Town of Mansfield, except that residential housing units that are the property of the State of Connecticut shall be exempt. This exemption shall not include residential rental housing units owned by an entity leasing real property from the State of Connecticut.

## Section 6. Registration - Required.

- A. By January 1, 2007, any nonresident owner of an existing occupied or vacant residential rental housing unit shall be required to file and maintain on file in the Office of the Building and Housing Inspection of the Town of Mansfield the current residential address of the nonresident owner of such property, if the owner is an individual. If a nonresident owner is a corporation, partnership, trust or other legal recognized entity, then the current residential address of the agent in charge of the building shall be filed in the Office of the Building and Housing Inspection of the Town.
- B. If such residential address changes, notice of the new residential address shall be provided by such nonresident owner or agent in charge of the building to the Office of the Building and Housing Inspection of the Town of Mansfield not more than twenty-one (21) days after the date that the address change occurred.
- C. Each such nonresident owner or agent shall pay a fee of \$25.00 for each initial registration and a fee of \$10.00 for each notice of residential address change.
- D. If any such nonresident owner or agent fails to maintain on file an address as required by the section, the address to which the Town mails property tax bills for the residential rental housing unit shall be deemed to be the nonresident owner or agent's current address. Such address may be used for compliance with the provisions of subsection E of this section.
- E. Service of state or municipal orders relating to maintenance of any such residential rental housing unit or compliance with state law and local codes concerning such real property directed to the nonresident owner or agent at the address on file, or deemed to be on file in accordance with the provisions of this section, shall be sufficient proof of service of notice of such orders in any subsequent criminal or civil action against the nonresident owner or agent for failure to comply with the orders.
- F. Any person who violates any provision of this section shall have committed an infraction.

### **Section 7. Penalties.**

- A. As provided in Connecticut General Statutes sections 47a-6a and 47a-6b, any nonresident owner or agent who shall violate any provisions of this Ordinance shall be assessed a civil penalty of not more than \$250.00 for the first violation and not more than \$1,000.00 for any subsequent violation.
- B. The Office of the Building and Housing Inspection of the Town of Mansfield shall send notice of the assessment to the nonresident owner or agent of the property that is the subject of the violation.
- C. Any person who is assessed a civil penalty pursuant to this section may appeal therefrom to the superior court. An appeal shall be instituted not later than thirty days after the mailing of notice of such assessment by filing a petition to reopen assessment, together with an entry fee in an amount equal to the entry fee for a small claims case pursuant to section 52-259 of the Connecticut General Statutes, at the superior court facility designated by the chief court administrator, which shall entitle such person to a hearing in accordance with the rules of the judges of the superior court.

### **Section 8. Severability of Provisions.**

Should any court of competent jurisdiction declare any section or clause or provision of this Ordinance to be unconstitutional or *ultra vires*, such decision shall affect only such section, clause or provision so declared unconstitutional and shall not affect any other section, clause or provision of this Ordinance.

### **Section 9. Construction.**

Whenever used, the singular number shall include the plural, the plural the singular, and the use of either gender shall include both genders.

### **Section 10. Effective date.**

Following its adoption by the Town Council, this Ordinance shall become effective on the twenty-first day after publication in a newspaper having circulation within the Town.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager  
**CC:** Martin Berliner, Town Manager  
**Date:** August 28, 2006  
**Re:** Fenton River

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**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) D. Burchsted re: UConn Water System Master Plan and Water System Advisory Committee
- 2) T. Callahan re: UConn Water System Master Plan and Water System Advisory Committee

# Naubesatuck Watershed Council

*Protecting the Natchaug, Mount Hope, and Fenton Rivers  
in Northeastern Connecticut*



Mr. Thomas Q. Callahan  
Interim Vice President for Operations and Administration  
352 Mansfield Road, Unit 2048  
University of Connecticut  
Storrs, CT 06269-2072

Bryan Connolly, President  
Jean de Smet, Vice President  
Quentin Kessel, Secretary  
Dov Kugelmass, Treasurer  
Charley McCaughtrey  
David Morse  
John Reynolds  
Richard Sherman  
Michael Westerfield

RE: UConn Water System Master Plan and Water System Advisory Committee

Denise Burchsted,  
Executive Director

August 7, 2006

Dear Mr. Callahan:

I write with two requests from the Naubesatuck Watershed Council (NWC). We were very pleased to meet with you, Rich Miller, and Linda Flaherty-Goldsmith last November, and understood that the University was prepared and able to work with NWC as a partner. However, when I followed up in a February meeting with Rich, our specific requests could not be met. Rich did agree that NWC and other interested environmental organizations would be included in a distribution list for the water supply advisory committee. Yet even this small concession to stakeholder involvement has not come to pass.

Our first request is that appropriate environmental representation be included in the water supply advisory committee as a full partner and stakeholder. If not NWC, the Mansfield Conservation Commission has a record of more than decade of concern for and monitoring of the Fenton River, and would also be an appropriate local representative.

Our second request is that NWC or other appropriate local environmental representation be included in the water system master planning process. As part of a DPH consent order, review of this plan does not even formally include DEP, yet will direct the planning that shapes our regional landscape for the remainder of human settlement here.

As an easy first step toward environmental inclusion in the planning process, NWC would like a copy of the RFP for the planning contractor, so we can understand the scope of work that will be involved. However, more broadly, we would like to know how the University will formally include qualified environmental representation in this process.

The watershed council is growing increasingly frustrated and concerned regarding the scale of decisions being made behind closed doors. We appreciate the University's earlier overtures to a partnership, and look forward to inclusion or representation in these important decisions. I look forward to your response.

Sincerely Yours,

Denise Burchsted  
Executive Director

cc: Barry Feldman, UConn

Rich Miller, UConn  
Margaret Miner, CT Rivers Alliance  
Representative Denise Merrill  
Senator Don Williams  
Marty Berliner, Town of Mansfield  
Mansfield Conservation Commission  
Gina McCarthy, DEP  
Betsey Wingfield, DEP  
Eric Thomas, DEP  
Norma Gyle, DPH  
Gerald Iwan, DPH  
Gary Johnson, DPH  
Darrell Smith, DPH  
Richard Lynch, Office of Attorney General  
Karl Wagener, CEQ



University of Connecticut  
*Administration and Operations Services*

August 16, 2006

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

**Re: UConn Water System Master Plan and Water System Advisory Committee**

Dear Ms. Burchsted:

Thank you for your August 7<sup>th</sup> note. It is a pleasure to hear from you again. I trust that the council is making good progress under your leadership and look forward to hearing more about its work in the coming months.

Following last September's drying of the Fenton River in the vicinity of the University's wellfields, Senator Williams and Representative Merrill wrote to UConn Board Chair John W. Rowe to both express concern and request appropriate action. At the Board of Trustees meeting later that month (during which you addressed the Trustees during the public comment period) Chairman Rowe pledged that the Trustees would give both Fenton River issues and issues related to the University's water and wastewater systems immediate attention.

Shortly thereafter, Dr. Rowe convened the Commissioners of the Connecticut Departments of Public Health and Environmental Protection, Mansfield's Mayor and Town Manager, and President Austin for the first of two meetings that have occurred to date. One recommendation that emerged from those meetings was that the University establish an advisory committee for its water and wastewater systems to include representation from the Town of Mansfield. The goal of the recommendation was to establish a framework and venue to better facilitate Town and University collaboration on the broad range of the Storrs area's water and sewer issues. It was further recommended that the Committee review and advise the University's Vice President and Chief Operating Officer regarding the disposition of requests made for connections to the University's water and sewer systems in areas immediately adjacent to our Storrs campuses.

*An Equal Opportunity Employer*

352 Mansfield Road Unit 2072  
Storrs, Connecticut 06269-2072

Telephone: (860) 486-4340

Facsimile: (860) 486-1070

The University of Connecticut Water and Wastewater Systems Advisory Committee was formally established this past spring. It met for the first time in May, primarily to organize its activities, review and discuss proposed water system rules and rates, and consider several requests for connections to these systems that had been pending for some time. A copy of the Committee's charge and minutes of that meeting are enclosed. This group will next meet on a midweek evening in early to mid-September. The meetings are expected to be held 3-4 times annually. System users, interested parties and the public are encouraged and welcomed to attend this and subsequent meetings. A public comment period will be a regular part of each meeting agenda. We'll be sure to notify you personally of the time, date and location of the September meeting.

Also at last September's meeting, it was indicated that the Board of Trustees would establish a new Building, Grounds and Environment Committee with oversight of these matters. The Committee was formed last winter and is chaired by Trustee Tom Ritter. This committee has been briefed in detail regarding both the progress and activities of the Water and Wastewater Systems Advisory Committee, master planning process, Fenton River study, water system infrastructure improvements and related matters at two properly noticed public meetings since April. Its next meeting is scheduled at 3PM on September 12<sup>th</sup>.

The master planning effort is a specific requirement of DPH Consent Orders DWS-05-078-397 and DWS-05-078-397A. A copy of the full RFP has been available on the University's website (<http://www.purchasing.uconn.edu/currentbid/currentbid.html>) for several weeks. The enclosed abbreviated document covers the substantive scope, schedule and scoring elements and excludes about 20 pages of boilerplate. During a public pre-bid conference on July 27<sup>th</sup>, we informed prospective bidders of our intention to incorporate public participation into the master planning process after having initiating discussions of its importance to the project's ultimate success with representatives of both the town of Mansfield and the Connecticut Department of Public Health. Again, we'll be sure to notify you of time, date and location of the initial public session shortly after the consulting team is selected.

Rich Miller has briefed me your March meeting with him and identified two outstanding requests from that meeting (i.e., a copy of the final water supply plan and advance notice of the Water / Sewer Advisory Committee meetings). As mentioned above, system users, interested parties (including NWC) and the public will be notified of future advisory committee meetings and provided an opportunity to participate during the public comment period. Rich and I have also discussed how best to make additional copies of the final water supply plan available to the public, and we are exploring the feasibility of making a copy available on-line. Rich apologizes for the delay and will contact you soon in order to provide you with a hard copy of the final plan. To the best of my knowledge, NWC has not contacted any other UConn employee

to express its concerns until now. We've acted to honor your expressed preference, made during last November's meeting, to work with the University through Rich.

Last November's meeting was organized at our initiative to explore whether NWC's staff transition might provide an opportunity for improved dialogue and closer collaboration. Some progress, for example, the University's endorsement of the Fenton River Greenway application spearheaded by NWC, has occurred and can hopefully continue.

In the spirit of continuing to explore the limits, if any, to genuine dialogue and constructive engagement please allow me to briefly convey a concern, without belaboring it, of your characterization of decisions "being made behind closed doors." A quick review of the record demonstrates that:

- the University of Connecticut Water and Wastewater Systems Advisory Committee was created in response to discussions that included the leadership of the appropriate state regulatory authorities, town of Mansfield and University of Connecticut.
- the mission of the University of Connecticut Water And Wastewater Systems Advisory Committee was shared with the Town of Mansfield and noticed to the Council. The suggested changes proffered by town staff were incorporated into the finally adopted draft. Representatives of the town of Mansfield and the Willimantic Water Commission serve as members of the Committee.
- the draft scope of the Water/Wastewater Master Plan was shared with the Town of Mansfield and recommended changes incorporated into the final scope. Additionally, an invitation was extended and accepted by the Town of Mansfield to include two representatives on the Water/Wastewater Master Plan consultant selection team.

The University welcomes organizations and individuals interested in these matters – including NWC – to participate in each of venues outlined above. Should you continue to have concerns about our activities with respect to these matters, Rich and/or I would be welcome the opportunity to discuss them with you in detail.

The University stands to benefit from more regular dialogue with NWC and perhaps NWC could as well. To that end, I would very much appreciate it if you could send us NWC's 2006 meeting schedule, 2006 meeting minutes, by-laws, samples of any

periodic printed or electronic membership communications. In addition to Rich, please add me to any NWC interested parties mailing and/or email distribution lists at your earliest convenience.

Sincerely,



Thomas Q. Callahan  
Interim Associate Vice President for Operations

Enclosures: University of Connecticut Water and Wastewater Systems Advisory  
Committee Charge  
May 2006 Meeting Minutes  
Master Plan RFP

PS: Also enclosed is a copy of a draft proposed Memorandum of Agreement between the University and Water Planning Council. As you can see, it proposes a process for incorporating a comprehensive water supply strategy into the University's Water Supply Plan for the period 2007-09. It may be tentatively scheduled for discussion at the WPC's September 11<sup>th</sup> meeting. Again, please feel free to contact Rich or me should you have any questions or comments prior to that time.

cc: John W. Rowe  
Thomas Ritter  
Philip E. Austin  
J. Robert Galvin  
Norma D. Gyle  
Ellen Blachinski  
Gerald Iwan  
Darrell Smith  
David Cooley  
David Levasseur  
J. Smith, OPM  
Michael Sullivan  
Richard Lynch  
E. Roberts  
M. Pacholski  
T. Tussing  
R. Miller  
T. O'Neill, CT Water Company  
P. Pezanko, CT Water Company  
Margaret Miner, CT Rivers Alliance  
Representative Denise Merrill  
Senator Don Williams  
Martin Berliner, Town of Mansfield  
Gina McCarthy, DEP  
Betsey Wingfield, DEP  
Eric Thomas, DEP  
Karl Wagener, CEQ

## UCONN WATER/WASTEWATER SYSTEMS POLICY ADVISORY COMMITTEE

**Mission:** A management-level committee comprised of university, town and area representatives, established to guide the operation and development of the University's water supply and wastewater treatment systems. This group was formed at the request of the ad hoc Use and Management of Water Supply and Sewerage Systems Committee convened by the University's Board Chairman in the fall of 2005.

**Background:** UConn developed water and wastewater treatment systems over the last century due to the lack of public or private providers in the Storrs area.

Over time, non-university users have been connected to these systems. Other state (Mansfield correctional facility) municipal (town offices, community center, Senior Center, EO Smith High School, Housing Authority), commercial (Storrs Center and King Hill Road commercial areas), multifamily apartments (Celeron Square, Wright's Village, Juniper Hill, Glen Ridge), and private residences (Eastwood/Westwood/Hillside Circle neighborhood and individual residences connected pursuant to landfill consent orders) are the key non-university uses currently connected to these systems. Non-university users presently account for approximately 10-12% of demand.

UConn's drinking water and wastewater systems are subject to regulation of the adequacy, purity, environmental impact and security of its water and waste treatment systems. Issues of concern in recent years have included: aquifer protection area delineation; impact of well withdrawals on stream-flow and habitat; potential for inadvertent sanitary and wastewater cross connections; and, failure to properly and timely perform periodic water quality testing.

Our drinking water and wastewater treatment systems are governed by the Board of Trustees. Policy guidance to date has been limited with the Board of Trustees periodically approving rate increases recommended by management. Regular opportunities for user and public participation have been limited.

UConn's growing enrollment, employment and physical plant, spurred by UConn 2000 and 21<sup>st</sup> Century UConn, have prompted concern among some state officials and local officials and citizens regarding the water and wastewater systems' ability to sustain continuing growth.

Concurrently, UConn's transformation has sparked significant market interest in constructing new commercial and multifamily projects located adjacent to the campus.

**Charge:**

The Committee will:

- Review system operational and environmental performance
- Review system maintenance and improvements plans
- Provide guidance to management regarding the master planning process
- Review requests for new connections and recommend their disposition to UConn VP&COO after assessing the system capabilities, the University's Master and Water Supply plans and Mansfield's Plan of Conservation and Development and applicable zoning regulations.
- Review water supply plans and other significant assessments (e.g., aquifer protection delineation, stream flow analysis, etc) prior to submission to regulatory authorities
- Review annual consumer confidence report prior to submission to regulatory authorities
- Schedule and notice bi-annual public meetings to provide opportunities for comment for users and other interested parties
- Report annually to the University's Board of Trustees and Mansfield Town Council
- Review Town of Mansfield and UConn source protection and aquifer protection activities.

**Composition:**

Director of Facility Operations  
Director of AES  
Director of Environmental Policy  
AVP, Student Affairs  
Budget Director  
Mansfield Town Manager  
Mansfield Director of Planning  
Chair, Willimantic Water Commission

**Meetings:**

At least quarterly  
Publicly noticed  
At an appropriate University venue

**DRAFT**

**University of Connecticut Water/Wastewater Systems Advisory Committee**

**Meeting Notes/Summary**

**May 22, 2006**

**Gulley Hall**

**University of Connecticut**

The meeting was convened at 1:05 PM.

Members in attendance: E. Roberts, J. Bradley, R. Miller, S. Miller, L. Teal; M. Berliner; E. Pelletier

Also attending were T. Callahan and T. Tussing.

**1. Adoption of Committee Mission and Charter**

The Committee reviewed and discussed Attachment 1, the draft UConn Water/Wastewater Advisory Committee Mission and Charter. Upon discussion, the Committee adopted the charter after agreeing to incorporate the following changes:

- Add the Mansfield Director of Planning to the Advisory Committee member.
- Add guidance of the system master planning efforts to the Committee's charge

In addition, the Committee agreed to publicly notice future meetings, provide notice of future committee meetings to local watershed groups and other interested parties; locate future meetings in publicly accessible university locations; provide opportunities for public comment at each meeting; and, post meeting agendas and minutes on the Facilities Operations website.

**2. Water/Wastewater Systems Master Plan**

The Committee reviewed and discussed Attachment 2, the proposed Water/Wastewater Systems Master Plan Scope Outline. The Committee endorsed the document. Callahan indicated that Connecticut Department of Public Health staff had endorsed the scope outline and was preparing a revised consent order to reflect the changes. The Mansfield Town Council is expected to consider endorsing the document, including a commitment to partially underwrite the expenses in June.

**3. Water System Rules and Regulations**

Mr. Callahan indicated that New England Water Utilities Services (NEWUS) had been asked to draft appropriate Rules and Regulations for the University Water

Supply System. Standard Rules and Regulations governing the duties, rights and responsibilities of the water provider and user are consistently part of the operating framework for other water supply systems. The Committee endorsed the establishment of a uniform set of rules and regulations. Mr. Callahan asked Committee members to review the documents and notify him of any specific suggested changes as soon as possible.

#### **4. Requests for Water and Wastewater Services**

Mr. Callahan reviewed the contents of Attachments 4-6 that related to requests for connections to the University water and wastewater services for Carriage House Apartments, Keystone/Hunting Lodge Road and Knollwood Apartments respectively. After discussion the Committee concurred with the following recommendations:

- A. Carriage House: Recommend declination of request for connection to water supply system.
- B. KeyStone/Hunting Lodge Road: Recommend connection to water and wastewater systems subject to certain conditions identified by UConn's Utilities management staff.
- C. Knollwood Apartments: Recommend connection to the University's wastewater system subject to certain conditions identified by UConn's utilities management staff and Town of Mansfield's engineering staff.

Mr. Callahan informed the Committee that the University's Board of Trustees authorized the administration to enter into formal agreements with Storrs Center Alliance for the provision of water and wastewater services for the Storrs Center project at its May 15, 2006 meeting.

#### **5. Projected Future Demands for Water Supply Services**

The Committee reviewed and briefly discussed a section of the University's Water Supply Plan outlining project demand for the period through 2009.

#### **6. Update of Significant Projects and Initiatives**

Mr. Callahan provided brief updates to Committee members regarding the current status of the following projects and initiatives:

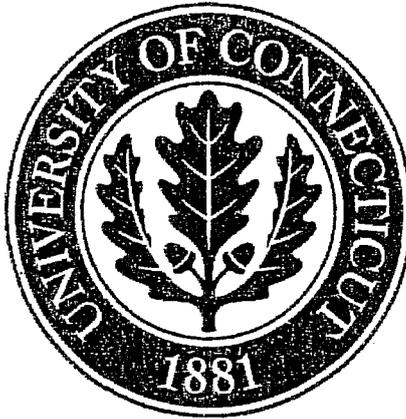
- A. *Water Supply System Management & Operations Contract*: NEWUS interim contract due to expire on June 30<sup>th</sup>. Procurement process for long-term contract (2 year term with 2 one year options to renew) is proceeding well and a new contract should be in place by July 1, 2006.

- B. *Infrastructure Conditions Analysis*: UConn has retained ISES to conduct an existing conditions analysis of the Storrs and Depot campuses infrastructure systems. Water and wastewater systems evaluation will be completed by August 1<sup>st</sup> and be used to inform the master planning process.
- C. *Infrastructure Repair and Investments*: Significant transmission line and pump improvements have been made in the Willimantic system and are scheduled to be completed by the end of June. Significant improvements have been completed on the Fenton River well meters and flowmeters. USGS proposals to install stream gauges for both the Willimantic and Fenton systems have been received and soon requisitioned.
- D. *Water Supply Plan*: DPH is completing its review and is expected to approved the University water supply plan soon.
- E. *Fenton River Aquatic Habitat Streamflow Study*: Submitted to OPM in February. Review is expected to be completed soon.

**7. FY07 Water/Wastewater Rates**

Mr. Callahan noted that the University administration is considering modifying its rate structure for off-campus metered users to eliminate its current bloc pricing system in favor of a single rate. The objectives of the proposed change are to encourage conservation by eliminating the pricing preference given to greater consumption and to increase revenues to partially finance important system improvements. Mr. Callahan further noted that both public and private water supply systems are eliminating bloc pricing in favor of a single rate. The Committee endorsed the approach and Mr. Callahan said he would report back to the Committee on progress made toward this goal at its next meeting.

There being no other business for consideration, the Committee adjourned at 3:00 PM



The University of Connecticut

REQUEST FOR PROPOSAL

No. SG52206-1

TO PROVIDE A MASTER PLAN FOR THE UNIVERSITY OF CONNECTICUT WATER SUPPLY  
AND WASTEWATER TREATMENT SYSTEMS

Proposal Due Date:

August 23, 2006

Informational Meeting - To review key documents, see 2.13-2.19  
Date 7/26/06 - Meeting will be held in the bid room of the University of Connecticut Purchasing  
Department at 10:00 am local time. This will be the bidder's only opportunity to review material.

Issued By: Stephen R. Grange, C.P.M.  
Assistant Director, Purchasing  
3 North Hillside Road Unit 6076  
Storrs, CT 06269-6076  
Phone: (860) 486-4928  
Fax: (860) 486-5051

## TABLE OF CONTENTS

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SECTION 2	2.1 Scope of Work
SECTION 3	3.1 Letter of Engagement
SECTION 4	4.1 Proposal Content 4.2 Statement of Fees
SECTION 5	Evaluation Process
SECTION 6	Receipt of Proposals and Estimated Timetable
SECTION 7	General Terms and Conditions Instructions regarding Mandatory Forms and Affidavits

### REQUIRED FORMS AND INSTRUCTION:

The following forms must accompany the bid response to be considered complete and compliant:

- Form of Proposal
- Bidder Contract Compliance Monitoring Report
- Gift Affidavit
- Consulting Affidavit
- Campaign Affidavit
- Annual Affidavit
- Summary of State Ethics Laws Acknowledgement
- References

## SECTION 1

1.1

### PROJECT SUMMARY:

Section 13 of Connecticut Department of Public Health consent order DWS-05-78-397a requires the University to retain a qualified consultant to complete a master plan for the University's water supply and wastewater treatment systems by February 1, 2007. Ensuring that the water supply and wastewater treatment systems will continue to meet the needs of the University, existing off-campus users and adjacent off-campus development goals in the Storrs area is a mutually shared objective of both the town of Mansfield and UCONN. Consequently, the University and Mansfield, with the support of the Connecticut Department of Public Health, the University's Board of Trustees and Mansfield's Town Council, have agreed to jointly commission the development of a master plan for the water supply and wastewater treatment systems. The scope of the master plan is described later in this document.

1.2

### Demographics:

The University of Connecticut is comprised of the main campus located at Storrs with branch campuses in West Hartford, Waterbury, Avery Point, Torrington and Stamford, a School of Social Work located at the Greater Hartford Campus, a School of Law located in Hartford, CT., and Schools of Medicine and Dental Medicine, graduate programs, medical and dental clinics and the John Dempsey Hospital, all of which comprise the UConn Health Center, located in Farmington, CT. Total enrollment at all campuses is approximately 27,579 students. The Storrs campus has an enrollment of approximately 20,151 undergraduate and graduate students, including a resident undergraduate population of approximately 11,340 students. There are approximately 8,802 full and part-time faculty and staff. This project is limited to the drinking water and wastewater treatment systems that served the University's Main and Depot campuses in Storrs and the Town of Mansfield.

## SECTION II

### 2.0 Scope of Work:

#### Deliverable: We seek

- 2.1 A strategic assessment of: 1) operational capacities/capabilities; 2) infrastructure (critical system components) conditions and limitations; 3) financial/economic value; and, 4) management capability of the existing water supply and wastewater treatment systems
- 2.2 informed by an environmental assessment and enterprise risk analysis of industry trends, legal and regulatory trends, liability exposure, and benchmarking against comparable community systems
- 2.3 that identifies and assesses alternative ownership and/or governance options;
- 2.4 to guide consultation, deliberation and negotiation among the University, town and state regulatory authorities regarding the intermediate and long-term ownership, operation, management and maintenance of these systems.

#### Key Plan Elements

- 2.5 Assess existing conditions - physical plant and operations of critical system components
- 2.6 Identify and assess key system strengths and limitations
- 2.7 Identify critical short-term and long-term management and infrastructure improvement needs
- 2.8 Project and evaluate options for meeting future demand over 10, 25 and 50-year horizons
- 2.9 Identify alternatives for securing additional sources of supply as necessary
- 2.10 Determine the financial/monetary value of the existing systems
- 2.11 Identify and evaluate options for restructuring ownership and governance of system assets and operations

2.12 Identify the capital and operating financing requirements/options to 1) strengthen the systems' operations; and/or 2) facilitate negotiations regarding the possible transfer of assets.

### Key Background Documents

2.13 UCONN Water Supply Plan 2004-09

2.14 Prior UCONN Water Supply Plans

2.15 Town of Mansfield Water Supply Plan, Milone and MacBroom, May 2002

2.16 Water System Evaluation, Earth Tech 2003

2.17 UCONN/Mansfield Sewer and Water Service Agreement, 1989

2.18 Water System Basis of Design Report and Action Plan, Woodard & Curran 2004

2.19 Pumping Stations and Sewer Force Main Mansfield Training School, May 1999

2.20 Facilities Condition Assessment, ISES, 2006.

### SECTION III

#### 3.1 Letter of Engagement:

A draft Letter of Engagement will be required before a contract is finalized with the apparent awarded bidder or bidders.

### SECTION IV

#### 4.1 Proposal Content:

Each proposal shall contain, at a minimum, the following information:

##### Services:

- 4.1.1 A description of what strategies would be used to help the University and Town of Mansfield meet its goals, as outlined in the Scope of Work. Be specific.

What can your firm offer in the areas outlined in the Scope of Work, that other firms could not. The consultant should have prior experience providing master plans for water and wastewater treatment systems for other college and university campuses, or municipal, institutional and governmental entities with similar water use activities.

4.1.2

##### Experience:

- 4.1.3 A detailed description of similar engagements performed during the past five years that highlight Bidder's experience in meeting the Scope of Work, in comparable settings.

- 4.1.4 Provide an overview of the proposed staffing arrangement including technical resumes and other pertinent information on all specific staff who would actively participate in project effort should Bidder's proposal be accepted. In particular, the University is interested in the expertise of Bidder's project leader and key project team members in similar projects and the firm's policy of staff rotation.<sup>P.32</sup>

- 4.1.5 Detail what percentage of each individual's time would be spent working on the University account.
- 4.1.6 Identify the firm's resources that could be called upon to advise on issues unique to a public higher education/academic health center environment.
- 4.1.7 Provide examples of previous engagements with clients where a comparable Scope of Work was undertaken. Include names, addresses, telephone numbers and e/mail addresses of, at a minimum, three clients who can speak to Bidder's involvement and expertise.
- 4.1.8 Identify any litigation or professional disciplinary action that might adversely affect the firm's ability to establish and fulfill a multi-year arrangement.
- 4.1.9 Provide a two page executive summary highlighting the key elements listed above.
- 4.1.11 The consultant should have prior experience providing master plans for water supply and wastewater treatment systems for other college and university campuses, or municipal, institutional and governmental entities with similar potable water and wastewater use activities.

## 4.2

### Statement of Fees:

Please submit , a statement of fees associated with the services requested, along with a delineation of the number of hours and associated hourly cost recommended for each staff level; e.g. manager, senior manager, partner, other staff levels.

All prices offered in response to this proposal shall remain fixed for the term of the contract.

## SECTION V

### EVALUATION PROCESS:

The award of an Agreement to this RFP will be based upon a comprehensive review, analysis and negotiation of the proposal which best meets the needs of the University and town. The contract award will be based on a points-earned matrix derived from a technical and financial evaluation.

The award will be made to the most responsive Bidder offering the best value and with the highest total matrix scores as determined by the University. All vendors submitting proposals concur with this method of award and will not, under any circumstances or in any manner, dispute any award made using this method.

All proposals will be evaluated by a committee, which will use the specific evaluation criteria listed below. The importance given to each element is represented proportionately by the respective weight assignments. Proposals will be evaluated as to the Firm's response to the following criteria:

### Evaluation Criteria:

- A. Organizational Experience of Firm: 40 points
  - 1. Ability to successfully achieve the goals and objectives identified within the content of the RFP.
  - 2. Quality of proposed plan development methodology and engagement task plan.
  
- B. Demonstrated Experience: 25 points
  - 1. Three references that demonstrate a history of experience in successfully providing identified services especially to large public research institutions with similar in size and scope to those of the University of Connecticut and the Town of Mansfield.
  - 2. Experience of Staff committed to the contract. Areas of experience directly relevant to those identified in the Background and Scope of Work sections of this RFP.

C. Qualifications 25 points

1. Depth of client base for responsible office or firm
2. Firm's capability to staff, manage identified areas of interest.
3. Absence of litigation or professional disciplinary action with probable adverse effects.

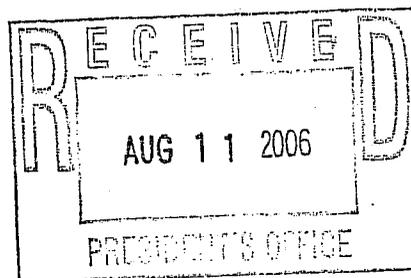
D. Pricing 10 points

Total maximum points available: 100 points

STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



August 7, 2006



Mr. John Betkoski  
Chair, Water Planning Council  
Department of Public Utility Control  
10 Franklin Square  
New Britain, CT 06051

Re: Memorandum of Agreement, Water Planning Council and University of Connecticut

Dear Mr. Betkoski:

Based on discussions of the Water Planning Council in September of last year, the Department of Environmental Protection and the University of Connecticut have been developing a Memorandum of Agreement (MOA) concerning the University's water supply. As you are aware, campus growth and development has relied upon the use of two well fields that supply the University's water, one on the Fenton River and one on the Willimantic River. Concerns with the University's water supply situation were greatly elevated last summer when low precipitation and high pumping of the wells along the Fenton River exacerbated low flows. The result was complete drying of the river at the well field and a consequent decimation of the fish and other biota in that stretch of the river. To prevent recurrence of such an event and to work cooperatively to enhance water supply planning and water resource management needs, DEP and the University have been working to define such actions through this MOA.

The MOA is proposed to be with the Water Planning Council because it is comprised of representatives of the four state agencies that have jurisdiction regarding water supply. We believe the MOA as drafted will significantly enhance the University's water supply strategy efforts by providing environmentally sustainable supply withdrawals and maintain its ability to provide adequate water. The DEP requests that the Water Planning Council review the attached MOA and consider adoption in the near future so that implementation of these agreed upon efforts can begin. If you have any questions, please contact me at (806) 424-3704.

Sincerely,

A handwritten signature in cursive script, appearing to read "Betsy Wingfield".

Betsy Wingfield  
Bureau Chief  
Bureau of Water Protection and Land Reuse

cc: Thomas Callahan ✓  
Richard Miller  
DPH Deputy Commissioner Norma Gyle  
OPM Undersecretary W. David LeVasseur

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
UNIVERSITY OF CONNECTICUT AND  
THE DEPARTMENTS OF ENVIRONMENTAL PROTECTION, HEALTH AND  
PUBLIC UTILITY CONTROL AND THE OFFICE OF POLICY AND  
MANAGEMENT ACTING AS THE WATER PLANNING COUNCIL**

Whereas, the University of Connecticut is a Land Grant and Sea Grant College and the State's flagship institution of higher learning whose main campus in Storrs, Connecticut has had its water supply needs served historically from wellfields along the Fenton and Willimantic Rivers.

Whereas, campus growth and development has relied upon the development and operation by the University of water supply and distribution systems requiring sustainable, reliable and safe sources of water which must be provided consistent with the state's policies to protect its water related resources and watershed lands.

Whereas, section 25-32d of the Connecticut General Statutes (CGS) and the regulations thereunder establish a comprehensive framework and process for developing and submitting for state review and approval a water supply plan.

Whereas, the University of Connecticut is not a water company as defined in CGS section 25-32a based on an opinion of the Attorney General and thus not subject to the requirements of CGS section 25-32d and the regulations thereunder for such a water supply plan.

Whereas, the University has nevertheless regularly prepared water supply plans for its water supply systems and submitted them to the Department of Public Health for review;

Whereas, the University of Connecticut has made certain commitments to the Department of Public Health pursuant to Consent Order DWS-05-078-397 and in Consent Order DWS-05-078-397a (attached) including the execution of a procurement process that will result in the retention of a qualified contractor to operate and manage the University's drinking water systems and a qualified contractor to prepare a water systems master plan;

Whereas, the University of Connecticut has made certain commitments to the Department of Environmental Protection through its letter of September 23, 2005 (attached) regarding use of the Fenton River and Willimantic River wellfields including restorative actions and studies, conservation measures and infrastructure evaluations and improvements.

Whereas, the University of Connecticut is committed to setting a high standard for sustainable development and providing the leadership and example for forward thinking environmental stewardship.

Whereas, the Water Planning Council is constituted pursuant to CGS section 25-33o to address issues involving water companies, water resources and state policies regarding the future of the state's drinking water supply and is comprised of representatives of the Public Utility Control Authority, Departments of Environmental Protection and Public Health and Office of Policy and Management each of which otherwise has separate jurisdiction with regard to water resources, supply and use by the University.

Therefore, the University of Connecticut agrees that it shall:

- Develop a comprehensive water supply strategy for the period 2007-09 and submit said comprehensive strategy to the Water Planning Council by February 28, 2007 for review. Such strategy shall include:
  - A description of the how the results and recommendations of the Fenton River Study required by the OPM Record of Decision for the University's North Campus Master Plan Environmental Impact Evaluation will be addressed, including an implementation schedule;
  - A drought response plan including environmental condition trigger events and specific actions to be taken by University plant managers, grounds and athletic field managers, and students, and, communication strategies for students;
  - a schedule for preparing and implementing a comprehensive water conservation plan to: meter all customers, buildings, grounds and fields; provide water efficiency in new construction, and replace and retrofit fixtures in existing buildings; utilize water reuse and recycling options; conduct water use audits in conjunction conservation education; undertake recommendations of an expert water conservation consultant;
  - A long term protection plan for sources of drinking water along the Fenton and Willimantic Rivers including the Fenton River water supply reservoir watershed area;
  - A schedule for preparing and implementing the recommendations of a hydraulic study of the water distribution system describing flow characteristics and operation efficiencies, a description of how the recommendations of the study will be addressed and an implementation schedule;
  - A completion schedule of the Level A aquifer protection area mapping for the Willimantic River wellfield;
  - A scope and schedule for completing an instream flow study of the Willimantic River similar in purpose to that conducted on the Fenton River to define and evaluate the linkage between the pumping of the supply wells and impacts to the Willimantic River. The study will also evaluate management of the pumping from the wells to optimize withdrawals while minimizing impacts to the stream habitat (to be used to determine a safe withdrawal rate for the Willimantic wellfield),

- The results of the Willimantic River study and description of how the recommendations of the study together with the Fenton River results will be used to shape a comprehensive well field/withdrawal management plan to be incorporated in the next plan period.

The Water Planning Council agrees that it will review the University's water supply strategy, that it will consult with the appropriate authorities in the Town of Mansfield regarding the strategy, and shall provide opportunities for public comment on said strategy prior to making a determination of their concurrence with the strategy. The Water Planning Council shall then provide an advisory opinion to the Department of Public Health as to the appropriateness of the water supply strategy for incorporation into the University's water supply plan per CGS 25-32d.

The Water Planning Council and the University further agree that they will work together to assure that the strategy is expeditiously implemented to guide the future conservation and development decisions of the University and its surrounding communities and that such plan is updated consistent with CGS 25-32d(a).

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MH*  
**CC:** Martin Berliner, Town Manager; Gregory Padick, Director of Planning;  
Curt Vincente, Director of Parks and Recreation; Jennifer Kaufman, Parks  
Coordinator  
**Date:** August 28, 2006  
**Re:** Open Space Acquisition – Meadowbrook Lane LLC Property on Puddin Lane

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**Subject Matter/Background**

Various members of the Town Council and the Open Space Preservation Committee have recently walked this 45-acre property to review its potential value to the town.

The preliminary consensus is that the acquisition of this property is worth further consideration. The next steps in the process would be to refer the potential purchase to the Planning and Zoning Commission for its review and to conduct an appraisal of the property.

**Financial Impact**

The preliminary appraisal will help to define the estimated value of the property. We anticipate the appraisal will cost a few thousand dollars, which can be paid from the open space fund.

**Recommendation**

Staff recommends that the Town Council refer the potential purchase to the planning and zoning commission for its review and authorize staff to conduct an appraisal of the property.

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

*Move, effective August 28, 2006, to refer the potential purchase of the 45-acre Meadowbrook Lane LLC Property on Puddin Lane to the Planning and Zoning Commission for its review and to authorize staff to conduct an appraisal of the property.*

**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:

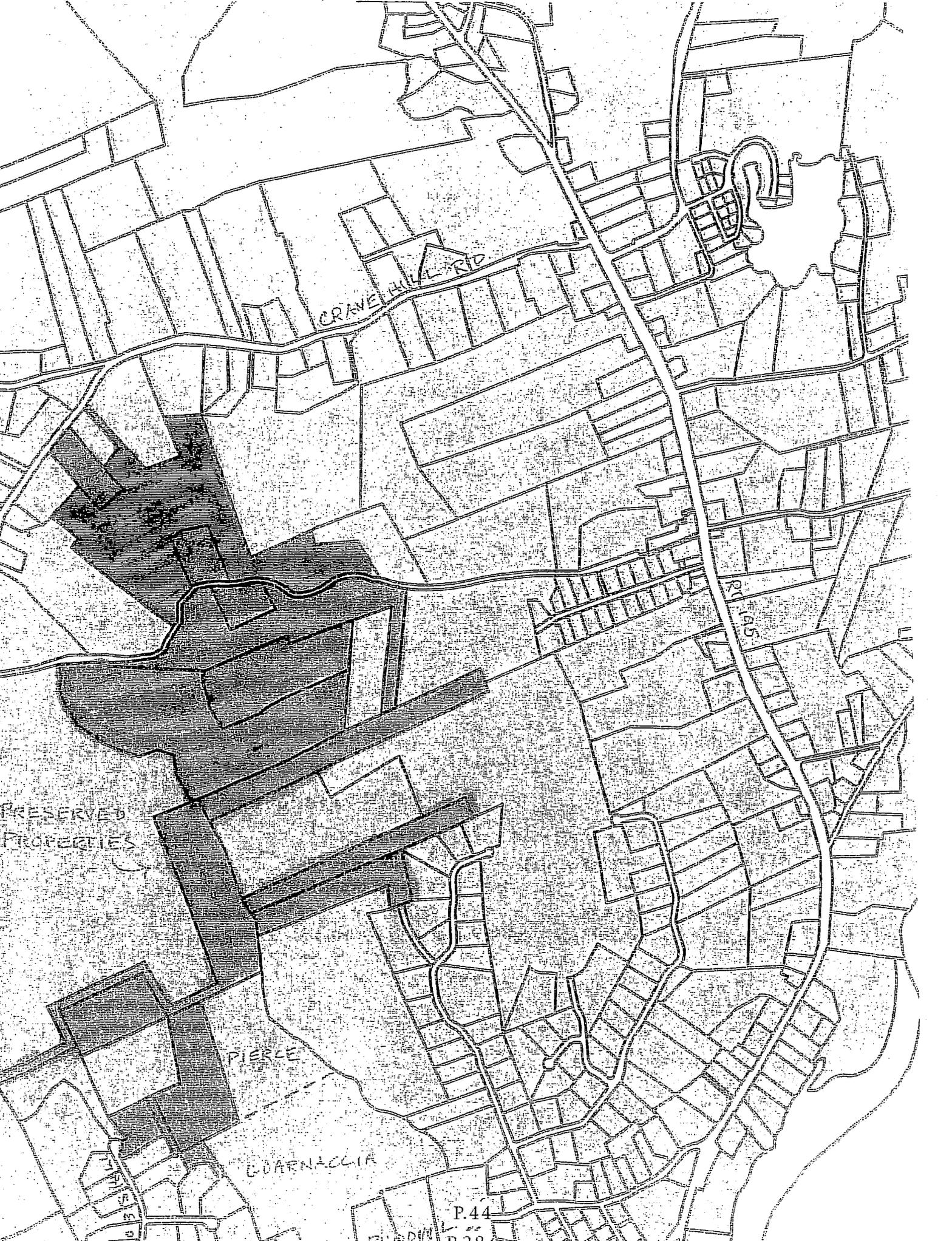
This property would meet the criteria for a matching grant from the DEP Open Space and Watershed Land Acquisition Grant Program. Possibly it would qualify for a Partnership grant from the Quinebaug-Shetucket Heritage Corridor.

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.



CRAVE HILL RD

R. 145

PRESERVED PROPERTIES

PIERCE

DARNACCIA

TOWN

PIERCE

W. MILL

B. ROAD

TOWN

BRIDGE

BLUE BEAN

GUARNACCIA

PUDDIN LANE

**PAGE  
BREAK**



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *Matt*  
**CC:** Martin Berliner, Town Manager; Kevin Grunwald, Director of Social Services  
**Date:** August 28, 2006  
**Re:** Connecticut Strategic Prevention Framework

---

**Subject Matter/Background**

The Connecticut Department of Mental Health and Addiction Services (DMHAS), is soliciting proposals from qualified private and public entities to implement the Connecticut Strategic Prevention Framework (*CT SPF*), a data driven planning process designed to effectively prevent alcohol abuse in communities, with a special emphasis on underage drinking. Proposals must address the priority substance problem specific to the sub-region where the project will take place, as identified in Sub-Regional Profiles prepared by DMHAS-funded Regional Action Councils (RACs) in consultation with Community Needs Assessment Workgroups. In our area the priorities identified were underage drinking and underage binge drinking, with secondary consequences of driving under the influence and underage liquor law violations.

Our intent is to apply for this grant on behalf of the Mansfield Community-Campus Partnership. The partnership will work with staff to develop and oversee a social norms campaign, working collaboratively with E.O. Smith High School along with the Office of Alcohol and Other Drug Services and student groups from the University of Connecticut to correct misperceptions, increase knowledge and change attitudes about alcohol use. The target population would be high school students and their parents.

**Financial Impact**

The State of Connecticut will award 15-25 projects for up to three years, with awards ranging from \$50,000-\$100,000 annually. Funds may be used for personnel, fringe benefits, travel and occupancy. The grant requires a minimum of a .25 FTE position and additional resources for data collection and evaluation activities.

**Recommendation**

Staff recommends that the Town Council support this grant application. Underage drinking is a serious problem throughout the country, and this community is no different. While high school alcohol use amongst ninth and tenth grade students at E.O. Smith High School is at the state average of 46.5%, this is 28% above the national average. Underage liquor law violations in our community are triple the state rate, and arrests for driving under the influence are double the state rate. While some of these statistics reflect the presence of University of Connecticut students, it is clear that this is a problem that affects our entire community. This grant provides an opportunity to address these issues with young people through education, utilizing older peers as a

source of accurate information, while also addressing the parental attitudes and beliefs that allow this behavior to occur. The grant also presents an opportunity for the Community-Campus Partnership to focus their efforts and to create some positive awareness for their ongoing efforts to improve the quality of life in Mansfield for all residents.

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

*Resolved, effective August 28, 2006, to authorize the Town Manager, Martin H. Berliner, to submit the attached grant application to the Connecticut Department of Mental Health and Addiction Services, and to execute any related grant documents.*

**Attachments**

- 1) Sub-regional profile and demographic data

**CT SPF Sub-Region 3-A Profile**  
**Prepared by**  
**Northeast Communities Against Substance Abuse**

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In response to a request from the CT Department of Mental Health and Addiction Services (DMHAS) for a data driven analysis on the impact of alcohol abuse in Sub-Region 3-A (towns of Ashford, Brooklyn, Canterbury, Chaplin, Columbia, Coventry, Eastford, Hampton, Killingly, Lebanon, Mansfield, Woodstock, Plainfield, Pomfret, Putnam, Scotland, Sterling, Thompson, Union, Wauregan, Willington, Windham) the Northeast Communities Against Substance Abuse (NECASA) developed the following profile and priorities with assistance from community members. The profile describes the consumption patterns and consequences of alcohol abuse and establishes priorities to be focused on to reduce the harmful effects of alcohol abuse. The profile and priorities will be used as a building block for a sub-regional process that will include capacity and readiness building, strategic planning, implementation of evidence based programs, practices and strategies, and evaluation of efforts to reduce alcohol abuse.

**Executive Summary and Problem Statement**

Sub-Region 3-A is made up of twenty-one towns ranging in population from 693 residents (Union) to 22, 857 residents (Windham, including the City of Willimantic).

To determine the priority focus of policies, practices, and programs to reduce alcohol abuse, NECASA staff used social indicator archival data from the CT State Epidemiological Workgroup (SEW) as well as high school survey data (NECASA 2000 - 2004) and Eastern Connecticut State University Core survey data (2004). The data was summarized and provided to a group of community members, the Community Needs Assessment Workgroup (CNAW). The eight members of the CNAW ranked the indicators of alcohol consumption and consequences presented in the data by magnitude (burden of the problem) and severity (depth of the problem) and changeability (reversibility). They also ranked the readiness of the community based on a readiness survey completed by community members. NECASA then tallied the rankings to determine the most pressing problems in the region.

**Problem Statement**

As depicted in the logic model (figure 1) the Sub-Region 3-A priority issue related to **alcohol consumption** is underage drinking and underage binge drinking. This priority is further identified as the need to reduce past month (30-day use) of alcohol use by high school students. High School alcohol use (grades 9 - 10) is at the state average (46.5, Governor's Prevention Initiative for Youth, 2000). According to the Connecticut Coalition to Stop Underage Drinking, Connecticut's average high school students use is 28% above the national

**CT SPF Sub-Region 3-A Profile**  
**Prepared by**  
**Northeast Communities Against Substance Abuse**

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average. According to a Capacity/Readiness Survey the readiness of the communities to deal with this issue is below medium readiness and some community capacity building is needed prior to addressing the problem.

The first priority **consequence of alcohol use** within the sub-region is high underage liquor law violations. Sub-Region 3-A was at almost triple the state rate (NECASA 73.2, State 27.4) and almost double the Region 3 rate (41.2). Readiness of the community to address this issue was just below high readiness. The second priority **consequence of alcohol use** within the sub-region is driving under the influence (DUI). Based on DUI offenses per 10,000 persons, the sub-region was almost double the state rate (NECASA 63.1, state 33.5). However, readiness of the community to address this issue is high.

**Figure 1**

**CT SPF**  
**SUB-REGION 3-A LOGIC MODEL FOR REDUCING ALCOHOL CONSUMPTION AND CONSEQUENCES**

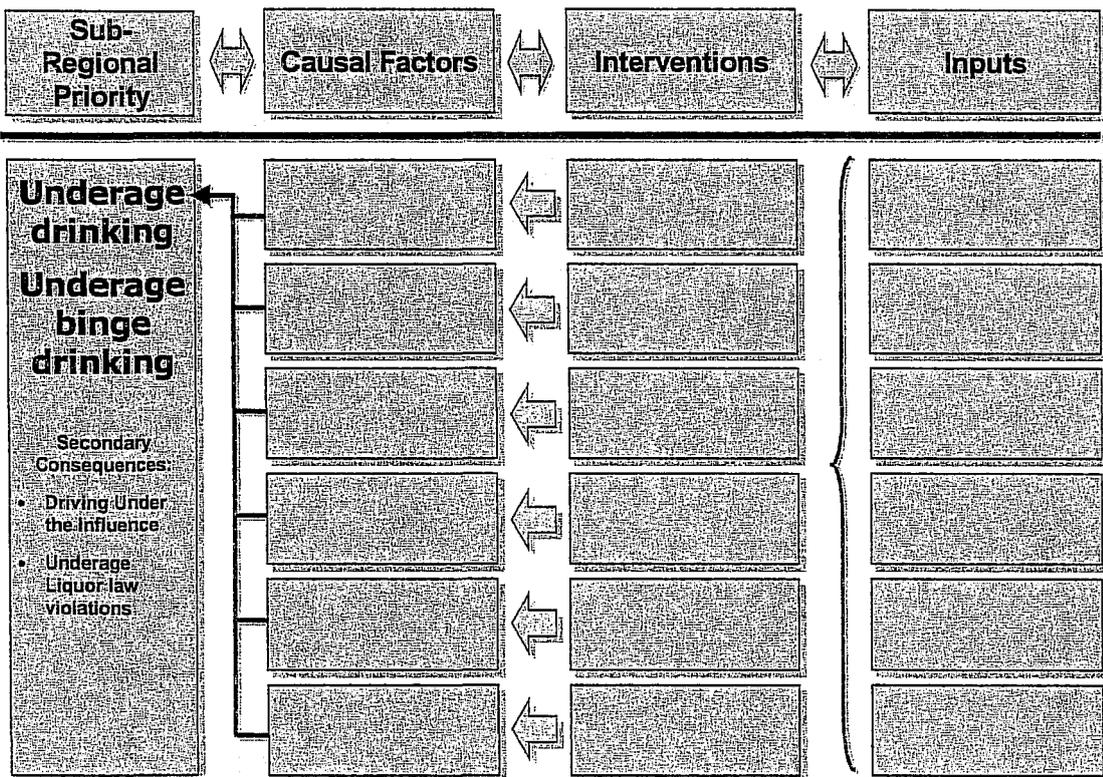


Table 1. Sub-Region 3-A Demographic Data

Area	Population Size	Gender (%)		Race (%)			Ethnicity: Hispanic or Latino (%)	Median Household Income (\$)	Individuals Below the Poverty Line (%)
		Male	Female	White	African American	Asian			
Connecticut	3,405,565	48.4	51.6	81.6	9.1	2.4	9.4	\$59,761	7.9
Region 3	401,911	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sub-Region 3-A	159,845	49.9	50.1	94.5	1.2	1.1	3.1	58,199	6.4
Ashford	4,098	50	50	95	1.0	1.0	2.1	59,947	5.9
Brooklyn	7,173	51.5	48.5	93.2	3.4	.5	2.6	54,134	5.8
Canterbury	4,692	50.9	49.1	97.1	.4	.3	1.1	62,854	4.5
Chaplin	2,250	50.6	49.4	97.1	.8	.3	2.1	56,990	2.9
Columbia	4,971	48.7	51.3	97.5	.4	.8	1.8	78,433	4.2
Coventry	11,504	50.3	49.7	96.7	.5	.6	1.9	71,764	3.7
Eastford	1,618	50.8	49.2	97.6	.5	.4	1.4	62,177	6.0
Hampton	1,758	50.1	49.9	96.3	.2	1.0	1.9	61,803	3.5
Killingly	16,472	49.1	50.9	93.4	1.4	1.7	2.3	44,893	8.7
Lebanon	6,907	50.5	49.5	94.7	1.9	1.1	1.9	68,010	2.3
Mansfield	20,720	49.3	50.7	83.8	4.8	7.4	4.7	53,669	14.2
Plainfield	14,619	49.0	51.0	95.8	.8	.6	2.7	47,515	7.0
Pomfret	3,798	49.2	50.8	97.0	.4	.8	1.7	64,038	4.1
Putnam	9,002	47.8	52.2	94.8	1.3	.4	2.0	47,432	7.7
Scotland	1,556	50.3	49.7	97.6	.4	.7	2.4	63,339	4.7
Sterling	3,099	51.2	48.8	95.7	.2	.4	1.4	53,576	6.0
Thompson	8,878	50.0	50.0	97.8	.4	.4	.8	50,614	5.4
Union	693	50.6	49.4	98.7	0	.1	0	64,015	3.5
Willington	5,959	49.8	50.2	94.2	.9	3.1	2.0	57,130	13.3
Windham	22,857	48.4	51.6	74.3	5.0	1.5	27.7	38,138	17.5
Woodstock	7,221	49.9	50.1	97.2	.2	.5	.9	61,716	4.2

**Table 2. Sub-Region 3-A Past Month Alcohol Use Data**

Area	Past Month Alcohol Use (%) GPIY 2000		Past Month Binge Alcohol Use (%) GPIY 2000		Other Past Month/30 Day Alcohol Use (%) NECASA School Surveys	Lifetime Use (%) NECASA School Surveys	ECSU Binge Drinking (Two Weeks Use)	ECSU Core Survey 30 Day Use
	Grade 7-8	Grade 9-10	Grade 7-8	Grade 9-10	Grade 9-10	Grade 9-10		
Connecticut	24	46.2	21.4	N/A	N/A	N/A	N/A	N/A
Region 3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sub-Region 3-A	23.8	46.5	N/A	N/A	N/A	N/A	53.9	83.1
Ashford	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Brooklyn	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Canterbury	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Chaplin	25.8	50.1	N/A	N/A	N/A	N/A	N/A	N/A
Columbia	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Coventry	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Eastford	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Hampton	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Killingly	24.5	47.7	N/A	N/A	N/A	N/A	N/A	N/A
Lebanon	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Mansfield	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Plainfield	24.5	55.8	1.9	22.8	N/A	N/A	N/A	N/A
Pomfret	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Putnam	24.5	47.7	N/A	N/A	N/A	N/A	N/A	N/A
Scotland	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Sterling	25.8	50.1	N/A	N/A	N/A	N/A	N/A	N/A
Thompson	(m)29, (f)26.8	(m)44, (f)44.8	2.2	14.1	N/A	N/A	N/A	N/A
Union	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Willington	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Windham	27.2	35.4	N/A	N/A	N/A	N/A	N/A	N/A
Woodstock	21	46.3	N/A	N/A	N/A	N/A	N/A	N/A
Woodstock Acad. (2002)	N/A	N/A	N/A	N/A	22	46	N/A	N/A
Windham H.S. (2002)	N/A	N/A	N/A	N/A	25.2	64	N/A	N/A
Toutellotte H.S. (2003)	N/A	N/A	N/A	N/A	47.4	69.9	N/A	N/A

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**Table 2. Sub-Region 3-A Past Month Alcohol Use Data**

Area	Past Month Alcohol Use (%) GPIY 2000		Past Month Binge Alcohol Use (%) GPIY 2000		Other Past Month/30 Day Alcohol Use (%) NECASA School Surveys	Lifetime Use (%) NECASA School Surveys	ECSU Binge Drinking (Two Weeks Use)	ECSU Core Survey 30 Day Use
	Grade 7-8	Grade 9-10	Grade 7-8	Grade 9-10	Grade 9-10	Grade 9-10		
Parish Hill H.S. (2001)	N/A	N/A	N/A	N/A	51.6	73.4	N/A	N/A
Coventry H.S. (2001)	N/A	N/A	N/A	N/A	38.3	69.2	N/A	N/A
E.O. Smith H.S. (2000)	N/A	N/A	N/A	N/A	35.5	69	N/A	N/A
Lyman H.S. (2000)	N/A	N/A	N/A	N/A	38.2	62	N/A	N/A
Killingly H.S. (2000-01)	N/A	N/A	N/A	N/A	46.4	76.8	N/A	N/A
Plainfield H.S. (2002)	N/A	N/A	N/A	N/A	33.3	51.4	N/A	N/A
Putnam H.S. (2002)	N/A	N/A	N/A	N/A	22.7	54.8	N/A	N/A

**Table 3. Sub-Region 3-A Alcohol-Related Mortality and Morbidity Data**

Area	Mortality						Morbidity					
	Alcohol-Related Homicide <sup>1</sup> Deaths per 100,000 Pop. DPH, 2002		Alcohol-Related Suicides <sup>2</sup> Deaths per 100,000 Pop. DPH, 2002		Alcohol Involved Motor Vehicle Fatalities per 100,000 Pop. DOT, 2000		Alcohol Involved Motor Vehicle Accidents Per 10,000 Pop. DOT, 2000		Alcohol ER Visits which result in Hospital Admission Per TBD OCHA, 2000		Underage Alcohol Involved Ambulance Response Calls Per 10,000 Pop. Ages 10-20	
	No.	Rate	No.	Rate	No.	Rate	No.	Rate	No.	Rate	No.	Rate
Connecticut	29	0.85	51	1.50	119	4.64	1998	5.9	13,204	38.77	N/A	N/A
Region 3	N/A	N/A	N/A	N/A	397	9.88	28	6.97	1066	26.5	N/A	N/A
Sub-Region 3-A	N/A	N/A	N/A	N/A	145	9.07	12	7.51	406	25.40	N/A	N/A
Ashford	N/A	N/A	N/A	N/A	0	0.00	3	7.32	14	34.16	N/A	N/A
Brooklyn	N/A	N/A	N/A	N/A	0	0.00	2	2.79	4	5.58	N/A	N/A
Canterbury	N/A	N/A	N/A	N/A	0	0.00	2	4.26	11	23.44	N/A	N/A
Chaplin	N/A	N/A	N/A	N/A	0	0.00	0	0.00	3	13.33	N/A	N/A
Columbia	N/A	N/A	N/A	N/A	0	0.00	6	12.07	8	16.09	N/A	N/A
Coventry	N/A	N/A	N/A	N/A	2	17.39	7	6.08	22	19.12	N/A	N/A
Eastford	N/A	N/A	N/A	N/A	0	0.00	2	12.36	1	6.18	N/A	N/A
Hampton	N/A	N/A	N/A	N/A	0	0.00	0	0.00	3	17.06	N/A	N/A
Killingly	N/A	N/A	N/A	N/A	2	12.14	24	14.57	59	35.82	N/A	N/A
Lebanon	N/A	N/A	N/A	N/A	1	14.48	5	7.24	23	33.30	N/A	N/A
Mansfield	N/A	N/A	N/A	N/A	0	0.00	8	3.86	22	10.62	N/A	N/A
Plainfield	N/A	N/A	N/A	N/A	1	6.84	34	23.26	42	28.73	N/A	N/A
Pomfret	N/A	N/A	N/A	N/A	0	0.00	0	0.00	12	31.60	N/A	N/A
Putnam	N/A	N/A	N/A	N/A	0	0.00	9	10.00	35	38.88	N/A	N/A
Scotland	N/A	N/A	N/A	N/A	1	64.27	3	19.28	4	25.71	N/A	N/A
Sterling	N/A	N/A	N/A	N/A	0	0.00	4	12.91	1	3.23	N/A	N/A
Thompson	N/A	N/A	N/A	N/A	1	11.26	10	11.26	11	12.39	N/A	N/A
Union	N/A	N/A	N/A	N/A	0	0.00	0	0.00	0	0.00	N/A	N/A
Willington	N/A	N/A	N/A	N/A	1	16.78	3	5.3	14	23.49	N/A	N/A
Windham	N/A	N/A	N/A	N/A	2	8.75	19	8.31	113	49.44	N/A	N/A
Woodstock	N/A	N/A	N/A	N/A	1	13.85	4	5.54	4	55.4	N/A	N/A

1 - Based on the assumption that 30% of homicides are attributable to alcohol use.

2 - Based on the assumption that 20% of suicides are attributable to alcohol use.

Table 4. Sub-Region 3-A Alcohol- and Drug-Related Crime Data

Area	Crime											
	Property Crime per 10,000 Persons DPS, 2003		Violent Crime per 10,000 Persons DPS, 2003		DUI Offenses per 10,000 Persons DPS, 2003		Underage Liquor Law Violations per 10,000 persons age 10-20 DPS, 2003		Juvenile Drug Arrests per DPS, 2003		Adult Drug Arrests DPS, 2003	
	No.	Rate	No.	Rate	No.	Rate	No.	Rate	No.	Rate	No.	Rate
Connecticut	18,734	55.0	30,393	89.2	11,396	33.5	1,368	27.4	2,238	26.6	15,743	61.4
Region 3	1,687	42.0	3,183	79.2	2,214	55.1	273	41.2	247	25.5	1,259	41.3
Sub-Region 3-A	512	32.0	1082	67.7	1008	63.1	220	73.2	101	26.7	427	35
Ashford	5	12.2	27	65.9	12	29.3	0	0.0	0	0.0	2	6.6
Brooklyn	30	41.8	61	85.0	39	54.4	1	9.4	3	17.7	9	16.4
Canterbury	15	32.0	21	44.8	8	17.1	0	0.0	1	8.3	2	5.7
Chaplin	6	26.7	9	40.0	8	35.6	0	0.0	3	54.2	0	0.0
Columbia	6	12.1	17	34.2	9	18.1	0	0.0	0	0.0	3	8.2
Coventry	17	14.8	25	21.7	51	44.3	0	0.0	9	28.9	19	22.6
Eastford	2	12.4	3	18.5	2	12.4	0.0	0.0	0.0	0.0	0	0.0
Hampton	2	11.4	7	39.8	5	28.4	0	0.0	0	0.0	2	16.5
Killingly	55	33.4	183	111.1	155	94.1	4	15.2	17	40.2	53	45.5
Lebanon	17	24.6	27	39.1	14	20.3	1	8.5	8	41.4	6	12.1
Mansfield	86	41.5	89	43.0	142	68.5	179	244.4	22	79.9	112	62.3
Plainfield	19	13.0	72	49.3	141	96.4	11	46.8	5	12.7	20	18.7
Pomfret	6	15.8	4	10.5	4	10.5	1	15.9	0	0.0	1	3.6
Putnam	77	85.5	121	134.4	58	64.4	6	44.6	2	9.4	17	24.7
Scotland	1	6.4	5	32.1	3	19.3	0	0.0	0	0.0	0	0.0
Sterling	6	19.4	14	45.2	9	29.0	0	0.0	0	0.0	3	13.5
Thompson	11	12.4	44	49.6	37	41.7	0	0.0	5	22.5	10	15.0
Union	0	0.0	2	28.9	7	101.0	0	0.0	0	0.0	0	0.0
Willington	4	6.7	25	42.0	19	31.9	0	0.0	1	8.0	4	8.5
Windham	145	63.4	288	126.0	281	122.9	15	33.1	24	45.6	164	93.2
Woodstock	2	2.8	14	19.4	4	5.5	2	17.2	1	5.3	0	0.0

**Table 5. Sub-Region 3-A Alcohol-Related Other Social Consequences Data**

Area	Other Social Consequences						
	Cumulative Dropout Rate SDE, 2004	AOD Suspensions & Expulsions		Alcohol Treatment Admissions		Adult Substance Abuse Treatment Admissions DMHAS, SFY 2005	
	Rate	No.	Rate	No.	Rate	No.	Rate
Connecticut	8.8	N/A	N/A	N/A	N/A	39,048	152.3
Region 3	11.2	N/A	N/A	N/A	N/A	4,775	156.5
Sub-Region 3-A	10.9	N/A	N/A	N/A	N/A	2336	191.5
Ashford	9.8	N/A	N/A	N/A	N/A	34	111.6
Brooklyn	4.2	N/A	N/A	N/A	N/A	49	89.5
Canterbury	8.7	N/A	N/A	N/A	N/A	37	106.2
Chaplin	13.6	N/A	N/A	N/A	N/A	34	200.5
Columbia	4.2	N/A	N/A	N/A	N/A	37	100.8
Coventry	15.8	N/A	N/A	N/A	N/A	106	126.3
Eastford	4.2	N/A	N/A	N/A	N/A	15	125.8
Hampton	13.6	N/A	N/A	N/A	N/A	20	153.4
Killingly	18.4	N/A	N/A	N/A	N/A	401	327.5
Lebanon	4.2	N/A	N/A	N/A	N/A	73	146.8
Mansfield	9.8	N/A	N/A	N/A	N/A	77	42.9
Plainfield	19.6	N/A	N/A	N/A	N/A	217	203.1
Pomfret	4.2	N/A	N/A	N/A	N/A	27	96.9
Putnam	13.8	N/A	N/A	N/A	N/A	155	225.3
Scotland	13.6	N/A	N/A	N/A	N/A	7	62.7
Sterling	19.6	N/A	N/A	N/A	N/A	36	161.7
Thompson	16.2	N/A	N/A	N/A	N/A	73	109.6
Union	4.2	N/A	N/A	N/A	N/A	0	0.0
Willington	9.8	N/A	N/A	N/A	N/A	42	89.1
Windham	19.2	N/A	N/A	N/A	N/A	863	490.5
Woodstock	4.2	N/A	N/A	N/A	N/A	33	62.0



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *Matt H*  
**CC:** Martin Berliner, Town Manager; Mansfield Conservation Commission  
**Date:** August 28, 2006  
**Re:** Expansion of the Membership of the Mansfield Conservation Commission

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**Subject Matter/Background**

The Mansfield Conservation Commission has requested that the Town Council consider expanding the size of the commission to include alternate members. The commission has explained that its current members have many commitments, and that it is often difficult to obtain a quorum. The addition of alternate members, therefore, would assist in this regard.

Chapter 11 of the Mansfield Code (see attached) sets the membership of the commission at seven members. However, Connecticut General Statutes Section 7-131a (see attached) authorizes a municipality to appoint as many as eleven members and up to three alternates to its conservation commission. In order to increase the membership of the Mansfield commission, the Town Council would probably wish to amend Chapter 11 of the Mansfield Code.

**Recommendation**

Staff recommends that the Town Council refer this matter to the Committee on Committees, for its review and consideration.

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

*Move, effective August 28, 2006, to refer the matter of the potential expansion of the membership of the Mansfield Conservation Commission to the Committee on Committees, for its review and consideration.*

**Attachments**

- 1) Mansfield Code of Ordinances, Chapter 11
- 2) Connecticut General Statutes Section 7-131a

## Chapter 11

## CONSERVATION COMMISSION

§ 11-1. Appointment; purpose.

§ 11-2. Membership; terms.

§ 11-3. Filling of expired terms.

[HISTORY: Adopted by the Town Council of the Town of Mansfield TM 5-25-1963; amended TM 6-25-1963. Subsequent amendments noted where applicable.]

## GENERAL REFERENCES

Code of Ethics — See Ch. 25.  
 Historic Districts — See Ch. 31.  
 Inland Wetlands Agency — See Ch. 40.  
 Planning and Zoning Commission — See Ch. 87.  
 Zoning Board of Appeals — See Ch. 94.  
 Building construction — See Ch. 107.  
 Parks and recreation areas — See Ch. 137.  
 Scenic roads — See Ch. 155.  
 Sewers and water — See Ch. 159.  
 Committees, boards and authorities — See Ch. A192.  
 Park rules and regulations — See Ch. A194.  
 Town facilities — See Ch. A197.

§ 11-1. Appointment; purpose.

The Town Manager shall appoint a Conservation Commission in accordance with §§ 7-131A and 7-131B of the 1961 Supplement to the Connecticut General Statutes for the development and conservation of natural resources, including resources within its territorial limits.

§ 11-2. Membership; terms.

Said Commission shall consist of seven (7) members, and the terms of office shall be for three (3) years, except that two (2)

§ 11-2

MANSFIELD CODE

§ 11-3

shall serve one (1) year from their date of appointment, two (2) for two (2) years from their date of appointment and three (3) for three (3) years from their date of appointment.

§ 11-3. Filling of expired terms.

All expired terms shall be filled by appointment for full three-year terms.

**Sec. 7-131a. Conservation commissions.** (a) Any town, city or borough, by vote of its legislative body, may establish a conservation commission for the development, conservation, supervision and regulation of natural resources, including water resources, within its territorial limits. The commission shall consist of not fewer than three nor more than eleven members and not more than three alternates, to be appointed by the chief executive officer of the municipality, to serve for terms to be designated by the legislative body establishing the commission. Such alternate members shall, when seated, have all the powers and duties of a member of the commission. The chief executive officer may remove any member or alternate for cause and may fill any vacancy.

(b) A conservation commission shall conduct research into the utilization and possible utilization of land areas of the municipality and may coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare and distribute books, maps, charts, plans and pamphlets as necessary for its purposes. It may propose a greenways plan for inclusion in the plan of conservation and development of the municipality prepared pursuant to section 8-23. It may inventory natural resources and formulate watershed management and drought management plans. Such plans shall be consistent with water supply management plans prepared pursuant to section 25-32d. It shall keep an index of all open areas, publicly or privately owned, including open marshlands, swamps and other wetlands, for the purpose of obtaining information on the proper use of such areas, and may from time to time recommend to the planning commission or, if none, to the chief executive officer or the legislative body plans and programs for the development and use of such areas. It may make recommendations to zoning commissions, planning commissions, inland wetlands agencies and other municipal agencies on proposed land use changes. It may, with the approval of such legislative body, acquire land and easements in the name of the municipality and promulgate rules and regulations, including but not limited to the establishment of reasonable charges for the use of land and easements, for any of its purposes as set out in this section. It may supervise and manage municipally-owned open space or park property upon delegation of such authority by the entity which has supervisory or management responsibilities for such space or property. It shall keep records of its meetings and activities and shall make an annual report to the municipality in the manner required of other agencies of the respective municipalities. The commission may receive gifts in the name of the municipality for any of its purposes and shall administer the same for such purposes subject to the terms of the gift.

(c) A commission may exchange information with the Commissioner of Environmental Protection, and said commissioner may, on request, assign technical personnel to a commission for assistance in planning its overall program and for coordinating state and local conservation activities.

(d) Any town, city or borough may appropriate funds to such commission.

(1961, P.L.A. 310; 1963, P.L.A. 490, S. 7; 1969, P.L.A. 284, S. 1; 1971, P.L.A. 872, S. 403; P.L.A. 73-293; P.L.A. 79-84; P.L.A. 93-270; P.L.A. 95-335, S. 10, 26.)

History: 1963 act amended Subsec. (b) to provide for making recommendations to the planning commission only, if one exists, rather than to the chief executive, legislative body or planning commission; 1969 act included supervision and regulation of resources in duties of conservation commission, required approval of legislative body for acquisition of land and easements and gave power to make regulations, including charges for use of land and easements; 1971 act substituted commissioner of environmental protection for commissioner of agriculture and natural resources in Subsec. (c); P.A. 73-293 changed maximum number of commission members from seven to eleven in Subsec. (a); P.A. 79-84 added provisions for alternate members in Subsec. (a); P.A. 93-270 amended Subsec. (b) to add provisions authorizing commissions to inventory natural resources, formulate watershed management and drought management plans and to make recommendations on proposed land use changes and to supervise and manage municipal open space or park property; P.A. 95-335 amended Subsec. (b) to

authorize the commission to propose a greenways plan to be included in the municipal plan of conservation and development, effective July 1, 1995.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *Matt Hart*  
**CC:** Martin Berliner, Town Manager; David Dagon, Fire Chief  
**Date:** August 28, 2006  
**Re:** Fifth Amendment to Fire Protection Agreement

---

**Subject Matter/Background**

As you will recall, we recently executed a fourth amendment to the two fire protection agreements that we have in force with the Eagleville Fire Department and the Mansfield Volunteer Fire Company for the provision of fire and emergency services. Both agreements are due to expire later this month on August 31, 2006, and while we were optimistic that we would finalize the transfer of various state emergency service designations from the departments to the town and consolidate the two volunteer organizations into one new consolidated entity by this date, this will not occur.

Consequently, we are now requesting that the Town Council authorize staff to execute the attached fifth amendment, which would ensure that the terms of the existing agreements remain in force until such time as the reorganization is completed, or until September 30, 2006, whichever event occurs earlier. In a sense, then, the amendment becomes a "temporary" agreement or stopgap measure until we are ready to finalize the reorganization and to execute a more permanent, successor agreement. If we are still not ready complete the reorganization process by the end of next month, we will return to the town council with a proposed sixth amendment.

**Financial Impact**

There is no financial impact to this proposal. The consolidated budget for fire and emergency services would remain the same.

**Legal Review**

The law firm that the town has retained to assist with this project has prepared the form of the proposed amendments.

**Recommendation**

For the reasons outlined above, staff recommends that the Town Council authorize the Town Manager to execute the proposed amendment to each of the existing fire protection agreements.

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

*Move, effective August 28, 2006, to authorize the Town Manager, Martin H. Berliner, to execute the attached "Fifth Amendment to Fire Protection Agreement" between the Town of Mansfield and the Eagleville Fire Department, Inc., and the attached "Fifth Amendment to Fire Protection Agreement" between the Town of Mansfield and the Mansfield Volunteer Fire Company, Inc.*

**Attachments**

- 1) Proposed "Fifth Amendment to Fire Protection Agreement" between the Town of Mansfield and the Eagleville Fire Department, Inc.
- 2) Proposed "Fifth Amendment to Fire Protection Agreement" between the Town of Mansfield and the Mansfield Volunteer Fire Company, Inc.

## FIFTH AMENDMENT TO FIRE PROTECTION AGREEMENT

This fifth amendment is entered into as of August \_\_, 2006, by and between the Town of Mansfield ("Town"), on the one hand, and the Eagleville Fire Department, Inc. ("Fire Department"), on the other hand. The Town and the Fire Department shall be referred to herein, from time to time, as the "Parties."

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 "Fourth Amendment to Fire Protection Agreement," the present term of said agreement ends on August 31, 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 August 31, 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;

NOW, therefore, in consideration of the promises contained herein, the Town and the Fire Company do hereby agree:

1. By agreement of the Parties the term of the Fire Protection Agreement, as amended, is hereby extended until the occurrence of the earlier of the following two events:
  - a. Completion of the process of formation of a municipal fire department and reorganization of the volunteer fire companies as evidenced by: (i) incorporation of a successor volunteer organization; (ii) execution of an assumption agreement between the Parties; (iii) transfer of the State of Connecticut emergency service designations from the Fire Department to the Town; and (iv) formal dissolution of the existing volunteer companies; or
  - b. September 30, 2006.

2. The Fire Department agrees to continue to perform all of its obligations, as presently exist under the Fire Protection Agreement, as amended, during the extended term beginning on September 1, 2006 and continuing until the earlier of the two events specified above in Paragraph 1.

3. The Parties agree that the date set above in Paragraph 1(b), may be extended upon written agreement of both Parties.

---

President, Eagleville Fire Department, Inc.  
Duly Authorized

---

Martin H. Berliner, Town Manager  
Duly Authorized

## FIFTH AMENDMENT TO FIRE PROTECTION AGREEMENT

This fifth amendment is entered into as of August \_\_, 2006, by and between the Town of Mansfield ("Town"), on the one hand, and the Mansfield Volunteer Fire Company, Inc. ("Fire Company"), on the other hand. The Town and the Fire Company shall be referred to herein, from time to time, as the "Parties."

WHEREAS, on April 25, 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 Company of termination of the Fire Protection Agreement, as amended, effective April 25, 2005;

WHEREAS, pursuant to the "Fourth Amendment to Fire Protection Agreement," the present term of said agreement ends on August 31, 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 August 31, 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;

NOW, therefore, in consideration of the promises contained herein, the Town and the Fire Company do hereby agree:

1. By agreement of the Parties the term of the Fire Protection Agreement, as amended, is hereby extended until the occurrence of the earlier of the following two events:
  - a. Completion of the process of formation of a municipal fire department and reorganization of the volunteer fire companies as evidenced by: (i) incorporation of a successor volunteer organization; (ii) execution of an assumption agreement between the Parties; (iii) transfer of the State of Connecticut emergency service designations from the Fire Company to the Town; and (iv) formal dissolution of the existing volunteer companies; or
  - b. September 30, 2006.

2. The Fire Company agrees to continue to perform all of its obligations, as presently exist under the Fire Protection Agreement, as amended, during the extended term beginning on September 1, 2006 and continuing until the earlier of the two events specified above in Paragraph 1.

3. The Parties agree that the date set above in Paragraph 1(b), may be extended upon written agreement of both Parties.

---

President, Mansfield Volunteer Fire  
Company, Inc.  
Duly Authorized

---

Martin H. Berliner, Town Manager  
Duly Authorized



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Elizabeth C. Paterson, Mayor *ECP*  
**CC:** Martin Berliner, Town Manager  
**Date:** August 28, 2006  
**Re:** Town Manager Recruitment Services

---

**Subject Matter/Background**

I am requesting that the Town Council authorize the additional expenditure of no more than \$3,000 to compensate CCM's Municipal Management Consulting Service for additional work that it has performed in regard to our town manager selection process. This additional work consists of negotiations with the preferred candidate and the preparation of an employment agreement.

**Financial Impact**

This expenditure would add a maximum of \$3,000 to the compensation outlined in our current agreement with CCM's Municipal Management Consulting Service.

**Recommendation**

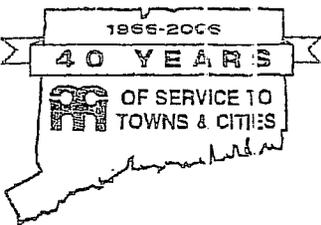
I recommend that the Town Council authorize staff to appropriate and expend these additional funds.

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

*Move, effective August 28, 2006, to authorize staff to appropriate and expend no more than \$3,000 for additional work that CCM's Municipal Management Consulting Service has performed in regard to Mansfield's town manager selection process.*

**Attachments**

1) CCM Proposal for Town Manager Recruitment Services



## CONNECTICUT CONFERENCE OF MUNICIPALITIES

900 Chapel St., 9th Floor, New Haven, CT 06510-2807 • Phone (203) 498-3000 • Fax (203) 562-6314 • www.ccm-ct.org

*President:* Herbert C. Rosenthal, First Selectman of Newtown • *Vice-President:* Keith J. Robbins, First Selectman of Bozrah • *Secretary:* Linda Roberts, First Selectman of East Windsor

*Directors:* Dennison L. Allen, First Selectman of Sprague, Martin H. Berliner, Town Manager of Mansfield, Woody Bilss, First Selectman of Weston, Mark D. Boughton, Mayor of Danbury, John A. Eisesser, Town Manager of Coventry, John M. Fabrizi, Mayor of Bridgeport, Timothy C. Grilswold, First Selectman of Old Lyme, David K. Kilben, First Selectman of East Granby, Kevin Kopetz, First Selectman of North Haven, Andrew J. Nunn, First Selectman of Monroe, Michael A. Pace, First Selectman of Old Saybrook, Eddie A. Perez, Mayor of Hartford, Michael P. Stupinski, First Selectman of Ellington

*Past Presidents:* Stephen T. Cassano, Selectman of Manchester, John DeStefano, Jr., Mayor of New Haven, John Welchsel, Town Manager of Southington, Dannel Malloy, Mayor of Stamford, Philip K. Schenck, Jr., Town Manager of Avon

*Executive Director and General Counsel:* Joel Cogen • *Associate Director for Public Policy and Advocacy:* James J. Finley, Jr.

April 10, 2006

Hon. Eetsy Paterson  
Mayor of Mansfield  
Beck Municipal Building  
4 So. Eagleville Road  
Mansfield, CT 06268

Dear Mayor Paterson::

Thank you for contacting CCM regarding a proposal for Town Manager Recruitment Services.

Enclosed is CCM's Municipal Management Consulting Service's proposal for carrying out the recruitment. If you need additional copies please let me know.

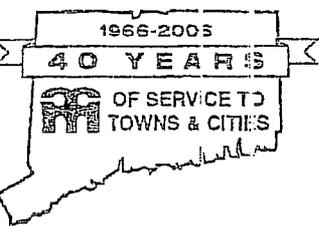
We look forward to working with you on this project. If you have any questions, please give either Peter Curry (1-860-564-1865) or me a call.

Sincerely,

Dorothy Mascola  
Manager of Member Services

Enclosure

cc: Peter Curry



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*Executive Director and General Counsel:* Joel Cogen • *Associate Director for Public Policy and Advocacy:* James J. Finley, Jr.

## CONNECTICUT CONFERENCE OF MUNICIPALITIES MUNICIPAL MANAGEMENT CONSULTING SERVICE

### PROPOSAL TOWN OF MANSFIELD FOR TOWN MANAGER RECRUITMENT SERVICES

APRIL 10, 2006

*The Connecticut Conference of Municipalities (CCM) is Connecticut's association of cities and towns. CCM represents municipalities at the General Assembly, before the state executive branch and regulatory agencies, and in the courts. CCM provides member cities and towns with a wide array of other services, including management assistance, individualized inquiry service, assistance in municipal labor relations, technical assistance and training, policy development, research and analysis, publications, information programs, and service programs such as workers' compensation and liability-automobile-property insurance and risk management, energy cost-containment, and revenue collection assistance. Federal representation is provided by CCM in conjunction with the National League of Cities. CCM was founded in 1966.*

*CCM is governed by a Board of Directors, elected by the member municipalities, with due consideration given to geographical representation, municipalities of different sizes, and balance of political parties. Numerous committees of municipal officials participate in the development of CCM policy and programs. CCM has offices in New Haven (the headquarters) and in Hartford.*

*In line with its mission, CCM offers the Municipal Management Consulting Service (MMCS), a fee-for-service program that furnishes experienced municipal professionals with a depth and range of experience that can focus on your municipality's needs.*

CONNECTICUT CONFERENCE OF MUNICIPALITIES  
MUNICIPAL MANAGEMENT CONSULTING SERVICE

PROPOSAL  
TO  
TOWN OF MANSFIELD  
FOR  
TOWN MANAGER RECRUITMENT SERVICES

April 10, 2006

Objective of the Engagement

Assist the Mansfield Town Council in the recruitment and hiring of a new Town Manager by conducting an executive search that will produce a pool of candidates from which the Town Council may make a selection.

Scope of Services Offered

CCM/MMCS will:

- o Advise the Town Council in setting the range of compensation for the position.
- o Develop and place announcements of job availability in professional journals and on appropriate websites, e.g. ICMA Newsletter.
- o Meet with senior staff and/or staff focus groups (as the Council may determine) to: 1) identify the future manager's qualities and qualifications deemed important by members of the Town staff; 2) identify some of the future manager's challenges from staff's perspective.
- o Meet with members of Town boards and commissions and representatives of community groups with whom the Town Council wishes to be consulted.
- o Create a descriptive *community* profile document (thumbnail sketch) intended to furnish information to prospective applicants and to attract interest in the position.
- o Create a descriptive *position* profile document 1) stating the Town's base line requirements for a new manager; 2) broadly outlining compensation and benefits; 3) describing candidate attributes desired by the Town Council; and 4) calling attention to priority challenges with which a new manager will need to deal.
- o Through direct contact, attract the attention of certain qualified public managers who might be interested in becoming applicants for the position.
- o Respond to the questions of prospective applicants and have appropriate materials sent to them.
- o Receive and acknowledge applications.

- o Correspond with applicants and keep them informed of progress in the hiring process.
- o Perform a preliminary screening of submitted resumes to develop a "short list" of the most qualified 10-12 applicants for further consideration by a Town Council Committee or the Town Council as a whole.
- o Check the references of short-listed candidates.
- o Structure for the Town Council's consideration a plan for the interview process including draft questions for Council members to use in interviewing candidates.
- o Organize and make arrangements for the Town Council's interviews with the top five or six candidates including an informal, social gathering (if it is the Council's decision to hold one) and a pre-interview tour of the community.
- o Arrange the logistics of attending the interview session with the selected candidates including the provision of advice and assistance regarding travel and lodging.
- o Utilize – as a sub-consultant – a firm specializing in background checks to investigate such of the finalists as the Council may direct.
- o Provide related advice and assistance.

### Fee Proposal

Compensation to the Connecticut Conference of Municipalities for performing the services described above will reflect the rate of \$130 per hour of effort expended by its service provider, provided that the total thereof for the engagement shall not exceed \$18,000 unless otherwise mutually agreed between the Town and CCM.

CCM advises that there will be "out-of-pocket" direct expenses (e.g. for advertising, postage, printing, telephone charges, service provider's travel, subcontracted background checks, etc.) related to this engagement that CCM is expected to incur; such expenses would be passed through to the Town free of CCM overhead or indirect charges. In addition, certain expenses are expected in connection with the engagement that may be billed directly to the Town by third parties (e.g. for special events, meeting costs, candidate travel and lodging, transportation for a community tour(s), etc.).

### CCM/MMCS Service Provider

*Perer M. Curry's* professional career in public service has spanned 42 years during which he was, successively, Assistant Town Manager of Bloomfield, Connecticut; Town Manager of Westerly, Rhode Island; Town Manager of Newington, Connecticut; Assistant District Manager of the Metropolitan District of Greater Hartford (MDC); Administrative Officer of the Town of Darien, Connecticut; interim Town Manager of Killingly, Connecticut (under the auspices of CCM/MMCS) and Temporary Town Manager of Tolland, Connecticut (also under the auspices of CCM/MMCS). Significant to the proposed engagement, he conducted recruitment of a permanent Town Manager for Killingly while serving as its interim Manager and assisted Tolland's Town Manager Selection Committee while serving that community. Mr. Curry has been Senior Consultant with CCM's Municipal Management Consulting Service since July, 2002.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *M.H.*  
**CC:** Martin Berliner, Town Manager; Jeffrey Smith, Director of Finance  
**Date:** August 28, 2006  
**Re:** \$200,000 Community Center Gymnasium Air Conditioning Project;  
\$1,000,000 Land Acquisition Program; \$3,800,000 Middle School Electrical  
Heating System Conversion Project

---

**Subject Matter/Background**

Attached for your information please find various documents related to the projects listed above. We plan to schedule a special meeting for early September to review these projects and to decide if the Town Council wishes to send these initiatives to the voters for the November 7, 2006 referendum.

**Attachments**

- 1) D. Gillette re: \$200,000 Community Center Gymnasium Air Conditioning Project;  
\$1,000,000 Land Acquisition Program; \$3,800,000 Middle School Electrical Heating  
System Conversion Project

# Day, Berry & Howard LLP

COUNSELLORS AT LAW

Douglas W. Gillette  
Direct Dial: (860) 275-0186  
E-mail: dwgillette@dbh.com

August 22, 2006

*Via e-mail to smithjh@mansfieldct.org*

Mr. Jeffrey H. Smith  
Director of Finance  
Town of Mansfield  
Town Hall  
4 South Eagleville Road  
Storrs, CT 06268

Re: \$200,000 Community Center Gymnasium Air Conditioning Project  
\$1,000,000 Land Acquisition Program  
\$3,800,000 Middle School Electrical Heating System Conversion

Dear Jeff:

Accompanying is a complete set of the documents forwarded on June 20th (other than with respect to the supplemental land acquisition proceedings), revised to reduce the dollar amount of the Community Center project to \$200,000 and change the project description to:

“costs related to installation of air conditioning in the Mansfield Community Center gymnasium and to the financing thereof, and related building improvements. The appropriation may be spent for design, acquisition and installation costs, equipment, materials, consultants’ fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project”;

and to include the supplemental documents in connection with the submission of the Community Center project to a Town Meeting to be adjourned to a referendum vote to be held in conjunction with the November 7th referendum. The ballot heading now reads:

“SHALL THE TOWN OF MANSFIELD APPROPRIATE \$200,000 FOR INSTALLATION OF AIR CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?”

Day, Berry & Howard LLP

Mr. Jeffrey H. Smith  
August 22, 2006  
Page 2

The documents also provide that the resolution for the Community Center project will be submitted to a Special Town Meeting to be held on Thursday, October 26th and adjourned following introduction and discussion of the Bond Resolution to a referendum vote to be held in conjunction with the November 7th election. As required by the Charter § 407, if the voters approve the Community Center project at the November 7th referendum, the Town Council will have to meet following the referendum to reapprove the Bond Resolution. I assume that will be just a formality at that point.<sup>1</sup>

Please note that the Certificate As To Referendum Results and the Certificate Of Finance Director As To Annual Budget have been drafted assuming that all three bond resolutions are approved at referendum. If turns out not to be the case, I will provide revised certificates.

Please let me know if we can be of other assistance.

Very truly yours,  
*/s/ Doug*  
Douglas W. Gillette

cc (w/Bond Resolutions):

Michael A. McKinnon, IBIC (via e-mail to [muniibic@aol.com](mailto:muniibic@aol.com))  
William N. Lindsay, IBIC (via e-mail to [wlindsay@snet.net](mailto:wlindsay@snet.net))

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<sup>1</sup> When the next Charter Revision Commission is charged, the provisions in the Charter permitting the Council to approve certain appropriations and borrowing authorizations "after approval of consecutive actions of the Council and a Town Meeting" should be considered. Effectively, this require the Council reapprove matters it approved prior to the Town Meeting approval.

TOWN OF MANSFIELD  
CHECKLIST OF PROCEEDINGS AND BOND TRANSCRIPT DOCUMENTS  
SPECIAL APPROPRIATIONS AND BOND AUTHORIZATIONS

**\$200,000 Community Center Gymnasium Air Conditioning Project**  
**\$1,000,000 Land Acquisition Program**  
**\$3,800,000 Middle School Electrical Heating System Conversion**

- A. ORGANIZATION PROCEEDINGS - Due incorporation of Town, adoption of home rule charter and establishment of Planning and Zoning Commission.

Documents:

- (1) Town Clerk's Charter Certificate.\*

- B. TOWN COUNCIL MEETING - Town Council Meeting held and full resolution authorizing appropriation, bonds and temporary notes, etc., read, moved, seconded and voted by roll call vote. For resolutions subject to Town Meeting vote, Council adopts resolution calling Town Meeting and approving notice. For resolutions subject to referendum approval, Council adopts resolution setting referendum date and ballot label. Council meeting minutes should be authenticated by Mayor and Town Clerk. Nature of proceedings following initial Town Council action are dependent on amount relative to current budget of appropriation or borrowing authorization, when aggregated with prior special appropriations and borrowing authorizations during current fiscal year. Charter Sections 406, 407, 302.

Documents:

- (2) Certified copy of 6/12/06 Town Council Meeting minutes reflecting adoption of resolution approving preliminary appropriation for Middle School electrical heating system conversion project, establishing school building committee and authorizing grant application.
- (3) Copy of 8/28/06 Town Council Meeting minutes.\*
- (4) Town Clerk's Certificate as to minutes.\*  
-- Meeting notice/agenda  
-- 2006 regular meeting schedule

- C. PLANNING AND ZONING COMMISSION - Proposed project must be referred to the Planning and Zoning Commission for approval or a report (unless project is solely purchase of movable equipment). Planning and Zoning Commission should act on referral before Town Council meeting. Action by Commission must be by majority vote of all its members, not just a majority of those present. C.G.S. Sections 8-24, 8-22.

Documents:

- (5) Copy of 6/\_\_\_/06 minutes of Planning and Zoning Commission meeting (Middle School project).\*
- (6) Town Clerk's Certificate as to minutes.\*
  - Meeting notice/agenda
  - 2006 regular meeting schedule
- (7) Copy of 9/18/06 minutes of Planning and Zoning Commission meeting (Community Center Gymnasium Air Conditioning Project and land acquisition program).\*
- (8) Town Clerk's Certificate as to minutes.\*
  - Meeting notice/agenda
  - 2006 regular meeting schedule

D. TOWN MEETING APPROVAL AND TOWN COUNCIL REAPPROVAL: APPROPRIATIONS OR BORROWING AUTHORIZATIONS IN AGGREGATE AMOUNT NOT EXCEEDING 1% OF ANNUAL BUDGET - In any fiscal year, appropriations and borrowing authorizations in an aggregate amount not exceeding 1% of the annual budget may be approved by the Town Council following prior consecutive actions by the Council and Town Meeting. Charter Sections 406, 407. Notice of the Town Meeting must be posted and published at least five days prior to meeting, and the Return of Notice must be filed with Town Clerk. Publication must be in a newspaper having a general and substantial circulation in the Town. Do not include day of meeting in counting five days for publishing and posting notice. C.G.S. Sections 7-3, 7-4. Town Meeting held and full resolution authorizing appropriation, bonds and temporary notes, etc., read, moved, seconded and discussed. Votes on the resolution should be counted unless the votes are to be taken at an adjourned town meeting referendum pursuant to C.G.S. Section 7-7. If voting is to take place at adjourned town meeting referendum, bond resolution is introduced, moved, seconded and discussed, ballot heading of referendum question is announced and the town meeting is adjourned to referendum to be held within seven to fourteen days of meeting. C.G.S. Sections 7-7, 7-9c. Absentee ballots must be provided. C.G.S. Sections 9-135, 9-1(n), 9-369c.

Documents:

- (9) Copy of Notice of Special Town Meeting and Adjourned Town Meeting Referendum on \$200,000 Community Center Gymnasium Air Conditioning Project.\*
- (10) Certified copy of Return of Notice.\*
- (11) Publisher's affidavit of newspaper publication of Notice with newspaper clipping attached.
- (12) Copy of Town Meeting minutes.\*
- (13) Town Clerk's Certificate as to minutes.\*
- (14) Copy of 11/\_\_\_/06 Town Council meeting minutes reapproving bond resolution following referendum approval.\*
- (15) Town Clerk's Certificate as to minutes.\*
  - Meeting notice/agenda
  - 2006 regular meeting schedule

- E. REFERENDUM: APPROPRIATIONS OR BORROWING AUTHORIZATIONS IN AGGREGATE AMOUNT EXCEEDING 1% OF ANNUAL BUDGET - Referendum of electors and non-electors is held on all special appropriations or bond authorizations in aggregate amount exceeding 1% of the annual budget. Favorable vote equal to at least 15% of the voters listed on the last completed registry list is required for approval. Charter Sections 406, 407. Notice of referendum held in conjunction with regular election is posted and published at least five (5) but not more than fifteen (15) days prior to election/referendum. A separate polling place must be provided for non-electors voters. C.G.S. Section 7-9c, 9-225, 9-226; Public Act No. 97-192. Absentee ballots must be provided. C.G.S. Sections 9-135, 9-1(n), 9-369c.

Documents:

- (16) Copy of Notice of 11/7/06 Election/Referendum (also includes notice of adjourned town meeting referendum on \$200,000 Community Center Gymnasium Air Conditioning Project).\*
- (17) Return of Notice.\*
- (18) Publisher's affidavit of newspaper publication of Notice of Election/Referendum with newspaper clipping attached.
- (19) Certificate of Referendum Results signed by Town Clerk and Moderator.\*
- (20) Certificate of Finance Director as to Annual Budget.\*

- F. SCHOOL PROJECTS - Board of Education, Building Committee and State Board of Education must approve site and plans. State Board of Education must approve grant commitment before construction bids are sought. C.G.S. Section 10-291.

Documents:

- (21) School Building Project Certificate (\$3,800,000 Middle School Electrical Heating System Conversion).\*
- (22) Copy of letter from State Board of Education approving site and plans.
- (23) Copy of letter from State Board of Education approving grant commitment.

\*Bond counsel will supply draft forms upon request.

Special Provisions:

- Appropriations in an aggregate amount not exceeding 1/2% of the annual budget may be made by Council. Appropriations in aggregate amount exceeding that limitation, but not exceeding 1% of the annual budget may be made by consecutive actions of the Council and Town Meeting. Appropriations in aggregate amount exceeding 1% of the annual budget are approved by consecutive action of the Council and referendum. Notwithstanding the foregoing limitations, the Council may approve appropriations without limitation as to amount if to be funded from unanticipated revenues other than taxes or proceeds of borrowing authorized pursuant to Charter Sections 406 (*sic*) and 407. Charter Section 406.

- Appropriations for construction or other permanent improvements do not lapse until project is accomplished or abandoned. Project is deemed abandoned if three fiscal years elapse without any expenditure or encumbrance. Charter Section 506.
  
- Town has adopted provisions of Conn. Gen. Stat. § 9-369d permitting non-electoral voters to vote in referenda held in conjunction with an election. "Ordinance Regarding the Right of Voters Who Are Not Electors to Vote at Referenda Held in Conjunction with an Election", adopted by the Mansfield Town Council on August 25, 1997.

## CHARTER CERTIFICATE

I, Mary Stanton, Town Clerk of the Town of Mansfield, Connecticut hereby certify as follows:

1. The Town of Mansfield, Connecticut was formed in October, 1702 by Special Act of the General Assembly of the Colony of Connecticut.

2. The Town has a home rule charter which was adopted pursuant to Chapter 99 of the Connecticut General Statutes at the election held on November 2, 1993 and which became effective on that date. No amendment or change has been approved since that date and said Charter has been in full force and effect since that date.

3. The Town Council adopted Rules of Procedure for the conduct of its meetings on November 16, 1981. Said rules were most recently revised November 18, 1985. No amendments or changes have been approved since that date, and said Rules of Procedure have been in full force and effect since that date.

4. Except for provisions in the Town's Charter, there are no ordinances or other regulations of the Town pertaining to procedures for approving appropriations or bond or note authorizations; nor are there any ordinances or regulations of the Town limiting its taxing power, or limiting the amount the Town may approve for any item in its annual budget, or limiting the extent to which it may approve special appropriations, except for an ordinance entitled "Ordinance Regarding the Right of Voters Who Are Not Electors to Vote at Referenda Held in Conjunction with an Election", adopted by the Mansfield Town Council on August 25, 1997, a copy of which ordinance as most recently amended is attached hereto.

The above facts were true on July 1, 2006 and at all times to the date of this certificate.

Signed and sealed at Mansfield, Connecticut, this            day of November, 2006.

[SEAL]

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Town Clerk  
Mansfield, Connecticut

**RESOLUTIONS OF THE TOWN COUNCIL OF THE TOWN OF MANSFIELD  
HELD AUGUST 28, 2006**

Item \_\_\_\_.

**RESOLUTION APPROPRIATING \$200,000 FOR INSTALLATION OF AIR  
CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, AND  
AUTHORIZING THE ISSUE OF BONDS, NOTES AND TEMPORARY NOTES IN THE  
SAME AMOUNT TO FINANCE THE APPROPRIATION.**

RESOLVED,

(a) That the Town of Mansfield appropriate TWO HUNDRED THOUSAND DOLLARS (\$200,000) for costs related to installation of air conditioning in the Mansfield Community Center gymnasium and to the financing thereof, and related building improvements. The appropriation may be spent for design, acquisition and installation costs, equipment, materials, consultants' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project. The Town Council is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes, in an amount not to exceed TWO HUNDRED THOUSAND DOLLARS (\$200,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO HUNDRED THOUSAND DOLLARS (\$200,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day, Berry & Howard is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or

temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

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Item \_\_\_\_.

**RESOLUTION APPROPRIATING \$1,000,000 FOR ACQUISITION OF LAND OR INTERESTS THEREIN FOR OPEN SPACE, MUNICIPAL, OR PASSIVE OR ACTIVE RECREATIONAL USES, AND AUTHORIZING THE ISSUE OF BONDS, NOTES AND TEMPORARY NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.**

RESOLVED,

(a) That the Town of Mansfield appropriate ONE MILLION DOLLARS (\$1,000,000) for costs related to the acquisition by the Town of one or more parcels of land or interests therein for open space, municipal, or passive or active recreational uses, or any combination thereof, provided that no portion of the appropriation shall be expended for the acquisition of a particular parcel of land or interest related thereto, other than for costs preliminary to such acquisition, until such acquisition has been submitted to the Planning and Zoning Commission of the Town for review pursuant to Section 8-24 of the Connecticut General Statutes, Revision of 1958, as amended, and has been approved by the Town Council following a

public hearing held on not less than five days' published notice. The appropriation may be spent for acquisition costs, costs preliminary thereto including without limitation survey fees, testing, engineering, feasibility and planning studies related to potential acquisitions, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing.

(b) That the Town issue its bonds or notes, in an amount not to exceed ONE MILLION DOLLARS (\$1,000,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project to the extent that such grants are not separately appropriated to pay additional project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE MILLION DOLLARS (\$1,000,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day, Berry & Howard is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution,

if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

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Item \_\_\_\_.

**RESOLUTION APPROPRIATING \$3,800,000 FOR REPLACEMENT OF THE ELECTRICAL HEATING SYSTEM AT THE MANSFIELD MIDDLE SCHOOL WITH A FOSSIL-FUEL HEATING SYSTEM, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.**

RESOLVED,

(a) That the Town of Mansfield appropriate THREE MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$3,800,000) replacement of the electrical heating system at the Mansfield Middle School with a fossil-fuel heating system, including related renovations, improvements and other work. The appropriation may be spent for design, acquisition, installation and construction costs, equipment, materials, engineering and other consultant fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project. The Mansfield Middle School Heating System Conversion Committee is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified. A portion of the appropriation in an amount not to exceed \$1,025,000 shall be applied to reimburse the Reserve Fund for Capital and Nonrecurring Expenditures for expenditures made pursuant to the appropriation for the project approved by the Town Council by resolution adopted at meeting held June 12, 2006. The Town anticipates receiving a grant commitment from the State of Connecticut Department of Education for approximately 73% of eligible project costs.

(b) That the Town issue its bonds or notes, in an amount not to exceed THREE MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$3,800,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project to the extent that such grants are not separately appropriated to pay additional project costs. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general

obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed THREE MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$3,800,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day, Berry & Howard is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or other obligations authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or other obligations authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or other obligations.

(g) That the Town Manager, the Director of Finance, the Treasurer, the Mansfield Middle School Heating System Conversion Committee and other proper officers of the Town are

authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations and to obtain grants to finance the aforesaid appropriation.

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Item \_\_\_\_.

**RESOLUTION ESTABLISHING REFERENDUM VOTES ON INSTALLATION OF AIR CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, ON ACQUISITION OF LAND FOR OPEN SPACE, MUNICIPAL, OR PASSIVE OR ACTIVE RECREATIONAL USES, AND ON REPLACEMENT OF THE ELECTRICAL HEATING SYSTEM AT THE MANSFIELD MIDDLE SCHOOL WITH A FOSSIL-FUEL HEATING SYSTEM.**

RESOLVED,

(a) That pursuant to Sections 406 and 407 of the Town Charter the resolution adopted by the Council under Item \_\_\_\_ of this meeting, appropriating \$200,000 for installation of air conditioning in the Mansfield Community Center Gymnasium and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, shall be submitted to a Special Town Meeting to be held Thursday, October 26, 2006, which Town Meeting the Town Council hereby authorizes the Mayor to call. The Town Council hereby designates said resolution for submission to the voters at referendum in the manner provided by Section 7-7 of the General Statutes of Connecticut, Revision of 1958, as amended, to be held on Tuesday, November 7, 2006 in conjunction with the election to be held on that date, in the manner provided by said Charter and said Connecticut General Statutes including the procedures set out in Section 9-369d(b)(2) of said Statutes, and in accordance with "Ordinance Regarding the Right of Voters Who Are Not Electors to Vote at Referenda Held in Conjunction with an Election", adopted by the Mansfield Town Council on August 25, 1997. The resolution shall be placed upon the paper ballots or voting machines under the following heading:

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$200,000 FOR INSTALLATION OF AIR CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?"

Voters approving the resolution will vote "Yes" and those opposing said resolution shall vote "No". The Town Clerk shall publish notice of such referendum votes as part of the notice of the Special Town Meeting to be held on October 26, 2006 and of the election to be held on November 7, 2006. Absentee ballots will be available from the Town Clerk's office.

(b) That pursuant to Sections 406 and 407 of the Town Charter: (i) the resolution adopted by the Council under Item \_\_\_\_ of this meeting, appropriating \$1,000,000 for acquisition of land or interests therein for open space, municipal, or passive or active recreational uses and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, and (ii) the resolution adopted by the Council under Item \_\_\_\_ of this meeting, appropriating \$3,800,000 for replacement of the electrical heating system at the Mansfield Middle School with

a fossil-fuel heating system and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, shall be submitted to the voters at referendum to be held on Tuesday, November 7, 2006 in conjunction with the election to be held on that date, in the manner provided by said Charter and the Connecticut General Statutes, Revision of 1958, as amended, including the procedures set out in Section 9-369d(b)(2) of said Statutes, and in accordance with "Ordinance Regarding the Right of Voters Who Are Not Electors to Vote at Referenda Held in Conjunction with an Election", adopted by the Mansfield Town Council on August 25, 1997. The resolutions shall be placed upon the paper ballots or voting machines under the following headings, respectively:

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

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$3,800,000 FOR REPLACEMENT OF THE ELECTRICAL HEATING SYSTEM AT THE MANSFIELD MIDDLE SCHOOL WITH A FOSSIL-FUEL HEATING SYSTEM, AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?"

Voters approving a resolution will vote "Yes" and those opposing said resolution shall vote "No". The Town Clerk shall publish notice of such referendum votes as part of the notice of the election to be held on November 7, 2006. Absentee ballots will be available from the Town Clerk's office.

**[(c) That, in their discretion, the Town Clerk is authorized to prepare a concise explanatory text regarding the resolutions concerning the air conditioning in the Mansfield Community Center Gymnasium, acquisition of land or interests therein for open space, municipal, or passive or active recreational uses and replacement of the electrical heating system at the Mansfield Middle School; and the Town Manager is authorized to prepare additional explanatory materials regarding the resolutions, such text and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended.]**

TOWN CLERK: CERTIFICATE AS TO TOWN COUNCIL MINUTES

I, Mary Stanton, Town Clerk of the Town of Mansfield, Connecticut, hereby certify as follows:

1. Attached hereto is a true and complete copy of that portion of the minutes of the meeting of the Town Council of the Town of Mansfield, Connecticut held on August 28, 2006, pertaining to the introduction, discussion and action on (1) a resolution appropriating \$200,000 for additions, renovations and modifications to the Mansfield Community Center, (2) a resolution appropriating \$1,000,000 for land acquisition, (3) a resolution appropriating \$3,800,000 for conversion of the electrical heating system at the Middle School, and (4) a resolution setting the date and form of ballot label for, and other particulars of, a referendum to be held on said resolutions.

2. The Council consists of nine (9) members, a quorum of the Council consists of five (5) members, and the number of members present and voting on each resolution constitutes a quorum. The members present and voting on each resolution were duly elected or appointed members of the Council (or such members' alternates, if applicable).

3. The minimum number of affirmative votes required to adopt each resolution was five (5), and at least that number of members voted affirmatively on the resolution, as indicated in the minutes. The entire meeting exclusive of executive sessions was open to the public and no one was excluded from the portion of the meeting pertaining to the consideration and adoption of the resolution.

4. The minutes are duly recorded in the records of the Town and were filed with the Town Clerk within 7 days of the meeting. The vote of each member present was reduced to writing and made available for public inspection within 48 hours after the meeting, exclusive of any Saturday, Sunday or legal holiday, and also recorded in the minutes. The minutes were available for public inspection within 7 days after such meeting.

5. Notice of the meeting was mailed at least one week prior to the meeting by first class mail, where practicable, to every person who had filed a written request for such notice.

6. The meeting was (check one):

\_\_\_ a. A regular meeting, held at a date, time and place designated in the schedule of regular meetings filed in the office of the Town Clerk 30 days prior to the meeting and on or before January 31, 2006. The agenda of the meeting included the business concerning the resolution. The agenda was available to the public and was filed not less than 24 hours before the meeting at the Council's regular office or, if there is no such regular office, at the office of the Town Clerk.

\_\_\_ b. A special meeting, and notice of the date, time, place and the business concerning each resolution was posted in the office of the Town Clerk at least 24 hours before the meeting. Written notice of the special meeting was delivered to the usual place of abode of each member of the Council so that it was received prior

to the meeting, except where such delivery was properly waived under the provisions of Section 1-225 of the General Statutes.

7. In determining the time within which or by when any notice, agenda or other information was given, made available, posted or filed as certified in paragraphs 4 through 6 above, there was excluded Saturdays, Sundays, legal holidays and any day on which the office of the Town Clerk or the office of the Council, as applicable, was closed.

8. All provisions of the Freedom of Information Act (C.G.S. Sections 1-200 to 1-241) as amended and all regulations adopted by the Council for the conduct of its meetings which were in full force and effect on the date of the meeting referred to in the attached minutes were complied with in connection with the meeting.

9. Attached hereto are true and complete copies of the following:

- a. Schedule of dates, times and places for holding regular meetings of the Council as filed with the Town Clerk by January 31, 2006.
- b. Notice and agenda for the meeting referred to in the attached minutes.

Signed and sealed at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

[SEAL]

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Town Clerk  
Town of Mansfield

TOWN CLERK: CERTIFICATE AS TO PLANNING AND ZONING COMMISSION MINUTES

I, Mary Stanton, Town Clerk of the Town of Mansfield, Connecticut, hereby certify as follows:

1. Attached hereto is a true and complete copy of that portion of the minutes of the meeting of the Planning and Zoning Commission of the Town of Mansfield, Connecticut held on June , 2006, pertaining to the introduction, discussion and action on a resolution approving conversion of the electrical heating system at Mansfield Middle School pursuant to Section 8-24 of the General Statutes.

2. The Planning and Zoning Commission consists of nine (9) members and three (3) alternates, a quorum of the Commission consists of five (5) members, and the number of members present and voting on the resolution constitutes a quorum. The members present and voting on the resolution were duly elected or appointed members of the Commission (or such members' alternates, if applicable).

3. The minimum number of affirmative votes required to adopt the resolution was five (5), and at least that number of members voted affirmatively on the resolution, as indicated in the minutes. The entire meeting exclusive of executive sessions was open to the public and no one was excluded from the portion of the meeting pertaining to the consideration and adoption of the resolution.

4. The minutes are duly recorded in the records of the Town and were filed with the Town Clerk within 7 days of the meeting. The vote of each member present was reduced to writing and made available for public inspection within 48 hours after the meeting, exclusive of any Saturday, Sunday or legal holiday, and also recorded in the minutes. The minutes were available for public inspection within 7 days after such meeting.

5. Notice of the meeting was mailed at least one week prior to the meeting by first class mail, where practicable, to every person who had filed a written request for such notice.

6. The meeting was (check one):

\_\_\_ a. A regular meeting, held at a date, time and place designated in the schedule of regular meetings filed in the office of the Town Clerk 30 days prior to the meeting and on or before January 31, 2006. The agenda of the meeting included the business concerning the resolution. The agenda was available to the public and was filed not less than 24 hours before the meeting at the Commission's regular office or, if there is no such regular office, at the office of the Town Clerk.

\_\_\_ b. A special meeting, and notice of the date, time, place and the business concerning the resolution was posted in the office of the Town Clerk at least 24 hours before the meeting. Written notice of the special meeting was delivered to the usual place of abode of each member of the Commission so that it was received prior to the meeting, except where such delivery was properly waived under the provisions of Section 1-225 of the General Statutes.

7. In determining the time within which or by when any notice, agenda or other information was given, made available, posted or filed as certified in paragraphs 4 through 6 above, there was excluded Saturdays, Sundays, legal holidays and any day on which the office of the Town Clerk or the office of the Commission, as applicable, was closed.

8. All provisions of the Freedom of Information Act (C.G.S. Sections 1-200 to 1-241) as amended and all regulations adopted by the Commission for the conduct of its meetings which were in full force and effect on the date of the meeting referred to in the attached minutes were complied with in connection with the meeting.

9. Attached hereto are true and complete copies of the following:

- a. Schedule of dates, times and places for holding regular meetings of the Commission as filed with the Town Clerk by January 31, 2006.
- b. Notice and agenda for the meeting referred to in the attached minutes.

Signed and sealed at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

[SEAL]

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Town Clerk  
Town of Mansfield

RESOLUTION OF PLANNING AND ZONING COMMISSION

September 18, 2006

Item \_\_.

RESOLVED, that the Planning and Zoning Commission of the Town of Mansfield approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut:

Installation of air conditioning in the Mansfield Community Center gymnasium related building improvements;

provided that this resolution is for approval of conceptual plans only. The project is subject to and shall comply with all applicable laws, regulations and permit approvals, and this resolution shall not be a determination that the project is in compliance with any such applicable laws, regulations or permit approvals.

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Item \_\_\_\_.

RESOLVED, that the Planning and Zoning Commission of the Town of Mansfield approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut:

Acquisition by the Town of one or more parcels of land or interests therein for open space, municipal, or passive or active recreational uses, or any combination thereof, after referral of any such proposed acquisition to the Planning and Zoning Commission of the Town for review pursuant to Section 8-24 of the Connecticut General Statutes, Revision of 1958, as amended, and approval by the Town Council following a public hearing held on not less than five days' published notice;

provided that this resolution is for approval of conceptual plans only. The actual acquisitions are subject to and shall comply with all applicable zoning, site plan, subdivision, inland wetland and other laws, regulations and permit approvals, and this resolution shall not be a determination that any such acquisition is in compliance with any such applicable laws, regulations or permit approvals.

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TOWN CLERK: CERTIFICATE AS TO PLANNING AND ZONING COMMISSION MINUTES

I, Mary Stanton, Town Clerk of the Town of Mansfield, Connecticut, hereby certify as follows:

1. Attached hereto is a true and complete copy of that portion of the minutes of the meeting of the Planning and Zoning Commission of the Town of Mansfield, Connecticut held on September 18, 2006, pertaining to the introduction, discussion and action pursuant to Section 8-24 of the General Statutes on improvements to the Mansfield Community Center and acquisition of land or interests therein.

2. The Planning and Zoning Commission consists of nine (9) members and three (3) alternates, a quorum of the Commission consists of five (5) members, and the number of members present and voting on each resolution constitutes a quorum. The members present and voting on each resolution were duly elected or appointed members of the Commission (or such members' alternates, if applicable).

3. The minimum number of affirmative votes required to adopt each resolution was five (5), and at least that number of members voted affirmatively on each resolution, as indicated in the minutes. The entire meeting exclusive of executive sessions was open to the public and no one was excluded from the portion of the meeting pertaining to the consideration and adoption of each resolution.

4. The minutes are duly recorded in the records of the Town and were filed with the Town Clerk within 7 days of the meeting. The vote of each member present was reduced to writing and made available for public inspection within 48 hours after the meeting, exclusive of any Saturday, Sunday or legal holiday, and also recorded in the minutes. The minutes were available for public inspection within 7 days after such meeting.

5. Notice of the meeting was mailed at least one week prior to the meeting by first class mail, where practicable, to every person who had filed a written request for such notice.

6. The meeting was (check one):

a. A regular meeting, held at a date, time and place designated in the schedule of regular meetings filed in the office of the Town Clerk 30 days prior to the meeting and on or before January 31, 2006. The agenda of the meeting included the business concerning each resolution. The agenda was available to the public and was filed not less than 24 hours before the meeting at the Commission's regular office or, if there is no such regular office, at the office of the Town Clerk.

b. A special meeting, and notice of the date, time, place and the business concerning each resolution was posted in the office of the Town Clerk at least 24 hours before the meeting. Written notice of the special meeting was delivered to the usual place of abode of each member of the Commission so that it was received prior to the meeting, except where such delivery was properly waived under the provisions of Section 1-225 of the General Statutes.

7. In determining the time within which or by when any notice, agenda or other information was given, made available, posted or filed as certified in paragraphs 4 through 6 above, there was excluded Saturdays, Sundays, legal holidays and any day on which the office of the Town Clerk or the office of the Commission, as applicable, was closed.

8. All provisions of the Freedom of Information Act (C.G.S. Sections 1-200 to 1-241) as amended and all regulations adopted by the Commission for the conduct of its meetings which were in full force and effect on the date of the meeting referred to in the attached minutes were complied with in connection with the meeting.

9. Attached hereto are true and complete copies of the following:

- a. Schedule of dates, times and places for holding regular meetings of the Commission as filed with the Town Clerk by January 31, 2006.
- b. Notice and agenda for the meeting referred to in the attached minutes.

Signed and sealed at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

[SEAL]

---

Town Clerk  
Town of Mansfield

TOWN OF MANSFIELD  
NOTICE OF SPECIAL TOWN MEETING -- OCTOBER 26, 2006  
NOTICE OF REFERENDUM – NOVEMBER 7, 2006

A special town meeting of the electors and citizens qualified to vote in town meetings of the Town of Mansfield, Connecticut, will be held in the \_\_\_\_\_ of the \_\_\_\_\_, \_\_\_\_\_ Street in Mansfield, Connecticut, on Tuesday, October 26, 2006 at \_\_\_\_\_ p.m. for the following purposes:

1. To consider a resolution adopted by the Town Council at meeting held August 28, 2006,

(a) to appropriate \$200,000 for costs related to installation of air conditioning in the Mansfield Community Center gymnasium and to the financing thereof, and related building improvements. The appropriation may be spent for design, acquisition and installation costs, equipment, materials, consultants' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project. The Town Council shall be authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified;

(b) to authorize the issue of bonds or notes of the Town in an amount not to exceed \$200,000; to authorize the issue of temporary notes of the Town in amount not to exceed \$200,000 in anticipation of such bonds or notes; and to authorize the Town Manager, the Director of Finance and the Treasurer of the Town, or any two of them, to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes;

(c) to take such action to allow temporary advances of available funds which the Town reasonably expects will be reimbursed from the proceeds of borrowings; and to authorize the Town Manager, the Director of Finance and the Treasurer of the Town, or any two of them, to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by the resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years;

(d) to authorize the Town Manager, the Director of Finance and the Treasurer of the Town, or any two of them, to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes; and

(e) to authorize the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town to take all other action which is necessary or desirable to complete the project and to issue bonds or notes to finance the aforesaid appropriation.

A copy of the full text of the resolution is on file in the office of the Town Clerk and available for public inspection.

2. Pursuant to Section 7-7 of the General Statutes of Connecticut, Revision of 1958, as amended, and Sections 406 and 407 of the Town Charter, to adjourn said town meeting at its conclusion and to submit the resolution to be presented under item 1 of this Notice to vote upon voting machines, which vote shall be held on Tuesday, November 7, 2006, between the hours of 6:00 a.m. and 8:00 p.m. in conjunction with the election to be held on that date. Electors will vote at their respective polling places, as follows:

**[INSERT POLLING PLACES]**

Persons qualified to vote in town meetings who are not electors will vote at the following polling place: \_\_\_\_\_ Street in Mansfield.

The aforesaid resolution will be placed on the voting machines under the following heading:

“SHALL THE TOWN OF MANSFIELD APPROPRIATE \$200,000 FOR INSTALLATION OF AIR CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?”

Voters approving the resolution will vote “Yes” and those opposing the resolution will vote “No.” Absentee ballots will be available from the Town Clerk’s office. Absentee ballots will be counted at the following central location: \_\_\_\_\_ in Mansfield.

Dated at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Elizabeth C. Paterson, Mayor

\_\_\_\_\_  
Mary Stanton, Town Clerk

RETURN OF NOTICE

I HEREBY CERTIFY that on \_\_\_\_\_, 2006, I left a duplicate of the attached warning and notice of a Special Town Meeting and Referendum of the Town of Mansfield, Connecticut, with Mary Stanton, its Town Clerk.

I FURTHER CERTIFY that I caused a copy of said warning and notice to be published in \_\_\_\_\_, a newspaper having a general and substantial circulation in said Town, on \_\_\_\_\_, 2006.

I FURTHER CERTIFY that on \_\_\_\_\_, 2006, I caused to be set upon the signpost or other exterior place nearest the office of the Town Clerk and at all other places and signposts designated by the Town a written copy of said warning and notice signed by the Mayor of the Town.

I FURTHER CERTIFY that all of the above acts were done at least five days before the holding of said town meeting on October 26, 2006.

\_\_\_\_\_  
Title:

TOWN CLERK'S CERTIFICATE  
AS TO NOTICE AND RETURN OF NOTICE

I HEREBY CERTIFY that the attached warning and notice and the foregoing Return of Notice are duly recorded in the records of the Town of Mansfield, Connecticut, and that the following person was the duly elected Mayor of the Town on the date the attached warning and notice was signed: Elizabeth C. Paterson.

Signed and sealed at Mansfield, Connecticut, this                      day of                      ,  
2006.

[SEAL]

\_\_\_\_\_  
Town Clerk  
Town of Mansfield

**SUGGESTED PROCEDURE  
TOWN OF MANSFIELD  
OCTOBER 26, 2006 SPECIAL TOWN MEETING  
NOVEMBER 7, 2006 REFERENDUM**

1. The Mayor or Town Clerk opens meeting, and calls for election of a Moderator.
2. Following election of a Moderator, the Moderator reads notice of meeting as published and posted, unless waived.
3. The Moderator indicates that since the Town Council has removed the resolution to be presented under item 1 of the Notice to referendum vote, the Town Meeting will be adjourned to referendum vote after introduction and discussion of the resolution, and the conclusion of any other business before the Town Meeting. The Moderator entertains a motion to waive the reading<sup>1</sup> of the resolution to be presented under item 1 of the Notice, which resolution is moved, seconded and adopted by Town Meeting:  
  
"I move that the reading of the resolution to be presented to this Special Town Meeting under item 1 of the Notice be waived and that the full text of the resolution, as made available to those in attendance at this meeting, be incorporated into the minutes of this meeting."  
  
4. The Moderator indicates that the Town Meeting will consider the resolution to be presented under item 1 of the Notice, and entertains motion and second on the resolution, and opens discussion of the resolution. The Moderator may recognize members of the various Town Boards or other Town representatives to present any reports on the project, following which the Moderator opens meeting for general discussion of resolution. No vote is taken on the resolution.  
  
5. Following the close of discussion on the resolution presented under item 1 of the Notice, the announces the polling places and times for the referendum vote, and entertains a motion to adjourn the Town Meeting.  
  
6. Meeting is adjourned.

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<sup>1</sup> If a copy of the full text of the bond resolution has not been made available to all those at the Town Meeting, the entire resolution (*not just the summary contained in the meeting notice*) must be read into the minutes.

**ITEM FOR NOTICE OF NOVEMBER 7, 2006 ELECTION**

\_\_\_\_. To vote on the following local questions for approval or disapproval of resolutions approved by the Town Council on August 28, 2006, which questions will be placed on the voting machines under the following headings, respectively:

“SHALL THE TOWN OF MANSFIELD APPROPRIATE \$200,000 FOR INSTALLATION OF AIR CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?”

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

“SHALL THE TOWN OF MANSFIELD APPROPRIATE \$3,800,000 FOR REPLACEMENT OF THE ELECTRICAL HEATING SYSTEM AT THE MANSFIELD MIDDLE SCHOOL WITH A FOSSIL-FUEL HEATING SYSTEM, AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?”

The vote on the above questions will be taken under the authority of Sections 406 and 407 of the Town Charter and Sections 7-7, 9-369 and 9-369d of the Connecticut General Statutes. A vote of “YES” will be a vote for approval of a resolution, and a vote of “NO” will be a vote for disapproval of said resolution. The full texts of the resolutions are on file and open to public inspection in the office of the Town Clerk. Application for absentee ballots should be made to the Town Clerk’s office. Electors shall vote on the question at their respective polling places. Voters who are not electors, but who qualify to vote in town meetings, shall vote on the question at the following polling place: \_\_\_\_\_.

RETURN OF NOTICE

I HEREBY CERTIFY that on October , 2006, I left a duplicate of the attached warning and notice of a referendum of the Town of Mansfield, Connecticut, with Mary Stanton, its Town Clerk.

I FURTHER CERTIFY that I caused a copy of said warning and notice to be published in , a newspaper having a substantial circulation in said Town, on October , 2006.

I FURTHER CERTIFY that on October , 2006, I caused to be set upon the signpost or other exterior place nearest the office of the Town Clerk and at all other places and signposts designated by the Town a written copy of said warning and notice signed by the Town Clerk.

I FURTHER CERTIFY that all of the above acts were done at least five days, but not more than fifteen days, before the holding of said referendum on November 7, 2006.

\_\_\_\_\_  
Title:

TOWN CLERK'S CERTIFICATE  
AS TO NOTICE AND RETURN OF NOTICE

I HEREBY CERTIFY that the attached warning and notice and the foregoing Return of Notice are duly recorded in the records of the Town of Mansfield, Connecticut.

Signed and sealed at Mansfield, Connecticut, this            day of            , 2006.

[SEAL]

\_\_\_\_\_  
Town Clerk  
Town of Mansfield

CERTIFICATE OF REFERENDUM VOTE

We, Mary Stanton, Town Clerk of Mansfield, Connecticut, and \_\_\_\_\_, Moderator of the referendum held pursuant to Sections 406 and 407 of the Town Charter, in the Town of Mansfield, Connecticut on November 7, 2006, hereby certify that a referendum vote of the voters of said Town was held at the normal polling places of said Town on November 7, 2006 between the hours of 6:00 a.m. and 8:00 p.m.; that attached hereto is a true and complete Moderator's Return for said referendum; that the following questions submitted to referendum vote were placed on the voting machines under the following headings and that the result of said referendum votes were as follows:

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$200,000 FOR INSTALLATION OF AIR CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?"

Number of "Yes" votes \_\_\_\_\_

Number of "No" votes \_\_\_\_\_

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

Number of "Yes" votes \_\_\_\_\_

Number of "No" votes \_\_\_\_\_

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$3,800,000 FOR REPLACEMENT OF THE ELECTRICAL HEATING SYSTEM AT THE MANSFIELD MIDDLE SCHOOL WITH A FOSSIL-FUEL HEATING SYSTEM, AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?"

Number of "Yes" votes \_\_\_\_\_

Number of "No" votes \_\_\_\_\_

I, Mary Stanton, further certify that the number of qualified voters of the Town at the time of the holding of said referendum was \_\_\_\_\_, as indicated on the revised registry list last completed at the time of said referendum; and that the number of voters approving each of said questions exceeds fifteen percent (15%) of the number of such qualified voters on said list.

Dated at Mansfield, Connecticut this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Moderator

**CERTIFICATE OF FINANCE DIRECTOR AS TO ANNUAL BUDGET**

I, Jeffrey H. Smith, Director of Finance of the Town of Mansfield, Connecticut (the "Town"), hereby certify that:

a. The amount of the annual budget for the Town for the fiscal year commencing July 1, 2006 is \$ \_\_\_\_\_.

b. The amount of bonds and borrowing in anticipation of bonds which have been authorized to be issued by resolution presented at meeting of the Town Council held August 28, 2006, and approved at referendum held November 7, 2006, to finance an appropriation of \$200,000 for additions, renovations and modifications to the Mansfield Community Center, when aggregated with the amount of the bonds and borrowing in anticipation of bonds, if any, set out in e. below, is than not more than one percent (1%) of the annual budget for the Town for the fiscal year commencing July 1, 2006.

c. The amount of bonds and borrowing in anticipation of bonds which have been authorized to be issued by resolution presented at meeting of the Town Council held August 28, 2006, and approved at referendum held November 7, 2006, to finance an appropriation of \$1,000,000 for acquisition of land or interests therein for open space, municipal, or passive or active recreational uses, when aggregated with the amount of the bonds and borrowing in anticipation of bonds, if any, set out in e. below, is greater than one percent (1%) of the annual budget for the Town for the fiscal year commencing July 1, 2006.

d. The amount of bonds and borrowing in anticipation of bonds which have been authorized to be issued by resolution presented at meeting of the Town Council held August 28, 2006, and approved at referendum held November 7, 2006, to finance an appropriation of \$3,800,000 for replacement of the electrical heating system at the Mansfield Middle School with a fossil-fuel heating system, when aggregated with the amount of the bonds and borrowing in anticipation of bonds, if any, set out in e. below, is greater than one percent (1%) of the annual budget for the Town for the fiscal year commencing July 1, 2006.

e. Set out below are all bonds or borrowing in anticipation of bonds authorized by the Town, other than those described in b., c. and d. above, during the fiscal year commencing July 1, 2006:

<u>Project</u>	<u>Bonds and Notes Authorized</u>	<u>Town Meeting/ Referendum Approval Date</u>
None	N/A	N/A

Dated at Mansfield, Connecticut, this

day of November, 2006.

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Director of Finance  
Town of Mansfield

SCHOOL BUILDING PROJECT CERTIFICATE

1. Description of Project. Replacement of the electrical heating system at the Mansfield Middle School with a fossil-fuel heating system.
2. Board of Education Approval.

I, \_\_\_\_\_, Chairman of the Board of Education of the Town of Mansfield, hereby certify that the Board of Education approved the site, plan and school building project described above, pursuant to the provisions of Section 10-291 of the General Statutes of Connecticut, Revision of 1958, at its meeting on \_\_\_\_\_, 2006.

Dated at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Chairman, Board of Education

3. Building Committee Approval.

I, \_\_\_\_\_, Chairman of the Building Committee of the Town of Mansfield, hereby certify that the Building Committee approved the site, plan and school building project described above, pursuant to the provisions of Section 10-291 of the General Statutes of Connecticut, Revision of 1958, at its meeting on \_\_\_\_\_, 2006.

Dated at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Chairman, Building Committee

4. State Board of Education Approval and Grant Commitment.

I, \_\_\_\_\_, Chairman of the Board of Education of the Town of Mansfield, hereby certify that the State Board of Education has approved the site, plan and school building project described above, and has approved a grant commitment for said project, pursuant to the provisions of Section 10-291 of the General Statutes of Connecticut, Revision of 1958.

Attached hereto is a true and correct copy of the letter received from the State Board of Education indicating such approvals (attach copy of letter from State Board of Education).

Dated at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Chairman, Board of Education

**RESOLUTIONS OF THE TOWN COUNCIL OF THE TOWN OF MANSFIELD  
HELD NOVEMBER \_\_, 2006**

Item \_\_\_\_.

**RESOLUTION REAPPROVING THE APPROPRIATION OF \$200,000 FOR INSTALLATION OF AIR CONDITIONING IN THE MANSFIELD COMMUNITY CENTER GYMNASIUM, AND AUTHORIZATION OF THE ISSUE OF BONDS, NOTES AND TEMPORARY NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.**

RESOLVED, in accordance with Sections 406 and 407 of the Town Charter, the Town Council hereby reapproves the resolution entitled "Resolution Appropriating \$200,000 For Installation Of Air Conditioning In The Mansfield Community Center Gymnasium, And Authorizing The Issue Of Bonds, Notes And Temporary Notes In The Same Amount To Finance The Appropriation" as originally adopted by the Town Council at meeting held August 28, 2006 and approved by the voters of the Town at referendum held November 7, 2006.

TOWN CLERK: CERTIFICATE AS TO TOWN COUNCIL MINUTES

I, Mary Stanton, Town Clerk of the Town of Mansfield, Connecticut, hereby certify as follows:

1. Attached hereto is a true and complete copy of that portion of the minutes of the meeting of the Town Council of the Town of Mansfield, Connecticut held on November \_\_, 2006, pertaining to the introduction, discussion and action on a resolution reapproving the resolution appropriating \$200,000 for additions, renovations and modifications to the Mansfield Community Center.

2. The Council consists of nine (9) members, a quorum of the Council consists of five (5) members, and the number of members present and voting on each resolution constitutes a quorum. The members present and voting on each resolution were duly elected or appointed members of the Council (or such members' alternates, if applicable).

3. The minimum number of affirmative votes required to adopt each resolution was five (5), and at least that number of members voted affirmatively on the resolution, as indicated in the minutes. The entire meeting exclusive of executive sessions was open to the public and no one was excluded from the portion of the meeting pertaining to the consideration and adoption of the resolution.

4. The minutes are duly recorded in the records of the Town and were filed with the Town Clerk within 7 days of the meeting. The vote of each member present was reduced to writing and made available for public inspection within 48 hours after the meeting, exclusive of any Saturday, Sunday or legal holiday, and also recorded in the minutes. The minutes were available for public inspection within 7 days after such meeting.

5. Notice of the meeting was mailed at least one week prior to the meeting by first class mail, where practicable, to every person who had filed a written request for such notice.

6. The meeting was (check one):

a. A regular meeting, held at a date, time and place designated in the schedule of regular meetings filed in the office of the Town Clerk 30 days prior to the meeting and on or before January 31, 2006. The agenda of the meeting included the business concerning the resolution. The agenda was available to the public and was filed not less than 24 hours before the meeting at the Council's regular office or, if there is no such regular office, at the office of the Town Clerk.

b. A special meeting, and notice of the date, time, place and the business concerning each resolution was posted in the office of the Town Clerk at least 24 hours before the meeting. Written notice of the special meeting was delivered to the usual place of abode of each member of the Council so that it was received prior

to the meeting, except where such delivery was properly waived under the provisions of Section 1-225 of the General Statutes.

7. In determining the time within which or by when any notice, agenda or other information was given, made available, posted or filed as certified in paragraphs 4 through 6 above, there was excluded Saturdays, Sundays, legal holidays and any day on which the office of the Town Clerk or the office of the Council, as applicable, was closed.

8. All provisions of the Freedom of Information Act (C.G.S. Sections 1-200 to 1-241) as amended and all regulations adopted by the Council for the conduct of its meetings which were in full force and effect on the date of the meeting referred to in the attached minutes were complied with in connection with the meeting.

9. Attached hereto are true and complete copies of the following:

- a. Schedule of dates, times and places for holding regular meetings of the Council as filed with the Town Clerk by January 31, 2006.
- b. Notice and agenda for the meeting referred to in the attached minutes.

Signed and sealed at Mansfield, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

[SEAL]

---

Town Clerk  
Town of Mansfield

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MWH*  
**CC:** Martin Berliner, Town Manager; Lon Hultgren, Director of Public Works  
**Date:** August 28, 2006  
**Re:** Successor Collective Bargaining Agreement with Local 760, CSEA – Public Works

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**Subject Matter/Background**

At the July 24, 2006 meeting, the Town Council authorized staff to execute the proposed Collective Bargaining Agreement with Local 760, CSEA – Public Works. As we informed the Town Council more recently, we subsequently learned that it is legally questionable as to whether an employee can make voluntary contributions to the retirement health savings plan (RHS) that the town would establish to buy-out accrued employee sick leave.

We have consulted with our labor counsel, and the firm has advised that we not allow the public works employees to make voluntary contributions to the RHS Plan until it is clear that such contributions are permissible.

To settle the contract, we have tentatively agreed with the union to revise the proposed contract as follows:

- 1) Increase the employer's contribution to the RHS by 7.5 days (15 days/2);
- 2) Increase the employer's supplement to the short-term disability insurance from eighty to one hundred percent;
- 3) Modify the sick leave buyout formula for employees who plan to retire on or before December 31, 2006 by eliminating the 15-day sick leave reserve. This would provide those employees with a larger RHS balance or cash payout. In a sense, this provision holds those employees harmless, as they will not need the sick leave reserve.

For your reference, I have attached a copy of the revised sections of the agreement.

**Financial Impact**

Under the initial proposal, the town's payout for the accrued sick was estimated at \$114,000. With the revision, that amount increases to approximately \$130,000.

**Recommendation**

Despite the increase in the payout for the accrued sick leave, staff believes that it is in the best interests of the town to execute the proposed collective bargaining agreement.

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

*Move, effective August 28, 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 has been revised to include certain modifications to Article IX (Sick Leave), and which agreement shall enter into effect on July 1, 2006 and expire on June 30, 2009.*

**Attachments**

- 1) Excerpts from 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**

**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 ~~120~~ 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 ~~120~~ 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 ~~120~~ 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 ~~120~~ 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. Until such time as the Town receives guidance from its labor or legal counsel that voluntary employee contributions to the RHS Plan are permissible, all employees will not 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. If the Town subsequently determines that such voluntary employee contributions to the RHS plan are permissible, 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.
- C. Each employee who retires from Town service on or before December 31, 2006, will have the option of: 1) receiving a cash payment equivalent to one-half (1/2) of his/her accrued sick leave balance, not to exceed a total of 640 hours; or 2) contributing an amount equivalent to one-half (1/2) of his/her sick leave balance, not to exceed a total of 640 hours, towards an RHS Account to be established by the Town on behalf of the employee.

- 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 one-hundred (100%) ~~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

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## MINUTES

### MANSFIELD ADVOCATES FOR CHILDREN

Wednesday, June 28, 2006

Mansfield Town Hall, Conference Room C

6:30-8:30 PM

**PRESENT:** K. Grunwald (staff), S. Baxter (staff), L. Bailey (staff), M.J. Newman, N. Hovorka, J. Goldman, B. Lehmann, R. Leclerc (staff), M. Dickson, P. Wheeler, S. Patwa, K. Paulhus

**REGRETS:** J. Buck (Chair), A. Bloom, S. Daley, A. Bladen, B. Maines, D. McLaughlin, K. Vallo

#### I. INTRODUCTIONS/MINUTES:

##### A. Introductions

- B. Adoption of minutes of May 31, 2006: The minutes of the May 31 meeting were reviewed. S. Baxter pointed out that under "Communications" (pg. 2, para. 3) it should be corrected that the Town notifies the State of space assignment as part of our grant application in May. Changes in slot allocations need to be requested from SDE. B. Lehmann pointed out that the program year for School Readiness starts in July; not September as indicated. L. Bailey questioned the statement under "communications" that last year all slots were assigned to one Center because of lack of interest from other Centers. S. Baxter and M. J. Newman clarified that this is how the process actually developed. Suggested that the statement should be changed to "presumed lack of interest in the two-week period for application." S. Baxter added that Ande Bloom is a registered dietitian and a registered nutritionist. B. Lehmann noted some typographical errors to be corrected. The minutes were accepted with these corrections.

#### II. COMMUNICATIONS (Consent Agenda, unless otherwise noted)

- A. A Matrix of Parent Opportunities And Community Responsibilities: The matrix that was sent out was provided by Graustein as a model to involve parents in the work of this collaborative, starting with knowledge and information. M.J. Newman is involved with a leadership course that will be starting in this area, and she suggested recruiting parents as leaders for this course. This model offers both childcare and food. S. Baxter supported the notion of including parents in any leadership development program that is offered. S. Patwa suggested the possibility of offering this through the local schools to encourage parent involvement in the PP.119 S. Baxter will invite the head of the CT Parent Power network to come to one of these meetings.

### III. NEW BUSINESS

- A. **Small Group Break-Out Sessions: Reports from previous meeting Northwood Apartments Outreach Group-July 29<sup>th</sup> Event:** S. Baxter reported that two graduate students are working there as "Community Assistants." Their first activity will be a pot-luck on July 29; the general feeling is that there should be representatives of MAC there. Ideas: reading time/book give-away, information table (MAC, school system, etc.), arts and crafts table, parachute activity (need 4 adults). The goal is to have a presence at the event and establish a connection with families in that apartment complex, also learn more about the needs of this community. We would need to determine the age group for a book give-away. RIF and Altrusa were suggested as possible funding sources. L. Bailey reported that the library has good suggestions for sources of board books for young children. There was also some discussion about how the library can and does bring books into the community. The apartment manager is trying to get demographic information on current tenants. Over time there will need to be coordination with the library and the school system. There was also discussion about coordinating an activity with the Asian grocery van that comes to the complex. The goal is to introduce this group (MAC) to that community. J. Goldman added that this group can become a resource to the Community Assistants.

**Kindergarten Forum:** K. Grunwald reported that the group questioned whether or not there is a community-wide level of interest in a forum like this. A more appropriate forum for this discussion may be the Board of Education or each school's PTO's. The suggestion was to create a brief survey to be sent to pre-school, kindergarten and first-grade parents.

**Week of the Young Child and Library Fun Fair:** L. Bailey reported on suggestions for an open-house day for childcare Centers and homecare providers. The library could help with promotion, and suggested using the Town van to visit providers. Individual invitations could be sent to elected officials to attend. The library could help with signage and develop a map identifying locations, and a display in the library, with supporting literature and parenting/parent activity books. Doctor's offices and public access television could be used to promote this event. The library could offer a special program for young children during this week as well. Another idea is a "share night" to provide a place for providers to bring their favorite child activity to share with others. We could look for an organization to sponsor a dinner to lead into this. They also discussed having someone P. 1201 Wayne Norman's show or other

public access media. Another idea is to chronicle a week in a young child's life in Mansfield.

#### IV. PROGRAM UPDATES

##### A. School Readiness Grant

Special Task Force meeting: This group will attempt to meet on July 26 to begin working on policy issues such as:

- Space allocations

Space Allocations for FY07: Child Development Labs has given up one space (PT) to Willow House.

##### B. Discovery

School Readiness Parent Involvement: S. Baxter is going to attempt to meet with all parents of School Readiness children and try to find out what their interests are and involve them in early childhood activities. Some concern was raised about identifying families as "school readiness"; feeling that they need to be part of a larger group. The suggestion was to present these opportunities to parents in such a way that they don't feel "singled-out" or identified (individual basis or all-inclusive).

#### V. OLD BUSINESS

"Other": Dr. Raouf Mama will be presenting an event at the library, and this will be open to all childcare workers.

P. Wheeler announced that we have purchased training videos for early care staff for professional development. A question was raised as to whether or not they would be made available to parents as well. S. Baxter felt that the priority should be for staff opportunities for professional development. A suggestion was made that Sandy may want to keep the videos and control access. It was decided that they will be made available through Sandy's office for three to six months for childcare professionals, and after that time they can be made available for general distribution through the library. A letter will be sent out to childcare professionals informing them that they are available. R. Leclerc offered to help with distribution to preschool staff in the public school system. A critique sheet will be distributed as well.

B. Lehmann mentioned that she attended a Mansfield LWV board meeting, and they are investigating a candidates' forum as a format, and they would like to partner with other organizations. The question is whether or not MAC would like to join with the League in this. If so, Becky will have someone from the League get in touch with Sandy to discuss this. P.121 general feeling was that this would be a good activity for MAC to affiliate with

**VI. Next Meeting(s)- No July Meeting, August 23, Wednesday**

- **Meetings are held from 6:30- 8:30 PM at a location to be determined. Additional meetings may be scheduled as needed, or removed as not needed.**

**VII. Adjournment: The meeting was adjourned at 8:45 PM.**

**The next meeting will be on August 23 at 6:30, Conference Rm C .**

**Respectfully submitted,  
Kevin Grunwald**

# EASTERN HIGHLANDS HEALTH DISTRICT

BOARD OF DIRECTORS – REGULAR MEETING

THURSDAY – June 15, 2006

COVENTRY TOWN HALL – ANNEX BUILDING

Meeting was called to order at 5:04 p.m.

Present were: M. Berliner, D. Cameron, J. Elsesser, W. Kennedy, M. Kurland, R. Skinner, S. Werbner, R. Fletcher (alternate, via telephone)

Absent were: E. Paterson, J. Stille, C. Barnett, L. Eldredge (alternate), P. Schur, T. Tully, S. Chace (alternate), C. Johnson, C. Anderson (alternate), A. Teveris

Staff present: R. Miller, Dr Dardick

## HEALTH DISTRICT STAFF SALARY INCREASES FY 06/07

A MOTION WAS MADE by M Kurland, seconded by S Werbner, to increase staff salary pay scales by 2.9% effective July 1, 2006. A discussion followed. THE MOTION PASSED unanimously.

The quorum was lost with the loss of R Fletcher via telephone.

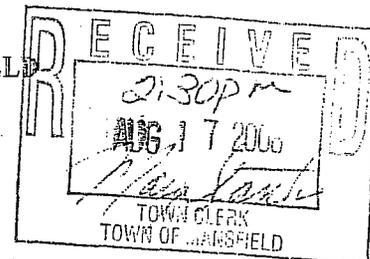
The meeting adjourned at 5:08pm.

Respectfully submitted,



Robert L Miller  
Secretary

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD  
REGULAR MEETING MINUTES  
Housing Authority Office  
July 20, 2006  
8:00 a.m.



Attendance: Mr. Long, Chairperson; Ms Christison-Lagay, Vice Chairperson; Mr. Eddy, Treasurer and Acting Secretary; Ms Hall, Assistant Treasurer; Mr. Simonsen, Commissioner joined the meeting via conference call and Rebecca Fields, Executive Director. John (Jack) Sullivan, the Housing Authority fee accountant, joined the meeting as a Guest.

The meeting was called to order at 8:20 a.m. by the Chairperson.

#### MINUTES

The reading of the minutes was dispensed with and a motion made by Mr. Eddy and seconded by Ms Hall, to accept the minutes of the June 8, 2006 Regular meeting. Motion approved unanimously.

#### COMMUNICATIONS

With the introduction of Mr. Sullivan, a lengthy discussion followed regarding the financial health of the Housing Authority, suggestions on financial information format, and questions on specific line items. It was an informative discussion.

Ms. Fields received Certificate of Deposit Maturity Notices from Liberty Bank requesting direction on the maturing Certificates of Deposit. A motion was made by Mr. Eddy and seconded by Ms Hall to renew the Certificates of Deposit, depending on the rates, for a period not to exceed sixty (60) days. Longer term decisions will be made at a later date.

Ms. Fields shared a letter from the Department of Economic and Community Development regarding the eligibility of our Wright's Village residents, who pay more than 30% of their income in rent, to receive RAP payments. The amount allocated by the State of Connecticut for Wright's Village is \$5,860.00, an increase over last year.

Ms. Fields shared a thank you letter from a resident for the installation of a new lower toilet.

Ms Fields shared the Qualified Public Depository, as required by state law, for the Housing Authority's deposited funds over \$100,000.00.

#### COMMENTS FROM THE PUBLIC

There were no comments from the public.

#### REPORTS OF THE DIRECTOR

##### BILLS

A motion was made by Ms Hall and seconded by Mr. Simonsen, to approve the June Bills. Motion approved unanimously.

### FINANCIAL REPORTS-A (General)

A motion was made by Ms Hall and seconded by Mr. Eddy, to March, April, May and June 2006 Financial Reports for both Wrights Village and Holinko. Motion approved unanimously.

### FINANCIAL REPORT-B (Section 8 Statistical Report)

A motion was made by Mr. Eddy and seconded by Ms Hall to accept the April May and June Section 8 Statistical Report. Motion approved unanimously.

### MISCELLANEOUS

None

### REPORT FROM TENANT REPRESENTATIVE

Mr. Eddy requested an update on the Trash House. Ms. Fields said she had tried calling on contractor suggested by Ms. Christison-Lagay but not able to contact him. Ms. Fields will continue to pursue this with other contractors.

Mr. Eddy requested that Ms. Fields speak with the Town regarding the lack of a painted stop line and lane strip at the end of Wrights Way as well as the last of florescent paint on the island as you dividing the entrance and exit to Maple Road from South Eagleville Road.

Mr. Eddy received a comment from a resident that the mower may have a bent blade as it is cutting the grass to the ground on one side. Ms. Fields will follow up with Maintenance.

### UNFINISHED BUSINESS

The Bylaws of The Housing Authority of the Town of Mansfield  
This item is tabled.

### PILOT Program for Wright's Village

Ms. Fields reported that Cherie Trehan, Town Controller, said the Housing Authority has not paid the PILOT since 2003. She had not been receiving the Balance Sheets since 2004. The Housing Authority should expect a tax bill from the town this year. Ms. Fields will work with Mr. Sullivan to confirm the accuracy of the formula for the tax bill.

### PHA State Occupancy Policies

CHFA is not inclined to approve our request to add a preference for US citizens and those with Green Cards. CHFA has not declined our request, but is more interested in increasing the rent and repositioning the property within the market.

### Holinko Hot Water Heater Replacement

Ms. Fields is still researching the possibility of replacing the units with Instaheat rather than hot water tanks. Ms. Hall suggested Ms. Fields also look into solar preheating. Ms. Fields will pursue both avenues.

**NEW BUSINESS**

**Special Meeting for 2007 PHA Plan Approval**

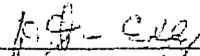
Ms Fields requested a Special Meeting be held the first week of October, after the public hearing, to approve the 2007 PHA Plan to be submitted to HUD. Mr. Long suggested October 5, 2006 at 9:00 am. Ms. Fields will send an email requested confirmation from all Commissioners on the date.

**Annual Meeting for The Mansfield Non-Profit Housing Development Corporation**

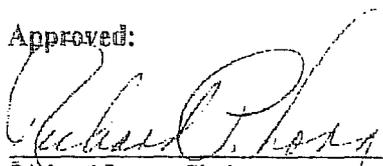
Mr. Long will meet with Ms. Fields on August 3, 2006 to discuss.

**ADJOURNMENT**

Motion was made by Mr. Eddy and seconded by Ms Hall to adjourn at 11:07 a.m.  
Motion passed unanimously.

  
\_\_\_\_\_  
Dexter Eddy, Acting Secretary

Approved:

  
\_\_\_\_\_  
Richard Long, Chairperson

To: Town Council/Planning & Zoning Commission  
 From: Curt Hirsch, Zoning Agent  
 Date: August 17, 2006



Re: *Monthly Report of Zoning Enforcement Activity*  
*For the month of July, 2006*

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	21	22	20	21	20
Certificates of Compliance issued	18	13	19	18	19
Site inspections	101	57	81	101	81
Complaints received from the Public	3	5	2	3	2
Complaints requiring inspection	3	5	2	3	2
Potential/Actual violations found	4	4	3	4	3
Enforcement letters	11	7	21	11	21
Notices to issue ZBA forms	1	1	2	1	2
Notices of Zoning Violations issued	3	2	5	3	5
Zoning Citations issued	1	1	0	0	0

Zoning permits issued this month for single family homes = 5 multi-fm = 0  
 Fiscal year total: s-fm = 5 multi-fm = 0

Town of Mansfield  
Transportation Advisory Committee  
Minutes of the Meeting  
Aug 10, 2006

Present: Hall, Zimmer, Aho, Hultgren (staff), Veillette (staff)

The meeting was called to order at approximately 7:35 pm.

The minutes of the May 16<sup>th</sup> meeting were reviewed and no corrections made.

Correspondence was circulated including a student article on pedestrian safety in Mansfield, The WINCOG Administrative report on transportation activities in the region and the state's STIP hearings.

Staff updated members on the status of the various transportation related projects underway: Laurel Lane & Stone Mill Road bridge replacements are in design; Maple Road work is complete – only punch list items remain; the Separatist Rd bikeway will be completed this fall; the Hunting Lodge Road walkway/bikeway is in design (concept plans were reviewed); the Downtown Partnership project grants were discussed – the downtown connecting walkway to the community center had bids that were being reviewed; the enhancement grant was in design; and the work on Storrs Road and the streetscape for the east side were still in the concept stage. The Hunting Lodge Rd/Birch Rd roundabout should begin construction next week. The Town was not awarded a safe roads to school grant, so funds to complete the Birch Road bikeway will have to be sought elsewhere. Reclamation work on the Clover Mill Road loop is essentially complete. The Dodd Rd bridge replacement is in permitting and could begin this fall.

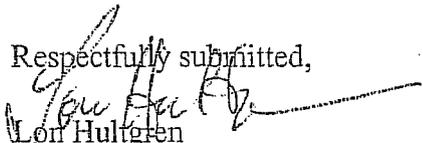
Staff reviewed with members the various traffic calming requests that were pending or still under investigation, including request for Centre Street, Moulton Road, Puddin Lane, the East leg of Hillside Circle (and Eastwood Road), Birch Road near Route 44 and Hanks Hill/195. Members suggested that if the speed display sign on Spring Hill Road shows a significant effect, similar signs could be used on roads that have speed problems but are not eligible for speed humps (e.g., Moulton Rd and Puddin La). Staff will evaluate the signs effectiveness this fall.

Hultgren said that the new schedules would be posted at the Mansfield bus stops (in new schedule holders) soon. He also outlined the fall-semester public relations efforts that WRTD was undertaking at UConn to promote the fare-free program. Nash said that work was continuing to set up a stakeholders group for the fare free program with the students and the UConn administration. Ridership for the fare free route continues to show significant (30%) improvement over recent years. Aho updated members on the dial-a-ride service noting that they had improved their efficiency since taking over the service themselves.

The request/petition to extend the Mansfield Center walkway north to Dodd Road was discussed. Aerial photos of the houses/properties along this stretch were examined, and the proximity of several existing houses to the edge of 195 on the East side was noted. The West side appeared to have adequate space for such a walk, but then a crosswalk at Dodd Road would be needed, and this was considered to be problematic at this time. After review, it was decided to add this section of walkway to the Town's walkway list, but at the bottom grouped with the other sections that were not yet in the higher priority group.

The meeting was adjourned at approximately 9:05 PM.

Respectfully submitted,

  
Lon Hultgren  
Director of Public Works

CC: Town Clerk, next agenda packet, T. Veillette, Town Mgrs Office, file

## ADMINISTRATION

- **Vacations:** Office Manager Janet Laukaitis will be on vacation August 7 – 11. Your director will be away from August 28 – August 31.
- **WINCOG / WRTD Space:** WINCOG and WRTD continue to share space and overhead expenses at 968 Main Street. While we have identified a potential new location for the offices of the two organizations, a lease has not yet been finalized.
- **FY 2006 audit:** CPA Al Rusilowicz will be starting to work on WINCOG’s FY 2006 audit on Monday, August 21.
- *Technical assistance contracts active in FY 07:* none at this time

## UPCOMING DATES OF INTEREST

August 15	Deadline for designation of administrative agent for DEMHS FFY 2006 municipal funds
August 15	<i>Hurricane, Direct Hit</i> (documentary) CPTV 8:00 p.m.
August 17	Planner/ZEO Breakfast
August 23	5:00 p.m. TSB Co-chairs meeting with I-395 TSB, followed by TSB public hearing, at Three Rivers Community College
August 31	8:00 a.m. I-395 TIA meeting, SECCOG in Norwich
September 8	8:30 a.m. Next scheduled WINCOG meeting (location TBA)
September 15	8:00 a.m. I-395 TIA meeting, SECCOG in Norwich (to finalize plan for submission to TSB)

## ECONOMIC DEVELOPMENT

Economic Development Cooperation Compact: The sample compact from the Capitol Region was sent to Board members after the July meeting, and is on the agenda for discussion today.

CEDS Update: After contacting NECCOG Executive Director and learning that the CEDS update had not been submitted to EDA, I re-emailed to him all of the meeting documentation and update documents that I had prepared from the NCEP Partnership meetings. (They had evidently been lost when he switched to a new email account in June.) The update should be submitted to EDA shortly.

## TRANSPORTATION

I-395 TIA: The Transportation Strategy Board (TSB) has requested each Transportation Investment Area (TIA) to submit a plan update by early September for incorporation in the TSB’s updated plan to the General Assembly which is due in January. In response to that request, a meeting of the I-395 TIA was held yesterday at SECCOG. Roger Adams and I represented the Windham Region. After general discussion and the usual complaints about the ineffectiveness of the TSB and its process, it was agreed that we need to continue to be involved in the process and to continue to press for needed transportation improvements in Eastern CT. There will be two more “plan update” meetings – on Thursday, August 31, and Friday, September 15, both at 8:00 a.m. In addition, the TSB is holding meetings with the TIAs in conjunction with public hearings throughout the state. In our area, the meeting will be on Wednesday, August 23, at Three Rivers Community College – the TIA meeting is at 5:00 p.m., and the public hearing at 7:00 p.m. We are hoping to have as many TIA members as possible attend so that the TSB will understand that Eastern CT wants to have its transportation needs addressed. Our official WINCOG Board representative to the I-395 TIA is Maurice Bisson, and the alternates are Rusty Lanzit and your executive director. Roger Adams is our “private sector” representative.

I will be asking the Chairman to add an item to today’s agenda to discuss the region’s transportation priorities in the context of the I-395 TIA plan.

August 4, 2006

Rural Minor Collectors: Representatives from ConnDOT, Coventry, and WINCOG met on July 20 in Newington to discuss Coventry’s Rural Minor Collector project at South St. and Swamp Rd. At our July meeting, WINCOG passed a resolution authorizing the trading (with NECCOG) the FFY 2008 annual funding allocations under this program so that Coventry could take advantage of the additional federal dollars available. As a result of the July 20 discussions, probably all of NECCOG’s 2008 allocation will be reassigned to the Coventry project.

Since the last WINCOG meeting, ConnDOT has made it clear that NECCOG does not have a project at a stage of readiness that could take advantage of these FFY 2008 funds, and the funds would lapse if not reassigned to the Coventry project. Because of that, WINCOG is under no obligation to assign a future-year allocation to NECCOG, and no MOU is required.

From the inception of this program, however, ConnDOT has encouraged regions to work cooperatively and to “trade-off” funding allocations as appropriate for the efficient funding of projects. This WINCOG / NECCOG “trade” is the first one to occur and will set an important example. This issue is on the agenda for today’s meeting to give the Board the opportunity to reaffirm their intent and their commitment to assign WINCOG’s FFY 2009 and FFY 2010 (part) allocations to NECCOG to “trade back” these funds.

#### **TRANSIT PLANNING**

Locally Coordinated Human Services Transportation Plan (LOCHSTP): Under the new federal transportation legislation, SAFETEA – LU, regions are required to have LOCHSTP plans in place in order to take advantage of various funding pots – including Access to Jobs, New Freedoms, etc. Because the Access to Jobs regional coordination efforts in CT have been quite successful, ConnDOT suggested this model be used as a base for the LOCHSTP plans, and the various regions have agreed. ConnDOT will be leading the planning process in rural area. WINCOG’s role, at this point, is to identify those individuals and organizations in our region which should be represented at the table for the planning process.

#### **LAND USE PLANNING**

Regional Planning Commission: The August meeting of the Regional Planning Commission was cancelled due to lack of business. The Hampton Plan of Conservation and Development draft was received for review after the cancellation. The RPC may schedule a special meeting to review it.

#### **EMERGENCY PLANNING UPDATES**

Community Emergency Response Team Training: Our sixth “basic training” CERT course will end on August 9. Any town interested in having a CERT training course in their town in the fall should contact our office.

Regional Emergency Planning: The Windham Region had excellent representation at the DEMHS Area IV planning meeting on July 10 at the Mashantucket Public Safety facility. Nine of the ten towns in the region sent representatives. Staff continue to work with the Area IV planner, Pam Daniels, to flesh out a plan for the region.

Pre-Disaster Hazard Mitigation Planning (PDHM) Grant – FEMA Funding through Department of Environmental Protection (DEP): WINCOG has received documentation of adoption of this plan from eight of the nine towns in the region. The following is an excerpt from an email (8/2/06) from Diane Ifkovic (DEP – the granting agency) relating to this grant:

*“It sounds like WINCOG is hitting the home stretch on this project. It’s nice to hear, because some of the RPO’s who are doing the same planning efforts are scurrying to finish. WINCOG has done such a great job with this, the plan is very good, a model for other communities. ...I wish we did have some extra funding to give out because WINCOG certainly deserves it for the great job on this...”*

**CENSUS AFFILIATE ACTIVITIES**

Data Requests: Staff responded to requests from: 1 business; one non-profit.

**LOCAL ASSISTANCE**

TOWN	ASSISTANCE	# HOURS
Chaplin	<ul style="list-style-type: none"> <li>• Attended ZBA Public Hearing</li> <li>• Prepared Environmental Review Team (ERT) Application</li> </ul>	2 2
Windham	<ul style="list-style-type: none"> <li>• Site visit and analysis of kayak take-out for WWP</li> </ul>	2
All towns	<ul style="list-style-type: none"> <li>• Color-balance aerial photos from 2004 flyover to reduce stripes</li> </ul>	5

**OTHER ASSISTANCE**

- Continued to participate in Willimantic Whitewater Partnership.
- Provided Census statistics to WRTD for grant application.
- Provided information to OPM regarding economic development parcel ownership in Windham / Franklin.

**MEETINGS**

- July
- 7 - WINCOG Board meeting (BB)
  - 10 - DEMHS Area IV planning meeting / Mashantucket (BB)
  - 18 - ConnDOT meeting re: Locally Coordinated Human Services Transportation Plan / Newington (BB, JB)
    - Meeting with Area IV planner / Glastonbury (BB)
  - 20 - Meeting with ConnDOT / Coventry staff re South Street Rural Minor Collector Project / Newington (BB)
  - 25 - DEMHS FFY 2006 Grants “Road Show” meeting / Hartford (BB)
    - Thames River Basin Partnership Qtrly. Mtg. / Groton (JB)
  - 26 - Chaplin ZBA (JB)
  - 27 - Meeting with Hampton First Selectman re: DEMHS 2004 & 2005 grant paperwork / Hampton (BB)
    - Statewide Citizen Corps Council meeting / West Hartford (BB)
    - DEMHS FFY 2006 Grants “Road Show” meeting / Mashantucket (JB)
- August
- 2 - CAZEO Workshop “Revitalizing Downtown” / Middletown (JB)
  - 3 - I-395 TIA meeting / Norwich (BB)
    - Meeting of RPOs with DEMHS staff re: FFY 2006 Homeland Security funding administration/ Hartford (BB)

**COMMONLY USED ACRONYMS**

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

**Martin H. Berliner**

**From:** Cynthia A. vanZelm  
**Sent:** Friday, August 18, 2006 8:19 AM  
**To:** Downtown Partnership; Lee Cole-Chu (E-mail); Tricia T. Rogalski  
**Subject:** FW: Mansfield

FYI - another pick-up from the NY Times article.

Cynthia

-----Original Message-----

**From:** Monica Quigley [mailto:mquigley@LeylandAlliance.com]  
**Sent:** Thursday, August 17, 2006 4:01 PM  
**To:** Harry Lassiter; admin@thelassitercompany.com; Irina Woelfle; Linda Stephen; Jackie Benson; Tara Hilferty; Macon Toledano; Paul Gratzel; Stephanie K Livolsi; Cynthia A. vanZelm  
**Subject:** RE: Mansfield

Published on the Governing Magazine website August 16, 2006.  
<http://www.governing.com/notebook.htm>

**Otis White's Urban Notebook**

Urban Studies

### **Building a Town Our College Can Be Proud Of**

Close observers of colleges and cities know that, in the past decade or so, the two have rediscovered one another. That is, cities have come to appreciate that their colleges are factories of human capital that are central to their well-being. And colleges have come to recognize that a major reason students choose their schools is what lies off campus. Well, the romance of town and gown has reached a milestone: A major state university plans to demolish and rebuild its host city's downtown so it's more attractive to students and residents alike.

OK, so it's the University of Connecticut, whose host community is **Storrs**. (Storrs' population is 11,000, most of whom are students. In the peculiar geography of Connecticut, Storrs is a "census-designated place" contained within the larger town of **Mansfield**.) This isn't exactly like, say, Columbia leveling the Upper West Side of New York or the University of Pennsylvania knocking down West Philadelphia. But it does signal the growing appreciation colleges have for their surroundings - and vice versa.

Background: Hardly anyone attends UConn today because it's nestled in a classic college town like **Charlottesville, Va., Ann Arbor, Mich., or Lawrence, Kan.** That's because it isn't. As the *New York Times* reported recently, Storrs' "meager downtown ... looks more like a makeshift set for a Hollywood western than a New England college center." Result, said a developer working on the remake of Storrs: "Students came and saw there was no sense of place."

So the university and the town of Mansfield agreed it was in each's interest to create the place students were looking for. Good site: Storrs' existing commercial center, with its abundance of empty stores, which happens to be near the university's new fine arts center. The idea is to

knock down most of the buildings in the 49-acre site and create a new-urbanist downtown, with condos, apartments, stores, restaurants and community facilities. How new-urbanist is the new Storrs likely to be? Very. Only 15 of the 49 acres will have buildings, the *Times* reported; the rest will be a made-from-scratch town square and other green space. The end result, developers say: Storrs will have an easily walkable downtown that's convenient to the fine arts center.

There's more: Mansfield is lobbying the state to remake a highway skirting the campus to add to the ambiance. "The idea is to change Route 195 from a highway to a main street," the mayor told a *Times* reporter.

Why would Mansfield agree to such an extreme makeover? Because what appeals to students will also appeal to others, the developer said. "This project offers an incredible opportunity to bring together families who live in the town, retired and working professors and students," he told the *Times*. "It depends upon appealing to this broad spectrum, and the more you do it, the more vital it will be."

It's about time, said one admissions officer at the university. The main reason UConn enrolls only a third of those it admits is because students are turned off to the town. He was surprised himself, he went on, when he and his family arrived five years ago in search of a college-town experience. "We found out there was a college, but no town," he added. "It's beyond time that Storrs should have a town."

*Note: Civic Strategies has worked with colleges on community development issues, though not in the state of Connecticut.*

From August 14, 1994.



**TOWN OF MANSFIELD  
DEPARTMENT OF PUBLIC WORKS**

---

Lon R. Hultgren, P.E., Director

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CONNECTICUT 06268-2599  
(860) 429-3331 TELEPHONE  
(860) 429-6863 FACSIMILE

**NEWS ITEM FOR IMMEDIATE RELEASE  
FOR MORE INFORMATION, CONTACT:  
Mark Kiefer, Superintendent of Public Works – 429-3676**

The Public Works Department of the Town of Mansfield has announce that it will be making drainage improvements to the intersection of Birch Rd. in preparation for construction of a Roundabout at the east intersection of Hunting Lodge and Birch Roads. Birch Rd. will be closed Monday-Friday 7am. – 3pm. from the intersection of Hunting Lodge Rd. to Rt. 44 beginning Monday 8/21/06. Residents should contact the Town Garage at 429-3676, Monday-Friday, 7 am. – 3 pm. with questions concerning the project.

PAGE  
BREAK

APPLICATION REFERRAL

Mansfield Planning & Zoning Commission

- TO:
- Public Works Dep't., c/o Ass't. Town Eng'r.
  - Health Officer
  - Design Review Panel
  - Committee on Needs of Persons w/Disabilities
  - Fire Marshal
  - Traffic Authority
  - Recreation Advisory Committee
  - Open Space Preservation Committee
  - Parks Advisory Committee
  - Town Council
  - Conservation Commission

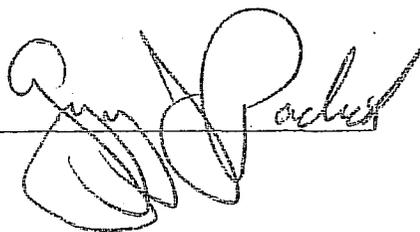
The Planning and Zoning Commission has received a Special Permit application and will consider the application at a Public Hearing regular meeting on Sept. 18. Please review the application and reply with your comments to the Planning Office before Sept 14, 2006. For more information, please contact the Planning Office, 429-3330.

APPLICATION INFORMATION

Applicant: Regional School District #19  
Owner: TOWN OF MANSFIELD  
Agent(s): LAWRENCE ASSOC. - Architects; Anchor Engineering Service  
Proposed use: E.O. Smith High School Alternative Education Facility  
Location: 85 Depot Rd.  
Zone classification: RAR-90  
Other pertinent information:

- Full scale maps on file in Planning Office

signed



date

8/10/06

SPECIAL PERMIT APPLICATION

Mansfield Planning and Zoning Commission  
(see Article V, Section B of the Zoning Regulations)

File # 1251

Date 8/3/06

E.O. Smith High School at  
the Depot Road Campus

1. Name of development (where applicable) E.O. Smith High School at the Depot Road Campus

2. The proposed use of the property is Alternative High School education facility  
in accordance with Sec.(s) G.9. of Article VII (Permitted Use provisions)  
of the Zoning Regulations

3. Address/location of subject property 85 Depot Road  
Assessor's Map 13 Block 16 Lot(s) 10 Vol. 48 Page 87

4. Zone of subject property RAR - 90 Acreage of subject property 1.0 acre

5. Acreage of adjacent land in same ownership (if any) N/A

6. Applicant Regional School District #19 / [Signature]  
(please print) Signature

Address 1235 Storrs Road, Storrs, CT Zip 06268 Telephone 860-487-1862

Interest in property: Owner X Optionee \_\_\_\_\_ Lessee \_\_\_\_\_ Other \_\_\_\_\_

(If other, please explain) \_\_\_\_\_

7. Owner of Record: Name Town of Mansfield Telephone 860-429-6863

Address 4 South Eagleville Rd., Storrs, CT Signature [Signature]

(or attached Purchase Contract \_\_\_\_\_ or attached letter consenting to application \_\_\_\_\_)

8. Agents (if any) representing the applicant who may be directly contacted regarding this application:

Name Richard S. Lawrence, AIA / Address THE LAWRENCE ASSOCIATES, Architects/Planners, P.C., 1075 Tolland Turnpike Manchester, CT 06042

Involvement (legal, engineering, surveying, etc.) Telephone 860-643-2161

ARCHITECT

Name Denise Lord, P.E. / Address Anchor Engineering Services, Inc. 75 Nutmeg Lane, Glastonbury, CT 06033

Involvement (legal, engineering, surveying, etc.) Telephone 860-633-8770

SITE ENGINEERS, SURVEYOR & LANDSCAPE ARCHITECT

9. The following items have been submitted as part of this application:

Application fee in the amount of \$ 780.00

Statement of Use further describing the nature and intensity of the proposed use, the extent of proposed site improvements and other important aspects of the proposal. To assist the Commission with its review, applicants are encouraged to be as detailed as possible and to include information justifying the proposed special permit with respect to the approval criteria contained or referenced in Article V, Section B.5.

Site plan (6 copies) as per Article V, Section B.3.D

Site plan checklist including any waiver requests

Sanitation report as per Article V, Section B.3.E - *APPLICATION TO EASTERN HIGHLANDS HEALTH DISTRICT BEING FILED CONCURRENTLY.*

Acknowledgement that certified notice will be sent to neighboring property owners as per the provisions of Article V, Section B.3.C (note Neighborhood Notification Form) and, as applicable, with Windham Water Works, as per the provisions of Article III, Section L.

\_\_\_\_\_ Other information (see Article V, Section B.3.F). Please list items submitted (if any):

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10. All applications, including maps and other submissions, must comply with all applicable sections of the Zoning Regulations, including, but not limited to:

Art. X, Sec. E, Flood Hazard Areas, Areas Subject to Flooding

~~Art. V, Sec. B, Special Permit Requirements (includes procedure, application requirements, approval criteria, additional conditions and safeguards, conditions of approval, violations of approval, and revisions)~~

Art. VI, Sec. A, Prohibited Uses

Art. VI, Sec. B, Performance Standards

Art. VI, Sec. C, Bonding

Art. VII, Permitted Uses

Art. VIII, Dimensional Requirements/Floor Area Requirements

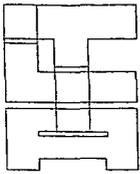
Art. X, Sec. A, Special Regulations for Designed Development Districts

Art. X, Sec. C, Signs

Art. X, Sec. D, Parking and Loading

Art. X, Sec. H, Regulations regarding filling and removal of materials

\* \* \* \*



# THE LAWRENCE ASSOCIATES

ARCHITECTS / PLANNERS, P.C.

1075 TOLLAND TURNPIKE • MANCHESTER, CONNECTICUT • 06042

TEL: (860) 643-2161

FAX: (860) 643-4373

E-MAIL: LAWRENCE.ASSOC@SNET.NET

August 3, 2006

Mr. Greg Padick, Director of Planning  
Mansfield Town Hall  
Four South Eagleville Road  
Mansfield, CT 06268

RE: Depot Road Campus – E.O. Smith High School  
Conversion of Former Reynolds School  
Mansfield, CT  
Project No. 04-0021  
State Project #219-0017 EA/RR

Dear Greg:

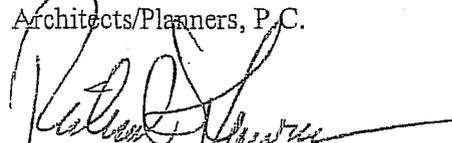
We are transmitting herewith the following documents on behalf of the Regional School District No. 19 and Town of Mansfield for the referenced project:

- One (1) original Planning & Zoning Application for Special Permit
- One (1) check number 26029 in the amount of \$780.00 as the application fee
- One (1) copy of Checklist for Site Plan or Special Permit Applications
- One (1) copy of Checklist of Approval Criteria
- One (1) copy of Neighborhood Notification Form (time of Public Hearing will be added when determined)
- Six (6) full-size bound sets of drawings dated 8/1/06 as enumerated on the Cover Page
- Fifteen (15) sets of reduced drawing sets, size 11" x 17"
- List of abutting property owners within 500 feet
- One (1) copy of letter transmitting the Application for On-Site Septic System to the Eastern Highlands Health District.

As we have indicated during previous discussions and due to my unavailability during the first Planning & Zoning Commission meeting in September, we ask that the public hearing be held on Monday, September 18, 2006. If, during the course of your review and that of other town staff members, you find the need for additional clarification and/or information, please do not hesitate to contact our office.

Sincerely,

THE LAWRENCE ASSOCIATES  
Architects/Planners, P.C.

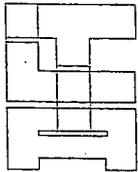


Richard S. Lawrence, AIA, President

Enc.

Cc w/enc: Bruce Silva; Jeff Smith; Denise Lord - Anchor Engineering Services, Inc.; Ken Hipsky – Fuss & O'Neill, Inc.; File





## THE LAWRENCE ASSOCIATES

ARCHITECTS / PLANNERS, P.C.

1075 TOLLAND TURNPIKE · MANCHESTER, CONNECTICUT · 06042

TEL: (860) 643-2161

FAX: (860) 643-4373

E-MAIL: LAWRENCE.ASSOC@SNET.NET

August 1, 2006

RE: E.O. Smith High School  
85 Depot Road Campus  
Mansfield, CT  
State Project #219-0017 EA/RR

### STATEMENT OF USE

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The Regional School District #19 Board of Education has been approved for a state construction grant for the expansion and renovation of the vacant Mansfield Reynolds School on Depot Road. The school will be used for the purpose of operating a small "alternative" high school program to provide expanded educational opportunities for both regular and handicapped students. The program will be designed for those students who will benefit from a more flexible, instructionally relevant, community focused and intensely personalized learning environment.

Over the past 15 years, E.O. Smith High School has grown to having a student body of over 1,280 students. The large majority of students who attend the high school are very successful. In spite of this success, it has been necessary for the high school to develop a continuum of alternative educational programs for a small number of regular and educationally handicapped students. The Reynolds School project will allow for the expansion of educational services and increase programming options for a diverse group of learners in our district.

The location, size and availability of the Reynolds School building makes it an excellent choice for this new program. The Town of Mansfield's generous support of the project has greatly enhanced the district's ability to have a very affordable educational program. In turn the town will benefit by having this noteworthy old building restored to its original purpose of a community school.

Region 19 and EASTCONN will collaborate in developing and managing the Depot Campus School and creating a learning environment that reflects the best research on effective design and practices. EASTCONN has been identified by the School Redesign Network of Stanford University as a national site for providing technical assistance for school districts that undertake educational reform initiatives. The agency has a long history of developing community based educational programs, facilitating professional development workshops and working collaboratively with local school districts.

The program will serve regular and educationally handicapped students in grades 9-12 who would benefit from a smaller learning environment. All interested students will need to apply and be accepted to the school. The total number of students attending the program at any one time is not expected to exceed 50 students.

## Statement of Use

Students will be transported to the school in regular school buses, mid-buses or small vans. The school hours of operation and calendar will be similar to that of E.O. Smith High School.

The original Reynolds School is located on the south side of Depot Road and contains 3,400 sq. ft. on two floor levels. This project will involve the construction of a new addition at the south side of the existing building adding 3,016 sq. ft. on two levels with a resulting total square footage of 6,416. Extensive alterations throughout the existing building will be performed including the removal of all existing mechanical and electrical systems and equipment, replacing all of these with new code-complying systems and equipment. The new addition will blend architecturally with the existing building by incorporating a matching brick color, brick detailing, window configuration, building height/massing and application of new roof shingles to cover both existing and new.

The continued use of this site for educational purposes complies with Section G.9 of Article VII (Permitted Use Provisions) of the Town of Mansfield Zoning Regulations which allows governmental education facilities in this RAR-90 Zone. The construction activities and operation this satellite high school facility will not create air pollution, odor, excess noise or vibrations, electrical disturbances, or fire or explosive hazard. No hazardous materials will be utilized in the project's construction and, in fact, identified quantities of asbestos containing materials will be abated and disposed as a part of the construction project. During the course of construction and the building's operation, the activities will not create, produce or discharge hazardous materials in either liquid or solid form and waste disposal/storage shall be handled through approved containers. The subject property is not located in a floor hazard zone or within a designated aquifer area.

Water service for both domestic and automatic fire sprinklers will be provided by extending the University of Connecticut water system along the south side of Depot Road from its current location serving the Mansfield Discovery Depot, a distance of approximately 1,300 feet. Waste water will be disposed by utilizing an on-site septic system. Percolation tests have been taken in the presence of the Northeast Highlands Health District and design criteria submitted for their review.

The proposed project will include widening the existing entrance drive, tapering the two slopes on either side to provide better visibility and parking for the few staff members and occasional visitors. Suitable provisions have been made for vehicular traffic on the site and access for persons with disabilities complying with state regulations in the form of designated parking spaces and a sloped ramp entranceway. Students will be bussed to the facility after being picked up at E.O. Smith High School. The bus will discharge students on the south side of Depot Road allowing them to traverse up the new driveway. Site lighting will be provided for safety and security for those using the building and the site. Site lighting fixtures have been selected to compliment the building architecture and will have cut-off features to shield the neighboring properties.

The proposed site development and landscaping plans comply with the Town of Mansfield's requirements for roads and drainage, landscaping and buffering. Erosion and sedimentation controls have been indicated on the site plans to minimize any surface runoff during construction until pavements and seeded areas have been established.

Statement of Use

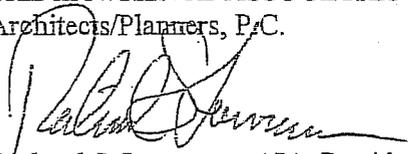
The construction of the new addition coupled with the existing structure fully comply with the Town's height, area and setback requirements as well as minimum floor area requirements prescribed in the zoning regulations.

Storm water drainage will be controlled and collected onsite with roof gutters leading to downspouts connecting into the underground dissipation system. Surface runoff from paved areas will dissipate into the high quality, pervious gravel of this area.

It is our belief that the proposed project is in general harmony with the character with the surrounding neighborhood and will not serve to blight or detract from the value of abutting residences or other properties in the vicinity. Furthermore, the application and use is compatible with the Town's Plan of Development and Statement of Use and the location and size of the proposed use and the nature and intensity of this use in relation to the size of the building lot will be in harmony with the orderly development of the Town and compatible with other existing uses.

Sincerely,

THE LAWRENCE ASSOCIATES  
Architects/Planners, P.C.



Richard S. Lawrence, AIA, President

Enc.

cc: File; Bruce Silva; Property Owners within 500 feet

500' Abutters List  
85 Depot Road  
Mansfield, Connecticut

Raymond Gergler  
1237 Stafford Road  
Storrs, CT 06268

Cathleen A. Stuart  
1233 Stafford Road  
Storrs, CT 06268

Town of Mansfield  
Town Day Care Center  
50 Depot Road  
Mansfield Depot, CT 06251

Holly Moore Co-Trustee &  
Crystal Snow Co-Trustee C/O  
PO Box 75  
Mansfield Depot, CT 06251

G. Merritt Thompson & Sons Inc.  
54 Middle Turnpike  
Mansfield Depot, CT 06251

April A. Holinko  
52 Middle Turnpike  
Mansfield Depot, CT 06251

Mark R. Hillyer  
Katharine T. Hillyer  
92 Depot Road  
Mansfield Depot, CT 06251

~~Scott R. Houle~~  
Amy S. Houle  
46 Middle Turnpike  
Mansfield Depot, CT 06251

Jody Frank Tiffany  
Patricia Lynn Tiffany  
102 Depot Road  
Storrs, CT 06268

Randolph P. Steinen  
112 Depot Road  
Mansfield Depot, CT 06251

Norman A. Meikle, Jr  
Megan L. Meikle  
PO Box 246

Karen Elizabeth Mielguy  
82 Depot Road  
Mansfield Depot, CT 06251

Lynn L. McCollum  
111B McCollum Road  
Mansfield Depot, CT 06251

Lynn L. McCollum  
PO Box 31  
Mansfield Depot, CT 06251

Timothy Quinn, et al  
PO Box 32  
Mansfield Depot, CT 06251

Eber Dunham Memorial Church  
David D. Ferrero, Minister  
105 Depot Road  
PO Box 1  
Mansfield Depot, CT 06251

David D. Ferrero  
Joan A. Ferrero  
91 Depot Road  
Mansfield Depot, CT 06251

Leroy L. McCollum  
Linda Lester  
C/O 156 Brookside Lane  
Mansfield Center, CT 06250

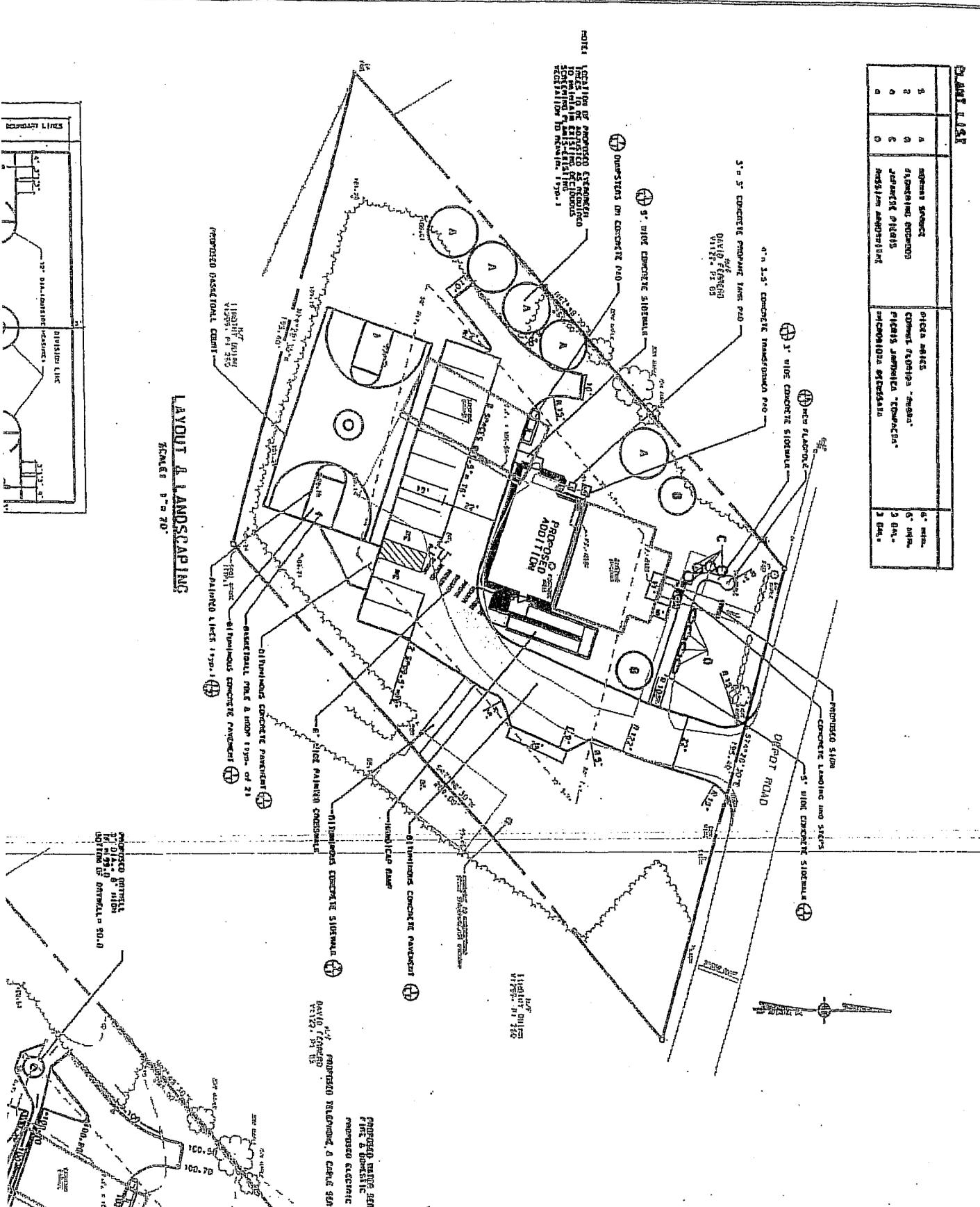
Vermont Central Railroad  
C/O Canadian National Railroad  
277 Front Street West  
8<sup>th</sup> Floor  
Toronto, ON MSV-2X7

**PLANT LIST**

1	4	8	12
2	5	9	13
3	6	10	14
4	7	11	15

**LAYOUT & LANDSCAPING**

SCALE 1" = 20'









PAGE  
BREAK

by Michael Willis

# Sustainability: The Issue of Our Age, And a Concern for Local Government

**W**ith each passing day, the issue of sustainability becomes more prominent in debates on the future of our planet. Nowhere is this more apparent than in the example of climate change. The wide and divisive debate of a few years ago is now rapidly narrowing, according to Dr. R.K. Pachuri, chairman of the Intergovernmental Panel on Climate Change.

At Pachuri's presentation, made in Montreal in December 2005 at the 11th conference of the Parties to the United Nations Framework Convention on Climate Change, he showed how the earth's climate system has demonstrably changed on both global and regional scales since pre-industrial times. He noted that strong evidence exists that most of the warming observed over the past 50 years is attributable to human activities.

The past 20 years have seen record surface temperatures across the world. For people living in the Northern Hemisphere, 2005 was the hottest year on record since 1880.<sup>1</sup> A consensus is emerging that global warming is going to have a dramatic effect environmentally, economically, and socially on future generations and, in such cases as low-lying cities and islands, it will be doing this soon.

"Global warming" refers to increases in global temperatures resulting from an accumulation of greenhouse gases in the atmosphere. These gases, including carbon dioxide, methane, and chlorofluorocarbons, trap the sun's heat as it is radiated from the earth and prevent it from going back into space.

You may be thinking, "What's all this have to do with local government management?" A simple answer is at hand. Many years ago, the Speaker of the U.S. House of Representatives famously declared: "All politics is local." Assume for the moment that he was right. This also suggests that the answers to the issues of our age do not come solely from the global political arena but also from the very things we do at the local level. For nowhere is change more achievable than at the individual and local levels. In so many ways, it's the things we do locally that really count.

No one would idly pretend that global warming will be solved by neighborhood environmental programs. But equally, social attitudes and values are often forged in the heat of the projects and ideals that neighborhoods passionately commit themselves to in their own communities. It doesn't require a large leap of faith to see that the greater the awareness of environmental issues on the local level, the greater the awareness and readiness for action on the national and international levels.

Think of the "broken windows" analogy. It's the little tasks we do at the "micro" level, like fixing a broken window, that influence how we value our neighborhoods.

So what are we, as local government managers and as a professional body, doing to address issues of environmental sustainability in our own communities? After all, we are very much in the legacy business, that is, the business of creating and nurturing things that can be used and enjoyed by generations to come.

Shouldn't sustainable communities be among these legacies? Are we doing enough to get sustainability onto our local agendas? This article explores some of these issues and briefly considers what local governments are doing to address sustainability.

#### THE MEANING OF SUSTAINABILITY

One of the goals is to engage appointed and elected officials on the issue of sustainability. So, what do we mean

by the term "sustainability"? I once heard it described as "a vortex for woolly thinking" (as someone originally hailing from a land renowned for its sheep, this author finds that this definition does have a certain appeal). Sustainability certainly is a term that is capable of widely disparate meanings, so it's worth taking space to describe it.

Sustainability is most often considered in the context of improving the health and welfare of the planet and its people into the future. There are numerous definitions, but the following notions capture the essence of the word:

Is our profession  
to be leaders or  
followers in creating  
more sustainable  
cities and counties?  
Should we be working  
harder to adopt more  
sustainable practices  
in the way we manage,  
following the examples  
of those who are  
leading the way?

- Meeting the needs of the present without compromising the ability of future generations to meet their own needs.
- Improving the quality of life while living within the carrying capacity of the supporting environment.

In local government terms, this concept has been described by one commentator as involving creating sustainable cities and counties, where we reduce the use of local natural resources and the production of waste while also improving human livability.<sup>2</sup> The idea of sustainability is generally viewed as having environmental, social, and economic components.

Current thinking on sustainability recognizes that human society is totally dependent on the natural environment. Thus, it follows that the integration of ecological thinking into all social and economic decision making is required.

#### "THINK GLOBALLY, ACT LOCALLY"

The motto "Think globally, act locally" is well known and closely linked to the notion of sustainability. Its importance was highlighted at the United Nations Conference on Environment and Development held in Rio de Janeiro in 1992, where 179 governments took stock of the state of the world and decided to adopt the global action plan for sustainable development that we now know as Agenda 21.

Agenda 21 called on local authorities in every country to undertake a consultative process with their populations to achieve consensus on action plans for their communities. It recognized the need to work out local agendas (and ways of doing things) to achieve sustainable living in the 21st century.

In many ways, local government can be viewed as the glue that sticks together the "Think globally" component with the "Act locally" element. The call to action made by Agenda 21 in 1992 is still relevant today because it is about meeting the three most pressing needs of our times:

- The need for environmental protection of the air, water, soil, and biodiversity upon which life depends.
- The need for economic development to overcome poverty.
- The need for social justice and cultural diversity to enable local communities to express their values in addressing issues.

There is, however, an inherent contradiction in addressing these needs, as there is in the term "sustainable development" itself. As author W. Rees, in

his 1995 *Journal of Planning Literature* article "Achieving Sustainability: Reform or Transformation?" put it: "How can we produce the growth necessary to 'improve living standards for all' and provide a 'more prosperous future' while at the same time protecting the environment, particularly when historic patterns of economic and material growth appear responsible for much environmental degradation?"

How can we foster economic and social growth (a major driver in many, if not most, of our communities) while also protecting and enhancing the environment? How can we promote and achieve community expectations and at the same time protect individual property rights? Our profession is very much at the interface of these apparently divergent concerns.

You see, in all of these things, managers are called upon to manage apparent opposites. And managing opposites is about more than finding a balance between them. It's about being able to achieve *both* objectives.

What is it that we can do, as citizens and local leaders, to address the environmental challenges that clearly confront us? How can we help local people and communities exercise power over what they *can* control, in the face of so many forces that seem beyond both control and comprehension itself?

These are important questions because, as much as sustainability is about making things better environmentally, it's also about intensifying the process of civic engagement, which is surely at the heart of the local governing process and at the heart of our profession.

There are no easy answers to these questions; indeed, different answers will be required for different localities. The following section outlines briefly how some local governments have taken the initiative in responding to sustainability issues in their local areas.

#### **SUSTAINABILITY INITIATIVES**

A growing number of local governments have decided to take a leader-

ship role in addressing sustainability issues in their local areas. Some, including my own council in the city of Blue Mountains, New South Wales, Australia, have worked in partnership with the community and its citizens to develop long-term visions and action plans that will guide the achievement of more sustainable outcomes, not only in the future but also now.<sup>3</sup>

Such community-owned visions and plans can build frameworks for helping citizens and local leaders to understand these values, chart a way forward, and reconcile seemingly

**If managers believe  
that we are in the  
legacy business,  
we need to think  
now about the  
things that must  
be done to develop  
more sustainable  
communities for those  
who will follow us.**

competing needs. In the case of Blue Mountains, having a sustainability vision and action plan has also given us a platform for launching a range of related initiatives in partnership with other stakeholders, as outlined below.

Blue Mountains City is enclosed within a World Heritage Park on the edge of the Sydney metropolitan area. Serving 75,000 residents, it has placed sustainability at the core of its planning and operational programs. We have undertaken a number of programs that we hope will bring this ideal to our local government doorstep. More information on these programs is available on the Web site at [www.bmcc.nsw.gov.au](http://www.bmcc.nsw.gov.au).

- *Catchment restoration.* We have launched partnership programs among residents, agencies, community groups, and schools to

carry out local works to restore catchment facilities (reservoirs, dams, stormwater channels, and so on) that have suffered degradation.

- *Bushcare programs.* A bushcare group will go out into its patch of bush each month and carry out bush regeneration, removing exotic weeds to allow native plants to germinate and flourish. Other activities include stormwater control and erosion control works in the patch, track maintenance and improvement, seed collection, plant propagation, public education, and other bushland management projects.

There are more than 50 groups in action and more than 400 active volunteers. The council has four bushcare officers employed to supply, train, and coordinate the groups. For every hour that the council puts into this program, the community puts in more than three. Each year, 6,000+ volunteer hours have been worked on bushcare projects.

- *Energy use reduction.* Since 2004, the Blue Mountains Council has significantly reduced energy consumption and greenhouse gas emissions in its buildings by implementing an innovative energy performance contract. We have joined the Cities for Climate Protection™ program and completed an audit of our energy consumption. Currently, an action plan is being developed to reduce the city's energy consumption.
- *Curbside chipping of garden waste.* In 2001, the city began a curbside chipping service to process garden waste on-site at residents' homes. Each year, 22,000 services are provided that result in the chipping of 46,000 cubic meters of garden waste for reuse on residents' properties; otherwise, this material would be disposed into landfill. Significantly, as a result of this and other initiatives, since 2004 there has been a 20 percent reduction in the volume of waste being delivered to the council's two waste management facilities.
- *Teaching our children.* In partner-

ship with local schools, the city has established a Blue Mountain School Environment Network, which supports teachers in their efforts to engage children and the community in learning about the environment and developing sustainable schools.

- *Earthworks courses.* The city is implementing earthworks courses to support residents in gaining such skills in sustainable living as composting, worm farming, "no-dig" gardening, and recycling. Through community workshops, more than 400 residents have enrolled in these courses.
- *Sustainable tourism.* The city has entered into partnerships with the state government to develop sustainable tourism destinations and other facilities.
- *Business sustainability.* The Blue Mountains Business Advantage Program offers local businesses the opportunity to become accredited in sustainable business practices through attendance at a training course at a local educational institution. More than 120 businesses have participated in the program.
- *Sustainability research.* In 2004, the Blue Mountains World Heritage Institute was founded with the support of the Blue Mountains City Council. The institute is a non-profit organization promoting the conservation of the cultural and natural heritage of the Greater Blue Mountains World Heritage Park. It has attracted about \$1 million in research funding for a range of such sustainable research projects as sustainable options for business and industry in a Blue Mountains town, Mapping Country (an indigenous cultural heritage project), and fire and climate change research.

Quite apart from the great good that such programs achieve for the environment, taken collectively they also arguably have a significant impact in shaping values and beliefs about environmental issues *beyond* the local level. They cannot help but

If you've heard the term smart growth and want to know what it actually looks like, look no further. A new publication from ICMA and the Smart Growth Network titled *This Is Smart Growth* is here to help.

Released this summer, *This Is Smart Growth* contains dozens of examples of how smart growth principles have been applied in small towns, big cities, suburbs, and rural areas; some of it may remind you of your own community.

Less of a how-to manual, this publication shows you what smart growth looks and feels like, who lives there, and why the communities that chose smart growth made the effort to look ahead and plan for a brighter future. *This Is Smart Growth* is available as a free PDF download at [www.smartgrowth.org](http://www.smartgrowth.org).

ability issues on the national and international stage. Thus, not only are we doing good things for our local environment, but we are also giving expression to a set of values that will be played out as more people come to grips with such larger issues as climate change.

Obviously, what we do at the Blue Mountains City Council is by no means unique or unusual. Similar programs go on in many local governments around the world. In the area of climate change alone, substantial progress is being made at the local level, particularly through the Cities for Climate Protection (CCP) campaign, mentioned above under "Energy use reduction." This campaign enlists cities to adopt policies and measures that achieve quantifiable reductions in local greenhouse gas emissions, improve air quality, and enhance urban livability and sustainability.<sup>5</sup>

This campaign is run by the International Centre for Local Environmental Initiatives (ICLEI—Local Governments for Sustainability) in Australia, Canada, Europe, Japan, Latin America, Mexico, New Zealand, South Africa, South Asia, Southeast Asia, and the United States. More than 650 local governments currently participate in CCP, including 160 in the United States and more than 200 in Australia.

Action around environmental sustainability is clearly gaining national traction in the United States. For example, Portland, Oregon, continues to be a leader in a range of sustainability initiatives, as [tp. 154](#) local govern-

address global warming.<sup>5,6</sup>

Last June in California, Governor Schwarzenegger declared the debate on climate change over and directed a "Climate Action Team," made up of representatives of various state agencies, to devise a plan to cut the state's greenhouse gas emissions. According to this plan, emissions need to be cut to 2000 levels by 2010, to 1990 levels by 2020, and to 80 percent below 1990 levels by 2050. Also in June of last year, 166 U.S. mayors signed up to approve a U.S. Mayors' Climate Protection Agreement.

Kent Portney's 2005 *Public Administration Review* article "Civic Engagement and Sustainable Cities in the United States" shows that, over the past decade, at least 42 U.S. cities have elected to pursue sustainable-cities programs to improve their livability.

ICMA, as a local government organization, has also been active in supporting sustainability activities, although that term has not always been used. Such activities have comprised a focus on best-practice environmental management, planning, smart growth, and brownfields redevelopment. The ICMA University offered its first formal workshop with a focus on sustainability at ICMA's 2005 annual conference.

## CONCLUSION

We hold positions of great importance and influence in community decision making. Is our profession to be leaders or followers in creating more sustainable cities and counties? Should

we be working harder to adopt more sustainable practices in the way we manage, following the examples of those who are leading the way?

This article has referred earlier to the dilemma faced by communities in resolving apparent opposites: fostering economic and social growth at the local level while at the same time protecting the environment. Local governance requires attention to such dilemmas. For, in truth, local governments are in the business of allocating community values in making decisions that directly affect the sustainability of our communities—socially, economically, and environmentally. There is no better place to start.

Surely, all administrators have an abiding and unswerving belief in the value and practice of local democracy. And local democracy does have a critical and pivotal role to play in addressing sustainability—the issue of our age. If we adhere to the adage that “all politics is local,” then there can be no more powerful force than the democratic process, acting in concert with the community and the people within it, to produce sustainable outcomes.

In a sense, the future resides in the moment. For it is the things we do now that shape the future, for good or ill. If managers believe that we are in the legacy business, we need to think now about the things that must

be done to develop more sustainable communities for those who will follow us. What greater calling can there be?

<sup>1</sup>U.S. National Aeronautics and Space Administration (NASA), *Global Temperature Trends: 2005 Summation* (New York: NASA Goddard Institute for Space Studies [GISS], 2005). Available on the Web site at <http://data.giss.nasa.gov/gistemp/2005/>.

<sup>2</sup>P. Newman and J. Kenworthy, *Sustainability and Cities: Overcoming Automobile Dependence* (Washington, D.C.: Island Press, 1999). The full quotation is: “The goal of sustainability in a city is the reduction of the city’s use of natural resources and production of wastes, while simultaneously improving its livability, so that it can better fit within the capacities of local, regional, and global ecosystems.”

<sup>3</sup>See, for example, *Towards a More Sustainable Blue Mountains: A Map for Action, 2000–2025*, on the Blue Mountains City Council Web site at [www.bmcc.nsw.gov.au](http://www.bmcc.nsw.gov.au). Follow the links to “Our Future Blue Mountains.”

<sup>4</sup>See the Web site at [www.iclel.org](http://www.iclel.org). The CCP campaign is based on an innovative performance framework structured around five “milestones” that local governments commit themselves to reaching. The milestones allow local governments to understand how their decisions affect energy use and how these decisions can mitigate global climate change while improving a community’s quality of life. The CCP methodology is a simple, standardized way of acting to reduce greenhouse gas emissions and of monitoring, measuring, and reporting performance.

<sup>5</sup>City of Portland, *A Progress Report on the City of Portland and Multnomah County Local Action Plan on Global Warming* (Portland, Ore.: Author, 2005).

<sup>6</sup>Visit [www.sustainableportland](http://www.sustainableportland) for the range of sustainability initiatives being implemented by Portland, Oregon.

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## PM Third Biennial International Leading Practices Symposium

Four countries, seven case studies, and thousands of learning opportunities come together November 2–3, 2006, in Rotorua, New Zealand.

Local action on greenhouse issues will be among the topics at the symposium, which will be cosponsored by ICMA, the New Zealand Society of Local Government Managers (SOLGM), and Local Government Managers Australia (LGMA).

This year’s event will feature case studies from Australia, New Zealand, the United States and Canada. For more information, visit the Web site at [www.solgm.co.nz](http://www.solgm.co.nz).

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## PM Fifth Annual Swimming Pool Issue

The December 2006 issue of *PM* magazine will mark the fifth anniversary of the special section on swimming pools that are owned and operated by local governments.

If you serve in a community that provides a public pool for its citizens that has not already been featured in the magazine—or has been updated since it was featured—and if the pool is distinctive in style, structure, operation, location, cost, or other management aspect, share this information in *PM*.

Send a 250- to 500-word description telling why the pool is distinctive to *PM* Editor, ICMA, 777 N. Capitol Street, N.E., Suite 500, Washington, D.C. 20002-4201; e-mail is preferred, at [bpayne@icma.org](mailto:bpayne@icma.org). Electronic photo files in high-resolution PDF format are welcome. The deadline for information is September 15, 2005.

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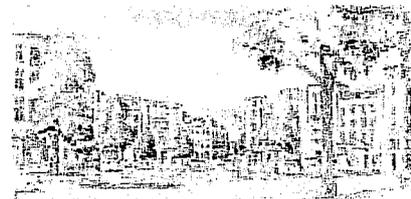
## Building Up College Towns

When it comes to college towns and neighborhoods near urban campuses, quaint won't cut it anymore. An increasing number of institutions are finding ways — directly or indirectly — to promote a mix of commercial and residential development just beyond their borders that they hope will lure students and faculty.

The University of Connecticut and Rochester Institute of Technology are seeing downtowns emerge in unpopulated areas. The University of Pennsylvania and Temple University are, in different ways, reshaping their Philadelphia neighborhoods. Colleges with deep pockets are adding to their assets. Those with limited means are leasing out space and hoping to reap the economic benefits without construction costs.

College town development has become a cottage industry, and a major Cleveland firm has made that its niche. Mixed-use developments, which combine residential and retail space, are popular models. Developers are building up, not out, and creating complexes that are pedestrian friendly and adhere to a school of design called new urbanism.

“There’s a recognized trend at play in urban, suburban and rural college towns,” says Tony Sorrentino, director of external relations for facilities and real estate services at Penn. “The university has a responsibility to contribute to the landscape in the most positive way it can. As they accept their roles as land planners, universities realize they have to get into the game.”



James S. Wassell — Courtesy of LeylandAlliance LLC  
Town square portion of the Storrs Center project at UConn

### Building From Scratch

A few scattered strip malls in the sleepy town of Mansfield, Conn., weren't good enough. That was the clear message coming from current and potential students at the University of Connecticut's main campus in the Storrs neighborhood.

Retention rates sagged for years, and a College Board survey showed that admitted, undecided students listed lack of a vibrant commercial district as a leading reason for enrolling elsewhere. “Due to the lack

of a town, the university had to be everything for the students. That's a hard order to fill," said John R. Saddlemire, vice president for student affairs at UConn. "It became a quality of life issue."

Karen Grava, a university spokeswoman, said the dearth of options in town, coupled with a campus that "was so horrible that we didn't want students to come on tours," spelled trouble. So the state of Connecticut intervened, first in 1995 and again five years later, promising to spend roughly \$2.3 billion to improve all of its public colleges.

Grava said the campus infrastructure has improved significantly since the campaign began. The Storrs campus is in the midst of a major facelift that includes construction of a fine arts center designed by Frank O. Gehry. The town hasn't kept pace, said Peter Newman, a partner with Herbert S. Newman & Partners, a Connecticut architecture firm.

"The university has still been losing some world-class research opportunities because there is no place for academics to take families to the movies or go within walking distance," Newman said. "There needs to be a heart of town," said Newman, whose firm has designed what he hopes is the answer.

Construction is scheduled to begin on a 15-acre development called Storrs Center next summer. The project, estimated to cost at least \$175 million, calls for up to 800 housing units, and up to 200,000 square feet of retail and 75,000 square feet of office space.

The majority of the land is university owned, and UConn has approved the sale to developer LeylandAlliance, which will cover all costs, said Macon C. Toledano, Storrs Center project manager for the firm. The center is set to open in stages over a five- to eight-year period, Toledano said. The first portion is an area across the street from the fine arts center designed to serve as a town center.

"What's so important about any college town is a public realm — main streets or places that students and townspeople share," Toledano said.

That public realm has been nonexistent at Rochester Institute of Technology since the university moved from downtown Rochester more than 35 years ago to its current suburban location. That's why the institute is pushing for a project it calls College Town.

The UConn housing is intended primarily for graduate students, married students, young alumni and senior citizens. Residents will be in close proximity to a mix of local and national retailers, Toledano said. (No big box stores allowed).

The university and private planners are working closely with the Mansfield Downtown Partnership, a nonprofit organization charged with revitalizing commercial areas in town. The mayor, city residents and UConn officials serve on the group's board of directors.

Cynthia van Zelm, executive director of the partnership, talks almost daily to a contact in the university president's office. The constant communication has helped relations between the city and the university, she said.

"It's unique to build a downtown essentially from scratch," van Zelm said. "Our interests are the same as the university's, as far as the need to create something for everyone."



Rochester Institute of Technology  
Rochester Institute of Technology's planned College Town development

## Putting Their Imprint on Philly

Harry Maltz, owner of Last Word Bookshop, shuffles through titles on the bottom rack of a ceiling-high bookshelf on a recent Friday afternoon. He's been in this prime University City location -- a block from Penn's campus -- for four years, but soon he will relocate around the corner.

A 10-story-high mixed-use development is coming, which will displace the other tenants (pizza parlor and yoga studio, included) of the one-story brick complex.

Development plans call for roughly 150 suite-style apartments, primarily for students, and 40,000 square feet of retail space on the first floor and mezzanine level, according to developer University Partners. Groundbreaking is scheduled for early 2007.

Old row houses are the last vestiges of what used to be in the 40th Street corridor. Down the street from the planned complex sits a massive grocery store, a multi-screen movie theater and a high-end restaurant -- all parts of Penn's recent campaign to revitalize the University City neighborhood.

"It starts to blur the line of what is campus and what isn't. In an urban setting, that's a good thing," said Sorrentino, the Penn external relations director. "We have a long history of a town-gown relationship with distinct walls, which leads to social problems. We want to make the area come alive with vibrancy and vitality."

Still, Maltz is concerned about the type of tenants that are coming into the area and whether families will be able to afford rent.

"The idea is to draw students back closer to campus -- and that's not a bad thing," Maltz said. "But it still hurts a little. Businesses like mine are lucky to make it with rent as it is. The new owners can charge more, and if there are family-owned businesses still, great. But that's not going to happen."

Maltz's concerns mirror those of some community activists who live near college campuses and don't want to see their neighborhoods lose their regional qualities.

Sorrentino said Penn officials meet regularly with University City residents to discuss planned changes. The grocery store came about because of lobbying from neighbors, who were unhappy with a dimly lit parking lot that sat on the plot of land before, Sorrentino said.

Penn has already invested millions of dollars on off-campus construction, and a new plan calls for extending development toward the Schuylkill River and Philadelphia's Center City.

Temple University is making its mark on Philadelphia without spending a dollar. Generally considered a commuter campus, Temple has, in recent years, had an increasing number of students who want a residential experience, said Clarence Armbrister, the university's senior vice president.

Senior administrators made the strategic decision not to invest in more university owned housing, but to enter into long-term lease agreements with developers who would build on the Temple-owned property.

"This comes from an institution that, quite honestly, doesn't have a lot of means," Armbrister said. "We had to make a choice about priorities. Money that we could spend should be on academic enterprise -- but we still recognize housing as part of a student experience."

Temple students are guaranteed housing for their first two years only, which has opened the market for five residential buildings that have opened in the last four years. In total, \$180 million in private investment has gone into complexes. Later this month, a \$75 million mixed-use building with 1,200 beds, retail and a movie theater is opening near campus.

"We think instead of scattered utilization of residential property, students would be better off in developments near campus," he said. "The way students live, they may not be consistent with someone with a 9-to-5 lifestyle."

A major residential hall is also set to open in Manhattan later this month, primarily for students at City College of New York, as well as other students in the City University of New York system. The only other building set aside for student housing was acquired about 30 years ago. The new \$56 million building, called The Towers, has roughly 600 rooms. "It is a change for CUNY, which was created as a quintessential commuter school," said Lois Crandolin, City College's chief operating officer.

### College Town, Inc.

Colleges aren't the only ones adapting to the demands of students and faculty. Fairmount Properties, a 10-year-old Cleveland-based development firm, has shifted its focus from strictly commercial properties to mixed-use projects near college towns.

Randy Rutenberg, a principal with Fairmount Properties, said the latter market is growing: the company is doing about \$250 million dollars of work per year. Fairmount pays all the construction costs for its projects.

"We got a sense that in today's competitive environment, colleges can't solely count on academic programs and amenities within its four walls to sell the institution," he said.

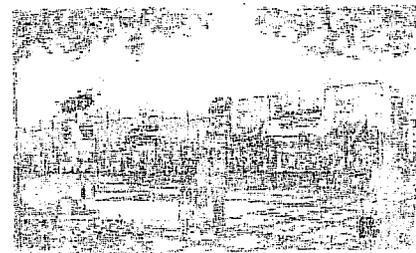
The firm's first college town project involved a development near Case Western Reserve University. Rutenberg said Fairmount is developing plans at Virginia Tech, Oberlin College and Illinois State University, among others. The Illinois State project is being done in conjunction with a downtown revival in Normal, Ill.

Rutenberg said his company has explored more than 540 college towns with the help of a consulting firm that consists primarily of former college and university presidents.

Fairmount stays away from student housing; their niche within a niche is custom-made homes for faculty. Oberlin officials, for instance, told the company that it was attracting faculty candidates from the Chicago area, which is well known for brownstone buildings and lofts. Rutenberg said the firm has offered to develop a strip of housing that incorporates those styles so the professors feel at home.

The company has ties with national franchises such as GAP and Wild Oats Markets, but also tries to balance national chains with local stores in the commercial centers, Rutenberg said.

Developments create a long-term income stream for universities that own off-campus property, Rutenberg said. And he said the projects are solid investments for the company. "We look at the college or university as the anchor tenant," he said. "They are resilient and generate a creative class."



Fairmount Properties  
Planned development near  
Virginia Tech

Elia Powers

*The original story and user comments can be viewed online at  
<http://inside.highered.com/news/2006/08/23/development>*

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