



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, December 11, 2006
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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EXECUTIVE SESSION

REGULAR MEETING-MANSFIELD TOWN COUNCIL
November 27, 2006

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

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Mr. Hawkins moved and Mr. Schaefer seconded to approve the minutes of the November 13, 2006 meeting. Ms. Blair noted that Monticello Road should read Monticello Lane.
The motion to approve as corrected passed with Ms. Blair abstaining.

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

Hollie Stevens, 119 Hillyndale Road, who was walking with Mrs. Roychoudhuri when she was attacked by the dog, presented a letter she wrote to the Town Manager (attached).

V. PUBLIC HEARING

1. Expansion of Membership to Conservation Commission

Mayor Paterson opened the public hearing on the amendment to the Chapter 11 of the Mansfield Code of Ordinances (Conservation Commission). Matt Hart, Town Manager, briefly explained that the amendment would expand the size of the Commission to include alternate members.

Quentin Kessel, 97 Codfish Falls Road, who serves as Secretary to the Conservation Commission, commented on the need for alternates as Commission members are very busy and sometimes cannot attend all meetings.

Mr. Haddad emphasized the need for the alternates to regularly attend

meetings. Mr. Clouette asked if the duties of the alternates are delineated. Dennis O'Brien, Town Attorney, said that the most appropriate way to address the responsibilities of the alternates would be in the bylaws of the Conservation Commission.

Mayor Paterson closed the public hearing at 7:52 p.m.

VI. OLD BUSINESS

2. Expansion of Membership to Conservation Commission, Amendment to Chapter 11 of the Mansfield Code of Ordinances

Mr. Hawkins moved and Ms. Koehn seconded, to adopt an amendment to Chapter 11 of the Mansfield Code of Ordinances (Conservation Commission) as prepared by staff in its draft dated November 11, 2006, and which amendment shall become effective 21 days after publication in a newspaper having circulation in the Town of Mansfield.
Motion so passed.

3. Community/Campus Relations

Mike Nintean, Director of Housing, updated the Council on how the new housing inspection program is progressing. Mr. Nintean reported that he is receiving good cooperation from both landlords and tenants. In the first three months of operation, the department has conducted 275 inspections and found 54 violations most of which could be easily corrected. The Council thanked Mr. Nintean for his work noting that this program could serve as a model for other communities.

4. Issues Regarding the UConn Landfill

Rob Miller, Director of Eastern Highlands Health District, responded to questions previously posed by Council members regarding the UConn water supply systems. He reported that after reviewing the copper testing results it appears that water systems are in compliance and that the sample testing protocols seem to be in order.

5. Community Waste and Wastewater Issues, Four Corners Sewer Study

Representatives of EarthTech briefed Council members on the study they have undertaken to collect data and identify a sewer service area in the Four Corners area of town. The consultants will be looking at additional data and alternatives for the area. The next step in the process is a public information session.

Mr. Clouette moved and Mr. Hawkins seconded, effective November 27, 2006, to schedule a public information session regarding the Four Corners sewer project for 7:30 P.M. at the Town Council's regular meeting on January 8, 2007.

Motion so passed.

6. Videotaping and Broadcasting of Town Council Meetings

By consensus the Council agreed that the Town Manager would put together a staff committee to look at the options and develop an action plan. Two of the components that will need to be addressed are the volunteer staffing of the equipment and the cost of the equipment. Budgeting for needed equipment will be included in the next fiscal year's budget.

7. Acceptance of Various Town Roads

Mr. Clouette moved and Mr. Hawkins seconded effective November 27, 2006, to authorize the Town Manager, subject to the conditions cited below, to accept the initial segment of Jonathan Lane as a Town road.

Town acceptance shall be subject to the following conditions:

1. Developer completion and certification of road monumentation and setting of boundary pins as depicted on approved subdivision plans.
2. Developer submission of acceptable as-built plans for road and associated drainage improvements
3. Execution by the Planning and Zoning Commission Chairman, Mansfield Controller, and the developer of a one-year maintenance bond agreement that addresses all regulatory requirements and approval conditions including special maintenance requirements for the detention basin. The maintenance bond also shall include developer commitments to take appropriate actions to eliminate an existing drainage problem on Lot 9 (56 Jonathan Lane) and to maintain in a safe, passable condition, including all necessary sanding and snow plowing. Phase 2 portions of Jonathan Lane and Bake Lane that provide that provide vehicle turnaround capacity.

Motion so passed.

8. Financial Statements for the Period Ending September 30, 2006.

Mr. Schaefer moved and Ms. Blair seconded, effective November 27, 2006, to accept the financial statements dated September 30, 2006, as recommended by the Finance Committee.

Ms. Koehn questioned the increase in diesel fuel cost and asked what can be done to conserve fuel. Jeffrey Smith, Director of Finance, noted that school buses and snowplows are the biggest users of diesel and that the Town is exploring biofuel possibilities. At a future meeting the Town Manager will present a summary of energy conservation efforts currently in operation and under consideration.

Motion so passed

VII. NEW BUSINESS

9. Animal Control Issues

Dennis O'Brien, the Town Attorney, reported on a meeting he attended regarding the dog biting incident that happen on Spring Hill Road. At that meeting it was agreed that an addendum to the initial order would be issued. Included in that addendum is a requirement for a six-foot fence that has locks or combinations at all gates. The fencing must be acceptable to the Animal Control Agent. Euthanasia was discussed but the Town Attorney stated that it appears that if the dog is to be put down it should have happened during the quarantine period.

Mr. Clouette asked that staff review all the procedures used in this process. Ms. Koehn suggested that a dog behaviorist might be useful. Mr. Haddad questioned what would happen if the owner does not comply with the order. Mr. O'Brien stated that the town could issue a misdemeanor and remove the dog from the premises.

The Town Manager noted that the town does not have a leash law and that the state law applies. Dogs are not to roam off the owner's property.

10. Connecticut Department of Transportation- Chaffeeville Road Project

Mr. Paulhus moved and Ms. Blair seconded, effective November 27, 2006, to schedule a public information session regarding the Chaffeeville Road Project for 7:30 P.M. at the Town Council's regular meeting on December 11, 2006

Mr. Haddad requested that all material from the last time the DOT looked at this situation be included in the packet.

Motion so passed.

11. Agreement between the Eastern Highlands Health District and the Town of Mansfield.

Mr. Haddad moved and Mr. Paulhus seconded to approve the following resolution:

Resolved, to authorize the Town Manager, Matthew W. Hart, to execute the proposed Agreement Between the Eastern Highlands Health District and the Town of Mansfield for Accounting, Bookkeeping, Data Processing and Human Resources Services, the terms of which Agreement shall be effective retroactive to July 1, 2006.

Motion so passed.

12. Social Services Block Grant Application

Mr. Schaefer moved and Mr. Hawkins seconded, effective November 27, 2006, to authorize Town Manager, Matthew W. Hart, to submit an application to the US Department of Health and Human Services for a Social Services Block Grant in the amount of \$3,657.

Mr. Schaefer noted that the amount of this grant has been constant for a long time while the expenditures for the program continue to increase and suggested the Denise Merrill, State Representative for Mansfield, be approached regarding an increase in the grant.

Motion so passed.

13. Fiscal Year 2006/2007 Wage Adjustment for Nonunion Personnel

Mr. Schaefer moved and Mr. Hawkins seconded, effective November 27, 2006, to: 1) increase the pay rates in the Town Administrators Pay Plan by 3.5percent; 2) authorize the Town Manager to award those employees in the pay plan with a 3.5% percent wage increase retroactive to July 1, 2006; and 3) make the additional changes to the compensation for nonunion employees as recommended by the Town Manager in his memorandum dated November 27, 2006.

Motion so passed.

14. Department of Information Technology

The Town Manager opened the discussion saying that while the IT staff is doing an admirable job the town needs to take another direction. He stated that to do the things the town wants to do we need a true IT department with adequate staffing. Jeff Smith, the Director of Finance, described the plan to date noting that the new department will service both Boards of Education and the Town.

Mr. Schaefer expressed concern regarding the cost and requested more details outlining what the next level will entail. Ms. Koehn expressed support for the idea. Ms. Blair questioned the current level of staffing since the department is already minus one person.

By consensus the Council agreed to support the staff exploring the idea with the understanding that they will return with a more detailed plan.

15. Town Council Meeting Schedule for 2007

Mr. Paulhus moved and Mr. Haddad seconded, effective November 27, 2006, to adopt the Town Council Meeting Schedule for 2007, as presented by the Town Clerk.

Motion so passed.

VIII. DEPARTMENTAL REPORTS

IX. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette reported on a recent Town Gown meeting he attended at which the landfill, the housing code and the off campus housing director search were discussed.

X. REPORTS OF COUNCIL MEMBERS

Mr. Paulhus thanked all those who worked to make Martin Berliner's retirement party such a success.

XI. TOWN MANAGER'S REPORT

Attached

FUTURE AGENDAS

XII. PETITIONS, REQUEST AND COMMUNICATIONS

16. Department of Public Works re: Hunting Lodge/Birch Road

17. VNA East re: December Health Screening – Mr. Hawkins noted that Mansfield was not listed as a site for the next round of health screenings. Mr. Hart will review our agreement with VNA.

XIII. EXECUTIVE SESSION

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

Motion so passed.

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

Also Present: Matt Hart, Dennis O'Brien

18. Status Report re Pending Claims and Litigation

XIV. ADJOURNMENT

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

Motion so passed.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

November 27, 2006

Matt Hart
Town Manager
Storrs-Mansfield
South Eagleville Road
Storrs Mansfield, CT 06268

Dear Matt,

I was out of town on November 21, when Minati Roydushari shared her story with the town council. Since I was present with her on the day she was attacked by an unprovoked dog I felt it was important that I write you since I could not be present last week. We were taking our usual walk and were startled by a wildly barking dog who made a bee line for Minati. He knocked her down and before I could get to her bit her arm. You can imagine how startled I was, it happened so quickly. The owner of the dog ran out of the house where glancing over I noticed the "beware of dog" sign, and tried to assist us. I screamed to her to get her dog in the house rather than come over to us. She was not able to quickly subdue her dog and unfortunately the dog came at us again and knocked us both down. Minati is a small woman and she appeared to almost bounce off the pavement when the dog knocked her down trying to attack her for the second time.. It was very frightening. We tried to walk to find her home but she was in so much pain we flagged down a complete stranger who let us use his cell phone.

It is most distressing to imagine what would have happened to her had she been alone as the dog did not hesitate to repeatedly attack her. She was traumatized for many weeks and it is only because she is a strong woman that she has made the progress she has to date.

I worry that this matter is not being taken seriously and hope that I am incorrect in my assessment. Please feel free to call me at 860-429-0514 if there is any additional information that I can provide.

Sincerely,

Hollie Stephens

Memo

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Town Employees
Date: November 27, 2006
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

- Connecticut Conference of Municipalities Board of Directors – I am pleased to announce that Mayor Betsy Paterson has recently been appointed to CCM's Board of Directors. As a mayor and council member from a council-manager community, she represents an important constituency on the board. This appointment is an honor for the Mayor and our town. Congratulations, Betsy!
- Assisted/Independent Living Project – at the last meeting staff presented the Town Council with a recommended process that we could use to select a developer to construct and operate an assisted/independent living facility. The Council expressed an interest in having more involvement in the process than what was outlined, and we can certainly accommodate this concern. Staff will present you with a revised process for your December 11, 2006 meeting.
- Connecticut Recreation and Parks Association (CRPA) Distinguished Service Award – I am very pleased to announce that the Connecticut Recreation and Parks Association has awarded its 2006 Distinguished Service Award to Curt Vincente, our Director of Parks and Recreation. This is the highest award that the CRPA has to offer, and we are very proud of Curt's accomplishments. Congratulations, Curt!
- Groundskeeper – I am please to announce that James Fournier and William Gresh have been promoted as groundskeepers. I would like to congratulate Jim and Will, and I know that they will do well in their new role.
- Strategic Planning – the strategic planning team met last week, and endorsed a request for qualifications that we will use to select a consultant/facilitator to assist with this important project. We will distribute the RFQ shortly, and responses will be due towards the end of December.

- Family Fun Night - The Parks and Recreation Department will sponsor a Family Fun Movie Night at the Community Center on Fri., Dec. 1, starting at 7 p.m. We will be showing the movie *Cars*, which is rated G. Our next Family Fun night will be on Sat., Dec. 9 from 6-9 p.m. We will have the giant inflatables in the gym and in the pool available, and the track will be open for families. In addition, children 12 years old and up can work out with their parents in the fitness center, and we will have drop-in games in the Community room and family use hours in the therapy pool. The teen center will also be open for high school and middle school students. All this is free for full use members and off-peak members get 50% off the regular drop-in rate. Non-members just pay the daily fee.
- Truck Drivers – I am pleased to announce that Jerry Mailhiot, Torry Rocha, William Rodman and Scott Sheldon have been appointed to the position of Truck Driver. I wish to extend my congratulations to Jerry, Torry, Bill and Scott, and I am confident that they will do well in their new endeavor.
- Nutcracker - the 8th Annual Nutcracker will be held on Sat., Dec. 16 at 6 p.m. and Sunday, Dec. 17 at 2 p.m. This event is co-sponsored by Miss Kelly's Dance and Drama, and there are still tickets available at the Community Center. Call 429-3015 for more information.
- Mansfield Downtown Partnership Board of Directors – the next meeting of the board is scheduled for 4:00 PM on Tuesday, December 5, 2006. The board will meet at the partnership's office.
- Parks and Recreation Winter Brochure - the Winter brochure will be mailed out on Nov. 27. There are lots of familiar programs and some new ones. Take a look and see what we're offering that you (and your family) might enjoy.
- Charter Revision Commission – the commission will hold its next meeting, tomorrow, November 28, 2006, at 7:00 PM in the Council Chambers.
- UConn Water and Wastewater Advisory Committee – the advisory committee will hold its next meeting at 5:30 PM on Thursday, December 14, 2006. The location will most probably be the Bishop Center.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Lon Hultgren, Director of Public Works
Date: December 11, 2006
Re: Connecticut Department of Transportation – Chaffeeville Road Project

Subject Matter/Background

Per the Town Council's request, we have assembled copies of the relevant correspondence between the Town and DOT on this project dating back to the public information meeting in January 2000. Another public information meeting was held on June 12, 2000 and the Council approved the "reduced scope" project in June of 2000. In early February 2004, Council asked the DOT to consider context sensitive improvements to the Clover Mill/195 intersection as well.

Financial Impact

This is a state funded project and no financial impact to the Town is anticipated.

Recommendation

No council action is required at this time.

Attachments

- 1) January 10, 2000 Council minutes
- 2) May 30, 2000 second information meeting announcement
- 3) June 20, 2000 letter from Town Manager to DOT endorsing the project as reconfigured
- 4) Feb 9, 2004 resolution requesting Clover Mill Road intersection inclusion
- 5) R. Favretti re Proposed Intersection Improvements Route 195/Chaffeeville Road/Clovermill Road

REGULAR TOWN COUNCIL MEETING-JANUARY 10, 2000

The regular meeting of the Mansfield Town Council was called to order by Mayor Betsy Paterson at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Bellm, Haddad, Paterson, Pellegrine, Raymond, Rosen, Schaefer, Stallard, Thorkelson

II. APPROVAL OF MINUTES

Ms. Raymond moved and Mr. Bellm seconded to approve the minutes of December 13, 1999.

So passed unanimously.

III. PUBLIC INFORMATION HEARING

1. DOT Proposed Chaffeeville Road/Route 195 Intersection

Lon Hultgren, Director of Public Works, introduced Mr. Vin Avino, Principal Engineer from the Department of Transportation. Mr. Avino described the proposed intersection revisions to Route 195 and Chaffeeville Road. This project has been scaled down since the original proposal in 1995. He then answered questions and heard concerns of persons living near the intersection and those who frequently used the intersection.

Mr. Keith Johnson, 32 Mulberry Road, spoke on the great hazard of coming out of that intersection everyday. The hump or dip on Route 195 towards Willimantic must be removed. He did like the additional by-pass to the right for cars going around others turning left onto Chaffeeville Road from 195.

Mr. Brancia, 131 Chaffeeville Road, very concerned over the dangerous intersection. Approved of the right hand bypass but urged the hump must go on Route 195.

Bill Simpson, 29 Chaffeeville Road, urged the need for the right hand bypass but the real problem was the hump or dip in Route 195. He spoke at length about the dangers of the intersection.

Jim O'Hara, 68 Olsen Drive, uses Chaffeeville intersection several times a day. He was against the right hand by-pass. Look at the mess at the 4

corners with the three lanes, people just race to pass cars on the right. Not a good solution. The dip must go.

Merrill Bishop, 636 Storrs Road, lives on the corner of Chaffeeville Road and Route 195. He wants a light at the intersection. He has seen accidents and heard screeching of cars with near accidents. He is not in favor of the right hand lane for a by-pass. Mr. Bishop would like the speed reduced on Route 195.

Franklin Wells, 11 Olsen Drive, wants a light at the intersection. State needs to remove the hump in Route 195.

Mr. McKusick, 102 Chaffeeville Road, very concerned over intersection. From 7:30 a.m. in the morning it is very difficult to get out of road onto Route 195. The hump in the road must go.

Dr. Blaney, 33 Chaffeeville Road, very concerned over the dangerous intersection. He wants everything possible is done to insure the safety of persons using this intersection.

Lois Bessette, 416 Chaffeeville Road, spoke on her difficulty getting out onto Route 195. The sight line is very poor, traffic travels too fast.

Peter Friedland, 17 Chaffeeville Road, spoke on the dangers of this intersection.

Helene Jensen, 186 Chaffeeville Road, asked about traffic light and what warrants a light.

Mr. Avino said that a light would be warranted if there were 53 cars an hour for 8 of 24 hours using the intersection out from Chaffeeville Road. This is not the case. Sight distance to the South would be improved by regrading the bank along the East side of Route 195. Mr. Avino stated that the traffic survey of cars using intersection of Chaffeeville Road and Route 195 was done in June of 1999. Since the University is not in full session at that time Council questioned the results of the study.

Manager passed out letter from Wendy and Dudley Hamlin urging that any improvements to the intersection will make it safer. They were not sure that the project as presented was enough.

Hearing closed at 8:20 p.m.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL



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

May 30, 2000

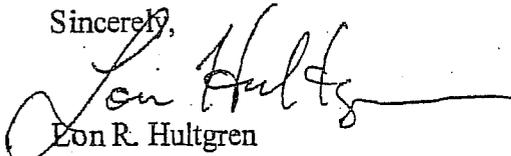
RE: *Route 195 at Chaffeeville Road*

Ladies and Gentlemen:

In responding to the comments they received at the January 10, 2000 public informational meeting held about this intersection, the Connecticut DOT has again modified their intersection improvement proposal to incorporate a regrading of Route 195 south of the intersection which they are willing to implement in the future. A public informational meeting has been scheduled to discuss this proposal at the beginning of the June 12, 2000 Town Council meeting (7:30 p.m. in the Council Chambers of the Beck Office Building).

We do not at this point have plans for this project, but we expect a sketch-plan will be available in the Town's Engineering office after the meeting.

Sincerely,


Lon R. Hultgren
Director of Public Works

cc: Martin H. Berliner, Town Manager
Vin Avino, Principal Engineer, ConnDOT



TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER

MARTIN H. BERLINER, Town Manager

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

June 20, 2000

Mr. Vin Avino, Principal Engineer
Connecticut Department of Transportation
Traffic Engineering
PO Box 317546
Newington, CT 06131-7546

Dear Mr. Avino:

RE: Proposed Sight-Line Improvements – Route 195 at Chaffeeville Road

Thank you for your presentation at the June 12, 2000 Town Council meeting. Based on the information you presented, the Mansfield Town Council voted unanimously to endorse the “preferred alternative” concept to improve sight distance at this intersection. We understand this project will cut down the crest of the hill on Route 195, remove some of the obstructing bank to the south and provide bypass pavement (not a full lane) for southbound traffic on Route 195.

We appreciate the Department’s responsiveness in developing a project that appears to meet the needs of the travelling public while preserving the character of the community.

Sincerely,

Martin H. Berliner
Town Manager

MHB:sml

cc: Lon R. Hultgren

TOWN OF MANSFIELD
TOWN CLERK



JOAN GERDSEN, TOWN CLERK

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3302

CERTIFIED RESOLUTION

I, Joan E. Gerdson, Town Clerk of Mansfield and secretary to the Town Council, certify that the following motion was made at the February 9, 2004 regular meeting of the Town Council:

Effective February 9, 2004, to authorize staff to communicate with the Connecticut Department of Transportation to inquire about the possibility of investigating the inclusion of context-sensitive design improvements to the Clover Mill Road/Route 195 intersection as part of the Chaffeeville Road/Route 195 intersection improvement design project.

Dated at Mansfield this 11th day of February, 2004

Joan E. Gerdson

Post-it® Fax Note	7671	Date	2/11/04	# of pages	1
To	Paul O'Keefe	From	LOW WILCOX		
Co./Dept.	Proj Concept DCT	Co.	Mansfield		
Phone #	✓	Phone #	(860) 429-3332		
Fax #	(860) 594-2494	Fax #			

**TOWN OF MANSFIELD
PLANNING & ZONING COMMISSION**



AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3330

Wednesday, December 06, 2006

Mr. James H. Norman
Manager of State Design
P.O. Box 317546
Newington, CT. 06131-7546

Re: Proposed intersection improvements Route 195/Chaffeeville Rd/Clovermill Rd.
Project No. 77-206

Dear Mr. Norman:

At its December 04, 2006 meeting Mansfield's Planning and Zoning Commission discussed the proposed roadway improvements along Route 195 at and near the Chaffeeville Road intersection. The Commission continues to be very supportive of the planned project and it is gratifying that final design will soon be underway.

In conjunction with the final design, the Commission strongly recommends that further consideration be given to bicycle and pedestrian use on Route 195. The subject location is near the Mansfield Center village area where a walkway was recently constructed and a new walkway extension is planned along Warrenville Rd (Route 89). Furthermore, the site is proximate to Mansfield's Schoolhouse Brook Park, which has an existing trailhead at the Clovermill Road Route 195 intersection. It also is emphasized that many cyclists use Route 195, particularly between Chaffeeville Road and Clovermill Road. Chaffeeville Road is a Town designated bicycle route and Clovermill Road provides a linkage to other Town designated bicycle routes located west of Route 195 (see attached portion of Map # 18 from Mansfield's 2006 Plan of Conservation and Development).

To enhance pedestrian and bicycle safety, Mansfield's Planning and Zoning Commission respectfully requests that the final design for this project consider wider lane and/or shoulder widths, signage, speed limits and possibly pedestrian/bicycle crossings that will enhance safety for all users of this roadway.

Sincerely,

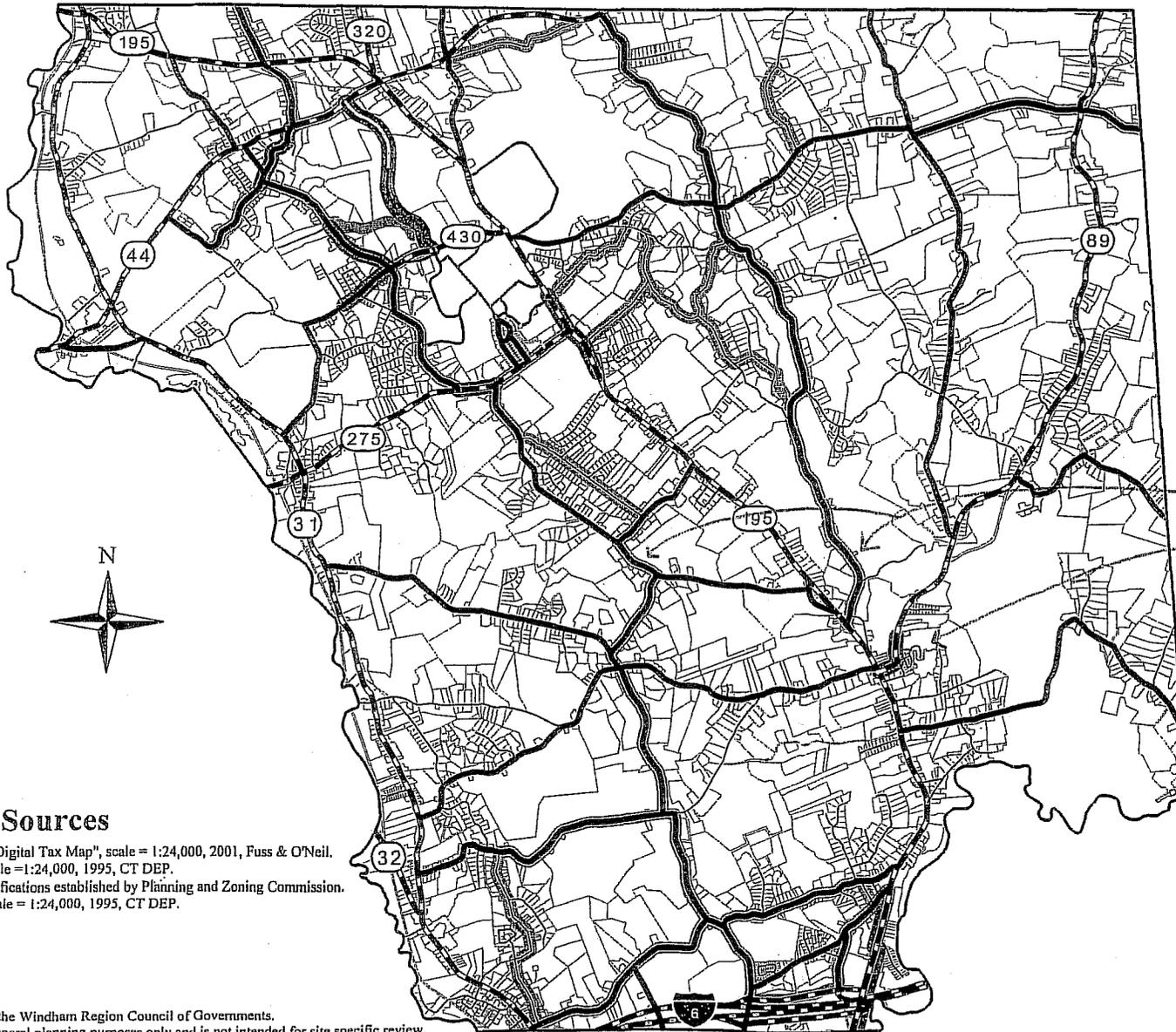
Rudy Favretti, Chairman

CC: Town Council
Lon Hultgren, Director of Public Works

Street Classifications/ Bicycle Routes

Legend

-  Arterial Streets (State Highways)
-  Collector Streets
-  Local Streets
-  Existing Major UConn Campus Streets
-  Proposed Major UConn Campus Streets
-  Scenic Roads (Officially Designated by Mansfield)
-  Mansfield Designated Bicycle Routes
-  Mansfield Bicycle and/or Pedestrian Improvement Area



Map Sources

"Old Digital Tax Map", scale = 1:24,000, 2001, Fuss & O'Neil.
 scale = 1:24,000, 1995, CT DEP.
 Classifications established by Planning and Zoning Commission.
 scale = 1:24,000, 1995, CT DEP.

by the Windham Region Council of Governments.
 general planning purposes only and is not intended for site specific review.



Plan of Conservation and Development
 April 2006

4000 0 4000 Feet

Map 18



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Gordon Schimmel, Superintendent of Schools; Bruce Silva, Superintendent of Schools; Fred Baruzzi, Deputy Superintendent of Schools; Jeffrey Smith, Director of Finance
Date: December 11, 2006
Re: Department of Information Technology

Subject Matter/Background

At the November 27, 2006 council meeting, staff recommended formalizing our current information technology structure by creating a Department of Information Technology to serve the town and the two school districts. Staff also recommended that:

- The department should be led by a "Director of Information Technology," which would be a new twelve-month position. The salary for this new position should be shared by all three entities: the Town, Region 19 and the Mansfield Public Schools. Consequently, the Director would report to both Superintendents and the Town Manager. Technically, the new position should be labeled a board of education employee in order to attract certified, as well as non-certified candidates.
- All other IT personnel in the Town, the Mansfield Public Schools and Region 19 should become part of this new department and report to the Director.
- The IT Department and all its employees should be funded through an internal service fund. This is the same funding structure we have used successfully for the past dozen years to jointly fund our health insurance program, and would allow all revenues and associated expenditures to be housed in one discreet area.

At Monday's meeting, staff will give a presentation to respond to questions regarding the proposed restructuring that were raised at the last council meeting.

**PAGE
BREAK**



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Kevin Grunwald, Director of Social Services; Gregory Padick, Director of Planning
Date: December 11, 2006
Re: Assisted/Independent Living Project

Subject Matter/Background

At the November 13, 2006 meeting, staff presented the Council with a recommended process to be used to select a developer for an assisted/independent living facility in Mansfield. During its discussion of this item, the Town Council requested that staff revise the process to include additional involvement from the Council.

Staff has reviewed the Council's concerns, and we wish to present you with the attached revision. We have modeled the revision upon the process that the Council used to plan and design the Community Center, which process was coordinated by a building committee appointed by the Town Council. We believe that the revision represents a better process, and one that is mindful of the council's policy-setting role and staff's administrative duties.

A summary of the changes to the initial draft is as follows:

- The Council shall appoint the advisory committee, and present the committee with its charge. (If desired, the Committee on Committees could recommend a slate of appointees to the advisory committee.) Once appointed, the advisory committee shall provide the Council with regular updates.
- Based upon the results of the RFP process, the advisory committee shall present the council with a list of one or more qualified developers for consideration. The Town Council will interview the qualified developer(s), and appoint a preferred developer. At this point, the Town Council and the preferred developer shall agree upon a scope of services that will become the basis of an agreement between the Town and the preferred developer.
- Upon selection of the preferred developer by the Town Council, staff will negotiate the terms of the agreement between the Town and the developer. The Town Council shall approve the final agreement.

Financial Impact

Outside of staff time and related administrative expenses, we do not anticipate any financial impact connected with the proposed selection process, except if we were to purchase an option on a parcel that is potentially suitable for the project. (In this instance, we would look to have the developer reimburse the town.) However, during

final negotiations, the preferred developer may request additional consideration from the town, such as financial assistance, in-kind services or some other form of consideration. If this were to occur, the Town Council would need to approve any additional assistance provided to the developer.

Recommendation

If the revised draft is satisfactory to the Town Council, staff recommends that you approve the proposed selection process. If you desire to amend the process further, staff can certainly continue to work to accommodate the Council's concerns.

If the Town Council wishes to approved the revised process, the following motion is in order:

Move, effective December 11, 2006, to endorse the proposed developer selection process for the assisted/independent living project, and to authorize staff to proceed with the process as presented.

Attachments

- 1) Proposed Developer Selection Process

REVISED DRAFT: 12/11/2006

Proposed Developer Selection Process: Assisted/Independent Living Project*

***some steps to be taken concurrently**

(to be reviewed and approved by the Town Council)

1. Staff will submit a proposal for the Town Council's approval confirming the process that the Town will undertake to promote the development of an independent/assisted living facility. While the Town does not intend to build or operate an independent/assisted living facility, there are several things that we can do to encourage the development of this project. These include identification and assistance in acquiring an appropriate piece of property with access to University sewer and water, development of a list of qualified developers with interest in working collaboratively with the Town and the University on this project, and selection of a preferred developer to ultimately assume responsibility for this project.
2. Through discussion with Town staff and representatives of the University of CT, evaluate and as appropriate execute options/agreements regarding the acquisition of property and utilization of sewer and water systems for state-owned property adjacent to the Mansfield Community Center. This step has already been initiated, and the Town has obtained a property appraisal for this parcel of land.
3. As deemed appropriate by Town staff and the advisory committee referenced in Step 5, consider alternative sites on private land as an option to potential sites on state-owned land. Site alternatives may also need to be reconsidered once potential developers are identified.
4. Staff will develop a draft Request for Qualifications (RFQ) from a private developer, utilizing recommendations from the Brecht Associates market analysis as an outline for the project.
5. An Advisory Committee will be appointed by the Town Council. Staff recommends that the Committee be comprised of no more than nine members, representing the following positions or community groups: Town Manager, Director of Planning, Director of Social Services, University of CT (2), Mansfield Senior Center Association, Mansfield Commission on Aging, Coalition for Assisted Living, senior "at large" (1). The Town Council shall present the committee with its charge. The committee will provide the Town Council with regular updates regarding its progress.
6. The Advisory Committee will review the draft of the RFQ and finalize.
7. The Advisory Committee will identify an inclusive list of potential developers and mail the RFQ to them along with a copy of Brecht Associates' Market Analysis. The RFQ will be posted on the Town's website as well.

8. The Advisory Committee will review the responses to the RFQ and select a “short list” of developers. This selection will be a closed process. Selected developers will be asked to make a presentation and respond to relevant issues/questions including, but not limited to, the following:
 - Vision for an independent/assisted living facility: relevant experience with other projects that the developer has been involved with that are similar including both completed and planned projects, and an overall description of the developer’s approach to the planning, financing, state and land approval processes and requirements, construction, marketing and operation of the facility.
 - Proposed scope of services, including experience with the delivery of services that will be provided under the umbrella of this facility. Innovative ideas are encouraged, including services that may be offered to non-residents of the facility, and can include partnerships or collaborations with other organizations.
 - Understanding of the recommendations of the market analysis as they pertain to the needs and interests of seniors and their ability to afford this type of facility. Proposals for setting aside a designated number of units as “affordable” will be encouraged. Included in this should be a demonstration of an understanding of the importance of UConn in this community, along with any potential role that they may play.
 - Timing of anticipated approval process and start of construction: descriptions of phases (if contemplated), and expectations for occupancy.
 - Expectations/proposals for site selection and/or site acquisition and associated zoning requirements.
 - Collaboration: willingness and interest in working cooperatively with key stakeholders including the Town, university, and seniors in the planning, implementation and ongoing operation of the facility.
 - Innovation: creative ideas for the development and use of the facility including innovative designs, marketing, shared use of space and promotion of the facility as a resource for seniors in this area.
9. Based on the responses to the RFQ and refinement of site selection options, one or more qualified developers will be asked to respond to a Request for Proposal (RFP) for this project. If more than one qualified developer is identified, the Advisory Committee will review the proposals, rank those organizations, and interview representatives from the top-ranked organization(s) to confirm their qualifications, interests and commitment to the project. References would be checked at this time.
10. Based upon the results of the RFP process, the Advisory Committee will recommend to the Town Council one or more qualified developers for further consideration. The Town Council will interview the qualified developer(s), and appoint a preferred developer. At this point, the Town Council and the preferred developer shall agree upon a scope of services that will become the basis of an agreement between the Town and the preferred developer.

11. Upon selection of the preferred developer by the Town Council, staff will negotiate the terms of the agreement between the Town and the developer. The Town Council shall approve the final agreement.
12. As appropriate, staff will provide assistance to the preferred developer in securing site control and local and state permit authorizations, and in addressing other issues related to the final implementation of this project.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Gregory Padick, Director of Planning
Date: December 11, 2006
Re: Nelson Brook Parcel Lease with State of Connecticut

Subject Matter/Background

In 1995, Mansfield entered into a 25-year lease with the State of Connecticut to allow the Town to use and maintain for open space/recreational purposes the Nelson Brook parcel, located between Birch Road and Middle Turnpike (Route 44). Subsequently in 1999, the lease was amended to add additional land along Middle Turnpike. Mansfield has maintained parking areas and trails on the subject site as part of the Town's Shelter Falls Park.

Recently, the University of Connecticut constructed a sewer pump station on a 6000 square foot portion of the property adjacent to Birch Road and the State has determined that the pump station area should be removed from the leasehold and conveyed to the University. Accordingly, the State has submitted a lease agreement modification and has requested that the Town Council authorize the Town Manager to execute the lease modification. All other terms of the original lease shall remain in effect.

Financial Impact

No financial impact for the Town is anticipated.

Legal Review

The Town Attorney has reviewed and approved the attached draft lease modification.

Recommendation

The Director of Planning has reviewed the subject lease modification with the Town Attorney and Parks Coordinator and the proposed lease modification is considered by staff to be in the Town's best interest. State officials have related that the conveyance of the subject 6000 square foot parcel to UConn will contain a provision that allows continued trail access along a driveway that also serves the pump station. Whereas the state's approval process requires the Town's authorization to be in the form of a resolution, the following action is recommended:

"RESOLVED, that Matthew W. Hart, Mansfield Town Manager, be and hereby is authorized to execute on behalf of the Town of Mansfield a Lease Agreement Modification regarding State of Connecticut owned property located in northwestern Mansfield, Connecticut. Said property is situated south of Middle Turnpike (Route 44) and North of Birch Road and is locally known as the Nelson Brook parcel."

"BE IT FURTHER RESOLVED that Matthew W. Hart be and is hereby authorized to execute any and all documents necessary to consummate the transaction above contemplated."

Attachments

- 1) Draft 2nd Lease Agreement Modification
- 2) November 8, 2006 letter from Alfred J. Schwentke, Jr of DEP
- 3) 9-26-05 map depicting property to be conveyed to the University of Connecticut

DRAFT

2ND LEASE AGREEMENT MODIFICATION

THIS AGREEMENT by and between the State of Connecticut, acting herein by Gina McCarthy, Commissioner of the Department of Environmental Protection hereafter "DEP," and the Town of Mansfield, a municipal corporation having its territorial limits within the County of Tolland and State of Connecticut, acting herein by Matthew W. Hart, its Town Manager, hereafter "Town."

WITNESSETH

WHEREAS, DEP leased to the Town a portion of that certain parcel of land situated on the southerly side of Connecticut Route 44 formerly administered by the Department of Mental Retardation and containing 44.37 acres, more or less, by a Lease Agreement with a term of 25 years commencing on the first day of January, 1995 to the 31st day of December, 2020, which lease was recorded in the land records of the Town of Mansfield on ~~the~~ November 11, 1995 in Volume 367 at Page 423, and said lease was modified to include an additional 2.80 acres by a Lease Agreement Modification recorded in the land records of the Town of Mansfield on October 15, 1999, in Volume 424 at Page 446;

WHEREAS, both parties desire to further modify the Lease Agreement to allow DEP to remove from the lease and transfer a 6,000 square foot (0.13 acre) parcel of land to the custody and control of the University of Connecticut, said land being shown on a map entitled "Original Survey Prepared For: The University of Connecticut Birch Road Mansfield, Connecticut" Date 9-26-05, revised 10/12/05 and 12/12/05, sheet 1 of 1 prepared by Design Professionals, Inc., which map is on file in the Town of Mansfield land records.

NOW THEREFORE, the Town agrees to modify the existing Lease Agreement, as previously modified, to remove the aforementioned 6,000 square foot parcel from the lease.

In all other respects the terms of the lease remain unchanged and the lease remains in full force and effect.

STATUTORY AUTHORITY
Connecticut General Statutes
Section 22a-26

APPROVED

By: _____
Robert L. Genuario, Secretary
Office of Policy and Management

Date: _____

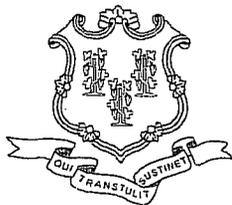
APPROVED AS TO FORM:
Richard Blumenthal
Attorney General

William B. Gundling
Associate Attorney General

Date: _____

S:\ALFREDS\Lenses\2006 10-23 Mansfield Lease Modification.doc

STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



November 8, 2006

Mr. Gregory Padick, Town Planner
Town of Mansfield
Audrey P. Beck Municipal Building
4 South Eagleville Road
Storrs-Mansfield, CT 06268

Dear Mr. Padick:

As discussed, enclosed is the draft of the 2nd Lease Agreement Modification, which would remove the 75' x 80' UCONN parcel from the lease. As you will see, it is a short document with the same format as the 1st lease modification. Please have the town review it so that we can send it to the office of the Attorney General for comments.

Also enclosed is a copy of the survey, which shows the UCONN parcel and a sample municipal resolution and certificate of incumbency. These documents will be needed to evidence that the Town Manager has been duly authorized to sign the lease modification and that he currently holds the office of Town Manager.

Please call me at 860-424-3079 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Alfred J. Schwentke, Jr.".

Alfred J. Schwentke, Jr.
Property Agent II

Attachments: Survey
Corporate Resolution
Certificate of Incumbency

AJS:jra

NOTES:

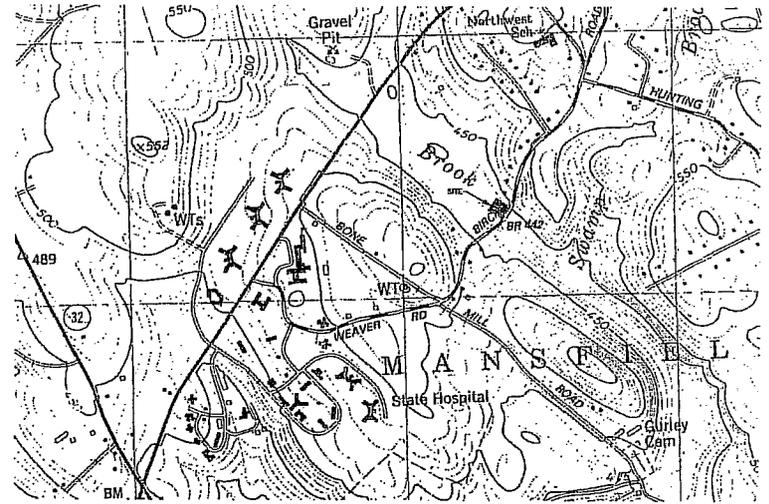
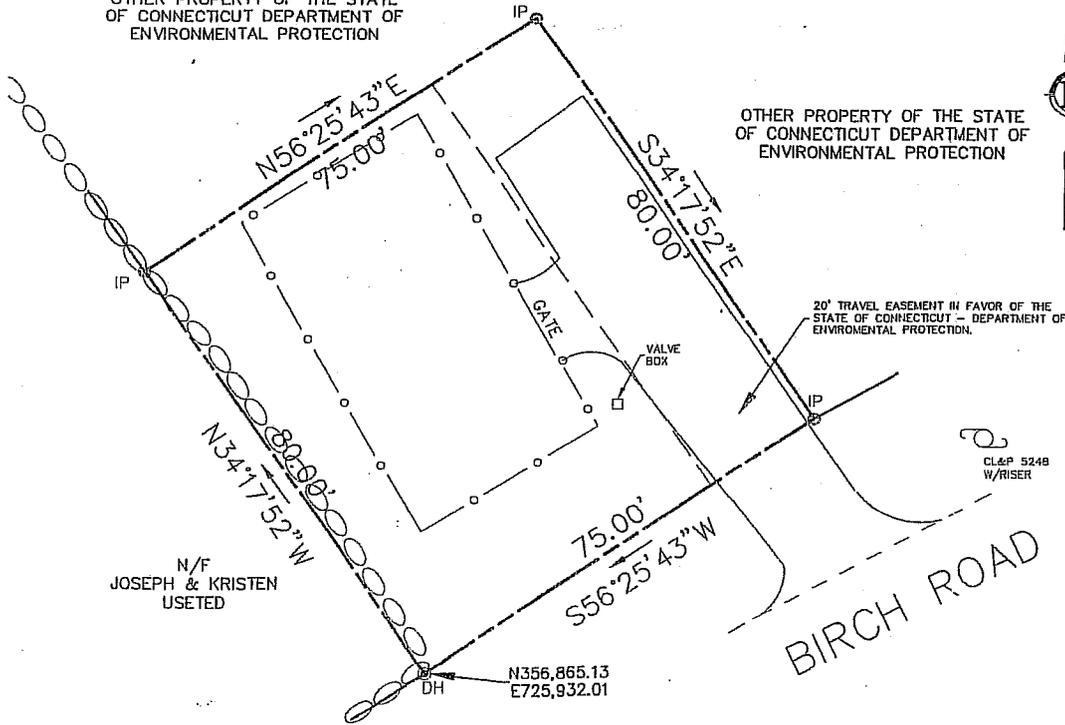
1. THE PURPOSE OF THIS MAP IS TO DEPICT PROPERTY PRESENTLY OWNED BY THE STATE OF CONNECTICUT DEPARTMENT OF ENVIRONMENTAL PROTECTION TO BE TRANSFERRED TO THE UNIVERSITY OF CONNECTICUT.
2. THE PROPERTY LINES DEPICTED ON THIS MAP SO DENOTE THE ORIGINAL LINES.
3. HORIZONTAL DATUM NAD '27.
4. AREA OF PARCEL = 6,000 SQ. FT. 0.13 AC.

MAP REFERENCES:

1. LAND OF THE STATE OF CONNECTICUT TO BE CONVEYED TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, MOORE TRUSSING BIRCH ROAD & BOWIE HILL ROAD, MANSFIELD, COHIL BOUNDARY SURVEY SCALE 1"=100', DATE 7-23-1993 REV. 3-17-95 FILE NO. 93030 SHEET 1 OF 1 BY MEDIAN ASSOCIATES
2. PLAN PREPARED FOR JEROME AND LAUREN LEBLANC 205 BIRCH ROAD MANSFIELD, COHIL, PROPERTY SURVEY SCALE 1"=40' DATE 10-31-1994 FILE NO. 94132 SHEET 1 OF 1 BY MEDIAN ASSOCIATES.

OTHER PROPERTY OF THE STATE OF CONNECTICUT DEPARTMENT OF ENVIRONMENTAL PROTECTION

OTHER PROPERTY OF THE STATE OF CONNECTICUT DEPARTMENT OF ENVIRONMENTAL PROTECTION



LOCATION MAP

P.33

THIS SURVEY HAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300b-1 THROUGH 20-300b-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES - STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT AS ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. THIS SURVEY CONFORMS TO HORIZONTAL ACCURACY CLASS A-2.

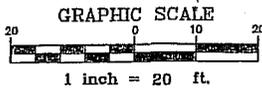
TO THE BEST OF MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

Richard W. Marble
RICHARD W. MARBLE

12082
LIC. No.

1. UNLESS OTHERWISE NOTED, EXISTING UTILITY LOCATIONS AS SHOWN ARE BASED ON AVAILABLE INFORMATION. ALL EXISTING UTILITIES SHOULD BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
2. ALL UTILITIES ARE TO BE STAKED IN THE FIELD BY A LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION.
3. THIS PLAN IS INVALID UNLESS IT BEARS THE IMPRESSION, SEAL AND ORIGINAL SIGNATURE OF THE PROFESSIONAL ENGINEER/SURVEYOR.

REVISIONS			
NO.	DATE	DESCRIPTION	BY
2	12/17/05	ADD AREA TO NOTES	WHA
1	10/12/05	ADD PINS AND DRILL HOLE	RAM



Tel. 880-201-8788
Fax 880-291-8757

Design Professionals, inc.
civil engineers • planners • surveyors
landscape architects • gis • gps

185 South Speltz Road, South Windsor, Connecticut 06074

ORIGINAL SURVEY PREPARED FOR
THE UNIVERSITY OF CONNECTICUT
BIRCH ROAD
MANSFIELD, CONNECTICUT

PROPERTY SURVEY	
DRAWN BY: 101A	JOB NO.: 221J
CHECKED BY: RPM	DATE: 9-16-05

SHEET
1 OF 1

**PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *mt*
CC: Lon Hultgren, Director of Public Works; Gregory Padick, Director of Planning
Date: December 11, 2006
Re: Hunting Lodge Road Walkway/Bikeway

Subject Matter/Background

Staff has completed a conceptual design of the connecting walkway/bikeway on Hunting Lodge Road between North Eagleville Road and Carriage House Drive. At this point we would like to update Council on the project and have a public meeting so that comments on the concept design can be received. Following this, staff will prepare a final design and begin to obtain the needed property easements for the project.

Financial Impact

If the Town builds this facility, the cash/material costs will be near to the \$200,000 budgeted in the 2006-07 capital budget. Depending on the exact cost of easements and the final design, a small amount of additional funds may be needed in 2007-08. As the Town will maintain this new section of the walkway/bikeway along Hunting Lodge Road, some additional maintenance costs will be incurred as well.

Legal Review

Both an appraiser and an attorney will be involved in the drafting and purchase of easements for this project.

Recommendation

Council is requested to set a public information meeting for this project at its second meeting in January or first meeting in February.

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

Move, to schedule a public information session regarding the Hunting Lodge Road Walkway/Bikeway for 7:30 PM at the Town Council's regular meeting on January 22, 2007.

Attachments

- 1) December 4, 2006 information sheet
- 2) Project plan sheets

Hunting Lodge Road Bikeway

December 4, 2006

The Town of Mansfield Department of Public Works is submitting conceptual design for a proposed 8 foot wide paved bikeway/walkway along the southwest side of Hunting Lodge Road. The new trail will begin at the intersection of North Eagleville Road and Hunting Lodge Road and proceed north to Carriage House Drive where it will connect to the terminus of the existing paved trail on the northeast side of Hunting Lodge Road, which extends to Birch Road.

The project was conceived by the Town's Transportation Advisory Committee (TAC) a number of years ago, and as been designed at the urging of The University of Connecticut. At the March 2004 TAC meeting four members of the UConn Undergraduate Student Government addressed the Committee regarding the need for this facility. The students presented a petition signed by hundreds of students in favor of this bikeway/walkway, and showed a video of a weekend night along this stretch of road. The video depicted the unsafe conditions that can exist between pedestrians and vehicular traffic. Following the students' presentation the Committee re-prioritized the Town's walkway projects. The Hunting Lodge Road Bikeway was given a high priority, based on the need for pedestrian safety.

During the summer of 2006 the Town hired a survey firm to produce the base mapping for the corridor. After the survey was complete, the Town then engineered the conceptual design. The design is now ready to be presented to the Town Council, appropriate Town offices, adjacent property owners and the general public for comment. The section of this multi-purpose trail is 2,940 feet long. The total cost of construction is approximately \$475,000; however, the materials and right of way costs are approximately \$170,000. The Town may provide the labor and equipment as it has for the Separatists Road Bikeway project. The Town has already budgeted some funds for this project within its capital budget.

Final design and easement mapping/acquisition should take place during the 2006-07 winter. It is anticipated that construction will begin in 2007 and continue into 2008.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt Hart*
CC: Lon Hultgren, Director of Public Works
Date: December 11, 2006
Re: America the Beautiful Grant Program Downtown Partnership Streetscape Extension

Subject Matter/Background

Mansfield was awarded an America the Beautiful Grant for 2006 to plant 10 Princeton Elms near the Town Hall. As the modifications of the parking lot and new walkways have run late into the year, we will need to plant the elms in the spring of 2007. Consequently, we need to extend the grant period with the DEP.

Financial Impact

The extension of this grant will have no financial impacts.

Legal Review

No legal review is required.

Recommendation

Staff recommends that the Town Council authorize the Town Manager to execute the revised Personal Service Agreement/Grant/Contract with the DEP for the "Downtown Partnership Streetscape Extension."

If the Town Council approves of the extension of this grant, the following motion is in order:

Move, effective December 11, 2006, to authorize the Town Manager, Matthew W. Hart, to execute the attached personal service agreement for the America the Beautiful Grant Program Downtown Partnership Streetscape Extension and any related grant documents.

Attachments

- 1) Personal Service Agreement for the America the Beautiful Grant Program Downtown Partnership Streetscape Extension

- THE STATE AGENCY AND THE CONTRACTOR AS LISTED BELOW HEREBY ENTER INTO AN AGREEMENT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN AND/OR ATTACHED HERETO AND SUBJECT TO THE PROVISIONS OF SECTION 4-9B OF THE CONNECTICUT GENERAL STATUTES AS APPLICABLE.
- ACCEPTANCE OF THIS CONTRACT IMPLIES CONFORMANCE WITH TERMS AND CONDITIONS STATED ON THE REVERSE SIDE OF THIS SHEET.

CHECK ONE:
 GRANT
 PERSONAL SERVICE AGREEMENT

(1) ORIGINAL AMENDMENT
 (2) IDENTIFICATION NO. P.S.

CONTRACTOR (3) CONTRACTOR NAME: **Town of Mansfield**
 (4) ARE YOU PRESENTLY A STATE EMPLOYEE? YES NO
 CONTRACTOR ADDRESS: **4 South Eagleville Road, Mansfield, CT 06268**
 CONTRACTOR FEIN/SSN: **06-6002032**

STATE AGENCY (5) AGENCY NAME AND ADDRESS: **DEP - Forestry Division, 79 Elm Street, Hartford, CT 06106-5127**
 (6) AGENCY NO.

CONTRACT PERIOD (7) DATE (FROM) **October 28, 2005** THROUGH (7a) **June 15, 2007**
 (8) INDICATE MASTER AGREEMENT CONTRACT AWARD NO. _____ NEITHER

CANCELLATION CLAUSE: This agreement shall remain in full force and effect for the entire term of the contract period stated unless cancelled by the State Agency giving the Contractor written notice of such intention (required days notice specified at right). State Agency reserves the right to recoup any deposits, prior payment, advance payment or down-payment made if the contract is terminated by either party. DEP reserves the right to cancel the contract without prior notice when the funding for the contract is no longer available, or for contractor performance.
 (9) REQUIRED # OF DAYS WRITTEN NOTICE: **30**

(10) CONTRACTOR AGREES TO: (Include special provisions - Attach additional blank sheets if necessary.)
 This amendment provides for a no-cost extension, for a period of six months, to PSA # 2006-6151 dated October 28, 2005. All other provisions remain in effect.
Severability: The provisions of this Contract are severable. If any part of it is found unenforceable, all other provisions shall remain fully valid and enforceable, unless the unenforceable provision is an essential element of the bargain.
Choice of Law: This Contract shall be governed by the substantive laws of the State of Connecticut.

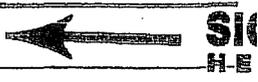
(11) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES.
 The maximum amount payable by the Department of Environmental Protection (DEP) under this contract is \$3,000.00
 Payment shall be made upon completion of the project and receipt of a detailed invoice with all required supportive documentation, subject to review and approval by the DEP.

(12) ACT CD	(13) DOC TYP	(14) COH. TYP	(15) LSE. TYP	(16) ORIG. AGENCY	(17) DOCUMENT NO.	(18) CONTR. AGENCY	(19) CONTR. #		
(20) COMMITTED AMOUNT					(21) OBLIGATED AMOUNT				
(22) Amount	(23) Dept	(24) Fund	(25) SID	(26) Program	(27) Project	(28) Bud Yr	(29) Agency CF 1	(30) Agency CF 2	(31) Account
\$3,000.00	DEP44161	12060	20281	65021	DEP00002011012	2006			55050

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

ACCEPTANCES AND APPROVALS (32) STATUTORY AUTHORITY: CGS Sec. 22a-6(a)(2) as amended 16 USC 2101-2114 Sec. 10(b)(3)

(33) CONTRACTOR (OWNER OR AUTHORIZED SIGNATURE)	TITLE	DATE
(34) AGENCY (AUTHORIZED OFFICIAL)	Commissioner	DATE
(35) ATTORNEY GENERAL (APPROVED AS TO FORM)		DATE





**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M.H.*
CC: Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: December 11, 2006
Re: FY 2007/08 Budget Process

Subject Matter/Background

Council member Koehn has requested that the staff consider various means in which the Town Council and the community can provide greater input into the process used to develop our annual operating budget. Staff believes that these suggestions could potentially improve our process, and we have some conceptual ideas that we wish to review with the Town Council.

Attachments

- 1) Windsor Email Direct Message, "Be a Part of Windsor's Budget Process"

Matthew W. Hart

From: Windsor_Email_Direct-owner@mail.townofwindsorct.com on behalf of Windsor E-mail Direct [information@townofwindsorct.com]
Sent: Monday, November 27, 2006 3:26 PM
To: windsor_email_direct@mail.townofwindsorct.com
Subject: [Windsor E-mail Direct] Be a Part of Windsor's Budget Process

Town and School officials offer workshop for residents

A budget workshop for Windsor residents will be held Wednesday, December 6, 2006 from 7:00 PM to 9:00 PM in the Town Hall Council Chambers located at 275 Broad Street. The workshop will be hosted by Town Manager Peter Souza and Superintendent of Schools Dr. Elizabeth Feser.

"Our goal is to provide an informal setting for residents to learn more about Windsor's budget process, the basics of formulating our budgets as well as the challenges faced when prioritizing budget allocations," Souza said. "The workshop will also include an opportunity for participants to contribute their thoughts and ideas in a discussion regarding the goals and challenges of preparing the fiscal year 2008 budget." For more information call 285-1800.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Mansfield Department Heads
Date: December 11, 2006
Re: December 25, 2006 Regular Town Council Meeting

Subject Matter/Background

With the holiday season, the Town Council has customarily cancelled its second regular meeting in December.

Recommendation

If the Town Council wishes to cancel the December 25th meeting, the following motion is in order:

Move, effective December 11, 2006, to cancel the December 25, 2006 regular meeting of the Mansfield Town Council.

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To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: December 6, 2006

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

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	16	18	13	101	88
Certificates of Compliance issued	20	30	22	98	81
Site inspections	70	82	71	401	318
Complaints received from the Public	2	70	7	24	23
Complaints requiring inspection	1	5	4	13	13
Potential/Actual violations found	15	3	2	54	13
Enforcement letters	7	7	17	46	68
Notices to issue ZBA forms	1	3	1	7	8
Notices of Zoning Violations issued	2	2	6	16	15
Zoning Citations issued	1	3	0	11	6

Zoning permits issued this month for single family homes = 5 multi-fm = 0
 Fiscal year total: s-fm = 22 multi-fm = 3

PAGE
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University recognized for Katrina relief efforts

Advance 11/6/06

BY SHERRY FISHER

The University of Connecticut was one of nine colleges and universities in the nation to receive a Katrina Compassion Award for excellence in hurricane relief service, placing it on the first-ever President's Higher Education Community Service Honor Roll.

UConn was the only institution in Connecticut to receive the award.

The University was also one of 141 colleges and universities nationwide named to the President's Higher Education Community Service Honor Roll with Distinction for General Community Service.

"This is wonderful news and a great credit to all involved in the Katrina relief efforts," says Veronica Makowsky, vice provost for undergraduate education and regional campus administration. "In addition to demonstrating the compassion and hard work of UConn students, it's an example of the kind of engaged experiential learning that we would like as

"This recognition should strengthen our resolve to continue to engage in meaningful service with our local, national, and international communities."

*Matthew Farley
Coordinator, Community Outreach*

an enrichment opportunity for every UConn student."

Matthew Farley, coordinator for community outreach, says, "We should be proud of the work we've done thus far. This recognition should strengthen our resolve to continue to engage in meaningful service with our local, national, and international communities."

Students, faculty, and staff from across the University came together to support victims of Hurricane Katrina. UConn students from 20 community service, social, and academic organizations established the Hurricane Katrina Relief Student Organization to raise funds for Katrina relief. An estimated 1,000 students participated in fund-raising projects for hurricane relief, contributing an estimated 11,000 hours of service. Using a variety of creative techniques, including the donation of student dining hall meals, the group raised \$75,000 in the fall 2005 semester alone, and filled two buses with donated relief goods that were delivered to hurricane victims.

Students who returned from a University-sponsored service trip to Mississippi in January created the UConn Relief Corps to support continued Gulf Coast direct relief work. The group organized and led two trips to New Orleans

during spring break and during the summer. Students cleaned, painted, or gutted 19 homes, contributing a total of 3,700 service hours, and saving residents an estimated \$132,000. Using a service-learning approach, in 2005-06, the University's Community Outreach office organized a trip to Mississippi during winter break and a trip to New Orleans during spring break, in which 3,800 hours of relief service were contributed by 100 students and staff. Those trips will take place again this year.

Six institutions received top recognition for extraordinary community service – three for aiding hurricane victims along the Gulf Coast and three for helping close neighbors. Nine other institutions, including UConn, received the Katrina Compassion Awards for helping Gulf Coast communities recover; 10 were named finalists for general community service, and 141 were recognized for distinguished community service. In total, 492 schools were recognized on the

Honor Roll.

The President's Higher Education Community Service Honor Roll is co-sponsored by the Corporation for National and Community Service, the U.S. Department of Education, the Department of Housing and Urban Development, USA Freedom Corps, and the President's Council on Service and Civic Participation. The recognition is presented in cooperation with Campus Compact, a national coalition of nearly 1,000 college and university presidents, and supported by all the major national higher education associations.

The award presentations came a day after the Corporation for National and Community Service released a study showing college student civic engagement has risen significantly in recent years. Using data collected by the U.S. Census Bureau and the Bureau of Labor Statistics, the study showed that student volunteering increased about 20 percent from 2002 to 2005, and that 3.3 million college students serve their communities and nation. The study showed that college students between ages 16 to 24 are more likely to volunteer than others in that age group who are not enrolled in an educational institution.

E.O. Smith board takes home CABE award

By **KIMBERLY GRAVES**
Chronicle Staff Writer

STORRS — District 19 Superintendent Bruce Silva says he is "pleased" with the regional school board's most recent accomplishment.

After several attempts, the District 19 Board of Education has been recognized for its "excellence in leadership" by the Connecticut Association of Boards of Education (CABE) with the 2006 Board Leadership Award.

District 19 oversees E.O. Smith High School in Storrs, a regional school for students from Mansfield, Willington and Ashford.

Silva said, this time, the board "knew of the things that we needed to do to get there, so we worked harder to get them done."

Silva said the board was previously lacking a comprehensive review of its policy manual. He said this was a "major obstacle" in the past that prohibited the board from receiving the award.

"We had attempted to submit applications in the past and the third time was a charm," Silva said.

Started in 1998, this award was "created to recognize excellence in the leadership activities of local boards of education."

To be eligible for the award, a board must meet "strict" criteria that promote "effective teamwork and group decision making."

The boards must fulfill 22 out of 30 different requirements to achieve the award.

Interim Education Commissioner George Coleman presented the awards to multiple boards of education at the 100th annual CABE/Connecticut Association of Public School Superintendents (CAPSS) Convention Nov. 17.

"We hadn't received one in the past, so it was a pleasant outcome," said District 19 Board of Education Chairman Francis Archambault Jr. "I think collegiality is very important. I think

the board is working together extremely well and listening to each other and wanting to pull in the same direction, which is critical," said Archambault. "I also think we work well with the administration."

The 12-member board of education is comprised of four members from each sending town.

Archambault also pointed out the board's recent approval for a proposed alternative high school at the historic Reynolds School in Mansfield.

On Nov. 20, the planning and zoning commission approved the joint effort between District 19 and EastConn which will be an "extension" of E.O. Smith for no more than 35 students.

"We're trying new approaches to meeting the needs of all the students," said Archambault, who said the alternative high school is an "important" program since "large schools don't work for all children."

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to stop holding their annual lock-in, drew more than 700 students.

"The biggest problem on a college campus is drinking, underage and otherwise," said Det. Louise Wright, who coordinated the event.

"What better way to decrease drinking than to give them a place to be during primary bar hours?"

"In one night, we can better our relationships with students on campus as well as decrease the amount of drinking they're doing," Wright said.

Nationally, drinking by college students between the ages of 18 and 24 contributes to about 1,700 student deaths, 599,000 injuries and 97,000 cases of sexual assault or date rape each year, according to statistics from the federal government's National Institute of Alcohol Abuse and Alcoholism.

Connecticut, and the Northeast in general, typically has higher drinking and drug-use rates among college students than the national average, said Aliza Makuch, senior program coordinator for the Governor's Prevention Partnership's campus initiatives.

Makuch said no one has come up with an explanation for the higher rates, but since 2002 there has been a greater push statewide and nationwide to address the issue. Thirty-six of the state's 46 two-year and four-year private and public universities, including ECSU, have joined the healthy campus initiative, which primarily focuses on campus and community task forces and intervention programs.

"We're not concerned that we haven't seen a reduction in the high use rates," Makuch said. "It's going to take many years of consistent implementation of these programs for the numbers to really reflect what we're doing."

Events such as Friday's recreation night at ECSU, which provide alternatives for students, are among the recommended methods for universities to curb drinking.

Many students at the event recommended it, too.

"There are a lot of people here who would be drinking tonight because they're bored and have nothing else to do," said George, a 23-year-old student senator. "Something like this would be good on a regular basis."

But Wright said the evening, which involved \$25,000 worth of food, activities and raffle prizes, would be difficult to replicate on a weekly or monthly basis. Everything is donated by local business and campus organizations.

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Along with the basketball, racquetball and Twister tournament, the department gave away raffle prizes every hour. The prizes included digital cameras, autographed memorabilia from the New York Knicks and Giants, and a 42-inch high-definition plasma television.

By and large, students said the draw of the event was the raffle prizes and free food. Even those who said they wouldn't attend smaller-scale events, without the prizes, said they would like to have other options on weekend nights.

The event might not deter students from drinking in the long term, Wright said, but "at least for one night, they're safe."

Contact Rachana Rathi at rrathi@courant.com.

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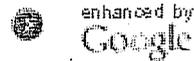
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EDUCATION

CCSU Tackles Rowdy Parties

■ Hot Line Planned As First Step

December 1, 2006

By LORETTA WALDMAN, Courant Staff Writer

NEW BRITAIN -- Central Connecticut State University President Jack Miller met with a group of administrators Thursday to begin looking at ways to address complaints about off-campus parties in the Belvedere neighborhood bordering the campus.

Armed with suggestions gathered at a lengthy forum on the issue Wednesday, Miller and senior staff members spent two hours compiling a list of initiatives, one of which they hope to implement within a week, said Mark McLaughlin, a spokesman for the university.

Officials hope to have a "hot line" open by the end of next week, McLaughlin said, but instead of a phone number, residents will be able to e-mail university officials about incidents in the neighborhood. The "line" would be set up as a link on the university's home page, he said.

Officials also are exploring ways to involve students in the process, to work more effectively with the city of New Britain and to discipline students criminally charged in connection with the parties, he said.

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"The bottom line: We have to be able to help these people and show them we are addressing the problem and that we are as concerned about it as they are," McLaughlin said.

More than 100 homeowners turned out for Wednesday's forum at Holmes Elementary School and vented for more than two hours about the mayhem the parties have caused in their once-peaceful neighborhood. Speaker after speaker said loud music, car-choked streets, public drunkenness and a multitude of other party-related disruptions are taking a toll on their daily lives and property values.

Mayor Timothy Stewart and Miller assured residents that they are committed to solving the problems but ended the forum having said little about what they plan to do.

A few weeks ago, Miller and Stewart agreed to allow CCSU police to respond to complaints, bending a longstanding ban against officers venturing off campus.

The CCSU officers will act as first responders in support of city police who are often too busy with more serious calls to respond in a timely manner.

Police Chiefs William Gagliardi of New Britain and Jason Powell of CCSU told residents at Wednesday's forum that they also are pursuing grants to strengthen enforcement and researching strategies used by other university towns in the state to deal with the problems associated with off-campus parties.

The lack of on-campus undergraduate housing is seen as a major cause of the problem at CCSU. The eight dormitories on campus have room for 2,000 students, less than a quarter of the 9,000 undergraduates enrolled at the school.

Officials plan to create additional housing for about 800 students when they develop now-vacant university property east of the campus. The expansion, however, is still in the planning stages and no date has been set for the project to begin, McLaughlin said.

City and CCSU officials also plan to reconvene a "town and gown" committee made up of residents, students and representatives from the city and university, but McLaughlin did not specify when that might happen.

Contact Loretta Waldman at lwaldman@courant.com.

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PZC file # 907-29

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
 - ZONING Board of Appeals
 - Recreation Advisory Committee
 - Open Space Preservation Committee
 - Parks Advisory Committee
 - Town Council
 - Conservation Commission
 - Agriculture Committee

The Planning and Zoning Commission has received a ^{proposed} revisions to the Zoning Map ^{and Zoning Regulations} application and will ^{and will hold} consider the application at a Public Hearing/regular meeting on 12/18/06. Please review the ^{proposed} application ^{revisions} and reply with your ^{any} comments to the Planning Office before 12/14/06. For more information, please contact the Planning Office, 429-3330.

APPLICATION INFORMATION

Applicant: MANSFIELD PLANNING & ZONING COMMISSION

Owner:

Agent(s):

Proposed use: Regulations/Rezoning would create a new Pleasant Valley Design District oriented toward permitting multi-family

Location:

housing and preserving significant agricultural land

Zone classification:

Areas adjacent or located south of Pleasant Valley Rd and west of Mansfield City Road. This area is currently zoned Industrial Park and Professional office-3.

Other pertinent information:

See attached 11/2/06 draft Regulations with explanatory notes and legal notice summarizing important revisions.

See attached map depicting area of proposed rezoning.

signed

date

11/29/06

LEGAL NOTICE

Mansfield Planning and Zoning Commission

The Mansfield PZC will hold a Public Hearing on Monday, December 18, 2006 at 8:00 p.m. in the Council Chambers, A.P. Beck Bldg., 4 S. Eagleville Rd, to hear comments on PZC-proposed 11/2/06 draft revisions to the Mansfield Zoning Map and numerous sections of the Zoning Regulations.

Proposed Zoning Map revisions are:

- A. Rezone all existing areas zoned Professional Office-3 (PO-3) to a new Pleasant Valley Design District (PVDD) zone classification.
- B. Rezone all existing areas zoned Industrial Park (IP) to a new Pleasant Valley Design District zone classification.

Proposed Zoning Regulation revisions include:

1. Revisions to Article II, III, VII, VIII, and X. Section A. to appropriately reference the zoning map revisions noted above, to eliminate an existing moratorium on rezoning of certain land south of Pleasant Valley Road and to incorporate new subsection lettering and other coordination changes needed in association with proposed zoning map revisions. The proposed Pleasant Valley Design District would be included as one of Mansfield's Design Development Districts.
2. Incorporation of a new Article VII, Section K; Uses Permitted in the Pleasant Valley Design District. This new section includes an intent explanation and a listing of uses authorized by special permit (multi-family oriented housing, certain agricultural product retail outlets, other commercial agricultural uses, certain daycare centers, and accessory retail uses) and uses permitted by right (certain agricultural uses and accessory dwellings).
3. Revisions to Article VIII, Section A., to incorporate proposed zoning map revisions and to establish a twenty-five (25) acre minimum lot area for new lots in the Pleasant Valley Design District.
4. Incorporation of a new Article X, Section A.8.; Special Provisions for Pleasant Valley Design District. This new section requires, except for agricultural and low density residential uses, developments to be served by public sewer and water. This section also includes special provisions regarding density, building height, parking, housing unit mix, affordable housing, phasing, agricultural land preservation, buffers from agricultural land and wetlands, open space/recreation, and other requirements for this zone. The proposed regulation includes unit size restrictions, a twenty (20) percent affordable housing requirement, a fifty (50) percent agricultural land preservation requirement, and provisions that authorize the Commission to limit construction to fifty (50) dwelling units per year.
5. Revisions to Article X, Section A.4. to clarify stormwater management requirements and pedestrian/public transit requirements for all projects within a designated design development district.
6. Revisions of Article III, Section M. (to be re-lettered Section L.) to incorporate new referral requirements to the State Dept. of Public Health for activities within a state designated aquifer protection area or the watershed of a water company.

At this Hearing, interested persons may be heard and written communications received. No information from the applicant or the public shall be received after the close of the Public Hearing. Additional information, including the exact mapping of the proposed zoning map revisions and wording of the proposed zoning regulations is available in the Mansfield Planning and Town Clerks Offices and at www.mansfieldct.org.

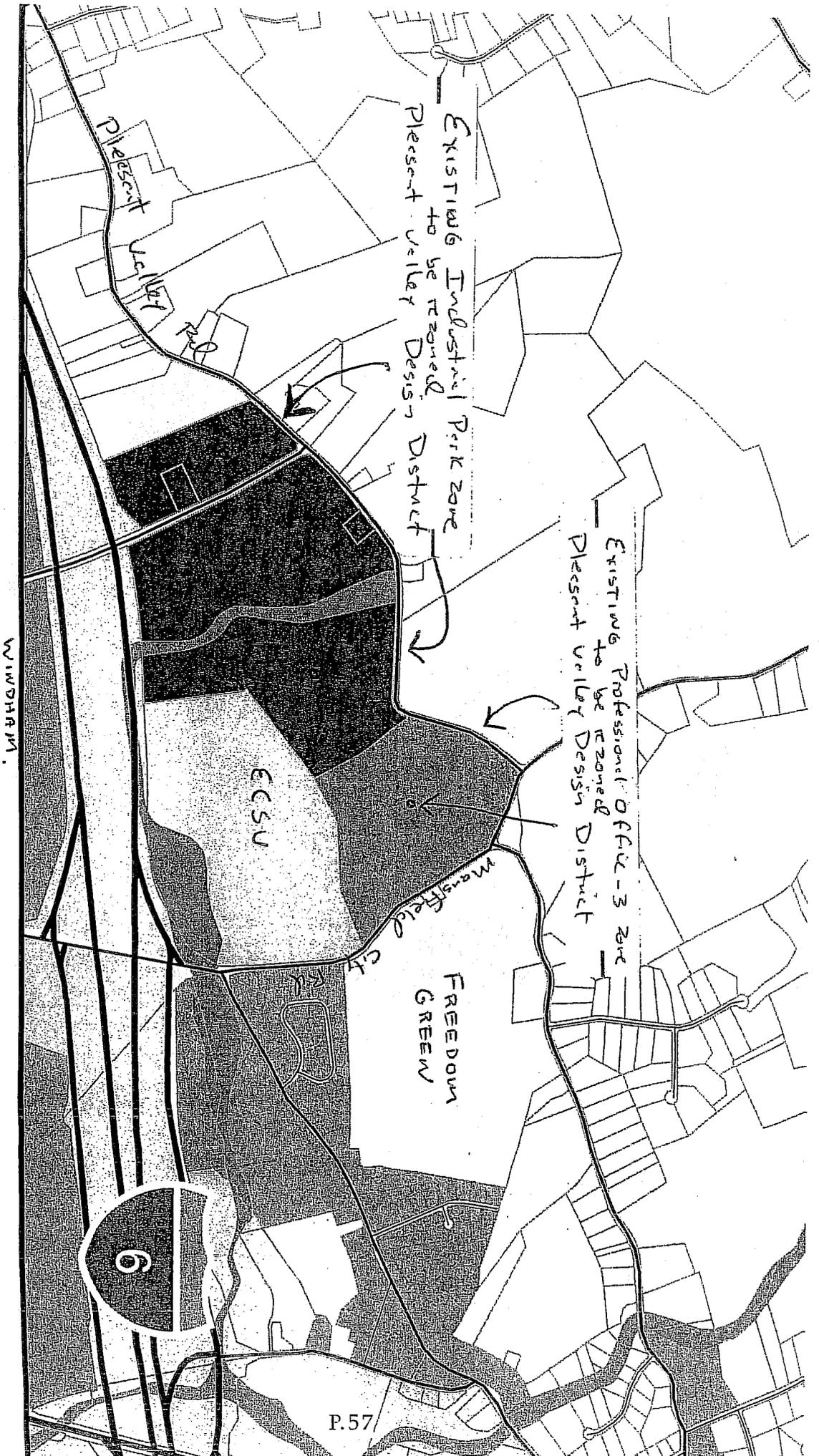
R. Favretti, Chair

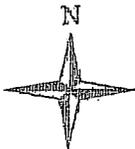
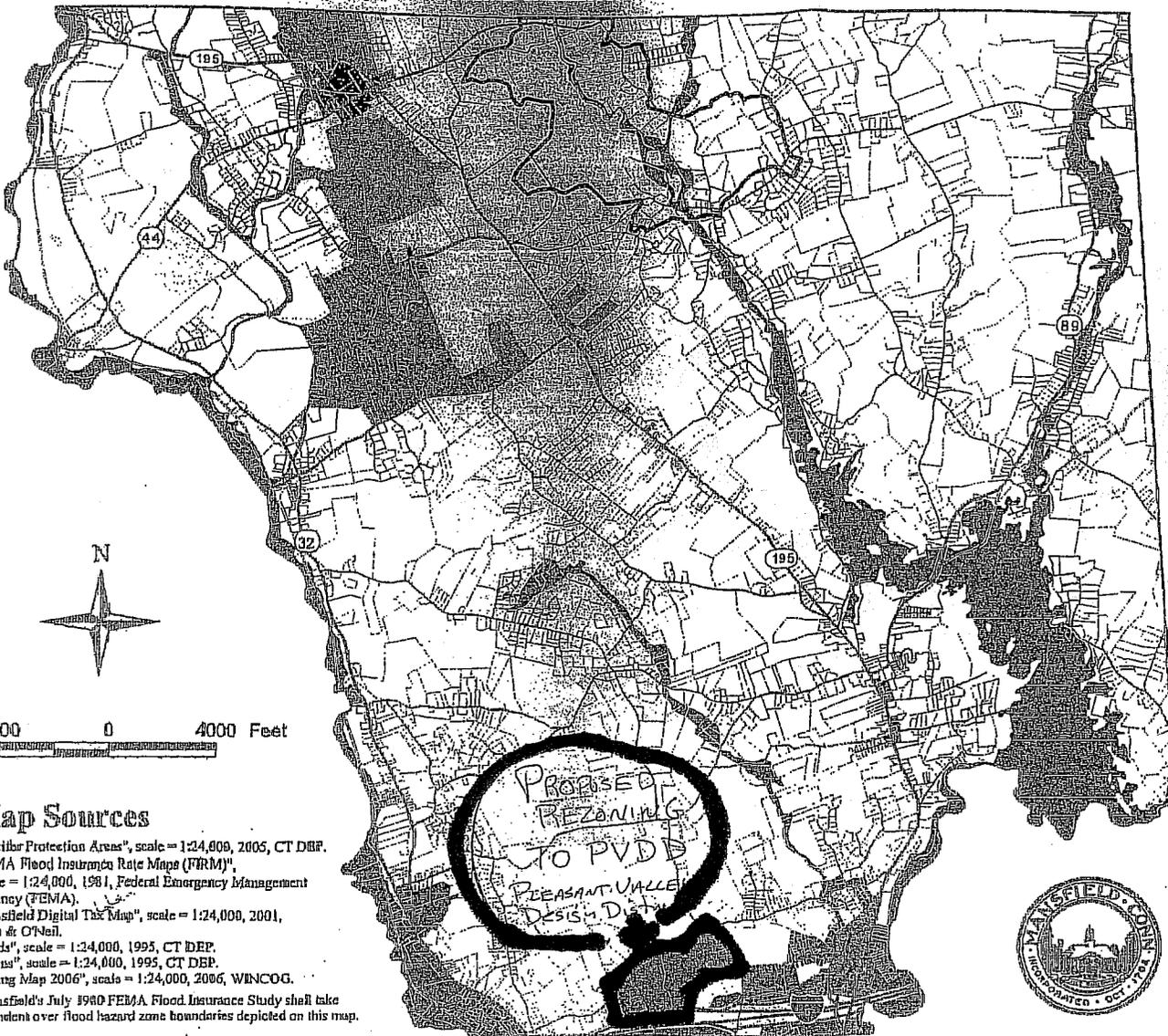
K. Holt, Secretary

TO BE PUBLISHED Tuesday, December 5, and Wednesday, December 13, 2006

Thanks for remembering to put officers' names and titles on same lines.

- Area of Proposed Rezoning from Industrial Park and Professional Office - 3 to Pleasant Valley Design District.
- Public Hearing 12/18/06 8 PM Audrey Beck Building.





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Map Sources

- "Aquifer Protection Areas", scale = 1:24,000, 2005, CT DEP.
- "FEMA Flood Insurance Rate Maps (FIRM)", scale = 1:24,000, 1981, Federal Emergency Management Agency (FEMA).
- "Mansfield Digital Tax Map", scale = 1:24,000, 2001, Fliss & O'Neil.
- "Roads", scale = 1:24,000, 1995, CT DEP.
- "Towns", scale = 1:24,000, 1995, CT DEP.
- "Zoning Map 2006", scale = 1:24,000, 2006, WINCOG.
- * Mansfield's July 1980 FEMA Flood Insurance Study shall take precedent over flood hazard zone boundaries depicted on this map.



- Residence 20 Zone (R-20)
- Residence 90 Zone (R-90)
- Rural Agricultural Residence 90 Zone (RAR-90)
- Design Multiple Residence Zone (DMR)
- Planned Business 1 Zone (PB-1)
- Planned Business 2 Zone (PB-2)
- Planned Business 3 Zone (PB-3)
- Planned Business 4 Zone (PB-4)
- Planned Business 5 Zone (PB-5)
- Neighborhood Business 1 Zone (NB-1)
- Neighborhood Business 2 Zone (NB-2)
- Business Zone (B)
- Professional Office 1 Zone (PO-1)
- Professional Office 3 Zone (PO-3)
- Industrial Park Zone (IP)
- Research and Development Limited Industrial Zone (RD/LI)
- Flood Hazard Zone (FH) *
- Institutional Zone (I)

Aquifer Protection Area

The boundary of the aquifer protection area is identical to the CT DEP approved aquifer protection area for the University of Connecticut Fenton River wellfield.

Zoning Map
of the
Town of Mansfield,
Connecticut
(Effective May 31, 2006)

November 2, 2006 Draft

Proposed Revisions to Mansfield's Zoning Map, Zoning Regulations and Subdivision Regulations

(New provisions are underlined or otherwise indicated)

(Deletions are bracketed or otherwise indicated)

(Explanatory Notes are provided to assist with an understanding of the proposed revisions. These notes were updated on 11/28/06. These notes are not part of the proposed zoning and subdivision revisions.)

A. Proposed Zoning Map revisions (depicted on attached 11/06 map):

1. Rezone all existing areas zoned Professional Office-3 (PO-3) to a new Pleasant Valley Design District (PVDD) zone classification
2. Rezone all existing areas zoned Industrial Park (IP) to a new Pleasant Valley Design District (PVDD)

Explanatory Note: These zone changes are designed to implement recommendations contained in Mansfield's 2006 Plan of Conservation and Development. The Intent section of Article VII, Section K (see item B.6 below) provides more information on Plan of Conservation of Development recommendations for the subject areas.

B. Proposed Zoning Regulations revisions:

1. Revise Article II, Section A as follows:
 - a. Delete from the current listing of zones:
 1. PO-2 (Professional Office 2 zone)
 2. PO-3 (Professional Office 3 zone)
 3. IP (Industrial Park zone)
 - b. Add to the current listing of zones:
PVDD (Pleasant Valley Design District)

Explanatory Note: These revisions are associated with and tied to the proposed Zoning Map revisions listed in Item A above, and the fact that there is no existing Professional Office 2 zones.

2. Revise Article II, Section B as follows:
 - a. Delete IP Industrial Park from the current listing of "Design Development" Districts;
 - b. Delete PO-2 and PO-3 from the current listing of "Design Development" Districts and revise the reference Professional Office 1 through 3 to read Professional Office 1;
 - c. Add PVDD-Pleasant Valley Design District to the listing of "Design Development" Districts.

Explanatory Note: These revisions are associated with and tied to the proposed Zoning Map revisions listed in A above and the fact that there is no existing Profession Office 2 zones.

3. Revise Article III by deleting in its entirety Subsection A and by re-lettering remaining subsections as A through L

Explanatory Note: This revision would eliminate regulations imposing a temporary and limited moratorium for certain zone changes in the area south of Pleasant Valley Road west of Mansfield City Road.

4. Revise Article III by revising subsection L to read as follows: (currently subsection M)

L. [M] Notification Of ~~[Windham Water Works]~~ Water Company and Connecticut Department of Public Health

When an applicant files with the Planning and Zoning Commission or Zoning Board of Appeals an application, petition, request or plan concerning any project on any site ~~[which]~~ that is within ~~[the watershed of the Windham Water Works or other water company, as defined in Section 25-32a of the General Statutes,]~~ the aquifer protection area delineated pursuant to section 22a-354c or the watershed of a water company, the applicant shall provide written notice of the application, petition, request or plan to the ~~[Windham Water Works or other]~~ water company and the Commissioner of Public Health in a format prescribed by the Commissioner (provided such water company or said Commissioner has filed a map showing the boundaries of the watershed on the Mansfield Land Records and with the Planning and Zoning Commission or Zoning Board of Appeals or the aquifer protection area has been delineated in accordance with section 22a-354c, as the case may be). Such notice shall be made by certified mail, return receipt requested, and shall be mailed ~~[within]~~ not later than seven days ~~[of]~~ after the date of the application. ~~[The Windham Water Works or other]~~ Such water company and the Commissioner of Public Health may, through a representative, appear and be heard at any hearing on any such application, petition, request or plan.

Explanatory Note: This notification revision is mandated by Public Act 06-53 and a revision of Section 8-3: of the Connecticut General Statutes.

5. Revise Article VII, subsections A.2. and A.4 as follows:

- a. Delete "Industrial Park" in line 3 of subsection A.2.c
- b. Delete "Industrial Park" in lines 1 and 6 of subsection A.4

Explanatory Note: These revisions are associated and tied to the proposed Zoning Map revisions listed in A above.

6. Delete Article VII, subsections T, "Uses Permitted in the Professional Office 3 zone" and U, "Uses Permitted in the Industrial Park Zone" in their entirety, add a new Article VII, Subsection K "Uses Permitted in the Pleasant Valley Design District Zone" (land south of Pleasant Valley Road and west of Mansfield City Road) and re-letter/re-number remaining subsections of Article VII.

The new Article VII, Subsection K shall read as follows:

K. Uses Permitted in the PVDD (Pleasant Valley Design District Zone (Land south of Pleasant Valley Road and west of Mansfield City Road))

1. Intent

The PVDD has been established with special provisions designed to implement Plan of Conservation and Development goals, objectives and recommendations for a unique area of Mansfield located south of Pleasant Valley Road, west of Mansfield City Road and bordering Mansfield Avenue. As detailed in Mansfield's Plan of Conservation and Development, this area has been zoned for decades for industrial and commercial use, but has remained agricultural and is no longer considered appropriate for industrial and non-agricultural commercial use due to access limitations, special agricultural, floodplain, wetland, and aquifer characteristics that warrant protection and preservation, site visibility and scenic character, neighboring agricultural and residential uses and other Plan of Conservation and Development goals, objectives and

recommendations. Due primarily to the fact that this area is one of a very limited number in Mansfield that have access to public sewer and water systems, medium to high density multi-family housing is considered an appropriate use for portions of this district, but only if designed, constructed, and utilized in a manner compatible with other Plan of Conservation and Development recommendations. Accordingly, the PVDD has special provisions designed to preserve significant areas of prime agricultural land, to protect important natural resources, to provide for affordable housing, to authorize density and design flexibility, and to authorize phased implementation of new housing units.

2. General

The uses listed below in Sections K3 and K4 and associated site improvements are permitted in the PVDD zone, provided:

- a. Any special requirements associated with a particular use are met;
- b. Except as noted below, all uses permitted in the PVDD zone shall be served by adequate public sewer and water supply systems. On a case-by-case basis and dependent on the nature and intensity of the proposed use and the potential for detrimental health, safety or environmental impacts, the Planning and Zoning Commission shall have the right to authorize the use of onsite sanitary waste disposal and/or water supply systems for commercial agricultural uses and low density residential uses, provided it is documented to the Commission's satisfaction that there is a low risk of aquifer contamination or other health, safety or environmental problems.
- c. Applicable provisions of Article X, Section A (Design Development Districts) and Article VI, Sections A and B (Performance Standards) are met: and
- d. With the exception of those uses included in K.4 below, special permit approval is obtained in accordance with the provisions of Article V, Section B for any of the activities delineated in Article VII, Section A.2.

Article VII, Sections A.3., A.4 and A.5 also include or reference provisions authorizing the Zoning Agent to approve certain changes in the use of existing structures or lots and authorizing the PZC Chairman and Zoning Agent to approve minor modifications of existing or approved site improvements. All changes in use in the PVDD zone require Planning and Zoning Commission approval in accordance with the provisions of Article VII, Section A.4.

3. Categories of Permitted Uses in the Pleasant Valley Design District Requiring Special Permit Approval as per the Provisions of Article V, Section B.

- a. Two family, and multi-family housing in accordance with the standards contained in Article X, Section A.
- b. Single Family housing in association with a multi-family housing development but only when specifically authorized by the Commission due to specialized situations where site characteristics limit the ability to appropriately locate two-family or multi-family structures. All applicable provisions of Article X, Section A shall be met.
- c. Permanent retail sales outlets for agricultural and horticultural products, provided all the standards are required of Article VII, Section G. 13 are met;
- d. Other commercial agricultural operations (any agricultural or horticultural use that is not authorized by other provisions of these Regulations), provided special permit approval is obtained in accordance with Article V, Section B;

- e. State-licensed group day care homes or State-licensed child day care centers as defined by the State Statutes. State-licensed family day care homes are specifically authorized in Article VII, Section D;
- f. Accessory commercial uses, such as a laundry or recreational facility, conducted primarily for the convenience of residents of an approved residential project, provided the use is located within a building.

4. Uses Which May be Authorized in the Pleasant Valley Design District Zone by the Zoning Agent:

- a. Agricultural and horticultural uses such as the keeping of farm animals, field crops, orchards, greenhouses, accessory buildings, etc., provided the provisions of Article VII, Sections G.13 through G.15 are met;
- b. Dwelling units for property owners, managers, caretakers, or security personnel associated with a permitted agricultural use provided all residential structures are located on the same lot as the agricultural use.

Explanatory Note: These revisions are associated and tied to the proposed zoning map revisions listed in item A above. This section proposes new permitted use provisions consistent with recommendations contained in Mansfield's Plan of Conservation and Development.

7. Revise Article VIII, Section A, Schedule of Dimensional Requirements, as follows:

- a. Delete from the Schedule the existing row for the IP zone and delete the references to PO-2 and PO-3.
- b. Add to the Schedule a new row for the PVDD District and insert "Building" in the heading of the maximum coverage column. The revised rows shall read as follows:

ZONE	MINIMUM LOT AREA/ACRES	MINIMUM LOT FRONTAGE/FT	MIN. FRONT SETBACK LINE (IN FEET)	MIN. SIDE SETBACK LINE (IN FEET)	MIN. REAR SETBACK LINE (IN FEET)	MAXIMUM HEIGHT	MAXIMUM BUILDING GROUND COVERAGE
	See Notes (3) (4) (18)	See Notes (4)(6)(7)(13)(16)	See Notes (4)(8)(9)(15)(16) (17)	See Notes (4)(10)(11)(15)(16) (17)	See Note (4)(15)(16) (17)	See Note (14)	
PVDD see note 1	25 ACRES	200	100	30	50	40	25%

c. Revise existing foot note 13 on the Schedule of Dimensional Requirements to read as follows:

13. Lot frontage requirements for business and ~~[industrial]~~residential uses within specified ~~[business and industrial]~~ zones may be waived by the Planning and Zoning Commission for private roads, provided special permit approval is obtained (see Article VIII, Section B.3.d)

Explanatory Note: These revisions are associated and tied to the proposed zoning map revisions listed in item A above. The proposed 25 acre minimum lot size proposal is designed to help ensure that Plan of Conservation and Development recommendations, particularly those tied to agricultural land preservation, are not undermined by smaller, uncoordinated developments. Existing and proposed regulations would allow larger projects to be built in smaller phases.

8. Revise Article VIII, subsection B.3.a, B.3.b, B.3.c, and the first paragraph of B.3.d to read as follows:

3. ~~[Business and Industrial Exceptions/]~~Special Dimensional Requirements

- a. **Setback from Residential Zones** - In the [IP and] RD/LI zone[s], a minimum setback of 150 feet is required between all new industrial or research buildings and residential zone boundary lines. This setback may be reduced by the Commission due to physical characteristics, the nature of proposed landscape and buffer plans or the character of existing land uses.
- b. **Lot Coverage** - Except as noted below, the total ground area coverage of buildings and parking areas in the [IP and] RD/LI Zone[s] shall not exceed 50 percent of the total lot area. Provided all other requirements of these Regulations are met, this coverage limit can be increased to 75 percent for projects directly associated with a program that permanently preserves large tracts of open space or agricultural land.
- c. **Gate Houses/Security Structures** - In the [IP and] RD/LI Zones, the Commission may reduce or waive front or side line setbacks for gatehouses and security structures other than residences.
- d. **Lots on Private Roads** - Provided the standards noted below are met and provided special permit approval is obtained in accordance with Article V, Section B, the Commission may allow lots to be created off of private roads [for business and industrial uses] in the following zones: B; PB-1, PB-2, PB-3, PB-4, PB-5, NB-1, NB-2, PO-1, [PO-2, PO-3,] I, [IP] PVDD and RD/LI. This regulation allows, under specific standards, lots to be created without frontage on a Town or State road.

(Note: Subsections 3.d.1 through 6 shall remain in effect.)

Explanatory Note: These revisions are associated and tied to proposed zoning map revisions listed in item A above.

9. Revise Article VIII, subsection C.1 and 2 to read as follows:

M. Floor Area Requirements

1. Residential

All buildings and structures used as residences shall meet the following minimum livable floor area requirements:

- a. Single-Family Dwellings-800 square feet
- b. Two-family Dwellings-800 square feet per dwelling unit
- c. See specific provisions for DMR, ARH, PVDD, and PRD zones and for multi-family housing, conversions and efficiency units allowed in other zones.

2. Business

In all Business, Industrial and Institutional (PB-1 through 5, NB-1 and 2, B, PO-1 [through 3, IP], RD/LI and I) zones, each new building shall have a minimum of 500 square feet of floor area on the ground level.

Explanatory Note: These revisions are associated and tied to proposed zoning map revisions listed in item A above.

10. Revise Article X, Section A.1 as follows:

- a. Delete PO-2- Professional Office-2, PO-3- Professional Office-3, and IP-Industrial Park from the listing of Design Development Districts.
- b. Add PVDD-Pleasant Valley Design District to the listing of Design Development Districts.

Explanatory Note: These revisions are associated and tied to proposed zoning map revisions listed in item A above.

11. Revise Article X, Section A.2.c to delete in line 10 “Industrial park or” and to change “an” to “a”.

Explanatory Note: These revisions are associated and tied to proposed zoning map revisions listed in item A above.

12. Revise Article X, Section A.4.b to add the following sentences to the end of the second paragraph of this subsection:

“A concerted effort shall be made to minimize impervious surfaces and potential stormwater impacts. Stormwater management guidelines and best management practices prepared by State and Federal agencies shall be implemented wherever appropriate, as determined by the Planning and Zoning Commission.”

Explanatory Note: These revisions are designed to implement Plan of Conservation and Development recommendations regarding storm water management for all projects within a design “development district”.

13. Revise Article X, Section A.4.e to delete in line 12 “IP and” and to change “zones” to “zone”.

Explanatory Note: These revisions are associated and tied to proposed zoning map revisions listed in item A above.

14. Revise Article X, Section A.4.h to delete in line 3 “IP or”

Explanatory Note: These revisions are associated and tied to proposed zoning map revisions listed in item A above.

15. Revise Article X, Section A.4 to add a new subsection j to read as follows:

j. Pedestrian/Public Transit Improvements

All developments shall provide appropriate pedestrian and public transit improvements, as determined by the Commission. The degree of improvements shall be tied to the size and nature of the development. Trail and sidewalk, bikeway improvements, bicycle racks, bicycle lockers, bus stops with shelters, and other amenities that promote public transportation and pedestrian and bicycle traffic may be required.

Explanatory Note: This addition is designed to help implement Plan of Conservation and Development goals, objectives and recommendations to reduce the need for vehicular traffic and enhance pedestrian and bicycle traffic and public transportation opportunities, in all design development districts.

16. Revise existing Article X, Section A.8 (to be re-lettered to A.9) to delete “Industrial Park (IP) and” in the title line of this subsection and to delete references to “IP or” in line 1 of subsection 8a and 8c.

Explanatory Note: These revisions are associated and tied to proposed zoning map revisions listed in item A above.

17. Add a new Article X, Section A.8 to read as follows:

8. Special Provisions for the Pleasant Valley Design District (PVDD) zone

a. Water and Sewer Facilities

Except as noted below, all proposed developments in the PVDD zone must be served by public water and sewer facilities or must be readily connected to such services. “Readily connected” is defined as that point in time when contracts have been let for construction of public sewer and water facilities requested for connection. A Certificate of Compliance shall not be issued until the site is connected to public water and sewer facilities. Article VII Section K.2.b. authorizes the commission to waive this requirements for commercial agricultural uses and low density residential uses.

b. Density Requirements

No minimum or maximum residential density provisions have been established for the Pleasant Valley Design District. Residential densities shall be governed by site characteristics, building height and coverage requirements, setback and buffering provisions, agricultural land preservation requirements, parking requirements, and other provisions of these regulations.

c. Building Height Requirements

No building shall exceed three stories or a height of forty (40) feet.

d. Distance Between Structures

Except as noted below, the distance between any two structures shall be no less than the average height of both, but in no case less than fifty (50) feet. The Commission may vary this spacing requirement when it determines that such variations will enhance the design of the project without significantly affecting either emergency or solar access.

e. Courtyards

Except as noted below, courts enclosed on all sides shall not be permitted and no open court shall have a length or width less than fifty (50) feet. The Commission may vary these requirements when it determines that such variations will enhance the design of the project without significantly affecting either emergency or solar access.

f. Parking

Required parking spaces shall not be allowed on any street or internal roadway and shall be set back a minimum of 10 feet from principal buildings. All spaces shall comply with the parking provisions of Article X, Section D and other dimensional requirements of these Regulations.

g. Housing Unit Mix Requirements

In addition to addressing the design standards of Article X, Section S, all residential development in the PVDD shall provide for a mix of housing types, sizes, and designs. As a noted exception, housing designed primarily for student occupancy shall not be authorized in this district due to potential neighborhood compatibility issues.

Two-family, multi-family, and as specified in Article VII, Section K.3.b a, a limited number of single family dwellings may be authorized but, within any development or subphase thereof, no more than twenty (20) percent of the units shall be in two-family and single family dwellings. Row houses or townhouses with more than two dwelling units per structure shall be considered multi-family dwellings. In addition, no more than twenty-five (25) percent of the dwelling units shall exceed 2,400 square feet of livable floor area.

Due to the proximity of commercial and health care services in southern Mansfield and the adjacent Town of Windham and due to the physical characteristics of the Pleasant Valley Design District, which will facilitate development in distinct subsections, the Commission encourages Age Restricted Housing developments within this district.

h. Affordable Housing Requirements

Pursuant to the authority provided by Section 8-2i; of the Connecticut General Statutes, a minimum of twenty (20) percent of all dwelling units in a residential development, or phase thereof, shall be designed, constructed, and marketed for occupancy by low and moderate income persons.

To address this requirement, a minimum of twenty (20) percent of the dwelling units in a residential development, or subphase thereof, shall not exceed the following maximum square footage requirements:

Two-family or multi-family units with one bedroom-800 square feet of livable floor area

Two-family or multi-family units with two bedrooms-1,200 square feet of livable floor area

Two-family or multi-family units with three or more bedrooms-1,400 square feet of livable floor area

Single family dwelling unit with one or two bedrooms- 1,200 square feet of livable floor area

Single family dwelling unit with three or more bedrooms- 1,400 square feet of livable floor area

In addition to meeting these maximum square footage requirements, applicants shall provide specific information about the location, design and character of proposed affordable units and shall document the actions that will be taken to promote and retain occupancy by low and moderate income persons. Applicants are encouraged to work with Mansfield's Housing Authority, the State Department of Economic and Community Development and other agencies that promote affordable housing opportunities, and incorporate deed restrictions, resale, lease, or rental contracts, and/or other measures to promote this affordable housing objective.

i. Phasing of Residential Development

Noting that no maximum density requirements have been established for the PVDD and that approximately 150 acres have been incorporated into this zone classification, the Commission shall retain the authority to require an approved project to be implemented in phases and to restrict the number of units that may be constructed in any one year period. This approach is considered necessary to help address potential impacts on Town services. Accordingly, the Commission shall have the right to limit the issuance of Zoning Permits for new units in any PVDD development, or subphase thereof, to fifty (50) dwelling units per calendar year.

j. Agricultural Land Preservation Requirements

Pursuant to the Plan of Conservation and Development recommendations, the Commission shall have the right to require up to fifty (50) percent of the prime agricultural acreage on a subject residential development to be permanently preserved for agricultural use. As utilized in this provision, prime agricultural acreage shall be those areas that have been cultivated or otherwise used for agricultural purposes and/or those areas with soils that are classified as "prime agricultural" by the Natural Resources Conservation Service. The location of the agricultural acreage to be preserved shall be determined by the Commission and may be on other land within the PVDD under the control of the applicant. With the assistance of Mansfield's Agricultural Committee, the following areas have been designated as priority agricultural preservation areas within the PVDD are as follows:

- Land immediately south of Pleasant Valley Road approximately 1,500 feet west of Mansfield City Road and immediately west of a significant curve in Pleasant Valley Road (former strawberry field area).
- Land immediately south of Pleasant Valley Road and west of Mansfield Avenue.
- Land immediately south of Pleasant Valley Road approximately 750 feet west of Mansfield City Road and immediately east of a significant curve in Pleasant Valley Road.

To ensure the permanent preservation of designated agricultural land, conservation easements, approved by the Commission, shall be filed on the Land Records. The easement areas shall be monumented with iron pins and Town Conservations easement markers shall be placed every 50 to 100 feet around the perimeter boundary of the easement area. The Town Markers shall be placed on trees, fences, four (4) inch cedar posts or other structures acceptable to the Commission.

k. Buffer from Agricultural Land

Unless specifically waived by the Commission due to site and project characteristics, all new dwelling units shall be set back a minimum of one hundred (100) feet from designated agricultural preservation areas and/or existing agricultural uses.

l. Buffers from Wetland/Watercourse Areas/Areas Subject to Flooding

Unless specifically authorized by the Inland Wetland Agency, all new structures, parking areas, and other impervious surfaces shall be setback a minimum of seventy-five (75) feet from designated inland wetland or watercourse areas and areas subject to flooding during a one-hundred year flood event.

m. Open Space/Recreational Facilities

All residential developments shall provide appropriate open space and recreation facilities as determined by the Commission. The degree of improvement shall be tied to the size and nature of the development. For example, for projects with fifty (50) or more dwelling units, swimming pools, club houses, multi-use ball fields, tennis courts, and/or playgrounds may be required by the Commission. For smaller projects, trails, garden areas, and multi-use lawn areas may be considered adequate to meet this requirement. Detailed plans and specifications for proposed or required open space and recreational improvements shall be shown on project plans. Whenever possible and appropriate, active recreational facilities shall be screened from residences, driveways, streets, and parking areas.

Explanatory Note: These revisions are associated with and tied to the proposed Zoning Map revisions listed in A above and recommendations contained in Mansfield's 2006 Plan of Conservation and Development. This section establishes specific requirements for agricultural land preservation, affordable housing, wetland and agricultural buffers, unit mixes, phasing, open space/recreational facilities and other project elements. No maximum density provisions have been proposed.

TOWN OF MANSFIELD
TOWN MANAGER'S OFFICE



Matthew W. Hart, Town Manager

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For immediate release

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

12-01-06

Mayor of Mansfield, Elizabeth C. Paterson, was recently appointed to the Connecticut Conference of Municipalities (CCM) Board of Directors.

Founded in 1966, CCM is Connecticut's statewide association of towns and cities. Its 140 member municipalities contain 90 percent of the state's population. The organization 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.

"This appointment is an honor for the Mayor and our town", says Mansfield Town Manager, Matthew Hart. "As a mayor and council member from a council-manager community, she represents an important constituency on the CCM board of directors. She will also make sure that the needs of Mansfield and eastern Connecticut are heard."

CCM is governed by its 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 Hartford.

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TOWN MANAGER'S OFFICE

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12-01-06

Curt Vincente, Mansfield's Director of Parks and Recreation, is the recipient of the Connecticut Recreation and Parks Association (CRPA) 2006 Distinguished Service Award.

The award is the most prestigious award offered by CRPA. To receive the Distinguished Service Award, the nominee must be a CRPA member and an individual who has made outstanding contributions, over a significant number of years, to the recreation and/or parks field. Such contributions might be for outstanding leadership; committee work on a state or national level; outstanding service as a professional worker; research, promoting the profession; outstanding development of equipment, layout or design.

"We are very proud of Curt's accomplishments", says Matthew Hart, Town Manager of Mansfield. "He is very talented and dedicated, and has done a wonderful job for our community. I look forward to his future accomplishments."

CRPA is a non-profit organization dedicated to the promotion, development, and improvement of all recreation and parks services within the State of Connecticut. Our Mission is to provide a network of support to our members through professional development and resources in order to enhance the quality of recreation and parks services in Connecticut.

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