



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, July 23, 2007**  
**COUNCIL CHAMBERS**  
**AUDREY P. BECK MUNICIPAL BUILDING**  
**7:30 p.m.**

**AGENDA**

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<b>CALL TO ORDER</b>	
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**EXECUTIVE SESSION**

REGULAR MEETING-MANSFIELD TOWN COUNCIL  
July 9, 2007

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, Duffy, Haddad, Hawkins, Koehn, Paterson, Paulhus, Schaefer.

II. APPROVAL OF MINUTES

Mr. Paulhus moved and Ms. Blair seconded to approve the minutes of the June 25, 2007 meeting. The motion passed unanimously. Mr. Paulhus moved and Ms. Blair seconded to approve the minutes of the June 25, 2007 special meeting. The motion passed unanimously.

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

Betty Wassmundt, 54 Old Turnpike Road, questioned the accuracy of the data compiled in the Senior Survey to be used in the Long-Range Planning. She feels the analysis of the survey was not prepared adequately.

Ms. Wassmundt strongly disagrees with the opinion of Wilfred Bigl for the need of expanding or rebuilding a new Senior Center.

Ms. Wassmundt had questions regarding the Housing Code and the lines that were drawn for the certification zone. She would also like the definition of "associated premises".

With no further questions, Mayor Paterson closed the opportunity for the public to address the Council.

V. PUBLIC HEARING

1. Proposed Amendment to Landlord Registration Ordinance

Mayor Paterson called the public hearing to order and the Assistant Town Clerk read the legal notice.

Michael Nintean, Director of Housing, commented that after conferring with the Town Attorney that an amendment to the Landlord Registration Ordinance would clarify the intent of the registration fee and eliminate any loophole within Chapter 152, Section 6.

Betty Wassmundt, 54 Old Turnpike Road, believes there is some ambiguity regarding the January 1, 2007 registration date. Clarification is also needed on the term residential rental-housing unit.

With no further questions Mayor Paterson closed the Public Hearing.

A motion to make Item 6 to Item 1A was made by Mr. Hawkins seconded by Ms. Koehn, the motion passed unanimously.

#### 1.A. Presentation by UConn Office of Alcohol and Other Drug Services.

Thomas Szigethy, Director of Alcohol and Other Drug Education Service gave a power point presentation on the updated programs being provided at the University. The Department deals with the prevention, intervention, education and social change around substance abuse issues. The target of the program is to get students to look at alcohol in the same negative way they look at cigarettes. This year they have been the recipients of a Department of Education Federal Grant to reduce high risk drinking amongst college students. Changes are now being noticed in the culture of students attending non-alcohol events during Spring Weekend.

## VI. OLD BUSINESS

### 1. Proposed Amendment to Landlord Registration Ordinance

Mr. Hawkins moved and Ms. Koehn seconded to amend Chapter 152, Section 6(C) of the Mansfield Code of Ordinances (Landlord Registration Ordinance), as recommended by staff in the agenda item summary dated July 9, 2007, which amendment shall be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

#### Chapter 152 Section 6(C)

Each nonresident owner or agent shall pay a fee of \$25.00 for each initial registration and a fee of \$10.00 for each notice of residential address change. Any owner or agent who fails to pay any such fee at the time of registration or notice may be fined \$90.00.

Motion passed unanimously.

A motion to move Item 8 to Item 3 was made by Ms. Paterson seconded by Mr. Clouette the motion passed unanimously.

2. Stadium Road Detention Basin

Robert Miller, Director of Health, Richard Miller, Director of the Office of Environmental Policy and Jason Coite, Environmental Compliance Analyst were present to conclude their findings on the surface water quality for the detention basin. Mr. Miller's opinion is that the surface water quality is neither an immediate nor long-term risk to public health. The DEP has reviewed the analysis of the watershed survey as well as the sampling results and concluded that it did not pose an environmental threat and it was recommended that testing be discontinued

Ms. Koehn would like to see an annual monitoring system initiated, including the maintaining of a maintenance log.

3. Community/Campus Relations

A written report on Spring Weekend has not been finalized. Staff will complete the report for presentation in the near future.

4. Community Water and Wastewater Issues

No action required.

5. Town Ownership of Gurleyville Riverside Cemetery

Mr. Clouette moved and Mr. Haddad seconded to approve the following motion:

Move, effective July 9, 2007, to authorize staff to take all actions necessary to execute acquisition by the Town of ownership of Riverside Cemetery in Gurleyville.

Motion passed unanimously.

VII. NEW BUSINESS

1. Proposed Driveway Work on Dog Lane

Mr. Haddad moved and Mr. Hawkins seconded to approve the following motion:

Move, effective July 9, 2007, pursuant to Mansfield's Scenic Road Ordinance, to authorize the removal of trees necessary for the proposed driveway alterations at 112 Dog Lane as described in submissions from Neil Moynihan revised to June 22, 2007. The removal of trees for this new driveway is not expected to alter the scenic character of Dog Lane and therefore, no mitigation measures, other than applicant proposed stonewall restoration work, are deemed necessary.

Motion passed unanimously.

2. Personal Service Agreement – Daycare Services at Mansfield Discovery Depot

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

RESOLVED, effective July 9, 2007, to authorize the Town Manager, Matthew W. Hart, to execute a personal service agreement between the Town of Mansfield and the University of Connecticut to provide day care services at the Mansfield Discovery Depot for the children of university employees and students and to execute and approve on behalf of the Town, other instruments, a part of or incident to such agreement until otherwise ordered by the Town Council.

Motion passed unanimously

3. Adjustments to Capital and Nonrecurring Fund Budget

Ms. Blair moved and Mr. Schaefer seconded to approve the following resolution:

RESOLVED, effective July 9, 2007, to approve the adjustments to the FY 2006/07 Capital and Non-recurring Fund Budget, as recommended by staff in its agenda item summary dated July 9, 2007.

Motion passed unanimously

4. FY 2007/08 Operating Budget, Intergovernmental Revenue

Matthew Hart reported that the town would be receiving additional state revenue this year. Because grant reductions have been encountered in the past it was suggested that the Council wait until the first PILOT payment is received before appropriating this revenue.

A report on the value of the prison will be received prior to August 1. If there is a significant difference in the value it could change the filing from last year.

Matt Hart commended Jeff Smith and Cherie Trahan for the work they did with the revenue estimates for the proposed budget.

5. Town Council Policy

Jaime Russell, Director of Information Technology has been asked to join a committee to come up with a recommendation regarding the council's audio-visual needs as well as the online retention of council policy.

VIII. QUARTERLY REPORTS

IX. DEPARTMENTAL AND COMMITTEE REPORTS

X. REPORTS OF COUNCIL COMMITTEES

XI. REPORTS OF COUNCIL MEMBERS

Mr. Paulhus commented on his disappointment with the article in the Chronicle on the Charter Commission. A special meeting with the Charter Revision Commission will be held prior to the next Council Meeting on July 23.

XII. TOWN MANAGER'S REPORT

Attached

XIII. FUTURE AGENDAS

XIV. PETITIONS, REQUEST AND COMMUNICATIONS

XV. EXECUTIVE SESSION

XVI. ADJOURNMENT

Mr. Paulhus moved and Ms. Blair seconded to adjourn the meeting at 9:40 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Christine Hawthorne, Asst. Town Clerk

# Memo

To: Town Council  
From: Matt Hart, Town Manager *MH*  
CC: Town Employees  
Date: July 9, 2007  
Re: Town Manager's Report

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

- **Assisted/Independent Living Advisory Committee** – two potential developers have responded to our request for qualifications, and the committee plans to meet with those applicants in the near future. Following its initial review, the committee will determine whether one or both of the developers should be invited to respond to a request for proposals. Based upon the results of the RFP process, the committee will recommend to the Town Council one or more qualified developers for further consideration.
- **Charter Revision Commission** – the Commission would like to meet with the Town Council to discuss the Council's recommendations for the Commission's report. The best date appears to be July 23, 2007, and we can schedule a special meeting for 6:00 PM prior to your regular meeting at 7:30 to review this topic.
- **Commission on Aging** – The Commission on Aging has completed a draft long-range plan, which was presented to the Town Council at their regular meeting on June 25. Commission members hope to work to integrate this plan as part of the Town's larger strategic planning initiative.
- **Mansfield Challenge** – Approximately 15 eighth and ninth grade students are currently participating in the 31st consecutive year of Mansfield's youth wilderness adventure program.
- **Mansfield Community Center** – as you know, we are planning to schedule a Special Town Council meeting to review the Parks and Recreation and Community Center budget and financial structure. Unless you have any objections, we will work to schedule this meeting for August or September.

- **Strategic Planning Project** – Last week I met with the Council members who serve on the strategic planning team and we discussed nominations received for appointment to the project steering committee. Almost all of the positions have been identified, and I plan to meet with the subcommittee again and to present you with a recommended slate of nominees for appointment at your next meeting, or the first meeting in August.
- **Swimming pools** - Please be advised that any structure intended for recreational bathing (swimming) that is capable of containing water over 24" deep is regulated by the Building Code and a permit is required prior to installation. This regulation includes inflatable pools of a temporary nature. It is essential for residents to know that the code requirements for a safety barrier for these pools are the same as for permanent above ground or in-ground pools. The cost of the barrier required often exceeds the cost of the pool. Consequently, we advise that residents wishing to install or erect any type of pool with a depth of more than 24" to speak with the Building Official prior to purchase to learn more about the code requirements and permit process. Please contact the Building Department at 429-3324 with any questions.
- **Tour de Mansfield: Village-to-Village** – Listen to WILI 1400 AM from 7:00am – 8:00am on Friday, July 13<sup>th</sup>, 2007. Wayne Norman and Town Manager Matt Hart will be discussing the Tour de Mansfield: Village-to-Village event in detail. To learn more about this event and to register, log on to [www.mansfieldct.org](http://www.mansfieldct.org) and click on the Tour de Mansfield: Village-to-Village logo or call the Mansfield Community Center at 429-3015. The Tour will be held this Saturday, July 14<sup>th</sup>, and registration begins at 7:30 AM. This fun family event will feature 5, 20 and 40-mile rides, followed by a barbecue picnic at the Mansfield Community Center.
- **Underage Drinking Grant** – Through our Underage Drinking grant, we are sending two students and a parent leader to the annual CT MADD Power Camp, sponsored by Mothers Against Drunk Driving. The goal of the camp is to develop youth leaders in the community around the issue of underage drinking.
- **Youth Service Bureau** – Mansfield Youth Services is having wonderful participation in their two new summer groups:
  - "Supportive Girl Talk & Summer Fun": A preteen girl's empowerment group is meeting for six weeks over the summer with a program focused on building strong relationships and promoting positive self-esteem. This group for 7th-9th grade girls provides an opportunity for making new friends and addressing personal problems in a supportive, low-key environment.
  - Modeled after YSB's successful COPE groups for children dealing with loss, a COPE Group for parents has started. The focus of this group is on assisting parents who are navigating divorce and child custody issues, including such things as visitation schedules and joint parenting.

▫ **Upcoming meetings:**

- Mansfield Downtown Partnership Board of Directors, 4:00 PM, July 10, 2007, Mansfield Downtown Partnership Office
- Agriculture Committee Meeting, 7:30 PM, July 11, 2007, Audrey P. Beck Municipal Building, Conference Room B
- Planning and Zoning Commission, 7:30 PM, July 16, 2007, Audrey P. Beck Municipal Building, Council Chambers
- Open Space Preservation Commission, 7:30 PM, July 17, 2007, Audrey P. Beck Municipal Building, Conference Room B
- Public Safety Committee, 3:00 PM, July 18, 2007, Audrey P. Beck Municipal Building, Council Chambers
- Conservation Commission, 7:30 PM, July 18, 2007, Audrey P. Beck Municipal Building, Conference Room B
- Assisted/Independent Living Advisory Committee, 9:00 AM, July 19, 2007, Audrey P. Beck Municipal Building, Conf. Rm. B
- Town Council, 7:30 PM, July 23, 2007, Audrey P. Beck Municipal Building, Council Chambers

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *M.H.*  
**CC:** Maria Capriola, Assistant to Town Manager; David Dagon, Fire Chief;  
John Jackman, Deputy Chief/Director of Emergency Management  
**Date:** July 23, 2007  
**Re:** Swearing in of Fire Inspector

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**Subject Matter/Background**

I am very pleased to inform you that Ms. Karin Lipinski, a member of the Mansfield Firefighters Association, has completed the coursework and passed the examination necessary to be appointed as a Fire Inspector. At Monday's meeting, we plan to appoint Ms. Lipinski and to swear her in as a Fire Inspector.

I would like to congratulate Ms. Lipinski upon her accomplishment, and to thank her for her past and future volunteer service to the town. I am confident that she will do a fine job in her expanded role with Mansfield Fire and Emergency Services.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MH*  
**CC:** Maria Capriola, Assistant to Town Manager, Lon Hultgren, Director of Public Works, Gregory Padick, Director of Planning  
**Date:** July 23, 2007  
**Re:** Community Water and Wastewater Issues

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**Subject Matter/Background**

I have attached for your information recent correspondence regarding community water and wastewater issues. At this time, the Town Council does not need to take any action on this item.

**Attachments**

- 1) Connecticut Water Company re: Acquisition of Birmingham Utilities' Eastern Operations

Connecticut Water Company  
93 West Main Street  
Clinton, CT 06413-1600

Office: 860.669.8636  
Fax: 860.669.9326  
Customer Service: 800.286.5700



JUL 12 2007

July 11, 2007

Mr. Matthew Hart  
Town Manager  
Town of Mansfield  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT 06268

Dear Mr. Hart:

We are pleased to share with you the news that Connecticut Water will acquire Birmingham Utilities' (BUI) Eastern Operations with more than 2,200 customers in 14 eastern Connecticut towns. In a unique partnership with the South Central Connecticut Regional Water Authority (RWA) of New Haven, Connecticut Water will acquire BUI's Eastern Division while RWA will acquire the other 9,500 customers in the Ansonia system.

We are excited about the opportunity to serve these systems and provide the same level of regulatory compliance and customer service that we deliver to our Connecticut Water customers. We are eager to work with local officials in the communities served by BUI to provide a smooth transition and ensure we meet your expectations for water service.

To give you some background about us, we provide water service to over 83,000 customers or more than 286,000 people in 41 towns located throughout the state. Connecticut Water has 200 employees including a dedicated, professional staff of engineers, water treatment and distribution system operators, and customer service representatives to provide high quality water and service. We have a strong record of regulatory compliance and a commitment to customer service.

We have considerable experience in the acquisition and operation of other water utilities. Since 1985, we have acquired 26 water systems, and have made improvements to those systems, where necessary, to assure compliance with state and federal water quality standards.

We are committed to make necessary investments in the BUI systems, but are pleased that the recent efforts of Birmingham and the substantial improvements made in the infrastructure and quality of service investment (over \$5 million since 2003), have brought the systems to a new level of regulatory compliance and customer service.

Connecticut Water plans to maintain the Eastern Operations as a separate division of the company, keeping staff to operate those systems. You should be aware we will *not* be asking to change the previously DPUC approved rates of Birmingham or Connecticut Water customers as a result of this acquisition.

July 11, 2007

Birmingham Utilities will continue to operate the systems until the transaction is approved by the DPUC and RWA's Representative Policy Board. We expect this process will likely take about six months and there will be opportunities for public comment at the hearings hosted by the DPUC.

We want to keep the lines of communication open and will call you within the next few weeks to schedule a meeting to discuss the acquisition or general matters about water service in your community. In the meantime, please feel free to contact me at 1-800-428-3985, ext. 3055 or our Manager of Public Affairs, Mary Ingarra at ext. 3014 if you have any questions or get inquiries from constituents. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Maureen Westbrook", written in a cursive style.

Maureen P. Westbrook  
Vice President  
Government Affairs and Administration

Through an innovative partnership with the South Central Connecticut Regional Water Authority (RWA), Connecticut Water will be acquiring the assets of Birmingham Utilities' (BUI) Eastern Operation which includes more than 2,200 customers in 14 eastern Connecticut towns. RWA will acquire the 9,500 Birmingham Utilities' customers in Ansonia, Derby and Seymour.

## Benefits for BUI's customers

BUI's Eastern Operations customers will benefit from being served by a larger utility that has the financial resources to continue to invest in system improvements, as well as Connecticut Water's extensive staff of highly-qualified professional engineers, water treatment and distribution system operators, and customer service.

The acquisition ensures BUI's customers' needs will continue to be met and its shareholders receive fair value for their investments in these water systems. Since BUI acquired the Eastern Operations systems in 2003, it has invested more than \$5 million in system improvements. It has attained new levels of regulatory compliance and customer service for those systems so we are confident they can be operated to meet our expectations for regulatory compliance and customer service.

Connecticut Water will hold rates steady for BUI's Eastern Operations and will *not* be asking to change the rates previously approved by the DPUC as a result of this acquisition.

## Benefits for Connecticut Water and its customers

The acquisition of BUI's Eastern Operations fits well with Connecticut Water's growth strategy since we already have a presence in northeastern Connecticut. There are opportunities for further growth within the communities served by the BUI operations, as there are a number of pending projects already under discussion.

Customer rates will not be affected as a result of the acquisition. By increasing our customer base, our capital improvement and operating costs will be spread among a larger number of customers, which keeps rates lower for all.

## BUI Eastern Operations service area

The Eastern Operations serves 2,200 customers in the following towns

Ashford	Lebanon
Colchester	Manchester
Columbia	Marlborough
Coventry	Portland
East Haddam	Storrs
East Hampton	Willington
Hebron	Woodstock

There are 34 separate systems that serve anywhere from one to 336 customers

## Next steps

The acquisition must be approved by the Department of Public Utility Control and the RWA's Representative Policy Board. The companies are currently preparing to file the necessary applications and participate in the public hearings on the matter.

We will continue our outreach to the town CEOs and state legislators in the Connecticut Water service towns, as well as in those communities served by BUI's Eastern Operations. Please feel free to call us at 1-800-428-3985 x3014 or by email at [publicaffairs@ctwater.com](mailto:publicaffairs@ctwater.com) if you or any of your constituents have questions.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *M.H.*  
**From:** Maria Capriola, Assistant to Town Manager  
**Date:** July 23, 2007  
**Re:** Proclamation in Memory of Dorothy Goodwin

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**Subject Matter/Background**

Attached please find a proposed proclamation in memory of Dorothy Goodwin, whose legacy will long be remembered by the Town of Mansfield and the State of Connecticut. We wish to distribute the proclamation as widely as possible.

**Recommendation**

Staff recommends that the Council authorize Mayor Paterson to issue the attached proclamation.

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

*Move, effective July 23, 2007, to authorize the Mayor to issue the attached Proclamation in Honor of Dorothy Goodwin.*

**Attachments**

- 1) Proclamation in Honor of Dorothy Goodwin



***Town of Mansfield  
Proclamation  
Honoring the Life and Memory of Dorothy C. Goodwin***

***Whereas***, Dorothy C. Goodwin was born in Hartford, grew up in Connecticut and was a Mansfield resident for over 30 years; and

***Whereas***, Dorothy graduated magna cum laude from Smith College in 1937; and

***Whereas***, In and out of Washington, Dorothy interned with the Institute of Public Affairs, spent a summer on a Sioux Reservation for the Bureau of Indian Affairs, served with a U.S. Department of Agriculture intelligence group based in New Delhi, India, and spent five years in post-war Japan as an agricultural economist; and

***Whereas***, Dorothy earned a doctoral degree in agricultural economics from UConn in the mid-1950's and taught economics at the University until 1965; and

***Whereas***, Dorothy was the director of institutional research and assistant provost in charge of university planning at UConn and was also published widely, predominantly on issues of state taxes and state aid to education; and

***Whereas***, In 1974, Dorothy ran as a Democrat, was elected and served five terms as state representative for the 54<sup>th</sup> District representing Mansfield; and

***Whereas***, in 1984, Dorothy retired from the Legislature and was appointed to the state Board of Education and the Mansfield Housing Authority; and

***Whereas***, On September 25, 1992 the Mansfield Board of Education renamed Northwest Elementary School to the Dorothy C. Goodwin Elementary School; and

***Whereas***, throughout a lifetime of service to the community Dorothy contributed greatly to the civic and educational life of Mansfield, she will be remembered fondly:

***NOW, THEREFORE, I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, on behalf of the citizens of Mansfield do have the distinct honor and pleasure to submit this proclamation in honor of the life and memory of Dorothy C. Goodwin on this twenty-third day of July in the year two thousand and seven.***

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Elizabeth C. Paterson  
Mayor, Town of Mansfield



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MH*  
**From:** Maria Capriola, Assistant to Town Manager  
**Date:** July 23, 2007  
**Re:** Strategic Planning Project

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**Subject Matter/Background**

The Council members on the strategic planning team and I are pleased to present you with a slate on nominees for appointment to the Mansfield Strategic Planning Steering Committee.

As detailed in the attached resolutions, the steering committee would be charged with coordinating the strategic planning process and the preparation of the strategic plan, under the guidance of the Town Council and in consultation with community participants, staff and the project facilitator. Also, the steering committee would ensure that the strategic planning process conforms to the scope of services agreed upon between the town and the project facilitator, and that key timelines are met and deliverables are provided.

Other responsibilities of the steering committee would include serving as a resource and advisory committee to the Town Council, staff, project facilitator and community participants, and making best efforts to keep the public informed of the status of the planning process, and to solicit public involvement in that process. As the Council is aware, the planning process that we have selected is community-based and designed to be inclusive. To accomplish this goal, we will utilize methods such as search conferences, public information meetings and workshops, and an online project status report.

The proposed slate that we have presented to you consists of individuals who serve the greater Mansfield community in many different capacities and represent various constituencies and stakeholders, including the business and environmental communities, civic organizations, families with young children, the Mansfield and Region 19 Boards of Education, persons with disabilities, the planning and zoning commission, the senior community, Town Council, town staff, the University of Connecticut and the Windham Region Council of Governments. We assembled the proposed slate by soliciting nominations from our various elected and advisory boards and commissions, and other key stakeholders.

### **Recommendation**

The Council members on the strategic planning team and I believe that the proposed slate of nominees would form an effective steering committee for our upcoming strategic planning project. The steering committee will play an essential role in the project's success, and we feel that the group of individuals who are willing to serve in this role are ready and capable of meeting the demands of this task. Consequently, we recommend that the Town Council adopt the proposed resolutions necessary to establish the strategic planning steering committee.

### **Attachments**

- 1) Proposed Resolutions to Establish a Strategic Planning Steering Committee for the Town of Mansfield
- 2) Management Partners re: Mansfield Strategic Planning Project



**Town of Mansfield  
TOWN COUNCIL**

**Proposed Resolutions to Establish a Strategic Planning Steering Committee  
for the Town of Mansfield**

**July 23, 2007**

**A. RESOLUTION TO ESTABLISH AND ISSUE CHARGE TO STRATEGIC  
PLANNING STEERING COMMITTEE**

**WHEREAS**, the Town Council wishes to engage in a comprehensive and community-based strategic planning process to prepare a strategic plan for the Town of Mansfield; and

**WHEREAS**, the Town Council desires to establish a Steering Committee to assist with this task:

**NOW, THEREFORE BE IT RESOLVED THAT:**

A Strategic Planning Steering Committee is established for an indefinite term and is responsible for performing the following charge:

1. Coordinate the strategic planning process and the preparation of the strategic plan, under the guidance of the Town Council and in consultation with community participants, staff and the project facilitator.
2. Ensure that the strategic planning process conforms to the scope of services agreed upon between the town and the project facilitator, and that key timelines are met and deliverables are provided.
3. Serve as a resource and advisory committee to the Town Council, staff, project facilitator and community participants.
4. Understanding that the planning process will be community-based and inclusive, make best efforts to keep the public informed of the status of the planning process, and to solicit public involvement in that process. Examples of such efforts include search conferences, public information meetings and workshops, and maintaining a project status report on the town's website.

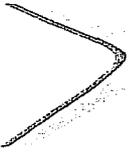
**B. RESOLUTION TO APPOINT MEMBERS OF THE STRATEGIC PLANNING STEERING COMMITTEE**

WHEREAS, the Town Council desires to appoint a Strategic Planning Steering Committee charged with assisting the Council in the preparation of a comprehensive and community-based strategic plan:

**NOW, THEREFORE, BE IT RESOLVED TO:**

Appoint a Strategic Planning Steering Committee with the following individuals as its members:

- 1) Elizabeth Paterson, Mayor
- 2) Alison Whitham Blair, Town Council
- 3) Helen Koehn, Town Council
- 4) Christopher Paulhus, Town Council
- 5) Francis Archambault, Region 19 Board of Education
- 6) Mary Attardo, Advisory Committee for Persons with Disabilities
- 7) Rudy Favretti, Planning and Zoning Commission
- 8) Dirk Feccho, Mansfield Business and Professional Association, University of Connecticut Co-op
- 9) Karla Fox, University of Connecticut School of Business
- 10) Mona Friedland, Altrusa International, Windham Community Memorial Hospital
- 11) Norman Garrick, University of Connecticut School of Engineering
- 12) Jane Goldman, Mansfield Advocates for Children, UConn Child Development Laboratories
- 13) Matthew Hart, Town Manager
- 14) Lon Hultgren, Director of Public Works
- 15) Christopher Kueffner, Mansfield Board of Education
- 16) Timothy Quinn, Mansfield Senior Center Association and Commission on Aging (Carol Philips as alternate)
- 17) Gregory Padick, Director of Planning
- 18) Mark Paquette, Windham Region Council of Governments



# MANAGEMENT PARTNERS

INCORPORATED

To: Matthew W. Hart, Town Manager  
From: Management Partners, Inc.  
Subject: Mansfield, CT Strategic Planning Project  
Date: June 1, 2007

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Management Partners is very pleased to have been selected by the Town facilitate the development of a strategic plan. As discussed in the initial response to the Town's request for qualifications, the approach we have developed for the Town of Mansfield uses a facilitation process known as a "Search Conference" or "Future Search." This technique was developed in Australia and brought to the United States in the 1990s. The Search Conference "brings people together to achieve breakthrough innovation, empowerment, shared vision and collaborative action," (*Discovering Common Ground, Marvin R. Weisbord, 1992*). Elements of a Search Conference include developing an environmental scan, identifying key issues, articulating likely and desired futures and action plans which are designed to set the implementation process in motion.

The Search Conference is a strategic planning event that is purposefully designed to be inclusive and action-oriented. It is a participative planning method that enables people to create their desired future. It is a flexible process designed for today's rapidly changing environments. Participants in the Search Conference create a plan based on shared ideals with tangible and flexible goals. Management Partners has used the Search Conference technique in a variety of settings and our staff has trained others in how to apply this innovative approach.

The strategic planning process is centered around two "Search Conference" events. During these events as many as 80 members of the Mansfield community can participate in articulating and planning for the community's future. The first event is the Visioning Conference. Participants in this event will have the opportunity to review input from an environmental scan Town staff will develop prior to the initial Search Conference. The environmental scan will combine a traditional scan with data about demographic, financial, economic development, planning and other data-based trends with community forums where interested town residents will have an opportunity to provide specific input about the vision they have for the community's future. Management Partners will work with Town staff to summarize relevant community data to discuss during the Visioning Conference.

The second event is the Action Conference. The vision and critical success factors developed at the Visioning Conference will have been presented to the community for consideration and input during a series of open houses. The Action Conference participants will then consider that input and form "teams" that will commit to implementing the actions and initiatives identified as critical to the future of the community.

The project is divided into seven activities which are described below.

### **Activity 1 – Start Project**

A successful strategic planning exercise will benefit a collaborative relationship between the consulting team and strategic planning team from the very beginning of the process. This activity is intended to begin the collaborative relationship. The strategic planning team will serve as a steering committee for the entire process. We will refer to this group as the strategic planning committee, or SPC.

The first step for Management Partners will be to meet with the Town Manager and SPC to gain a clear picture of what the Town hopes to accomplish from the strategic planning exercise. We want to ensure that we have a shared vision for how to develop the strategic plan.

### **Activity 2 – Collaborate About Project Planning**

During this activity, Management Partners will meet with the SPC to finalize plans for the community forums that will be held as part of Activity 3, and to reach agreement on the best way to encourage broad participation in the Search Conference events. Participation in the Vision and Action conferences will require a commitment of time on the part of community members and the process will be most successful if a broad cross-section of the community has an opportunity to participate. The SPC will discuss and decide on an application and/or invitation process for their “casting call” to solicit participation by community stakeholders. The search conference community can include between 40 and 80 participants. These participants should also include formal community leadership (the Town Council and Town department heads) who will work hand-in-hand with the community to implement the plan and achieve the articulated vision.

At the conclusion of the invitation and/or application process, the SPC will meet to decide on the final participants in the Vision and Action planning events.

### **Activity 3 – Conduct Environmental Scan**

The purpose of this activity is to develop background information for Search Conference participants that will inform their participation in the visioning exercise. Management Partners will work with Town staff to identify important information that should be provided to the Search Conference participants including current demographic information, as well as projections about the future. Information about Town finances, planning, and other relevant trends will also be gathered and shared with search conference participants.

### **Activity 4 – Facilitate Visioning Conference**

With the planning complete, and every detail attended to during Activity Two, Management Partners will facilitate the initial Visioning Conference. The participants will spend two days together to articulate a desired future for the Mansfield community and identify critical success factors for achieving that vision. Critical success factors are those things that *must* be in place for the community vision to be realized. The actual Visioning Conference will include activities with the entire group as well as small group break-out sessions that will allow everyone to actively participate and engage in the process. One of the phenomenal outcomes of the process that we are recommending is the spirit of community that is developed among Search Conference participants during the event. Participants will develop ownership of and a commitment to the process – and its implementation.

In addition to providing expert facilitation, Management Partners will provide a graphic recorder to create visual representations of the vision that stakeholders express for the community, as well the critical success factors. The "pictures" are truly worth a thousand words when it comes to sharing the information with the entire Mansfield community.

At the conclusion of the Visioning Conference, Town Staff will summarize the activities and create materials designed to solicit the broad community input sought in Activity 5.

#### **Activity 5 – Solicit Community Input**

A community strategic plan is best when touched by as many people as possible. During this activity, the community will be invited to attend "open houses" where they can provide input on the vision and critical success factors. We anticipate the "open houses" will be both physical – perhaps at a library, school, community center or Town Hall – as well as "virtual." The virtual open house will allow the results of the Visioning Conference to be viewed on line. Comments will be welcome on line as well.

The input received during this phase of the process will be summarized by Town Staff for the Search Conference participants to consider during the Action Planning Conference.

#### **Activity 6 – Facilitate Action Planning Conference**

The Action Planning Conference takes the vision and critical success factors identified at the Visioning Conference and provides the opportunity for stakeholders to develop action plans that will guide implementation so the vision can be realized. Management Partners will facilitate this event, and provide focused expertise for developing successful action plans. Ideally, each person who participates in the Visioning Conference will also participate in the Action Planning Conference. During this two-day session Management Partners will work with the break-out groups to create a structure for ongoing implementation and tracking.

#### **Activity 7 – Assist with Implementation**

The success of the entire process will hinge on effective implementation. Management Partners will share a template that can be used to provide regular reports to the Town Council to build in an element of accountability to see that the Town's strategic plan is implemented.

This should be an exciting engagement. We look forward to kicking-off the project with you and the SPC. In the meantime, if you have any questions, please feel free to call Julia Novak or Amy Paul.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MH*  
**CC:** Maria Capriola, Assistant to Town Manager; Public Safety Committee  
**Date:** July 23, 2007  
**Re:** Consolidation of Public Safety and Correctional Facility Liaison Committees

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**Subject Matter/Background**

Per Chapter 325, Section 18-81h(a) of the Connecticut General Statutes, the Department of Correction must establish a public safety committee in each municipality in which a correctional facility is located. Public safety committees are required to meet quarterly (at a minimum). Committees are intended to review correctional safety and security issues that affect the host communities. Mansfield's Public Safety Committee membership includes many stakeholders including citizens, the Mansfield Town Council, the Department of Correction, UCONN, and the Town of Coventry.

The Town has established the Correctional Facility Liaison Committee, which consists of the same membership as the Public Safety Committee. The Correctional Facility Liaison Committee is not required by statute. Council created the Committee in January 1994 in response to Public Act 93-219, an act concerning parole. Typically the Liaison Committee reviews programming and community outreach at Bergin Correctional Institute.

Committee membership has discussed the feasibility of merging the two committees. At their regularly scheduled committee meetings held on July 18, 2007, both committees voted unanimously (6-0-0 vote) in favor of consolidating the two committees. The following motion was passed by both committees: "Move, to recommend to the Mansfield Town Council that the Correctional Facility Liaison Committee be consolidated with the Public Safety Committee effective September 1, 2007." If consolidation of the committees occurs, it is the intention of Committee membership to have a standing agenda item regarding programming at Bergin Correctional Institute to include: programming, education, outreach, recreation, and addiction services.

**Recommendation**

If Council is in support of consolidating the Correctional Facility Liaison Committee with the Public Safety Committee the following motion is in order:

*"Move, effective September 1, 2007 to consolidate the Correctional Facility Liaison Committee with the Public Safety Committee, as recommended by the Public Safety and Correctional Facility Liaison Committees."*

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Public Safety Committee  
**Date:** July 18, 2007  
**Re:** Installation of Security Razor Wire at Bergin Correctional Institute

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**Subject Matter/Background**

In January 2006, Mansfield Town Council approved a motion to install two rolls of razor ribbon on the ground along the interior perimeter of the existing fence at Bergin Correctional Institute, specifically a double row of wire consisting of two 30" rolls with 24" rolls inside the 30" rolls. The state only installed one row, not a double row of security razor wire as had been approved by Council.

The Department of Correction is looking to move forward with improving the security razor ribbon, as it exists currently on the fence along the perimeter of Bergin Correctional Institute. The additional security fencing would continue along the top of the fence line as it does now around the pedestrian and vehicle gates. It would present no risk to the inmate population and more effectively secure the fence line from the temptation of escape. The demographics of the inmate population at Bergin CI are not changing. This is an improvement intended to enhance public safety, to assist the Bergin staff in doing their jobs, and to maintain the integrity of Bergin's re-entry mission.

At their regularly scheduled Public Safety Committee meeting held on July 18, 2007, the Committee voted unanimously (6-0-0 vote) in favor of installation of the Security razor wire as proposed by the Department of Correction. The following motion was passed by the Committee: "Move, effective July 18, 2007, to recommend to the Mansfield Town Council that the Council accept the Connecticut Department of Correction's proposal to install at Bergin Correctional Institute one roll of security razor wire around the top edge of the perimeter of the security fence. This would also include a management fence, four feet high, permanent, around the baseball field."

**Financial Impact**

The cost to install the wire and fence along the baseball field would total \$89,000, and would be borne by the DOC.

### Recommendation

If Council is in support of installation of the razor wire and fence along the baseball field the following motion is in order:

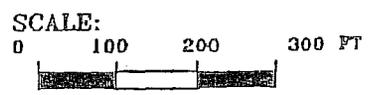
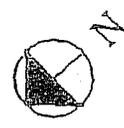
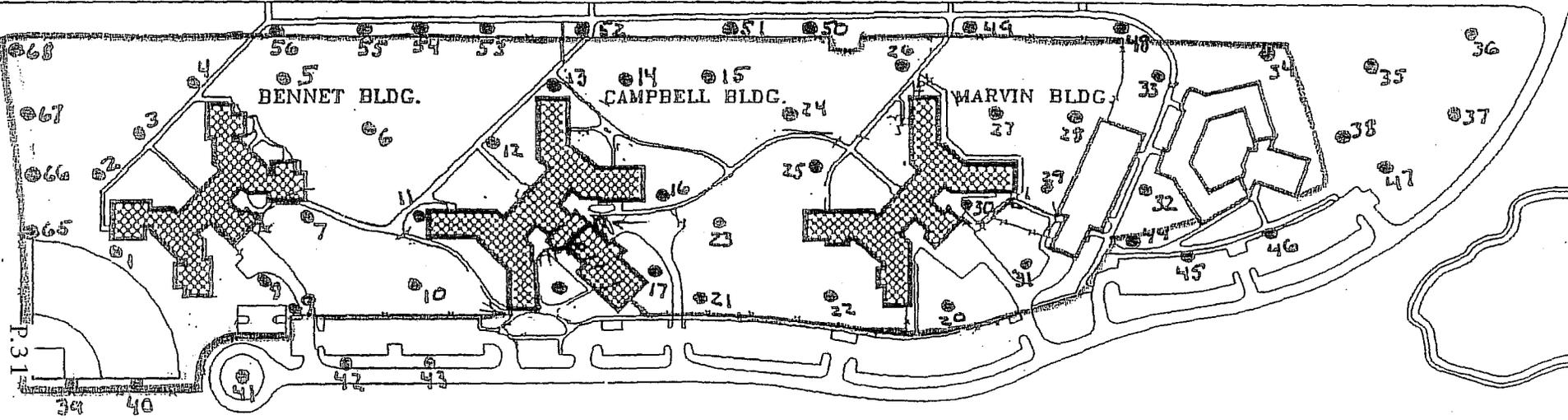
*“Move, effective July 23, 2007 to accept the Connecticut Department of Correction’s proposal to install at Bergin Correctional Institute one roll of security razor wire around the perimeter of the existing security fence and to erect a four foot high permanent management fence around the baseball field, as recommended by the Public Safety Committee.”*

### Attachments

- 1) Map of proposed razor wire and fence around the baseball field

JUNCTION ROUTE 32 →

ROUTE 44



### SITE LOCATION MAP

Project No. BI-JA-xxx  
 WINDOWS REPLACEMENT  
 NORTH EAST C.C., MANSFIELD, CT

Engineering Services, DOC  
 90 Bralnard Road  
 Hartford, CT 06114

NORTHEAST CORRECTIONAL CENTER, 251 MIDDLE TURNPIKE, STORRS 08200  
 STATE OF CONNECTICUT, DEPARTMENT OF CORRECTION

- PROPOSED 4-FOOT HIGH MANAGEMENT FENCE
- PROPOSED RAZOR WIRE

Drawing No. A-12

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**AGRICULTURE COMMITTEE  
MINUTES OF MAY 2, 2007 MEETING  
Audrey P. Beck Municipal Building  
Conference Room B, 7:30 p.m.**

1. Acting Chairman, Charlie Galgowski, called the meeting to order at 7:30.
2. PRESENT: Al Cyr, Charlie Galgowski, Carol Stearns, Vicky Wetherell
3. Minutes of the March 7, 2007 meeting were approved.

**Old Business**

4. Reports on past business:

Agricultural Lease for Bonemill Field: no proposals for lease of the field. Al will keep it mowed

The annual plow match was cancelled due to wet conditions.

5. Proposed Farm Animal Regulations

The committee has arranged for Jim Gibbons of the UConn Extension System to make a public presentation, "Keeping Horses in Residential Areas," to inform horse owners and Town officials about best practices and regulations concerning horses on residential properties. This program is scheduled for May 31 from 7 to 9 at E.O. Smith High School and will be cosponsored by the high school's agriculture department. Publicity options were discussed.

6. Open Space Initiative

The "Protecting Family Farms and Forests Workshop" April 17 was well attended. Follow-up activities include a tour of Random Farm in Ashford as part of Walking Weekend and a November 17 program by Ct. Farmland Trust for the region's farmland owners. The committee discussed co-sponsoring a tour of historic barns in Mansfield with the historical society for Walking Weekend. Several options will be investigated. A notice about these events will be sent to those on the farm mailing list.

**New Business**

7. Historic Barn Inventory

The Ct. Trust for Historic Preservation is promoting a state-wide inventory of historic barns. The committee discussed the possibility of co-sponsoring an inventory with the historical society in 2008 with the potential for a photo contest, an exhibit at the historical society's museum and town events, such a Know Your Town Fair, and publication of a calendar.

8. The meeting was adjourned at 9:10.

Minutes of Mansfield Conservation Commission (CC)  
Wednesday June 20, 2007, 7:30 PM  
Audrey P. Beck Building  
Conference Room B

Present: Present, Quentin Kessel, (Chairman), Robert Dahn (Acting Secretary), John Silander, Rachel Rosen. Members Absent, Scott Lehmann, Frank Trainor, Peter Drzewiecki. Others Present, Grant Meitzler (Staff), Sherry Roy (Observer).

- 1) The meeting was called to order by Chairman Kessel at 7:40 PM.
- 2) Roll Call
- 3) Opportunity for Public Comment; None offered.
- 4) The Minutes of the May 16, 2007 meeting were approved as amended, removing Item#5 and renumbering Items #6 and 7.
- 5) New Business; The CC received and accepted a Letter of Resignation from Jennifer Kaufman thanking her for her years of dedicated service. Quentin Kessel reported on the Open Space Committee and updated the CC on their current activities. Kessel reported on the presentation by Paula Stahl (Green Valley Institute) on the Process of Conservation Development. A brief discussion followed. In response to a citizen request from Carol Moulton, Kessel visited the Atwoodville Road bridge site to view recent work done within the wetlands to repair scouring on the bridge footings. Kessel presented photographs taken 6-20-07. The CC expressed concern that the work done without the benefit of a detailed plan and that there had been no opportunity to review the proposed work with the wetland area. The DEP Fisheries Division has apparently been asked to visit the site to assess any potential impacts to the fish pools in this immediate area. The CC requests it be copied on any DEP communications received regarding this matter.
- 6) Continuing Business; UConn Water and Wastewater Master Plan, Disappointment was expressed that the CC letter with recommendations regarding this issue was not attached to Greg Padick's memo to PZC as was the Willimantic River Alliance letter. Quentin Kessel will communicate with PZC about the CC recommendations concerning aquifer protection.
- 7) CC comments on IWA referrals; W1376-Corcoran-Mansfield City Road- Garage in the buffer, Dahn moved, 2<sup>nd</sup> Silander, there would be no significant negative impact on the wetlands, if appropriate Sedimentation and Erosion Controls are in place during construction and removed once the site has been stabilized. The Cc also suggested that a manure pile be moved. Approved 4-0.
- 8) Communications; Minutes from Open Space and PZC and the IWA packet were received.
- 9) Other; None offered.
- 10) Future Agendas; No new items suggested.
- 11) Adjournment; at 8:36 Rachel Rosen moved the meeting be adjourned.

Respectfully submitted, Robert Dahn, Acting Secretary

## MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION  
 Regular Meeting, Monday, July 2, 2007  
 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, R. Hall, K. Holt, P. Plante, B. Ryan,  
 G. Zimmer  
 Members absent: J. Goodwin, P. Kochenburger  
 Alternates present: M. Beal, L. Lombard,  
 Alternate absent: B. Pociask  
 Staff present: G. Padick (Director of Planning)

Chairman Favretti called the meeting to order at 7:35 p.m. and appointed alternates Beal and Lombard to act.

Chairman Favretti stated that there was a new item to add to the agenda regarding the August meeting schedule. Holt MOVED, Gardner seconded, to add to the Agenda under New Business item 4, Vacation Schedules. MOTION PASSED UNANIMOUSLY.

Minutes:

6/18/07- Hall MOVED, Lombard seconded, to approve the minutes as written. MOTION PASSED UNANIMOUSLY.

Scheduled Business:Zoning Agent's Report

A.- C. were noted. Hirsch updated the Commission on the Edward Hall gravel site: the vehicles from T&B Motors seen on the Field Trip have been removed. At the Eric Hall site, work continues to progress. Hirsch noted that he and Chairman Favretti signed off on a minor site modification at 1066 Storrs Road, determining that it was an insignificant change to the approved parking area plans.

Old Business:

1. Special Permit renewal for removal of material - Banis Property on Pleasant Valley Rd., (File #1164)

Holt MOVED, Zimmer seconded, to approve with conditions the special permit renewal application (file 1164) of Steven D. Banis for the removal of approximately 9,000 cubic yards of excess material from Area #3 to be used for agricultural purposes on property owned by the applicant, located at Pleasant Valley Farm, Pleasant Valley Road, in an RAR-90 zone, as submitted to the Commission and shown on plans dated 6/1/05 revised through 4/24/07, accompanied by a 4/24/07 letter, and as presented at a Public Hearing on 6/18/07. This approval is granted because the application as hereby approved is considered to be in compliance with Article X, Section H, Article V, Section B, and other provisions of the Mansfield Zoning Regulations, and is granted subject to the following conditions:

1. The applicant shall implement the suggestions and recommendations for soil and erosion control contained in a 7/12/00 letter from David Askew, District Manager of the Tolland County Soil and Water Conservation District, Inc. This work includes the stabilization of areas adjacent to watercourses, the stabilization of the largest intermittent stream channel, the phasing of land-disturbing activity to minimize periods of soil exposure and the revegetation of disturbed areas.
2. No blasting or excavation work shall take place within fifty feet of a property line. Particular care shall be taken in meeting this requirement adjacent to the Wadsworth property.
3. All work shall be conducted between 7 a.m. and 7 p.m. Monday through Friday and between 9 a.m. and 7 p.m. Saturday.
4. All blasting work shall be subject to the permitting process administered by the office of the Fire Marshal. The applicant's blasting agent shall notify the Windham Airport prior to blasting activity.

pursuant to a schedule to be agreed upon by the blasting agent, Mansfield's Fire Marshal and the Windham Airport manager. In addition, the applicant shall place a temporary sign along Pleasant Valley Road at least twelve (12) hours prior to blasting activity. The sign shall note the anticipated period of blasting.

5. Based on the applicant's submissions, all material removed from site is to be trucked out of Mansfield. All trucks hauling material offsite shall use Pleasant Valley Road to Route 32 to Route 6, and all loads shall be covered during transit.
6. The site shall be maintained as follows:
  - A. There shall be no rock-processing equipment onsite;
  - B. There shall be no rock or stump burial onsite;
  - C. Onsite stockpiling shall be kept to a minimum to help prevent safety problems;
  - D. No topsoil shall be removed from the site.
  - E. The applicant shall submit bi-weekly erosion and sedimentation monitoring reports to the Zoning Agent until disturbed areas are revegetated;
7. Subject to compliance with all conditions, this permit shall be in effect until July 1, 2008;
8. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records. MOTION PASSED UNANIMOUSLY.

2. Special Permit renewal for removal of material - Hall property on Mansfield Hollow Rd. Ext., (File #910-2)

Holt MOVED, Lombard seconded, to approve with conditions the special permit renewal application of Edward C. Hall (file 910-2) for excavating and grading on property owned by the applicant, located off Bassetts Bridge Road, as presented at a Public Hearing on 6/18/07. This renewal is granted because the application as hereby approved is considered to be in compliance with Art. V, Sec. B and Art. X, Sec. H of the Mansfield Zoning Regulations. Approval is granted with the following conditions, which must be strictly adhered to, due to potential adverse neighborhood impacts. Any violation of these conditions or the Zoning Regulations may provide basis for revocation or non-renewal of this special permit.

1. No activity shall take place until this renewal of special permit is filed on the Mansfield Land Records by the applicant. This approval for special permit renewal shall apply only to the authorized Phase I area of the site.
2. This special permit renewal shall be effective until July 1, 2008;
3. Excavation activity shall take place only in accordance with plans dated 12/1/91 and 5/9/95, as revised to 6/13/06;
4. This special permit renewal does not authorize the deposition of more than 100 cubic yards of fill material onto the permit premises (the whole 17-acre lot) during any 12-month period;
5. All work shall be performed by Edward C. Hall or his employees. No other subcontractors or excavators shall excavate in or haul from this site. All work shall be performed using the equipment stated on said plans and in the applicant's Statement of Use;
6. No more than 8,000 cubic yards of sand and gravel or the amount of material remaining in Phase I, whichever is less, shall be removed per year;
7. In association with any request for permit renewal, the following information shall be submitted to the Commission at least one month prior to the permit expiration date:
  - A. Updated mapping, prepared by a licensed professional engineer, depicting current contour elevations and the status of site conditions, including areas that have been revegetated;
  - B. A status report statement that includes information regarding:
    - the amount of material removed in the current permit year and the estimated remaining material to be removed in the approved phase;
    - the planned timetable for future removal and restoration activity;
    - conformance or lack thereof with the specific approval conditions contained in this renewal motion
8. Unless prior authorization has been granted by the Commission, the existing area to the south and southeast of the approved excavation phase shall be retained in its existing wooded state. This area

provides a buffer between the subject excavation activity and neighboring residential uses and is deemed necessary to address neighborhood impact requirements. The buffer shall extend southerly from the approved Phase I area to the Stadler-McCarthy property and shall extend southeasterly along the Gray and Dyjak properties to Mansfield Hollow Road Extension. The southeasterly extension shall have a minimum width of 50 feet (see Article X, Section H.5.e);

9. Topsoil:
  - A. A minimum of 4" of topsoil shall be spread, seeded and stabilized over areas where excavation has been completed;
  - B. No loam shall be removed from the property. All stockpiled loam presently on the site shall be used for restoration of the area where gravel is removed
10. In order to ensure that dust does not leave the site, erosion and sedimentation controls and site restoration provisions as detailed in the plans shall be strictly adhered to and the following measures shall be implemented:
  - A. No more than 1.5 acres shall be exposed at any one time;
  - B. The work shall be performed as described, from north to south and west to east, occurring in a "trough";
  - C. The swale along the haul road shall be kept dust-free and maintained to trap fine material and to keep the gravel surface of the road clean;
  - D. If the above measures do not control dust on the site as evidenced by complaints from nearby residents and verification by the Zoning Agent, dust monitors shall be installed immediately, with the advice of the applicant's engineer, and with their operation approved by the PZC;
  - E. The haul road shall be watered as necessary to prevent dust;
  - F. All loads shall be covered at the loading location;
  - G. There shall be no stockpiles of any material other than topsoil located outside the excavation area. Any stockpiles will be only as part of the daily operation of the excavation and shall not exceed 10 cubic yards in size. All stockpiled material shall be graded off and stored within the lower portions of the site in order to minimize any windblown transport.
11. In order to ensure that there is no damage to the major aquifer underlying the subject property and nearby wells, the following shall be complied with:
  - A. An annual ground water monitoring report (due 10/1) shall be submitted to the Zoning Agent;
  - B. Excavation shall not take place within 4 feet of the water table;
  - C. Materials stored onsite shall be limited to those directly connected with the subject excavation operation or an agricultural or accessory use authorized by the Zoning Regulations. Any burial of stumps obtained from the permit premises shall be in conformance with the DEP's regulations;
  - D. With the exception of manure, which shall be spread in accordance with the letter received at the 4/6/94 PZC meeting from Joyce Meader of the Cooperative Extension Service, no pesticides or fertilizers shall be applied unless a specific application plan is approved by the PZC. All operations to restore the subject site shall employ Best Management Practices as recommended by the Natural Resources Conservation Service and State Department of Environmental Protection for the application of manure, fertilizers or pesticides and the management of animal wastes;
  - E. No refueling, maintenance or storage of equipment shall be done onsite, in order to minimize the potential for damage from accidental spills;
12. At a minimum, the subject site shall be inspected monthly by the Zoning Agent. Said agent shall schedule quarterly site inspections and shall invite neighborhood representatives to accompany him;
13. Old Mansfield Hollow Rd. shall be the only route used for deliveries out of the neighborhood;
14. All zoning performance standards shall be strictly adhered to;
15. Approval of this permit does not imply approval of any future phase;
16. The existing cash bond plus accumulated interest shall remain in place until the activity has ceased and the area has been stabilized and restored to the satisfaction of the PZC. Prior to filing notice of

this Special Permit renewal on the Land Records, an updated bond agreement approved by the PZC Chairman with staff assistance shall be executed.;

17. Hauling operations and use of site excavation equipment shall be limited to the hours of 8 am to 5:30 p.m. Mon.-Fri., and 8 a.m. to 1 p.m. on Saturday, with no hours of operation on Sunday;
18. This special permit shall become valid only after it is obtained by the applicant from the Mansfield Planning Office and filed by him upon the Mansfield Land Records;
19. For one year only, from July 1 2007 to July 1, 2008, the Planning and Zoning Commission waives the requirement of a map submission as per Condition #7A.

Further, it is noted that if there are any changes to the site or plan not authorized by this approval, the applicant shall request a modification before proceeding. Such a request for modification may be considered major and may entail a Public Hearing, depending on the nature of the request and its potential for impact on the health, welfare and safety of Mansfield's citizens and nearby residents. MOTION PASSED UNANIMOUSLY.

3. Request to reduce escrow fund for phase 4B. Freedom Green File 636-4

Padick summarized his memo and recommended the PZC table action on this item pending more information from the applicant. Item tabled.

4. Subdivision/Bonding Issues

a. Wild Rose Estates-2, File #1113-3

Padick summarized his memo and recommended the PZC table action on this item noting that staff is waiting for more progress at the site before recommending action to the PZC. Item tabled.

b. Maplewoods-Section 2, File #974-3

Gardner MOVED, Ryan seconded, that the Planning and Zoning Commission authorize the Director of Planning to take appropriate action to release the maintenance bond for public improvements in the Maplewoods Section 2 Subdivision. MOTION PASSED UNANIMOUSLY.

5. New Application to amend the Zoning Map by rezoning land on Storrs Rd and Middle Turnpike from PO-1 and RAR-90 to PB3. M. Carlson, Realm Realty applicant; F. and O. Sanderson, S. Rogers, D. Donaldson, B. Depray, and M. Krivanec, owners. File #1259

Tabled-Public Hearing scheduled for July 16<sup>th</sup>.

6. Request for increase in occupancy at Thirsty Dog Pub and Grill, 134 N. Eagleville Rd. File # 930-2

Tabled-awaiting information from the applicant.

7. Discussion-Zoning Classification of Pleasant Valley Road area

Chairman Favretti suggested the PZC table discussion on this until the end of the meeting, after all other regular business has been conducted.

8. Potential Revisions to PZC/IWA Fee schedule

Tabled-awaiting staff report.

At this time, Chairman Favretti declared that the agenda be amended to attend to New Business Item #2.

New Business:

2. Request to revise 1990 agreement re: property at 82-86A Storrs Rd (Staples Center), File #483-4

David Mills of U.S. Properties, applicant, was present and gave a brief history on the property and explained his request for a revision to one of the provisions of the Special Permit approval. Padick summarized his memo, and after a brief discussion, Hall MOVED, Plante seconded, that the PZC modify the retail occupancy provisions of an August 6, 1990 agreement to change from 3 to 5 the number of retail tenants that may occupy the existing commercial building at 82-86A Storrs Road, currently known as the Staples Center. This action does not alter other applicable provisions of the 1990 agreement and all building and occupancy changes must comply with applicable Zoning Regulations, including site and building modification approval requirements. MOTION PASSED UNANIMOUSLY.

Public Hearing Continuation:Request for driveway alterations/associated site work along Scenic Road, Moynihan Property, 112 Dog Lane File #1010-5

Chairman Favretti opened the Public Hearing at 8:15 p.m. and noted that Zimmer disqualified himself. Present and acting were Commission members R. Favretti, B. Gardner, R. Hall, K. Holt, P. Plante, B. Ryan, and Alternates Beal and Lombard. Padick noted that no additional Legal Notice was printed in the Chronicle, and referenced a 6/22/07 explanation letter from property owner Moynihan and a 6/26/07 memo from the Director of Planning. Padick summarized his memo and noted that he and Lon Hultgren, the Public Works Director and Tree Warden, visited the site earlier in the day and determined that the two trees requested by Mr. Moynihan would address the sight-line issues adequately. Favretti noted for the record that there were no members of the audience present, and noting no further questions or comments from Commission members, Hall MOVED, Gardner seconded, to close the Public Hearing at 8:20p.m. MOTION PASSED with all in favor except Holt who was opposed.

Favretti opened the discussion for Commission members, and Holt expressed her concern that the two trees suggested for removal are not adequate and that more trees may need to be removed. Favretti noted that staff had visited the site and concurred that removing the two trees indicated on the plan was sufficient and if in the future the applicant desires to remove more trees, he can then reapply.

Gardner MOVED, Lombard seconded, that the PZC communicate to the Town Council that it has no objection to the proposed removal of trees necessary for the proposed driveway alterations at 112 Dog Lane as described in applicant submissions revised to June 22, 2007. The proposed tree removal is not expected to alter the scenic character of Dog Lane and therefore, no mitigation measures, other than applicant-proposed stonewall restoration work, are deemed necessary. MOTION PASSED UNANIMOUSLY.

New Business Continued:1. Request for Development Area Envelope revision, Lot 9-Beacon Hill Estates, File #1214-2

Padick summarized his 6/27/07 memo and with no questions or comments from Commission members, Hall MOVED, Ryan seconded, that the Planning and Zoning Commission approve a Development Area Envelope and driveway revision for Lot 9 in the Beacon Hill Estates subdivision as proposed in a 6/20/07 modification request from Spring Hill Properties. This approval is conditioned upon the preservation and appropriate upgrading of stone wall segments adjacent to areas disturbed in conjunction with driveway work. MOTION PASSED UNANIMOUSLY.

3. 8-24 Referral: Proposed conveyance of Riverside Cemetery in Gurleyville to the Town

Padick summarized his 6/28/07 memo and with no questions or comments from Commission members, Holt MOVED, Hall seconded, that the Planning and Zoning Commission report to the Town Council that it has no objection to the Town acceptance of the Riverside Cemetery property on Gurleyville Road. MOTION PASSED UNANIMOUSLY.

4. August Meeting Schedule

After polling all members, the consensus was to cancel the 2<sup>nd</sup> meeting in August, as traditionally done. Holt MOVED, Gardner seconded, to cancel the August 20, 2007 meeting due to vacation schedules. MOTION PASSED UNANIMOUSLY.

Old Business Continued:7. Discussion-Zoning Classification of Pleasant Valley Road area

Chairman Favretti and Director of Planning Padick presented information contained in their 7/2/07 memo that summarizes a preliminary Pleasant Valley Road land use/zoning analysis. A potential land use map was displayed and described while Padick summarized the memo. It was requested by Favretti that the PZC study the memo and the suggested recommendations for re-zoning Pleasant Valley Road between Mansfield City Road and Mansfield Avenue, and to be prepared to offer feedback at the July 16<sup>th</sup> Meeting.

Reports of Officers and Committees:

Holt noted that Tolland sent to the Regional Planning Commission of WINCOG its proposed animal regulations. Padick stated that he has received a copy from WINCOG which he will be reviewing. Holt asked that this item be added to the Regulatory Review Committee's Agenda.

Communications and Bills:

The agenda items were noted.

Adjournment:

Favretti declared the meeting adjourned at 9:18 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary



CCM Analysis:

Adopted State Budget: FY 08 & FY 09

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# Adopted State Budget: FY 08 & FY 09

INCREASE IN ECS GRANT AND EDUCATION AID BUT SMALL INCREASE IN NON-EDUCATION AID; SOME COMMUNITIES EXPECTED MORE IN FY 08

## Budget Overview



The new State budget for the FY 08 – FY 09 biennium (1) significantly increases education aid to municipalities and changes the ECS formula, (2) includes only a 1.3% increase in non-school aid, (3) provides new funding for smart growth programs, and (4) makes no major changes to Connecticut's state-local tax system.

The \$17.7 billion FY 08 budget grew by 9.5% over last year (FY 07). The FY 09 budget is scheduled to be set at \$18.6 billion, a 4.6% increase over FY 08.

## Impact on Municipalities

The adopted State Budget increases municipal aid by a “net” \$243 million (9.6%) over last year (FY 07). This increase includes \$237 million (11.4%) in education aid and \$6 million (1.3%) in non-education aid.<sup>1</sup>

In FY 09, municipal aid is scheduled to *increase* by a net \$99 million (3.6%) over FY 08. The FY 09 increase includes a \$102 million (4.4%) increase in pre-K – 12 public education aid and a –\$2.8 million (–0.6%) *decrease* in non-education aid.

The rates for the municipal real estate conveyance tax were extended for one year. Without action next year (an election year), the current rates will phase-out after June 30, 2008.

### Positives:

*Education Aid:* The Adopted State Budget provides the biggest year-over-year increase in total pre-K – 12 public education on record. The \$237 million increase includes (1) a \$182 million [11.2%] increase in the ECS grant, (2) an \$18 million [17%] increase in the Special Education – Excess Cost grant, and (3) a \$17 million [20%] increase in funding for magnet schools. In addition, the budget increases funding for the special education – excess cost grant by \$18 million [17%] over FY 07.

*Smart Growth:* The adopted budget includes \$10 million for a regional performance incentive program.

### Negatives:

*Small Increase in Non-education Aid:* The budget provides only a small increase in non-education aid to municipalities. The net effect of the non-education grant package will increase local revenues from \$458 million to \$464.2 million in FY 08, \$6 million (1.3%) over FY 07. In addition, the second-year of the budget includes a - \$2 million (–0.6%) decrease in non-education aid to towns and cities.

*Budget Difficulties for Some Municipalities:* The adopted budget includes less ECS aid for each town, compared to the Governor's and the Appropriations Committee's proposals. Towns that budgeted according to the two proposals may find themselves in a budget hole, despite the large overall increases in education aid.

*Use of FY 07 Surplus for Ongoing Non-education Programs:* \$28.8 million of non-education spending is financed with one-time FY 07 surplus revenue in each year of the biennium.

<sup>1</sup> These “net” totals assume that the CAR grant, and the portion of the PILOT for manufacturing machinery and equipment that reimburses municipalities for “old” machinery (property that is six years old or older), have a neutral affect on municipal budgets. The “net” totals also remove the one-time-only Property Tax Relief grant from the FY 07 base.

# Operating Programs

## Education Aid

The Adopted State budget increases pre-K–12 public education aid by \$237 million (11.4%) over last year (FY 07). By comparison, the Appropriations Committee proposed a \$257 million (12.3%) increase in pre-K –12 public education aid and the Governor proposed a \$265 million (12.7%) increase.

The adopted education-spending plan provides a significant increase in ECS funding and revamps the ECS formula. It provides more ECS funding for every town in Connecticut in each year of the biennium.

The large increase in pre-K – 12 public education was also driven by increases in special education funding and increases in magnet school funding.

### “Regular” Pre-K–12 Public Education:

#### **ECS Grant**

Adopted:	\$1.809 billion / (Change = +181.9 million, 11.2%)
Appropriations Committee:	\$1.832 billion / (Change = +\$204.3 million, 12.6%)
Governor:	\$1.856 billion / (Change = +\$228.3 million, 14.0%)

**Adopted:** The budget provides for the largest increase in ECS funding since the state’s special education grant was merged with the ECS grant in FY 96. The budget increase is \$181.9 million (11.2%), from \$1.627 billion last year (FY 07) to \$1.809 billion in FY 08.

The adopted budget makes a number of major changes to the ECS-grant inputs, which have the effect of increasing every municipality’s ECS entitlement. In FY 09, the grant is scheduled to increase by \$80 million (4.4%) over the FY 08 amount.

#### ECS changes include:

- **Foundation:** Up from \$5,891 to \$9,687
- **Minimum base aid ratio:** Up from 6% of the foundation to 9% of the foundation, and to 13% for the 20 school districts with the highest concentrations of low-income students (as measured by the proportion of their total populations aged 5 to 17 who are eligible for federal Title 1 funding).
- **Standard Guaranteed Wealth Level (SGWL):** Up from 1.55 to 1.75.
- **Hold Harmless provision:** A minimum 4.4% increase is required for every town in FY 08 (over FY 07) and again in FY 09 (over FY 08).
- **Property Tax Relief:** Depending on a town’s wealth, it can use between 15% and 65% of its FY 08 ECS-increase for new education spending; the remainder can be used for property tax relief. (Under previous law, every town, regardless of wealth, had to budget 100% of its ECS-increase toward new education spending.)
- **Minimum Expenditure Requirement (MER):** Eliminated over the biennium.
- **Student poverty:** In FY 08 and afterwards, the adjustment factor for student poverty will be 33% and the number of “poverty” students will equal the number of children eligible for federal Title 1 aid.

- **Mastery test scores:** The adjustment factor for low mastery test scores was eliminated.
- **“Need Students” count:** Each town’s “need students” count will be reduced by 25% per student enrolled in an interdistrict magnet school (to begin in FY 09).
- **Minimum Budget Requirement (MBR):** See appendix A.

*Appropriations Committee:* The proposal would have increased the ECS grant by \$204.3 million, from \$1.627 billion in FY 07 to \$1.832 billion in FY 08. The Committee proposed no ECS-increase in FY 09.

*Governor:* The ECS grant would grow by \$1.1 billion over five years to \$2.7 billion by FY 11-12. Significant changes to the grant’s distribution formula would include: (a) immediately increasing the foundation to \$9,867 from the current \$5,891, (b) increasing the State Guaranteed Wealth Level (SGWL) to 1.75, (c) raising the minimum aid ratio to 10% from the current 6%, (d) calculating the “need students” count using the number of students eligible for free and reduced-price meals, and (e) eliminating grant caps in the fifth year.<sup>2,3</sup> The Governor proposed to allow ECS aid to be used for existing education expenditures and, hence, property tax relief but would have retained the MER.

<b>Magnet Schools</b>	
Adopted:	\$103.5 million, (Change = +\$17.4 million, 20.2%)
Appropriations Committee:	\$98.5 million / (Change = +\$12.4 million, 14.4%)
Governor:	\$98.5 million / (Change = +\$12.4 million, 14.4%)

**Adopted:** Same as Governor with extra dollars to support increased enrollment.

*Appropriations Committee:* Same as Governor.

*Governor:* The magnet school grant would increase by \$12.4 million, from \$86.1 million last year (FY 07) to \$98.5 million in FY 08. This 14.4% increase would result from (1) increasing the per student host magnet school grant to \$6,016 from the current \$5,302 and (2) increasing the per student RESC magnet school grant to \$7,060 from the current \$6,500.

<b>Adult Education</b>	
Adopted:	\$19.6 million / (Change = +\$1 million, 5.4%)
Appropriations Committee:	\$21.2 million / (Change = +\$2.6 million, 13.9%)
Governor:	\$18.6 million / (Change = +\$0, 0%)

**Adopted:** The adopted budget increases the Adult Education grant by \$1 million (5.4%), from \$18.6 million in FY 07 to \$19.6 million in FY 08. The increase is the first since FY 05.

*Appropriations Committee:* The proposal would have increased the Adult Education grant by \$2.6 million (13.9%), from \$18.6 million in FY 07 to \$21.2 million in FY 08.

*Governor:* The proposal would have level-funded the Adult education grant at \$18.6 million.

<sup>2</sup> The base aid ratio for Stamford (a priority school district) would be 20%. SB 1114 indicates that the foundation would increase for FY 07-08 but that full increases would be “capped” until the final year of the phase-in.

<sup>3</sup> See Appendix B for a comparison of (a) the original ECS grant, (b) the ECS grant formula inputs as recommended by the Governor’s Commission on Education Finance, and (c) the Governor’s proposed ECS grant formula inputs.

### Open Choice

Adopted:	\$14 million / (Change = +\$2.6 million (23.3%))
Appropriations Committee:	\$14 million / (Change = +2.6 million, 23.3%)
Governor:	\$14.5 million / (Change = +\$3.2 million, 27.7%)

**Adopted:** The adopted budget increases the OPEN Choice grant by \$2.6 million, from \$11.4 million in FY 07 to \$14 million in FY 08. This 23.3% increase results from (1) increasing the per student transportation subsidy to \$3,250 from the current \$2,100, (2) increasing the per-student receiving-district grant to \$2,500 from the current \$2,000, and (3) the total amount available for schools that take more than ten qualifying students would increase to \$500,000 from \$350,000. This proposal is almost identical to the Governor's proposal and the same as the Appropriations Committee's proposal.

*Appropriations Committee:* The proposal would have increased the OPEN Choice grant by \$2.6 million, from \$11.4 million in FY 07 to \$14.0 million in FY 08.

*Governor:* The proposal would have increased the OPEN Choice grant by \$3.1 million, from \$11.4 million in FY 07 to \$14.5 million in FY 08.

### Priority School Districts / Categorical Grants

Adopted:	\$130 million / (Change = +6.5 million, 5.2%)
Appropriations Committee:	\$131.5 million / (Change = +\$8 million, 6.4%)
Governor:	\$128.6 million / (Change = +\$5.1 million, 4.1%)

**Adopted:** The adopted budget increases funding for Connecticut's five Priority School District programs by \$6.5 million (5.2%), from \$123.5 million last year (FY 07) to \$130 million this year (FY 08). The second year of the budget (FY 09) cuts the priority school district programs by \$5.8 million (-4.4%) and eliminates the Early Reading Success program. Some of the elimination is offset by significant increases to the Early Childhood School Readiness program (a pre-K program).

*Appropriations Committee:* The Committee proposed to increase funding for Connecticut's five Priority School District programs. As part of this increase, the proposal restored \$6 million in funding for the individual program entitled "Priority School Districts". Overall, the Committee proposed an \$8.0 million (6.4%) increase for the five grant programs, from \$123.6 million last year (FY 07) to \$128.6 million this year (FY 08).

*Governor:* The proposal would have increased funding for the five Priority School District programs by \$5.1 million, from \$123.6 million last year (FY 07) to \$128.6 million this year (FY 08). Overall, the \$5.1 million (4.1%) increase would have resulted from (1) a cut of \$6 million to the individual program entitled "Priority School Districts" and (2) an increase of \$11.1 million to the Early Reading Success grant. A commitment to the Early Childhood/School Readiness grant was part of the Governor's proposal for increased investment in pre-school education.

**Vocational Agriculture:**

Adopted: \$4.5 million / Change = +\$2.2 million, 96.0%)  
Appropriations Committee: \$3.5 million / (Change = +\$1.2 million, 52.3%)  
Governor: \$3 million / (Change = +\$0.7 million, 30.5%)

Adopted: The adopted budget increases the Vocational Agriculture grant by \$2.2 million, from \$2.3 million in FY 07 to \$4.5 million in FY 08. This 96% increase would be larger than the Governor's proposed increase and the largest in over ten years.

The per-student grant to districts operating vocational agriculture centers would increase to \$1,355 from \$700 for each secondary school student enrolled in the center.

*Appropriations Committee:* The proposal would have increased the Vocational Agriculture grant by \$1.2 million, from \$2.3 million in FY 07 to \$3.5 million in FY 08.

*Governor:* The proposal would have increased the Vocational Agriculture grant by \$0.7 million, from \$2.3 million in FY 07 to \$3.0 million in FY 08.

**Special Education Aid**

**Special Education Excess Cost Grant – Student-based**

Adopted: \$124.6 million / (Change +\$18.0 million, 16.8%)  
Appropriations Committee: \$124.6 million / (Change = +\$18.0 million, 16.8%)  
Governor: \$124.6 million / (Change = + \$18.0 million, 16.8%)

Adopted: Same as Governor.

*Appropriations Committee:* Same as Governor.

*Governor:* The Governor proposed to increase the special education excess cost – student based grant by \$18 million, from \$106.6 million last year (FY 06-07) to \$124.6 million this year. This (17%) increase would, for the first time, fully fund the grant at 4.5 times each district's per student expenditures.

**Special Education Excess Cost Grant – Equity**

Adopted: \$0 / (Change = -\$4.0 million, -100%)  
Appropriations Committee: \$4.0 million / (Change = \$0, 0%)  
Governor: \$0 / (Change = -\$4.0 million, -100%)

Adopted: Same as Governor.

*Appropriations Committee:* The proposal would have maintained the Special Education Excess Cost – Equity grant, at \$4 million for FY 08.

*Governor:* The Governor proposed to eliminate the Special Education Excess Cost – Equity grant. This (-100%) decrease would offset some of the increase in the student-based special education grant for the state's neediest districts.

## Non-Education Aid

### **PILOT for Private Colleges and Hospitals**

Adopted: \$122.4 million / (Change = \$1.7 million, 1.4%)  
Appropriations Committee: \$130.7 million / (Change = +\$10 million, 8.3%)  
Governor: \$115.4 million / (Change = -\$5.3 million, -4.4%)

**Adopted:** The adopted budget increases the PILOT for Private Colleges and Hospitals by \$1.7 million (1.4%), from \$120.7 million in FY 07 to \$122.4 million in FY 08. The reimbursement for lost property taxes will decrease from 58% to 55%. Statute specifies a 77% state reimbursement for private college and hospital property.

*Appropriations Committee:* The proposal would have increased the PILOT for Private Colleges and Hospitals by \$10 million (8.3%), from \$120.7 million in FY 07 to \$130.7 million in FY 08. The reimbursement for lost property taxes would have increased from 58% to 59%.

*Governor:* The proposal would have decreased the PILOT for Private Colleges and Hospitals by \$5.3 million (-4.4%), from \$120.7 million in FY 07 to \$115.4 million in FY 08. The reimbursement for lost property taxes would have fallen from 58% to 52%.

### **PILOT for State-owned Property**

Adopted: \$82.9 million / (Change = +1.7 million, 2.1%)  
Appropriations Committee: \$88.3 million / (Change = +\$7.1 million, 8.8%)  
Governor: \$81.2 million / (Change = - \$5.3 million, -6.5%)

**Adopted:** The adopted budget increases the PILOT for State-owned property by \$1.7 million (2.1%), from \$81.2 million in FY 07 to \$82.9 million in FY 08. The reimbursement for lost property taxes will decrease from 39% to 35%. Statute specifies a 45% state reimbursement for most State-owned property, a 100% reimbursement for prison property, and either 65% or 100% for all other eligible property.

*Appropriations Committee:* The proposal would have increased the PILOT for State-owned property by \$7.1 million (8.8%), from \$81.2 million in FY 07 to \$88.3 million in FY 08. The reimbursement for lost property taxes would have remained at this year's 37% level.

*Governor:* The Governor's proposal would have decreased the PILOT for State-owned property by \$5.3 million (-6.5%), from \$81.2 million in FY 07 to \$75.9 million in FY 08. The reimbursement for lost property taxes would have fallen from 37% to 32%.

**Mashantucket Pequot-Mohegan Grant**

Adopted: \$93.0 million / (Change = +1.9 million, 2.1%)  
Appropriations Committee: \$101.1 million / (Change = +10 million, 11.0%)  
Governor: \$86.3 million / (Change = -\$4.8 million, -5.3%)

**Adopted:** The adopted budget increases the Mashantucket Pequot-Mohegan grant by \$1.9 million (2.1%), from \$91.1 million in FY 07 to \$93.0 million in FY 08. \$1.7 million of the increase will be distributed to the member towns of the Southeastern Council of Governments and the distressed municipalities that are members of the Northeastern Connecticut Council of Governments and the Windham Area Council of Governments (see HB 8001, Sec. 81).

*Appropriations Committee:* The proposal would have increased the Mashantucket Pequot-Mohegan grant by \$10 million (11.0%), from \$91.1 million in FY 07 to \$101.1 million in FY 08. \$3.3 million of the \$10 million increase would have gone to (a) members of the Southeastern Council of Governments and (b) to any distressed municipality that is a member of the Northeastern Council of Governments or the Windham Area Council of Governments.

*Governor:* The Governor's proposal would have decreased the Mashantucket Pequot-Mohegan grant by -\$4.8 million (-5.3%), from \$91.1 million in FY 07 to \$86.3 million in FY 08.

In FY 02, the Pequot-Mohegan grant was \$135 million.

**Property Tax Relief Grant**

Adopted: \$0 / (Change = -\$33 million, -100%)  
Appropriations Committee: \$0 / (Change = -\$33 million, -100%)  
Governor: \$0 / (Change = -\$33 million, -100%)

**Adopted:** Same as Governor.

*Appropriations Committee:* Same as Governor.

*Governor:* The Governor proposed to eliminate the Property Tax Relief grant for FY 08. Last year's grant was financed entirely with FY 06 surplus revenue and was intended to be a one-time grant, beginning and ending in FY 07.

**Town Aid Road Grant**

Adopted: \$30 million / (Change = \$0, 0.0%)  
Appropriations Committee: \$30 million / (Change = \$0, 0%)  
Governor: \$22 million / (Change = -\$8 million, -26.7%)

**Adopted:** Same as Appropriations Committee.

*Appropriations Committee:* The Committee proposed to maintain the Town Aid Road grant at last year's level. Eight million (\$8 million) of the \$30 million in FY 08 funding would come from one-time FY 07 surplus revenue.

*Governor:* The proposal would have decreased the Town Aid Road grant by \$8 million, from \$30 million in FY 07 to \$22 million in FY 08. This -26.7% decrease would result from the discontinuance of surplus funds for this grant; \$8 million in one-time FY 05 surplus revenue was used to fund the grant at \$30 million this year (FY 07).

In FY 02, Town Aid Road was funded at \$35 million.

**PILOT for Manufacturing Machinery and Equipment**

Adopted: \$75.6 million / (Change = 25.4 million, 50.5%)  
Appropriations Committee: \$80.6 million / (Change = +\$30.4 million, 60.5%)  
Governor: \$80.6 million / (Change = +\$30.4 million, 60.5%)

**Adopted:** The adopted budget increases the PILOT for lost property taxes on manufacturing machinery and equipment (MME) from \$50.2 million in FY 07 to \$75.6 million in FY 08, by \$25.4 million (50.5%). This increase results from the phase-out of taxes on “old” manufacturing machinery and equipment. The entire increase in FY 08 is for lost taxes at the local level. Its net impact on local budgets is, therefore, \$0. (The Governor’s and Appropriations Committee’s proposals were for an \$80.6 million grant. It is unclear at this time if (a) the adopted budget provides less than full reimbursement for the phase-out or (b) the estimated tax collections have decreased, creating a lower state grant-obligation to towns and cities.)

*Appropriations Committee:* Same as Governor.

*Governor:* The Governor proposed to increase the PILOT for lost property taxes on manufacturing machinery and equipment (MME) by \$30.4 million, from \$50.2 million in FY 07 to \$80.6 million in FY 08.

**DECD Housing PILOT and Tax Abatement Programs**

Adopted: \$0 / (Change = -\$3.9 million, -100%)  
Appropriations Committee: \$0 / (Change = -\$3.9 million, -100%)  
Governor: \$0 / (Change = -\$3.9 million, -100%)

**Adopted:** Same as Governor.

*Appropriations Committee:* Same as Governor.

*Governor:* The Governor proposed to eliminate both of these grant programs.

**Local and District Departments of Health**

Adopted: \$5.4 million / (Change = +\$1 million, 23.6%)  
Appropriations Committee: \$6.4 million / (Change = + \$2 million, 47%)  
Governor: \$4.3 / (Change = \$20,000, 0.5%)

**Adopted:** The adopted budget increases the grant for Local and District Departments of Health by \$1 million (23.6%), from \$4.3 million in FY 07 to \$5.4 million in FY 08. The increase results from increased per capita grant payments as follows: (a) from \$0.94 to \$1.18 per capita for full-time municipal health departments, (b) from \$1.94 to \$2.43 per capita for district health departments for each town or borough in the district with a population of 5,000 or less, and (c) from \$1.66 to \$2.08 per capita for each town or borough in the district with a population over 5,000.

*Appropriations Committee:* The proposal would have increased the grant for Local and District Departments of Health by \$2 million (47%) in FY 08 over FY 07.

*Governor:* The proposal would have increased the grant for Local District Departments of Health by only \$20,000 (0.5%) in FY 08 over FY 07.

### **CAR Grant**

Adopted:	None.
Appropriations Committee:	None.
Governor:	\$99 million in first year / (Change = +\$99 million, n/a)

**Adopted:** Same as Appropriations Committee. No CAR grant or tax-exemption on privately owned passenger cars.

*Appropriations/Finance Committee:* The Appropriations Committee proposed no CAR grant, and the Finance, Revenue, and Bonding Committee (charged with setting the parameters of state and local tax policy) proposed no changes to the local property tax on automobiles.

*Governor:* The Governor's proposed budget included a new "CAR grant", which would reimburse municipalities for the proposed elimination of the property tax on most cars.

## **Smart Growth Initiatives**

### **NEW: Regional Performance Incentive Program**

Adopted:	\$10 million / (Change = +\$10 million, n/a)
Appropriations Committee:	\$10 million / (Change = + \$10 million, n/a)
Governor:	\$0 / (Change = \$0, n/a)

**Adopted:** Same as the Appropriations Committee.

*Appropriations Committee:* The Committee proposed a \$10 million Regional Performance Incentive Program to encourage inter-municipal cooperation. The grant would be paid to regional planning organizations (RPOs) and will be financed in FY 08 with \$10 million in one-time FY 07 surplus revenue. (There is no proposed funding for this program for FY 09.)

*Governor:* No such program proposed.

### **NEW: Responsible Growth Incentive Fund**

Adopted:	NO INFORMATION
Finance Committee:	\$10 million in FY 08 and FY 09
Governor:	\$ 0 in FY 08 and \$20 million in FY 09

**Adopted:** No information. State bond package has not yet been adopted.

*Appropriations Committee:* Same as Governor, but would provide for \$10 million in bonded grants for each year of the biennium.

*Governor:* The Governor would include \$20 million in bonded grants in FY 09 for a "responsible growth incentive fund".

### RPO Grants

Adopted:	\$1 million / (Change \$360,000, 56%)
Appropriations Committee:	\$1 million / (Change \$360,000, 56%)
Governor:	\$1 million / (Change: \$360,000, 56%)

**Adopted:** Same as Governor.

*Appropriations Committee:* Same as Governor.

*Governor:* The Governor proposed to increase the annual OPM grant to RPOs from \$640,000 in FY 07 to \$1 million in FY 08. This 56% increase restores the grant to its early-decade funding level.

### NEW: Affordable Housing – Incentive Housing Zones

Adopted:	\$4 million
Appropriations Committee:	\$4 million
Governor:	\$0

**Adopted:** \$4 million was adopted to provide technical assistance and planning grants to towns and cities that adopt incentive housing zones (for the development of affordable housing). Developers, nonprofits and regional planning agencies are also eligible for the assistance and grants.

*Appropriations Committee:* \$4 million was proposed for a program similar to the one that was adopted.

*Governor:* The proposal was not in the Governor's budget.

## State-local Tax Changes

### Local Tax Proposals

#### Municipal Real Estate Conveyance Tax

Adopted:	One-year extension of current rates.
Finance Committee:	Permanent extension of current rates.
Governor:	No proposal.

**Adopted:** The budget bill (HB 8001) includes a one-year extension of the existing municipal real estate conveyance tax rates. This preserves between \$40 and \$45 million in municipal revenues for FY 08.

*Finance Committee:* The Committee proposed to make permanent the municipal real estate conveyance tax rate of 0.25% as well as the additional 0.25% for qualifying municipalities.

*Governor:* The Governor's budget was silent with respect to extending the present rates of the municipal real estate conveyance tax, which was scheduled to sunset on June 30, 2007.

### **Property Tax Cap Limiting Annual Property Tax Increases to 3%**

Adopted: Study Commission created to examine its merits.  
Finance Committee: No property tax cap proposal.  
Governor: Establish property tax cap (see details below).

**Adopted:** SB 1500 creates a 16-member commission to evaluate how different methods to limit the growth rate of property taxes could affect taxpayers and municipalities.

*Finance Committee:* No property tax cap proposal.

*Governor:* The Governor proposed a property tax cap of 3% on local tax levies. Four exceptions would be provided under the Governor's proposal: (1) the cap could be exceeded by the amount of grand list growth in excess of 1.5% (provided the growth is not the result of revaluation), (2) debt service expenses would be exempt from the cap, (3) a 2/3 majority vote of a municipality's local legislature, with a majority vote of its citizens, could approve a budget in excess of the cap, (4) in the case of an emergency, a 2/3 majority vote of a municipality's legislative body, with approval of the OPM secretary, could approve a budget in excess of the cap.

### **Phase-out of the Property Tax on Most Cars over Five Years**

Adopted: No change to local car tax.  
Finance Committee: No car tax proposal.  
Governor: Begin 5-year phase-out of car tax for passenger vehicles and motorcycles.

**Adopted:** No change to local car tax.

*Finance Committee:* No car tax proposal.

*Governor:* The Governor proposed to eliminate the property tax on most cars over a five-year period. In conjunction with such an elimination, the Governor proposed a new "CAR grant" to reimburse towns and cities for the resulting property-tax loss.

## **State Tax Proposals**

### **Income Tax Changes**

Adopted: No change.  
Finance Committee: Create graduated state income tax.  
Governor: Increase top rate of 5% to 5.5% over two years.

**Adopted:** No change.

*Finance Committee:* The Committee proposed a graduated state income tax, with six tax brackets, ranging from rates of 3% to 6.95%. The current income tax rate has two tax brackets, one of 3% and another of 5%.

*Governor:* The Governor proposed to raise the top state income tax rate, over two years, to 5.5% from the current 5%. In FY 08, the income tax would increase to 5.25% for all filers who currently pay at the 5% rate. In FY 09, the income tax would increase to 5.5% for the same filers. The change would increase state revenues by \$618 million in FY 08 and \$650 million in FY 09.

**Property Tax Credit against State Personal Income Taxes**

Adopted: No change.  
Finance Committee: Increase maximum credit to \$1,000.  
Governor: Eliminate as part of proposal to eliminate property tax on most cars.

**Adopted:** No change.

*Finance Committee:* The Finance Committee proposed to double the maximum-allowable property tax credit from \$500 to \$1,000. Credit eligibility phases-out at incomes of \$191,000 for joint filers, \$145,000 for single filers, \$158,500 for Head-of-Household filers, and \$90,250 for filers who are married and file separately. The change would reduce state revenues by \$280 million in FY 08 and \$286 million in FY 09.

*Governor:* The Governor proposed to eliminate the property tax credit against the personal income tax as part of her car-tax proposal. Qualifying seniors would not be subject to the elimination of the current, \$500 maximum property tax credit.

**Earned Income Tax Credit**

Adopted: Study Commission created to examine its merits.  
Finance Committee: Create such a tax credit.  
Governor: No proposal.

**Adopted:** HB 8001 requires the Office of Legislative Research (OLR) to study a state earned income tax credit to determine (a) the number of residents affected, (b) the credit's impact on local economies, (c) the credit's effect on the state's labor force participation, (d) the credit's effect on members of the U.S. armed forces, and (e) the credit's effect on children in low-income families.

*Finance Committee:* The Finance Committee proposed to create a refundable state earned income tax credit equal to 20% of the federal credit. The federal credit adjusts each year for income and inflation-growth and reduces (or eliminates) the tax burden on qualifying for workers depending on the number of children they have. The maximum CT credit would be \$907 for a qualifying taxpayer with two children. The cost of the program to the State would be \$55 million in FY 08 and \$61 million in FY 09.

*Governor:* No such program proposed.

**Cigarette Tax Increase**

Adopted: 33% increase per pack.  
Finance Committee: 33% increase per pack.  
Governor: 33% increase per pack.

**Adopted:** Same as Governor.

*Finance Committee:* Same as Governor.

*Governor:* The Governor proposed to increase the cigarette tax from \$1.51 per pack to \$2.00 per pack. The change would increase state revenues by \$81.5 million in FY 07-08 and \$78.1 million in FY 08-09.

### Estate Tax Changes

Adopted:	<u>Study Commission created to examine its merits.</u>
Finance Committee:	Modifications, no elimination.
Governor:	Phase-out and elimination.

**Adopted:** HB 8001 requires the revenue services commissioner, in consultation with OPM, to study the estate tax. The study must include the tax's impact on the state's economic competitiveness and its ability to retain residents.

*Finance Committee:* The Finance Committee proposed to keep the unified gift and estate tax but modify it so that (1) the "cliff" is removed from the tax and (2) the rate structure is changed.<sup>4</sup> The combined changes have the effect of *reducing* gift and estate taxes for those whose estates are less than \$6.1 million and *increasing* such taxes for those whose estates are valued at more than \$6.1 million.

*Governor:* The Governor proposed to phase-out the unified gift and estate tax over five years, with total elimination of the tax in FY 10-11. Under current law, estates valued over \$2 million or more are taxed. Connecticut is one of 18 states with an estate tax. The estate tax generated \$165 million in FY 06-07 and \$196 million in FY 05-06. Under the Governor's proposal, estate tax revenue would fall to \$139 million by FY 08-09.

### Join the Streamlined Sales & Use Tax Agreement (SSUTA)

Adopted:	Study Commission created to examine its merits.
Finance Committee:	Join the SSUTA (see below).
Governor:	No proposal.

**Adopted:** SB 1500 establishes a 16-member commission to study the possibility of the state becoming a full member of the Streamlined Sales and Use Tax Governing Board.

*Finance Committee:* The Committee proposed that the state apply to become a party to the Streamlined Sales and Use Tax Agreement (SSUTA). The SSUTA is an agreement among certain U.S. states to simplify their sales and use tax-collection systems. Among other things, the SSUTA would require the State to eliminate dollar-level thresholds for sales tax exemptions, such as Connecticut's exemption for purchases of clothing under \$50. As more states join and as federal rules regarding the taxation of inter-state sales change, Connecticut stands to benefit fiscally from joining the SSUTA.<sup>5</sup>

*Governor:* The Governor made no proposal.

<sup>4</sup> Under current law, the "cliff" creates a scenario under which an estate less than \$2 million is not taxed but an estate more than \$2 million is taxed on the entire \$2 million. The Finance Committee proposal would change the tax basis so that only the amount over \$2 million is subject to taxation. However, the Committee would also change the rate structure so that the highest marginal estate rate is 20% compared to the current 16%.

<sup>5</sup> Under current law, inter-state sales made over Internet (or by catalog) are not taxable when the seller has no "physical presence" within the buyer's state. The rationale for such a rule is that collection of such taxes would be too burdensome on sellers making out-of-state sales. As technology and sales-collection systems improve, this rationale is unraveling. Most business and policy experts believe that within a few years, out-of-state sellers will be required to collect such taxes even without a "physical presence" in the buyer's state. States that join the SSUTA will have sales tax-collection systems capable of collecting out-of-state sales; states that do not join the SSUTA will have much more difficulty.



**For more information on the scheduled grant increases in the state budget and how it impacts your community, visit the CCM website at [www.ccm-ct.org](http://www.ccm-ct.org).**

**If you have questions, please call Jim Finley, Gian-Carl Casa, or Adam Stern of CCM at (203) 498-3000.**

CCM 07/10/2007

## APPENDIX A: CHANGES TO THE MINIMUM BUDGET REQUIREMENT (MBR) IN THE ECS GRANT

During the 2007 legislative session, the Governor and the General Assembly enacted important changes to the Minimum Budget Requirement (MBR) in the Education Cost Sharing (ECS) Grant. Among other things, the changes allow municipalities to use a portion of ECS-increases for property tax relief.

The latest unofficial information indicates that, statewide, the portion of the FY 08 ECS-increase that must be used for new education spending is \$78.3 million and the remainder, which may be used for property tax relief, is \$103.6 million. The State Department of Education (SDE) will publish official MBR figures later this month (July).

### **How has the MBR Changed?**

In past years, the Minimum Budget Requirement (MBR) required all towns to budget the *entire* ECS-increase toward new education spending. In addition, there was a Minimum Expenditure Requirement (MER), which mandated a minimum amount of education *spending* (as opposed to a minimum amount of *budgeted* expenditures). The MER has been eliminated for FY 08 and FY 09.

### **How is the New MBR calculated?**

Each municipality's MBR is calculated using a complicated formula per *HB 8003, Sec. 63*. The formula includes the following four elements:

- (1) Each municipality's "current program expenditures per resident student" compared to the town with the highest such expenditures;
- (2) Each municipality's "Town Wealth", as measured by the ECS grant, compared to the town with the highest town wealth;
- (3) The percentage of students in each school district who score below proficiency on the state's mastery test compared to the district with the highest such percentage;
- (4) If a municipality is identified as "in need of improvement" for three years or more (as defined in *CGS 10-223(e)*), an additional 20% of its ECS-increase must be budgeted for new education spending and the State Department of Education will hold-back 20% of that municipality's ECS-increase and help administer it.

A municipality's MBR is calculated by averaging the first three formula elements (as enumerated above), assigning each town a required percentage of its ECS-increase (between 15% and 65%) based on its average, and then adding the fourth element (if required).

One issue with the new MBR is how to calculate the first formula element: "current program expenditures per resident student". This formula element is equivalent to "regular program expenditures per need student" plus local school transportation costs and local special education costs. It is similar to Net Current Expenditures per student except it includes only local effort for education – state and federal grant aid is excluded. The Department of Education is currently working to establish each town's "current program expenditures per resident student".

The State Department of Education has told CCM that it will post information on the MBR changes on its website later this month (July). CCM will keep you apprised of developments.

# CCM – CONNECTICUT'S STATEWIDE ASSOCIATION OF TOWNS AND CITIES



The Connecticut Conference of Municipalities (CCM) is Connecticut's statewide association of towns and cities. CCM represents municipalities at the General Assembly, before the state executive branch and regulatory agencies, and in the courts. CCM provides member towns and cities 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, and energy cost-containment. Federal representation is provided by CCM in conjunction with the National League of Cities. CCM was founded in 1966.

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

900 Chapel Street, 9<sup>th</sup> Floor  
New Haven, Connecticut 06510-2807  
Telephone (203) 498-3000 Fax (203) 562-6314

E-mail: [ccm@ccm-ct.org](mailto:ccm@ccm-ct.org)  
Web Site: [www.ccm-ct.org](http://www.ccm-ct.org)

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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

TO: Lon Hultgren, Director of Public Works

FROM: Virginia Walton, Recycling Coordinator

*V. Walton*

DATE: July 9, 2007

REGARDING: Status of expanding plastics recycling

Attached is a letter from Tim Wentzell, administrator of the mid-Northeast Recycling Operating Committee (mid-NEROC), responding to the Town Council's interest in expanding the types of plastics that the Town collects for recycling. (Mid-NEROC is the twelve-town recycling region Mansfield participates in.)

Willimantic Waste Paper, the materials recycling facility contracted with mid-NEROC, is actively working on upgrading their bottle and can sorting system to accommodate all plastics. Once on-line this will allow all types of plastics to be placed conveniently at the curb and commingled with #1 and #2 plastics (what we currently recycle). The owners of Willimantic Waste Paper are optimistic about discussing this expansion with the region in the beginning of 2008.

Until that change is made, Willimantic Waste Paper is willing to take the other plastics (#3 through #7) as long as they are collected *only* at the Town's transfer station in a roll-off container *separate from* the plastics we currently collect, PETE (#1) and HDPE (#2). The costs for adding another roll-off container at the transfer station would include a monthly container rental of \$60 per month and \$93.60 per haul to Willimantic Waste Paper.

As stated in Tim's letter, having a separate container at the transfer station for #3 through #7 plastics could pose some vector/odor problems. It could also end up being an unclean sort with all plastics mixed together in both roll-offs, at least without constant oversight. More importantly, Willimantic Waste Paper currently does not have a buyer for these plastics. Since it appears that we will be able to recycle #3 through #7 plastics in the relatively near future, I recommend that we wait until Willimantic Waste Paper has a buyer lined up and is prepared to accept #1 through #7 plastics mixed together before we expand our collection.

Attach: 1

Cc: Matt Hart, Town Manager  
Solid Waste Advisory Committee

MID-NORTHEAST  
RECYCLING OPERATING  
COMMITTEE

William J. Sevcik  
Chairman  
Town of Tolland

Victor Rayhall  
Vice Chairman  
Town of Windham

Lon Hultgren  
Secretary  
Town of Mansfield

Timothy H. Wentzell  
Program Administrator  
630 Governor's Highway  
South Windsor, CT 06074  
(860) 289-2296

June 20, 2007

Ms. Virginia Walton  
Recycling Coordinator  
Town of Mansfield  
4 South Eagleville Road  
Storrs, CT 06268

RE: Recycling of #2-7 Plastics

Dear Ms. Walton:

This brief report is intended to summarize the review I undertook with regard to potential options for the Town of Mansfield to recycle #2-7 household plastics. As part of this review, I spoke to the recycling staff at the DEP as well as Tim DeVivo of Willimantic Waste Paper. In Connecticut at this point in time, the DEP staff told me that Willimantic Waste Paper has done a small amount of recycling of these materials, but they knew of no one else in the state currently doing anything with them. Based on this information, I spoke to Mr. DeVivo with regard to their current and potential future plans. Tim expressed to me that they had been taking some small amounts of these materials from the City of New Haven in separate form, which they had baled and, at this point in time, were simply storing in anticipation of finding a potential market for them. Tim also expressed that they would be willing to accept materials from Mansfield on the same basis and would charge the Town the current can and bottle tipping fee, which has been negotiated through the Mid-NEROC Region on a long-term basis. This acceptance, however, would require these materials to be shipped separate from other recycling from the Town, which would necessitate the ability to store the materials in a separate container and then to pay for their shipment. This, although resulting in a reduction in tipping fees from what you are currently paying for the disposal of these materials as part of municipal solid waste, would likely still be significantly more expensive because of the need to have another roll-off for storage and then having the cost of shipping a relatively light product to Willimantic Waste Paper. However, that would be a decision you could certainly evaluate. Another concern may be that, depending on the size of the roll-off for storage of these materials, it may take a fair amount of time in order to accumulate a reasonable volume, which could potentially have odor and/or vector concerns.

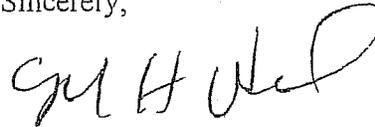
On a longer term basis, Mr. DeVivo conveyed that he was currently reviewing options for single-stream recycling, which would allow for all plastics to be commingled

June 20, 2007

and then sorted by higher tech systems than their current manual process. He stated that he was hopeful to be able to discuss this in greater depth with the Region within six or seven months, depending on how successful his investigation is into this potential area. He expressed that, as they are now a larger company than before because of their recent acquisitions, their greater waste streams may enable them to consider purchasing a higher tech system for sorting that would enable them to pull out these #2-7 plastics, and if this comes to fruition, this may be something that the entire region would likely be pursuing. This later option would enable the recycling of these materials curbside, whereas the interim solution discussed previously would likely necessitate only collection at your transfer station.

If you have further questions on this brief report, please advise.

Sincerely,



Timothy Wentzell  
Program Administrator

THW/swt

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**MANSFIELD SENIOR CENTER ASSOCIATION, INC.**

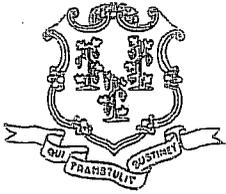
**BOARD MEMBERS**

**(July 1, 2007 to June 30, 2009)**

**860-429-0262**

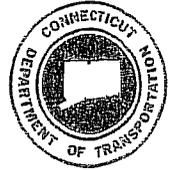
President	Tom Rogers 34 Lynwood Road, Storrs CT 06268	429-6538
Vice President	Jan Scottron 10-B Sycamore Drive, Storrs CT 06268	429-6643
Secretary	Ursula Beschler 38 Hillcrest Drive, Storrs CT 06268	487-2682
Finance	Don Stitts 55 Beech Mountain Road Mansfield Center CT 06250	456-1506
Treasurer	Helen Malack P.O. Box 493, Storrs CT 06268	429-1156
Asst. Treasurer	Vacant	
Food Service	Lois Carruth 9C Sycamore Drive, Storrs CT 06268	429-5745
Computer (co-chairs)	Mike Palmer 32 Ellise Road, Storrs CT 06268	429-1474
	Don Stitts 55 Beech Mountain Road Mansfield Center CT 06250	456-1506
Program Planning	Arppie Charkoudian 209-C Baxter Road, Storrs CT 06268	429-4910
Travel	Judy Bigl 17 Hill Pond Drive, Storrs CT 06268	429-0180
Ways & Means (co-chairs)	Zoe Liebowitz 28 Willowbrook Road, Storrs CT 06268	429-0791
	Carol Phillips 12 Silo Road West, Storrs CT 06268	429-1409
Member-at-Large	Wil Bigl 17 Hill Pond Drive, Storrs CT 06268	429-0180
Immediate Past President	John Brubacher 204 Old Turnpike Road, Storrs CT 06268	429-5026

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STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION

Item #11



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

Phone:

(860) 594-3481

JUL 12 2007

July 10, 2007

Mr. Matthew W. Hart  
Town Manager  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT 06268

Dear Mr. Berliner:

Subject: Time-Out Meeting  
Gurleyville Rd. Bridge Rail/Approach Guiderail Upgrades  
Vicinity of the Fenton River  
STP-Rural Minor/Major Program

Enclosed, for your information, is a copy of a report for a meeting that was held on June 26, 2007, at the CT Department of Transportation in Newington.

Please feel free to distribute this information to whomever you deem appropriate.

Should you have any questions relative to this report, please contact Ms. Erika B. Smith, Project Engineer, of this office at telephone number (860) 594-3486.

Very truly yours,

Mario Marrero, P.E.  
Principal Engineer  
Project Development Unit  
Bureau of Engineering and  
Highway Operations

Enclosure

cc: Mr. Mark N. Paquette  
Windham Region Council of Governments

**CONNECTICUT DEPARTMENT OF TRANSPORTATION**  
**BUREAU OF ENGINEERING AND HIGHWAY OPERATIONS**  
**OFFICE OF ENGINEERING**  
**PROJECT DEVELOPMENT UNIT**  
***REPORT OF MEETING***

**PROJECT NO:** 077-H054

**DATE OF MEETING:** June 26, 2007

**DESCRIPTIONS:** Bridge rail and approach guiderail upgrades on Gurleyville Road over the Fenton River

**TOWN:** Mansfield

**LOCATION OF MEETING:** Conn. Department of Transportation in Newington, Rm. 4415

**SUBJECT OF MEETING:** Time out meeting to discuss proposed scope

**IN ATTENDANCE:**

Lon Hultgren	Town of Mansfield - Dir. of Public Works	(860) 429-3332
Tim Veillette	Town of Mansfield – Project Engineer	(860) 429-3340
Mark Paquette	WINCOG - Director	(860) 456-2221
Sebastian Sbalcio	ConnDOT – Local Roads	(860) 594-3219
Jennifer Trio	ConnDOT – Financial Management	(860) 594-2974
Grayson Wright	ConnDOT – Planning	(860) 594-2154
Mario Marrero	ConnDOT – Project Development Unit	(860) 594-3481
Paul O’Keefe	ConnDOT - Project Development Unit	(860) 594-3483
Erika Smith	ConnDOT - Project Development Unit	(860) 594-3486

*This time out meeting was held to discuss the scope of improvements developed by the Connecticut Department of Transportation Project Development Unit. The proposed improvements include upgrading the bridge rail and approach guiderail on Gurleyville Road in the vicinity of the Fenton River in the Town of Mansfield.*

Financial Management presented a brief overview of the Region’s projects. Under the STP-Urban program, there are only a few eligible areas in this Region utilizing urban funding, therefore there are only a few projects that are programmed. This particular project was submitted by the Windham Region Council of Governments (WINCOG) under the STP-Rural Minor/Major Program.

**Existing Conditions:**

Gurleyville Road is a 24 foot wide municipally owned 2-lane rural minor collector. The existing bridge accommodates two, 12-foot travel lanes. The Average Daily Traffic (ADT) is 1,800 vehicles per day with an average recorded speed of 37 mph and an 85<sup>th</sup> percentile speed of 44.3 mph. This volume and speed data were obtained in the spring of 2007. There have also been no reported accidents in the last three years.

The pavement is in good condition and the drainage is sheet flow. The existing bridge rail is mounted on the side of the bridge with a total length of approximately 130 feet. The bridge was inspected in August of 2006 and found to be in satisfactory condition.

**Proposed Scope of Improvements:**

- The existing rail will be removed and replaced with Oregon Thrie-Beam Side Mount Bridge Rail. This rail has been crash tested and meets the National Cooperative Highway Research Program (NCHRP) Report 350 test level 3 standards. The use of side-mounted bridge rail is proposed in order to maintain the existing bridge width and to minimize any impacts to the bridge.
- A thrie-beam transition to RB-350 guiderail will be installed at each end of the bridge rail.
- The approach rail will be a RB-350 guiderail, which also meets the federal standards.
- The end treatments vary and include type-2 turndowns on the trailing end of the system, a curved guiderail on the westbound approach, and an SRT-350 end terminal on the eastbound approach. The curved approach guiderail helps to minimize the length of approach rail needed, while still considering the safety of the system to the traveling public. The SRT-350 end terminal is proposed since the right-of-way in that area is very limited, therefore a longer flared system or curved guiderail could not be installed without implementing a right-of-way phase.
- To address the aesthetic concerns expressed by the Town, the guiderail may be painted. This additional expense would be incurred by the Town. [Note: As a follow-up to the meeting, estimated costs of painting were obtained. For a standard color (with a Federal Identification Number), the cost of a panel (12'-6" long RB-350) varies between \$30 and \$35 to paint each panel. The cost to paint each post for the system is approximately \$15 per post.]

**Anticipated Design Exceptions:** None anticipated, however the existing bridge is at the end of a substandard curve and in order to increase the radius, it would necessitate the entire removal and realignment of the bridge. It is recommended that curve warning and advisory speed signs on the approaches to the substandard horizontal curve be installed.

**Impacts:**

**Rights-of-way:** It is anticipated that no property acquisitions are required at this time. It was noted on the plan presented that more detailed survey will be required for the exact placement of the end treatments. The Town may pursue a design which could eliminate the need for an impact attenuation system, however it may require a right to place the guiderail on private property.

**Utilities:** It is anticipated that the overhead utilities may need relocation in the southwest side of the bridge to provide proper deflection area for the proposed approach guiderail system. A minimum 2' – 8" is recommended behind the rail for an acceptable deflection area. Since this is a municipally owned roadway, any utility relocation needed would be at full expense to the utility company. The town is not aware of any underground utilities in the vicinity.

**Maintenance and Protection of Traffic:** It is anticipated the removal and replacement of the bridge rail will require the use of temporary pre-cast concrete barrier curb (TPCBC). To provide for placement of the TPCBC and a work area, it is anticipated that alternating one-way traffic control will be required utilizing stop signs for traffic control. Advanced signing is anticipated to warn drivers of the temporary change in existing roadway conditions. Driveway access to all private drives should be maintained at all times.

**Environmental:** It is anticipated that no environmental permits will be required, as long as all work is performed from above the river.

**Estimated Costs:**

The DOT Project Development Unit has estimated the total cost of the project to be \$115,000. [Note: This amount is slightly higher than the amount presented at the meeting because the incidentals should have been calculated at 25%]. The \$115,000 is still less than the Region's allocated funding of approximately \$117,000. The project is considered a safety improvement, therefore it will be funded with 100% Federal funds.

It is anticipated that the design will be by a consulting firm and the Quality Based Selection (QBS) process will need to be followed. A summary of the QBS requirements was given to the Town.

At this time, the town may begin the public involvement process. As a minimum, an ad shall be placed in the local paper. The Town stated they plan to contact the stakeholders and adjacent property owners to discuss the proposed project.

Note: Town representatives were advised to fulfill the public involvement obligations as soon as possible. A resolution from the town council endorsing the project is required to move forward. If the project is endorsed by the Town, the resolution will be forwarded for scheduling by the Project Development Unit and a Recommended Project Memorandum will be developed. In order to enable the final design to be completed by April 2008, preliminary plans should be developed by September 2007.

Submitted By  Date 7-9-07  
Erika B. Smith

Reviewed By  Date 7-9-07  
Paul R. O'Keefe

JUL 9 2007



STATE OF CONNECTICUT

Item #12

*OFFICE OF OMBUDSMAN FOR PROPERTY RIGHTS*

June 29, 2007

Dear Mayors, First Selectmen, Town Managers, Administrators and Council Chairs,

The Office of Ombudsman for Property Rights was established by Public Act 06-187. Governor Rell recently appointed me to the position of Ombudsman for Property Rights.

The Office exists to assist both private property owners and public agencies involved in the eminent domain process, to identify governmental actions that have potential eminent domain implications and to mediate disputes arising out of eminent domain proceedings.

"Public agencies" are defined by the act the same as they are by the Freedom of Information Act [CGS Sec. 1-200(1)] with the addition of the words "with the power to acquire property through eminent domain and includes an entity authorized to acquire property through eminent domain on behalf of the public agency."

All 169 cities and towns are included under that definition and so are redevelopment, economic and community development and urban renewal agencies, housing authorities and any other entities, governmental or quasi-governmental, with the power to acquire property through eminent domain.

If requested, this Office will endeavor to assist you, your community and its public agencies in applying constitutional and statutory provisions concerning eminent domain and analyzing actions that have potential eminent domain implications.

As mentioned, this Office will be providing mediation services when disputes arise. Mediation can come about by an order of a court or voluntary consent of the parties. I am given the authority under the act to establish criteria for accepting or rejecting requests for mediation and I am in the process of establishing those criteria.

You should be aware that each community or any agency seeking to acquire property by eminent domain is required before filing a statement of compensation with the court or otherwise initiating an eminent domain action to make a reasonable effort to negotiate with the property owner and as early in the negotiation process as practicable but not later than 14 days before filing the statement of compensation advise the property owner of the existence of the Office of the Ombudsman for

Property Rights, my name, address and telephone number and that the property owner can request mediation.

The act also requires each municipality and its agencies seeking to acquire property through eminent domain to provide the property owner with a written statement explaining oral representations and promises made during the negotiation process by the taking authority or any of its representatives are not binding on the public agency.

I do apologize that my first communication is so long and impersonal but I want to communicate with as many municipal leaders as quickly as I can. I am available at 860 418-6356 to speak with you or any representative of your office if questions about eminent domain arise.

Because I do not have as yet a sufficient data base identifying all of the public agencies and their chairs, executive directors and other agency administrative leaders, I am requesting that you pass this letter along to them and let them know that they too are welcome to call or write to ask for assistance. I will do my best to assist.

Very truly yours,



Robert S. Poliner  
Ombudsman

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