



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
TUESDAY, October 09, 2007
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
MOMENT OF SILENCE	
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
OLD BUSINESS	
1. Community/Campus Relations (Item #2, 09-24-07 Agenda) (No Attachment)	
2. Community Water and Wastewater Issues (Item #3, 09-24-07 Agenda) (No Attachment)	
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EXECUTIVE SESSION

ADJOURNMENT

REGULAR MEETING-MANSFIELD TOWN COUNCIL
September 25, 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, Hawkins, Koehn, Paterson, Paulhus, Schaefer
Absent: Haddad

II. APPROVAL OF MINUTES

Mr. Clouette moved and Mr. Hawkins seconded a motion to approve the minutes of the September 10, 2007 meeting. Motion passed with Duffy, Koehn and Schaefer abstaining.

Ms. Koehn requested the record reflect that at the August 27th special meeting of the Town Council the complete statement regarding the Mansfield Community Center should read: Ms. Koehn requested information on how each town supports capital improvement items for the departments and also suggested activity based accounting as a method of presenting financial information.

By consensus the statement was accepted.

III. MOMENT OF SILENCE

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

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

V. PUBLIC INFORMATION SESSION

1. Gurleyville Bridge Railing Upgrade

Lon Hultgren, Public Works Director, briefly outlined the project and commented that the railing design for the bridge on Gurleyville Road is in the concept stage and there will be ample time for additional comments as the process continues.

Ben Sachs, Gurleyville Road, a frequent vehicle and pedestrian traveler across the bridge, is looking forward to the improvements. However, he is concerned that the 120' guardrail seems excessive and suggested since there is no pedestrian walkway across the bridge that after construction the bridge remains one-way to allow for walkers.

VI. OLD BUSINESS

2. Community/Campus Relations

Mayor Paterson and Matt Hart, Town Manager, recently met with the University Student Government President and agreed that Mr. Hart will meet with USG quarterly to update them on Town concerns and activities and the President of USG will meet with the Council to do the same. The Manager reported that the changes at Carriage House do seem to be making a difference.

Council members discussed the consequences of excessive drinking for the students, the local health facilities, and law enforcement.

3. Community Water and Wastewater Issues

The Town Manager reported that the Advisory Committee has met to discuss the Master Plan Implementation Plan. He will advise members regarding the next meeting date in December.

4. Issues Regarding The UConn Landfill

Rob Miller, Director of Eastern Highlands Health District, has reviewed the reports and his comments are included in the packet.

5. UConn Stadium Road Detention Basin

Based on staff review of the university's findings regarding the current monitoring of the Stadium Road detention basin the recommendation to suspend the monitoring program at this time was acceptable to Council members. The monitoring will resume once the Institutional Stormwater Discharge Permit is issued.

VII. NEW BUSINESS

6. Cogeneration Facility for Mansfield Community Center

William Hammond, Director of Maintenance, described the proposed cogeneration facility for the Mansfield Community Center. He expects savings of about \$65,933 per year after the system is installed. After the negotiations are underway Mr. Hammond and Mr. Smith will return to the Council for final approval.

Ms. Koehn requested information on the effect of this system on the Town's carbon footprint.

7. Explanatory Text of the Ballot Questions for the Proposed Town Charter

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

Resolved, pursuant to Connecticut General Statute § 9-369b, the Mansfield Town Council authorizes the preparation and printing of an explanatory text of the ballot questions regarding the proposed charter revisions. Such text shall be prepared by the Town Clerk, subject to the approval of the Town Attorney, and shall specify the intent and purpose of each question.

Motion passed unanimously.

The Town Clerk will incorporate a couple of minor changes to the text suggested by Mr. Schaefer, as well as using a bullet format as suggested by Ms. Koehn.

8. Goodwin School Playscape

The Town Manager has discussed the issue of the playscape with the Superintendent of Schools, the Assistant Superintendent of Schools and the Principal. Mr. Hammond will send a copy of the monthly inspection report that his staff now prepares for the Superintendent also to the Town Manager.

Mr. Hart suggested that the PTO approach the Board of Education with a proposal and the Board will, if necessary, approach the Town Council.

9. Financial Statements Dated June 30, 2007

Mr. Schaefer moved and Ms. Blair seconded, effective September 24, 2007, to accept the Financial Statements dated June 30, 2007.

Motion passed unanimously.

10. An Ordinance Providing a Tax Exemption for Farm Buildings

Mr. Schafer moved and Ms Blair seconded, effective September 24, 2007, to refer for review and comment the proposed Ordinance Providing a Property Tax Exemption for Farm Buildings to the Agriculture and Open Space Preservation Committees, and the Planning and Zoning Commission.

Motion passed unanimously.

VIII. QUARTERLY REPORTS

Continued until next meeting

IX. DEPARTMENTAL AND COMMITTEE REPORTS

X. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette reported that the Committee on Committees participation at the Know Your Town Fair and the Festival on the Green was very successful. He thanked the members who were able to participate.

The Committee on Committees recommended the following appointments:

Richard Pellegrine to the Housing Code Board of Appeals
Susan Harrington and David Silsbee to the Parks Advisory Committee
Becky Lehmann, Nancy Hovorka, Jane Goldman, Donna McLaughlin and
Shamim Patwa to the Mansfield Advocates for Children

Nominations were passed unanimously.

Mr. Paulhus reported that the Personnel Committee has distributed the procedures and the timeline for the Town Manager's review.

Mr. Paulhus also reported that the Strategic Planning Committee met and chose a name – Mansfield 2020 A Unified Vision. The Committee also identified residents who might be productive members of the 80-member group and sent letters to them. The dates for community participation have been identified, December 8th and 9th and January 28th and 29th.

XI. REPORTS OF COUNCIL MEMBERS

Mayor Paterson reported that the Festival on the Green was warmly received and a great success. All aspects of the event went extremely well. The Mayor thanked all who participated. She is looking forward to next year.

XII. TOWN MANAGER'S REPORT

Attached

XIII. FUTURE AGENDAS

Mr. Schafer noted that the Council will need to approve budget transfers already made at a future meeting.

The Town Manager reported that Ms. Koehn suggested the Council look at the tax exemption for solar homes and see if it can be enlarged to include other forms of clean energy. He also noted that Mr. Clouette's suggestion of an ad hoc committee on housing would be discussed at a future meeting.

XIV. PETITIONS, REQUEST AND COMMUNICATIONS

11. Climate Change: Science, Policy and Strategies for Life in a Changing World
12. Daily Campus Articles re: Carriage House Apartments
13. J. Courtney re: Small Business Relief Passes by the 110th Congress
14. J. Cryan re: 2007-2008 Middle School of the Year
15. Mansfield Planning and Zoning Commission Application Referral- Arthur's Pond
16. Mansfield Public School re: Enrollment
17. Mansfield Public Schools re: Four Schools Renovation Project Community Workshop
18. K. McNabb re: Mansfield Animal Shelter

19. National Conversation of Climate Action
20. G. Padick re: Affordable Housing Exemption List
21. C. Poulos re: 2007 Connecticut Teacher of the Year

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

XV. EXECUTIVE SESSION

Open Space
Included: Matthew Hart, Town Manager

XVI. ADJOURNMENT

Mr. Paulhus moved and Ms. Blair seconded to adjourn the meeting at 10:00 p.m.
Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

Memo

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Town Employees
Date: September 10, 2007
Re: Town Manager's Report

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

- **Celebrate Mansfield Weekend** – Celebrate Mansfield Weekend was a great success! On Friday night, we grooved to the music of The Little Big Band, who were fabulous. Once the band wrapped up its last set, we enjoyed a terrific fireworks display. The weekend continued on Sunday with the Festival on the Green, which is growing in popularity each and every year. The festival was a big hit with great activities for all age groups. I would like to commend Cynthia van Zelm, Kathleen Paterson, Sara-Ann Chaine, Mayor Paterson and all who volunteered to help make the weekend such a tremendous success. Congratulations and thank you for a job well done!
- **Conversations on Climate Change** – I am happy to inform you that the town will be participating in two conversations on climate control. At 1:00 PM on October 4th, as part of the National Conversation on Climate Action, the town will air the recently produced CPTV video, "The Warming of Connecticut," to be followed by a discussion of the town's efforts to promote sustainability. On November 1st, in partnership with the University of Connecticut, the town will co-sponsor a conference titled "Climate Change: Science, Policy and Strategies for Life in a Changing World." This half-day session will be held at the Bishop Center and will feature speakers from the university and town and state government. Registration forms will be available on the town's website.
- **Regional Sewer Authority** – just a reminder that at 7:00 PM tomorrow night, September 25th, we will hold a special workshop meeting with the Windham Board of Selectmen to discuss the establishment of a regional sewer authority. The meeting will be held in the selectmen's chambers at Windham Town Hall.
- **Strategic Planning Project** – the steering committee met last week to prepare for the two search conferences necessary to this project. The first conference will be held on December 8-9, 2007, and the second on January 26-27, 2008. We also agreed on a name for the project – "Mansfield 2020, A Unified Vision."

- **Four Schools Renovation and Middle School Fuel Conversion Project** – we will hold a special meeting at 6:30 PM in advance of your regular meeting on October 9, 2007, in order to provide you with an update regarding the schools renovation project. As part of regular meeting, we also plan to provide a public information session concerning the Mansfield Middle School fuel conversion project, including an analysis of various energy systems and energy sources.
- **Upcoming meetings:**
 - ✓ Youth Services Advisory Board, 12:00 PM, September 25, 2007, Audrey P. Beck Municipal Building, Conference Room B
 - ✓ Town Council, 7:00 PM, September 25, 2007, Windham Town Hall
 - ✓ Arts Advisory Committee, 7:00 PM, October 1, 2007, Mansfield Community Center
 - ✓ Beautification Committee, 8:00 PM, October 1, 2007, Audrey P. Beck Municipal Building, Conference Room B
 - ✓ Mansfield Downtown Partnership Board of Directors, 4:00 PM, October 2, 2007, Downtown Partnership Office
 - ✓ Parks Advisory Committee, 7:30 PM, October 3, 2007, Mansfield Community Center
 - ✓ National Conversation on Climate Change, 1:00 PM, October 4, 2007, Audrey P. Beck Municipal Building, Council Chambers
 - ✓ Town Council, 7:30 PM, **October 9, 2007, Audrey P. Beck Municipal Building, Council Chambers (Tuesday meeting following Columbus Day)**

Mansfield Community Pool
Mansfield, CT
100 kW Turnkey Cogeneration Project

Revenue Breakdown
TURNKEY INSTALLATION

Revenue:

Electricity kWh

Customer Base Electricity per Kwh	\$	0.1600
# of Tecogen's		1
Kw per Tecogen		100
Kw per module		100
Operating Time (Annual total 8,760)		5,100
Electricity Revenue	\$	81,600.00

Heat Recovery

Customer Gas Price per 1M BTU	\$	12.00
Heat Recovery (BTU's/hr) from Tecogens		732,000
Efficiency of boiler %		85%
Replacing the boiler (BTUs/Hr)		861,176
Operating Time (Annual total 8,760)		5,100
Hot Water Revenue	\$	52,704.00

Electric Demand

CTA and Prod/Tran (not incl Dist Dmd)	\$	4.83
Demand Savings KW		60
Demand Revenue	\$	3,477.60

Total Revenue

\$ 137,781.60

Operating Costs:

Gas Cost

	\$	9.60
Total BTU's needed (Tecogen manual)		1,280,000
Hours		5,100
Total Fuel Cost	\$	62,669.00

Operating & Maint. costs per Kwh (Tecogen manual)	\$	1.80
Kw per module		100
Hours		5,100

\$ 9,180.00

Total Operating Cost

\$ 71,849.00

NET ANNUAL SAVINGS

\$ 65,933

Capital Investment

Turnkey Installation Cost	\$	290,000
Rebate		51,300
Net Installation Cost	\$	238,700
Simple Payback Yrs		3.6

SPECIAL MEETING-MANSFIELD WATER POLLUTION CONTROL AUTHORITY
SEPTEMBER 25, 2007 – 7:00 PM
WINDHAM TOWN HALL

Members of the Mansfield Water Pollution Control Authority joined the Windham Water Pollution Control Authority and the Windham Board of Selectmen to discuss the formation of a Regional Sewer Authority.

Members of the Mansfield Water Pollution Control Authority present from Mansfield: Ms. Blair, Mr. Clouette, Ms. Duffy, Mr. Hawkins, Mayor Paterson and Mr. Paulhus
Staff present: Matthew Hart, Town Manager, Jeff Smith, Director of Finance, Lon Hultgren, Director of Public Works, Doug Gillette, Bond Counsel - Day Berry & Howard LLP, and Mary Stanton, Town Clerk

WPCA Superintendent David Garand presented three possible scenarios for the Windham Facility upgrade funding (attached). Mr. Garand spoke in favor of the regionalization option noting that economy of scale, the fact that Windham is better equipped to maintain the facility and that the facility is in good shape to fund the upgrade are all good reasons for Mansfield to join Windham.

The newly formed WPCA would be a self-supporting water pollution authority making it eligible for additional grant consideration. A 7 member regional board of directors would be formed with Windham having 6 members and Mansfield 1 member. Voting would be weighted according to water usage. The assets of each town would be transferred to the Board, which would have all the powers of a municipality.

Matt Hart, speaking for the Mansfield staff, stated that he is interested in reviewing the draft proposal and had expected that tonight's meeting was going to be an opportunity to discuss the organizational structure of the regional authority. The Town Manager noted that it is too premature to talk about numbers.

In response to Mr. Gauand's comments about the brevity of the allotted time frame and his concerns about having everything in place in order not to lose the additional 5% allocated by the Department of Environmental Protection for Regional Boards, Counsel from the two Boards agreed to have a conversation with the D.E.P. to see what options are available.

Mayor Paterson noted that the October 2 deadline described by Mr. Gauand would be extremely difficult for Mansfield since the authorization would require the approval of a new ordinance.

Members of the Mansfield Water Pollution Control Authority met after the meeting to discuss their options.

Elizabeth Paterson, MWPCA

Mary Stanton, Town Clerk

Windham Facility Upgrade Funding Scenerio's

Assumption: Design obligation \$775,000

(Non Regional) Construction Obligation \$20,000,000 (\$25 mil. @ 20% grant)

(Regional) Construction Obligation \$19,000,000 (\$25 mil. @ 25% grant)

Windham Capital Reserve: \$6,000,000

Mansfield Capital Reserve: \$400,000

Current Intermuniciple contract: Mansfield Pays 9.1% of Required higher level of treatment & % of contributed flow for remainder (4.5%)

#1) Mansfield:

Design cost \$ 775,000 @ 4.5% = \$34,875

Upgrade cost \$5,000,000 @ 9.1% = \$455,000

\$15,000,000 @ 4.5% = \$675,000

Total \$1,164,875 Annual Payment @2%\$58,929

#1) Windham:

Design cost \$ 775,000 @ 95.5% = \$740,125

Upgrade cost \$20,000,000- \$1,164,875 = \$18,835,125

Total \$ 19,575,250 Annual Payment @2%\$1,188,335

#2) Mansfield:

Design cost \$ 775,000 @ 4.5% = \$34,875

Upgrade cost \$ 20,000,000 @ 4.5% = \$9000,000

Total \$934,875 Annual Payment @2%\$56,753

#2) Windham:

Design cost \$775,000 @ 95.5% = \$740,125

Upgrade cost \$20,000,000-\$934,875 = \$19,065,125

Total \$19,802,250 Annual Payment @2%\$1,202,116

#3) Assumption: Arbitration Requires Each Town to Spend Capital Reserve Prior to Contracatual Debt Retirement (Very Unlikely)

Design cost \$775,000 + Construction Cost \$20,000,000=\$20,775,000 –
Combined Capital Reserves \$6,400,000 =\$14,375,000 Obligation

Mansfield share of Obligation: 25% of project is Required higher degree of treatment payment due @ 9.1% \$337,031 ($\$14,375,000 \times .25 \times .091$) + 75% of project @ 4.5% \$485,156 ($\$14,375,000 \times .75 \times .045$)= \$822,187
Annual Payment @2%\$49,912

Windham Share of Obligation: $\$14,375,000 - \$822,127 = \$13,552,813$
Annual Payment @2%\$822,736

Regionalization

Town of Windham Assigns all W.P.C.A. Assets, Related Property, & Debt to Windham Regional Water Pollution Authority

*\$750,000 "Buy In" & Town of Mansfield Assigns all W.P.C.A. Assets, Related Property, & Debt to Windham Regional Water Pollution Authority

Mansfield:

Capital Reserve	\$400,000
Required Capital	\$350,000
Total Capital Required	\$750,000

*Town of Mansfield is no longer liable for maintaining, repairing or replacement of Southerly sanitary sewer system

W.R.W.P.C.A. Obligation:

Design cost	\$775,000
Upgrade cost	\$18,750,000 ($\$20,000,000 \times .75$)
Less Mansfield "Buy In"	\$750,000
Total	\$18,775,000 Annual Payment @2%\$1,137,670

1 Additional Staff Member Required to Operate Regional Authority (Annual Cost = \$65,000)

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Curt Vincente, Director of Parks and Recreation; William Hammon, Director of Building Maintenance
Date: October 9, 2007
Re: Cogeneration Facility and Pool Cover for Mansfield Community Center

Subject Matter/Background

At the Council meeting of September 24, 2007, staff provided you with a report dealing with the installation of cogeneration equipment at the Community Center. To recap, the Director of Finance and the Director of Maintenance, have been investigating the installation of cogeneration equipment at the Mansfield Community Center. In simple terms, cogeneration is a method of generating your own electricity from a natural gas fired generator and capturing the heat generated by the equipment to heat your building. In this instance electricity should be considered the byproduct as the equipment is sized for the amount of heat, as opposed to the amount of electricity, that it will produce. The quickest payback for this technology exists where there is a need for heat throughout the year, and the community center meets this requirement because of the swimming pool and the use of showers. The Director of Maintenance is recommending that we install a 100 KW system, which is slightly larger than needed but will allow the center to be used as an emergency shelter in the event it is needed.

Another key benefit of the cogeneration system is reduced emissions. Please see the attached emissions calculator, which estimates that the project will reduce carbon dioxide emissions by 336 tons per year.

Staff is now prepared to select a vendor for the cogeneration system. After further review and discussion with our consulting engineers (Fuss & O'Neill) we have reached a decision to enter into a Purchase and Maintenance Agreement with American DG Energy. While not the least expensive proposal, we feel it is the proposal that meets the town's long-term best interest. The estimated payback period is 3.5 - 4.9 years.

In addition to cogeneration, the Siemens report recommended that the town install pool covers over both pools in the Community Center. Their estimated cost was \$101,290 with a payback of 8.5 years. Our initial investigation is a total cost of less than \$50,000 with savings of approximately \$14,000 per year and 55,000 gallons of water. The payback for the pool covers is 3.5 years.

Financial Impact

The total cost of the cogeneration equipment is approximately \$250,000. The town would enter into a lease purchase agreement with a municipal leasing company and retire the outstanding obligation over a five-year period at an interest cost of about 4.5 percent. For this initiative, the total cost to the town would be approximately \$55,700 per year for five years.

For the pool covers, the total cost of the equipment, installation and financing is estimated not to exceed \$350,000. It would be our intention to amortize the costs over a period of five years. Annual debt service would be approximately \$78,500 per year.

Legal Review

The Town Attorney is reviewing the Purchase and Maintenance Agreement with American DG Energy and will be asked to review the lease purchase agreement with the selected financing company.

Recommendation

It is staff's recommendation that the town enter into a contract with American DG Energy and issue a request for proposals to select a leasing company for financing purposes. If the Council agrees with the recommendation it is respectfully requested that the following resolution appropriating \$350,000 for Town of Mansfield co-generation and pool cover project and authorizing lease purchase financing to pay the costs of the project be adopted:

Resolved:

- (a) *The town appropriate \$350,000 to design and construct a co-generation plant and pool cover at the Mansfield Community Center.*
- (b) *That the Director of Finance is authorized to issue a request for proposals for an equipment lease purchase.*
- (c) *That the Town Manager, Director of Finance and Treasurer or any two of them are authorized to enter into a lease purchasing agreement not to exceed \$350,000 and to determine the amount, interest rates, maturities, prepayment provisions, forms and other details of the agreement.*
- (d) *Principal and interest payments of the lease purchase agreement are subject to annual appropriation.*
- (e) *It is the intention of the Town of Mansfield that the lease purchase agreement will qualify as tax exempt debt, as such the Town Manager, Director of Finance and Treasurer or any two of them are authorized to make such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation on interest on the lease purchase agreement.*

Attachments

- 1) EPA Emission Calculator, Mansfield Community Center
- 2) Ferrand Consulting Group, Inc. re: Tax-Exempt Municipal Lease Project

CHP Results



Annual Emissions Analysis					
	CHP System	Displaced Electricity Production	Displaced Thermal Production	Emissions Reduction	Percent Reduction
NOx (tons/year)	0.15	0.65	0.44	0.93	86%
SO2 (tons/year)	0.00	2.01	0.00	2.01	100%
CO2 (tons/year)	376	457	254	336	47%
Carbon (metric tons/year)	102	125	69	92	47%
Fuel Consumption (MMBtu/year)	6,423	5,498	4,350	3,425	35%
Acres of Forest				92	
Number of Cars				57	

This CHP project will reduce emissions of Carbon Dioxide (CO2) by 336 tons per year

This is equal to 92 metric tons of carbon equivalent (MTCE) per year

This reduction is equal to the carbon absorbed by 92 acres of forest



OR

This reduction is equal to the carbon absorbed by 57 cars off the road



CHP Results



CHP Technology: Recip Engine - Rich Burn	
Fuel: Natural Gas	
Unit Capacity:	100 kW
Number of Units:	1
Total CHP Capacity:	100 kW
Operation:	5,100 hours per year
Heat Rate:	12,594 Btu/kWh HHV
CHP Fuel Consumption:	6,423 MMBtu/year
Duct Burner Fuel Consumption:	- MMBtu/year
Total Fuel Consumption:	6,423 MMBtu/year
Total CHP Generation:	510 MWh/year
Useful CHP Thermal Output:	3,480 MMBtu/year for thermal applications (non-cooling) MMBtu/year for cooling applications
	3,480 MMBtu/year Total
Displaced Production for Thermal (non-cooling) Applications:	Existing Gas Boiler 0.20 lb/MMBtu NOx 0.00% sulfur content
Displaced Cooling Service:	There is no displaced cooling service
Displaced Electricity Profile: Egrid State Average Fossil 2000	
Egrid State:	MA
Distribution Losses:	7%
Displaced Electricity Production:	510 MWh/year CHP generation - MWh/year Displaced Cooling Demand 36 MWh/year Transmission Losses 546 MWh/year Total

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CHP Results

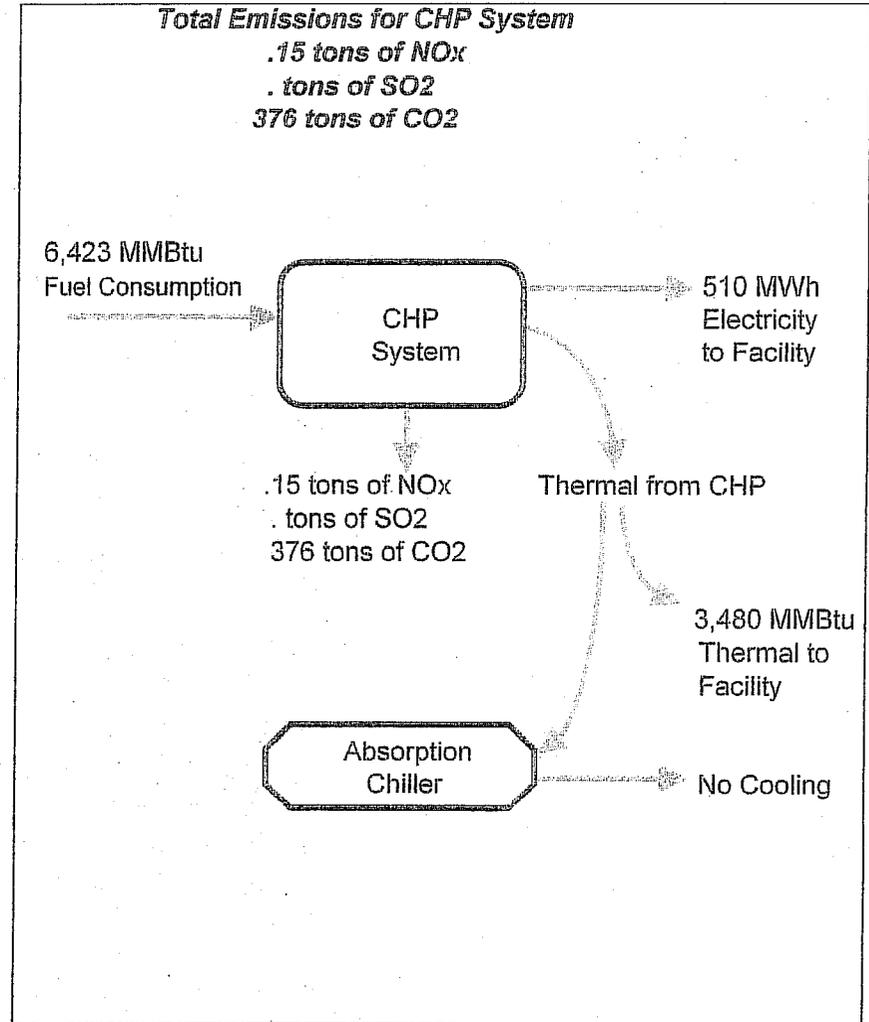
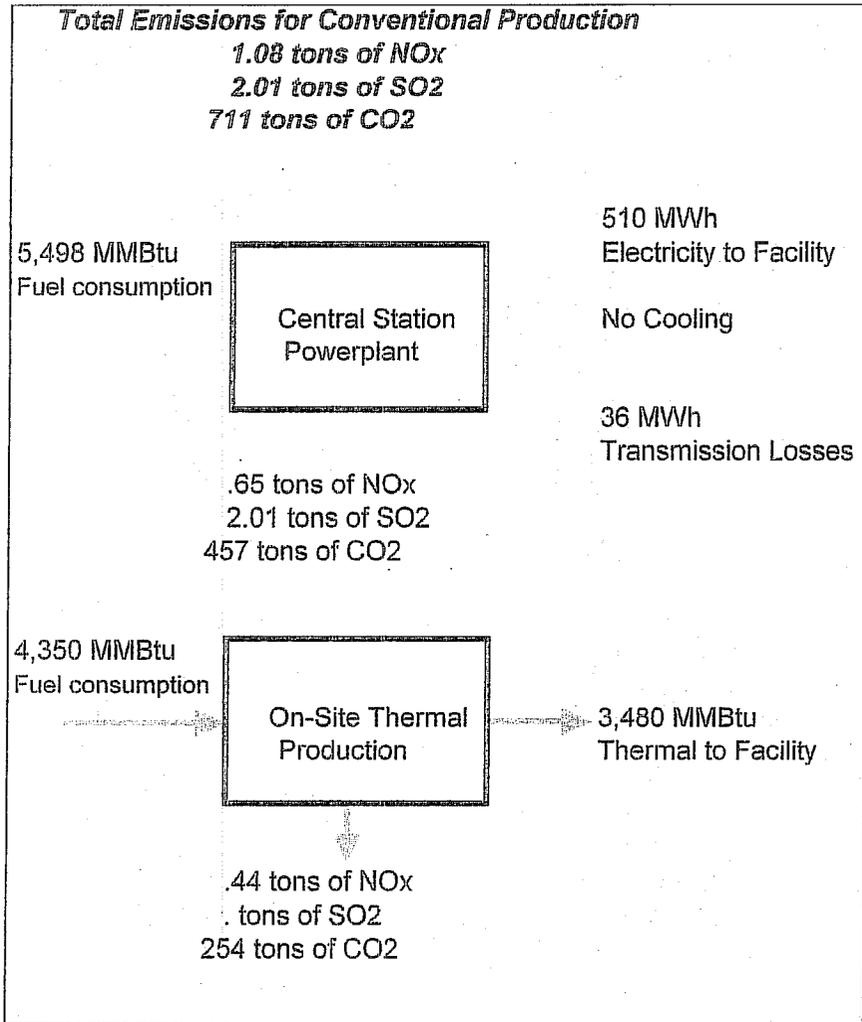


Annual Analysis for CHP				
	CHP System Recip Engine - Rich Burn			Total Emissions from CHP System
NOx (tons/year)	0.15	-		0.15
SO2 (tons/year)	0.00	-		0.00
CO2 (tons/year)	376	-		376
Carbon (metric tons/year)	102	-		102
Fuel Consumption (MMBtu/year)	6,423	-		6,423

Annual Analysis for Displaced Production for Thermal (non-cooling) Applications				
				Total Displaced Emissions from Thermal Production
NOx (tons/year)				0.44
SO2 (tons/year)				0.00
CO2 (tons/year)				254
Carbon (metric tons/year)				69
Fuel Consumption (MMBtu/year)				4,350

Annual Analysis for Displaced Electricity Production				
	Displaced CHP Electricity Generation	Displaced Electricity for Cooling	Transmission Losses	Total Displaced Emissions from Electricity Generation
NOx (tons/year)	0.61	-	0.04	0.65
SO2 (tons/year)	1.88	-	0.13	2.01
CO2 (tons/year)	427	-	29.90	457
Carbon (metric tons/year)	116	-	8	125
Fuel Consumption (MMBtu/year)	5,138	-	360	5,498

CHP Results



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CHP Results



Emission Rates			
	CHP System including Duct Burners	Recip Engine - Rich Burn Alone	Displaced Electricity
NO _x (lb/MWh)	0.60	0.60	2.37
SO ₂ (lb/MWh)	0.01	0.01	7.37
CO ₂ (lb/MWh)	1,474	1,474	1,675

Emission Rates	
	Displaced Thermal Production
NO _x (lb/MMBtu)	0.20
SO ₂ (lb/MMBtu)	0.00059
CO ₂ (lb/MMBtu)	117

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mansfield.ct

MANSFIELD, CT

Tax-Exempt Municipal Lease Project

\$350,000. / 5 Years / Level Debt Service

(Rates are subject to change)

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
12/01/2007	-	-	-	-
12/01/2008	64,857.00	3.750%	13,597.15	78,454.15
12/01/2009	67,289.00	3.800%	11,155.01	78,454.01
12/01/2010	69,846.00	3.900%	8,608.03	78,454.03
12/01/2011	72,571.00	3.950%	5,884.03	78,455.03
12/01/2012	72,417.00	4.000%	2,917.48	78,454.48
Total	\$350,000.00	-	\$42,271.70	\$392,271.70

Yield Statistics

Bond Year Dollars	\$1,076.44
Average Life	3.076 Years
Average Coupon	3.9269835%
Net Interest Cost (NIC)	3.9269835%
True Interest Cost (TIC)	3.8874056%
Bond Yield for Arbitrage Purposes	3.8874056%
All Inclusive Cost (AIC)	3.8874056%

IRS Form 8038

Net Interest Cost	3.9269835%
Weighted Average Maturity	3.076 Years

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MANSFIELD, CT

Tax-Exempt Municipal Lease Project

\$350,000. / 5 Years / Level Debt Service

(Rates are subject to change)

Proof Of All In Cost (AIC) @ 3.8874056%

Date	Cashflow	PV Factor	Present Value	Cumulative PV
12/01/2007	-	1.0000000x	-	-
12/01/2008	78,454.15	0.9622307x	75,490.99	75,490.99
12/01/2009	78,454.01	0.9258878x	72,639.61	148,130.60
12/01/2010	78,454.03	0.8909177x	69,896.08	218,026.69
12/01/2011	78,455.03	0.8572683x	67,257.01	285,283.70
12/01/2012	78,454.48	0.8248898x	64,716.30	350,000.00
Total	\$392,271.70		\$350,000.00	

Derivation Of Target Amount

Par Amount of Bonds	\$350,000.00
Net Issue Proceeds	\$350,000.00

PAGE
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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; Kevin Grunwald, Social Services Director
Date: October 9, 2007
Re: Demand Responsive Elderly and Disabled Transportation Grant

Subject Matter/Background

In spring of this year, Council authorized the Town Manager to negotiate and execute all necessary agreement/contract documents on behalf of the Town of Mansfield with the Department of Transportation of the State of Connecticut for the Elderly and Disabled Demand Responsive Transportation Expanded Program. The Town Manager's Office sent two executed copies of the agreement and necessary supporting documentation to the Department of Transportation on June 6, 2007.

In September, the Town Manager's Office was notified that the Department of Transportation Bureau Chief was not able to sign the agreement until after June 25, 2007. As a result of Public Acts 07-142 and 07-245, any contract not executed by both parties on or before June 25, 2007 requires a nondiscrimination certification from the second party (the Town).

Recommendation

In order to receive funds from the grant award a nondiscrimination resolution must be adopted by Town Council. The following resolution is in order:

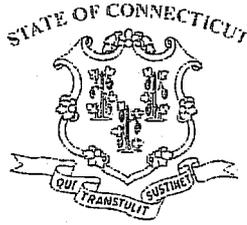
THEREFORE, BE IT RESOLVED BY THE MANSFIELD TOWN COUNCIL, that the Town of Mansfield hereby adopts as its policy to support the nondiscrimination agreements and warranties required under Connecticut General Statutes §4a-60(a)(1) and §4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142, as those statutes may be amended from time to time.

Attachments

- 1) Connecticut General Statutes §4a-60(a)(1)
- 2) Connecticut General Statutes §4a-60a(a)(1)
- 3) State of Connecticut Public Act 07-245
- 4) State of Connecticut Public Act 07-142

Sec. 4a-60. (Formerly Sec. 4-114a). Nondiscrimination and affirmative action provisions in contracts of the state and political subdivisions other than municipalities. (a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to sections 46a-56, 46a-68e and 46a-68f; (5) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56. If the contract is a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project.

Sec. 4a-60a. Contracts of the state and political subdivisions, other than municipalities, to contain provisions re nondiscrimination on the basis of sexual orientation. (a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56; (4) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56.



Senate Bill No. 1447

Public Act No. 07-245

AN ACT CONCERNING FAMILY AND MEDICAL LEAVE FOR MUNICIPAL EMPLOYEES AND THE APPLICABILITY OF CERTAIN STATUTORY PROVISIONS TO CIVIL UNION STATUS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. (NEW) (*Effective October 1, 2007*) (a) Each political subdivision of the state shall grant any employee of such political subdivision who is a party to a civil union, as defined in section 46b-38aa of the general statutes, and who has been employed for at least twelve months by such employer and for at least one thousand two hundred fifty hours of service with such employer during the previous twelve-month period the same family and medical leave benefits under the federal Family and Medical Leave Act, Public Law 103-3, and 29 CFR 825.112, as are provided to an employee who is a party to a marriage.

(b) Any employee of a political subdivision of the state who has worked at least twelve months and one thousand two hundred fifty hours for such employer during the previous twelve-month period may request leave in order to serve as an organ or bone marrow donor, provided such employee may be required, prior to the inception of such leave, to provide sufficient written certification from the physician of such employee of the proposed organ or bone marrow

Senate Bill No. 1447

donation and the probable duration of the employee's recovery from such donation.

(c) Nothing in this section shall be construed as authorizing leave in addition to the total of twelve workweeks of leave during any twelve-month period provided under the federal Family and Medical Leave Act, Public Law 103-3.

(d) The Labor Department shall enforce compliance with the provisions of this section.

Sec. 2. Section 46b-3800 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

Wherever in the general statutes the terms "spouse", "family", "immediate family", "dependent", "next of kin" or any other term that denotes the spousal relationship are used or defined, a party to a civil union shall be included in such use or definition, and wherever in the general statutes, except sections 7-45 and 17b-137a, subdivision (4) of section 45a-727a, and sections 46b-20 to 46b-34, inclusive, 46b-38nn and 46b-150d, the term "marriage" is used or defined, a civil union shall be included in such use or definition. Wherever in the general statutes, except sections 46a-60, 46a-64, 46a-64c and 46a-66, the term "marital status" is used or defined, civil union status shall be included in such use or definition.

Sec. 3. Section 46a-81c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

It shall be a discriminatory practice in violation of this section: (1) For an employer, by himself or his agent, except in the case of a bona fide occupational qualification or need, to refuse to hire or employ or to bar or to discharge from employment any individual or to discriminate against him in compensation or in terms, conditions or privileges of employment because of the individual's sexual

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orientation or civil union status, (2) for any employment agency, except in the case of a bona fide occupational qualification or need, to fail or refuse to classify properly or refer for employment or otherwise to discriminate against any individual because of the individual's sexual orientation or civil union status, (3) for a labor organization, because of the sexual orientation or civil union status of any individual to exclude from full membership rights or to expel from its membership such individual or to discriminate in any way against any of its members or against any employer or any individual employed by an employer, unless such action is based on a bona fide occupational qualification, or (4) for any person, employer, employment agency or labor organization, except in the case of a bona fide occupational qualification or need, to advertise employment opportunities in such a manner as to restrict such employment so as to discriminate against individuals because of their sexual orientation or civil union status.

Sec. 4. Subsection (a) of section 46a-81d of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) It shall be a discriminatory practice in violation of this section: (1) To deny any person within the jurisdiction of this state full and equal accommodations in any place of public accommodation, resort or amusement because of such person's sexual orientation or civil union status, subject only to the conditions and limitations established by law and applicable alike to all persons; or (2) to discriminate, segregate or separate on account of sexual orientation or civil union status.

Sec. 5. Section 46a-81e of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) It shall be a discriminatory practice in violation of this section:

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(1) To refuse to sell or rent after the making of a bona fide offer, or to refuse to negotiate for the sale or rental of, or otherwise make unavailable or deny, a dwelling to any person because of sexual orientation or civil union status.

(2) To discriminate against any person in the terms, conditions, or privileges of sale or rental of a dwelling, or in the provision of services or facilities in connection therewith, because of sexual orientation or civil union status.

(3) To make, print or publish, or cause to be made, printed or published any notice, statement, or advertisement, with respect to the sale or rental of a dwelling that indicates any preference, limitation, or discrimination based on sexual orientation or civil union status, or an intention to make any such preference, limitation or discrimination.

(4) (A) To represent to any person because of sexual orientation or civil union status, that any dwelling is not available for inspection, sale or rental when such dwelling is in fact so available. (B) It shall be a violation of this subdivision for any person to restrict or attempt to restrict the choices of any buyer or renter to purchase or rent a dwelling (i) to an area which is substantially populated, even if less than a majority, by persons of the same sexual orientation or civil union status as the buyer or renter, (ii) while such person is authorized to offer for sale or rent another dwelling which meets the housing criteria as expressed by the buyer or renter to such person and (iii) such other dwelling is in an area which is not substantially populated by persons of the same sexual orientation or civil union status as the buyer or renter. As used in this subdivision, "area" means municipality, neighborhood or other geographic subdivision which may include an apartment or condominium complex.

(5) For profit, to induce or attempt to induce any person to sell or rent any dwelling by representations regarding the entry or

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prospective entry into the neighborhood of a person or persons of a particular sexual orientation or civil union status.

(6) For any person or other entity engaging in residential-real-estate-related transactions to discriminate against any person in making available such a transaction, or in the terms or conditions of such a transaction, because of sexual orientation or civil union status.

(7) To deny any person access to or membership or participation in any multiple-listing service, real estate brokers' organization or other service, organization, or facility relating to the business of selling or renting dwellings, or to discriminate against him in the terms or conditions of such access, membership or participation, on account of sexual orientation or civil union status.

(8) To coerce, intimidate, threaten, or interfere with any person in the exercise or enjoyment of, or on account of his having exercised or enjoyed, or on account of his having aided or encouraged any other person in the exercise or enjoyment of, any right granted or protected by this section.

(b) The provisions of this section shall not apply to (1) the rental of a room or rooms in a unit in a dwelling if the owner actually maintains and occupies part of such unit as his residence, or (2) a unit in a dwelling containing not more than four units if the owner actually maintains and occupies one of such other units as his residence.

(c) Nothing in this section limits the applicability of any reasonable state statute or municipal ordinance restricting the maximum number of persons permitted to occupy a dwelling.

(d) Nothing in this section prohibits a person engaged in the business of furnishing appraisals of real property to take into consideration factors other than sexual orientation or civil union status.

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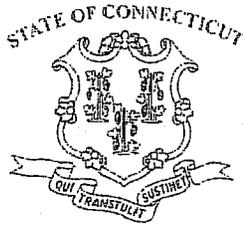
(e) Notwithstanding any other provision of this chapter, complaints alleging a violation of this section shall be investigated within one hundred days of filing and a final administrative disposition shall be made within one year of filing unless it is impracticable to do so. If the Commission on Human Rights and Opportunities is unable to complete its investigation or make a final administrative determination within such time frames, it shall notify the complainant and the respondent in writing of the reasons for not doing so.

(f) Any person who violates any provision of this section shall be fined not less than twenty-five nor more than one hundred dollars or imprisoned not more than thirty days, or both.

Sec. 6. Subsection (a) of section 46a-81f of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) It shall be a discriminatory practice in violation of this section for any creditor to discriminate on the basis of sexual orientation or civil union status, against any person eighteen years of age or over in any credit transaction.

Approved July 10, 2007



Substitute Senate Bill No. 1106

Public Act No. 07-142

AN ACT CONCERNING PROCEDURES FOR THE HEARING OF COMPLAINTS AGAINST STATE CONTRACTORS AND SUBCONTRACTORS BY THE COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES AND THE DOCUMENTATION OF NONDISCRIMINATION POLICIES ADOPTED BY STATE CONTRACTORS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Subdivision (8) of section 46a-51 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2007*):

(8) "Discriminatory practice" means a violation of section 4a-60, as amended by this act, 4a-60a, as amended by this act, 4a-60g, 46a-58, 46a-59, 46a-60, 46a-64, 46a-64c, 46a-66, 46a-68, [sections] 46a-68c to 46a-68f, inclusive, or 46a-70 to 46a-78, inclusive, subsection (a) of section 46a-80 [] or sections 46a-81b to 46a-81o, inclusive.

Sec. 2. Subsections (c) and (d) of section 46a-56 of the general statutes are repealed and the following is substituted in lieu thereof (*Effective July 1, 2007*):

(c) If the commission determines through its [complaint procedure] monitoring and compliance procedures that a contractor or subcontractor is not complying with antidiscrimination statutes or

Substitute Senate Bill No. 1106

contract provisions required under section 4a-60 or 4a-60a, as amended by this act, or the provisions of [section 46a-68c, 46a-68d, 46a-68e or 46a-68f, (A)] sections 46a-68c to 46a-68f, inclusive, the commission may issue a complaint pursuant to subsection (c) of section 46a-82, as amended by this act. Such complaint shall be scheduled for a hearing before a hearing officer or human rights referee appointed to act as a presiding officer. Such hearing shall be held in accordance with chapter 54 and section 46a-84, as amended by this act. If, after such hearing, the presiding officer makes a finding of noncompliance with antidiscrimination statutes or contract provisions required under section 4a-60 or 4a-60a, as amended by this act, or the provisions of sections 46a-68c to 46a-68f, inclusive, the presiding officer may: (1) Order the state [shall] to retain two per cent of the total contract price per month on any existing contract with such contractor; [and (B)] (2) prohibit the contractor [shall be prohibited] from participation in any further contracts with state agencies until: [(i)] (A) The expiration of a period of two years from the date of the finding of noncompliance, or [(ii)] (B) the [commission] presiding officer determines that the contractor has adopted policies consistent with such statutes, [. The commission] provided the presiding officer shall make such [a] determination [as to whether the contractor has adopted such policies] within forty-five days of [its determination] such finding of noncompliance; [. In addition, the commission may do one or more of the following: (1) Publish] (3) publish, or cause to be published, the names of contractors or unions [which it] that the presiding officer has found to be in noncompliance with such provisions; [(2)] (4) notify the Attorney General that, in cases in which there is substantial or material violation or the threat of substantial or material violation of the contractual provisions set forth in section 4a-60 or 4a-60a, as amended by this act, appropriate proceedings should be brought to enforce [those] such provisions, including the enjoining, within the limitations of applicable law, of organizations, individuals or groups who prevent directly or indirectly, or seek to prevent directly or indirectly,

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compliance with the provisions of [said] section 4a-60 or 4a-60a, as amended by this act; [(3)] (5) recommend to the Equal Employment Opportunity Commission or the Department of Justice that appropriate proceedings be instituted under Title VII of the Civil Rights Act of 1964, when necessary; [(4)] (6) recommend to the appropriate prosecuting authority that criminal proceedings be brought for the furnishing of false information to any contracting agency or to the commission as the case may be; [(5)] (7) order the contractor to bring itself into compliance with antidiscrimination statutes or contract provisions required under section 4a-60 or 4a-60a, as amended by this act, or sections 46a-68c to 46a-68f, inclusive, within a period of thirty days or, for good cause shown, within an additional period of thirty days, and, if such contractor fails to bring itself into such compliance within such time period and such noncompliance is substantial or material or there is a pattern of noncompliance, recommend to the contracting agency that such agency declare the contractor to be in breach of the contract and that such agency pursue all available remedies; or (8) order the contracting agency to refrain from entering into further contracts, or [extension] extensions or other modifications of existing contracts, with any noncomplying contractor, until such contractor has satisfied the commission that such contractor has established and will carry out personnel and employment policies in compliance with antidiscrimination statutes and the provisions of section 4a-60 or 4a-60a, as amended by this act, and sections 46a-68c to 46a-68f, inclusive. The commission shall adopt regulations, in accordance with chapter 54, to implement the provisions of this section.

(d) If the commission determines, through its [complaint procedure and after a hearing held in accordance with chapter 54] monitoring and compliance procedures and after a complaint is filed and a hearing is held pursuant to subsection (c) of this section, that, with respect to a state contract, a contractor, subcontractor or supplier of materials has

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(1) fraudulently qualified as a minority business enterprise, or (2) performed services or supplied materials on behalf of another contractor, subcontractor or supplier of materials knowing (A) that such other contractor, subcontractor or supplier has fraudulently qualified as a minority business enterprise in order to comply with antidiscrimination statutes or contract provisions required under section 4a-60 or 4a-60a, as amended by this act, and (B) that such services or materials are to be used in connection with a contract entered into pursuant to subsection (b) of section 4a-60g, [it] the hearing officer or human rights referee before whom such hearing was held shall assess a civil penalty of not more than ten thousand dollars upon such contractor, subcontractor or supplier of materials. The Attorney General, upon complaint of the commission, shall institute a civil action in the superior court for the judicial district of Hartford to recover such penalty. Any penalties recovered pursuant to this subsection shall be deposited in a special fund and shall be held by the State Treasurer separate and apart from all other moneys, funds and accounts. The resources in such fund shall, pursuant to regulations adopted by the commission in accordance with the provisions of chapter 54, be used to assist minority business enterprises. As used in this section, "minority business enterprise" means any contractor, subcontractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: [(1)] (i) Who are active in the daily affairs of the enterprise; [(2)] (ii) who have the power to direct the management and policies of the enterprise; and [(3)] (iii) who are members of a minority, as [such term is] defined in subsection (a) of section 32-9n.

Sec. 3. Section 46a-68i of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2007*):

The commission or any contractor or subcontractor aggrieved by a decision of the hearing officer or human rights referee following a

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hearing held pursuant to [section 46a-68h] subsection (c) of section 46a-56, as amended by this act, shall have a right of appeal to the Superior Court as provided for in section 4-183. Such appeal shall be privileged in order of assignment of trial.

Sec. 4. Section 46a-81r of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2007*):

Nothing in sections 4a-60a, as amended by this act, 45a-726a, 46a-51, as amended by this act, 46a-54, 46a-56, as amended by this act, 46a-63, 46a-64b, 46a-65, 46a-67, 46a-68b [,] and 46a-81a to 46a-81q, inclusive, subsection [(d)] (e) of section 46a-82, as amended by this act, subsection (a) of section 46a-83, as amended by this act, and sections 46a-86, as amended by this act, 46a-89, 46a-90a, 46a-98, 46a-98a and 46a-99 shall be deemed or construed (1) to mean the state of Connecticut condones homosexuality or bisexuality or any equivalent lifestyle, (2) to authorize the promotion of homosexuality or bisexuality in educational institutions or require the teaching in educational institutions of homosexuality or bisexuality as an acceptable lifestyle, (3) to authorize or permit the use of numerical goals or quotas, or other types of affirmative action programs, with respect to homosexuality or bisexuality in the administration or enforcement of the provisions of sections 4a-60a, as amended by this act, 45a-726a, 46a-51, as amended by this act, 46a-54, 46a-56, as amended by this act, 46a-63, 46a-64b, 46a-65, 46a-67, 46a-68b [,] and 46a-81a to 46a-81q, inclusive, subsection [(d)] (e) of section 46a-82, as amended by this act, subsection (a) of section 46a-83, as amended by this act, and sections 46a-86, as amended by this act, 46a-89, 46a-90a, 46a-98, 46a-98a and 46a-99, (4) to authorize the recognition of or the right of marriage between persons of the same sex, or (5) to establish sexual orientation as a specific and separate cultural classification in society.

Sec. 5. Section 46a-82 of the general statutes is repealed and the ***Public Act No. 07-142***

Substitute Senate Bill No. 1106

following is substituted in lieu thereof (*Effective July 1, 2007*):

(a) Any person claiming to be aggrieved by an alleged discriminatory practice, except for an alleged violation of section 4a-60g or 46a-68 or the provisions of sections 46a-68c to 46a-68f, inclusive, may, by himself or ~~his~~ herself or by such person's attorney, make, sign and file with the commission a complaint in writing under oath, which shall state the name and address of the person alleged to have committed the discriminatory practice, and which shall set forth the particulars thereof and contain such other information as may be required by the commission. After the filing of a complaint pursuant to this subsection, the commission shall serve upon the person claiming to be aggrieved a notice that: (1) Acknowledges receipt of the complaint; and (2) advises of the time frames and choice of forums available under this chapter.

(b) The commission, whenever it has reason to believe that any person has been engaged or is engaged in a discriminatory practice, may issue a complaint, except for a violation of subsection (a) of section 46a-80.

(c) The commission, whenever it has reason to believe that any contractor or subcontractor is not complying with antidiscrimination statutes or contract provisions required under section 4a-60, 4a-60a, as amended by this act, or 4a-60g or the provisions of sections 46a-68c to 46a-68f, inclusive, may issue a complaint.

~~[(c)]~~ (d) The commission may issue a complaint if: (1) An affirmative action plan filed pursuant to section 46a-68 is in violation of any of the provisions of section 4-61u or 4-61w, sections 46a-54 to 46a-64, inclusive, section 46a-64c or sections 46a-70 to 46a-78, inclusive; or (2) an agency, department, board or commission fails to submit an affirmative action plan required under section 46a-68.

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[[d)] (e) Any employer whose employees, or any of them, refuse or threaten to refuse to comply with the provisions of section 46a-60 or 46a-81c [.] may file with the commission a written complaint under oath asking for assistance by conciliation or other remedial action.

[(e)] (f) Any complaint filed pursuant to this section must be filed within one hundred and eighty days after the alleged act of discrimination, except that any complaint by a person claiming to be aggrieved by a violation of subsection (a) of section 46a-80 must be filed within thirty days of the alleged act of discrimination.

Sec. 6. Subsection (a) of section 46a-83 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2007*):

(a) Within twenty days after the filing of any discriminatory practice complaint pursuant to subsection (a) or (b) of section 46a-82, as amended by this act, or an amendment to such complaint adding an additional respondent, the commission shall cause the complaint to be served upon the respondent together with a notice (1) identifying the alleged discriminatory practice, and (2) advising of the procedural rights and obligations of a respondent under this chapter. The respondent shall file a written answer to the complaint under oath with the commission within thirty days of receipt of the complaint, provided a respondent may request, and the commission may grant, for good cause shown, one extension of time of fifteen days within which to file an answer to a complaint. The answer to any complaint alleging a violation of section 46a-64c or 46a-81e shall be filed within ten days of receipt.

Sec. 7. Section 46a-84 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2007*):

(a) If the investigator fails to eliminate a discriminatory practice

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complained of pursuant to subsection (a) or (b) of section 46a-82, as amended by this act, within fifty days of a finding of reasonable cause, [he] the investigator shall, within ten days, certify the complaint and the results of the investigation to the executive director of the commission and to the Attorney General.

(b) Upon certification of [the] a complaint filed pursuant to subsection (a) or (b) of section 46a-82, as amended by this act, or upon the filing of a complaint pursuant to subsection (c) of said section, the [executive director of the commission or his designee] Chief Human Rights Referee shall appoint, for a complaint filed pursuant to said subsection (a) or (b), a hearing officer, hearing adjudicator or human rights referee, and for a complaint filed pursuant to said subsection (c), a hearing officer or human rights referee, to act as a presiding officer to hear the complaint or to conduct settlement negotiations and shall cause to be issued and served in the name of the commission a written notice, together with a copy of the complaint, as the same may have been amended, requiring the respondent to answer the charges of the complaint at a hearing before the presiding officer or hearing adjudicator at a time and place to be specified in the notice. [, provided such] A hearing on a complaint filed pursuant to subsection (a) or (b) of section 46a-82, as amended by this act, shall be commenced by convening a hearing conference not later than forty-five days after the certification of the complaint. [The] Such hearing shall be a de novo hearing on the merits of the complaint and not an appeal of the commission's processing of the complaint prior to its certification. [The hearing] A hearing on a complaint filed pursuant to subsection (c) of section 46a-82, as amended by this act, shall be commenced by convening a hearing conference not later than twenty days after the date of notice of such complaint. Hearings shall proceed with reasonable dispatch and be concluded in accordance with the provisions of section 4-180.

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(c) The place of any hearing may be the office of the commission or another place designated by [it] the commission.

(d) The case in support of the complaint shall be presented at the hearing by the Attorney General, who shall be counsel for the commission, or by a commission legal counsel as provided in section 46a-55, as the case may be. If the Attorney General or the commission legal counsel determines that a material mistake of law or fact has been made in the finding of reasonable cause [, he] on a complaint filed pursuant to subsection (a) or (b) of section 46a-82, as amended by this act, the Attorney General or the commission legal counsel may withdraw the certification of the complaint and remand the file to the investigator for further action. The complainant may be represented by an attorney of [his] the complainant's own choice. If the Attorney General or the commission legal counsel, as the case may be, determines that the interests of the state will not be adversely affected, the attorney for the complainant shall present all or part of the case in support of the complaint. No commissioner may participate in the deliberations of the presiding officer in the case.

(e) A hearing officer, hearing adjudicator, human rights referee or attorney who volunteers service pursuant to subdivision (18) of section 46a-54 may supervise settlement endeavors, or, in employment discrimination cases only, the complainant and respondent, with the permission of the commission, may engage in alternate dispute resolution endeavors for not more than three months. The cost of such alternate dispute resolution endeavors shall be borne by the complainant or the respondent, or both, and not by the commission. Any endeavors or negotiations for conciliation, settlement or alternate dispute resolution shall not be received in evidence.

(f) The respondent may file a written answer to the complaint under oath and appear at the hearing in person or otherwise, with or without counsel, and submit testimony and be fully heard. If the respondent

Public Act No. 07-142

Substitute Senate Bill No. 1106

fails to file a written answer prior to the hearing within the time limits established by regulation adopted by the commission in accordance with chapter 54 or fails to appear at the hearing after notice in accordance with section 4-177, the presiding officer or hearing adjudicator may enter an order of default and order such relief as is necessary to eliminate the discriminatory practice and make the complainant whole. The commission or the complainant may petition the Superior Court for enforcement of any such order for relief pursuant to the provisions of section 46a-95.

(g) The presiding officer or hearing adjudicator conducting any hearing shall permit reasonable amendment to any complaint or answer and the testimony taken at the hearing shall be under oath and be transcribed at the request of any party.

Sec. 8. Section 46a-86 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2007*):

(a) If, upon all the evidence presented at the hearing conducted pursuant to section 46a-84, as amended by this act, the presiding officer finds that a respondent has engaged in any discriminatory practice, the presiding officer shall state [his] the presiding officer's findings of fact and shall issue and file with the commission and cause to be served on the respondent an order requiring the respondent to cease and desist from the discriminatory practice and further requiring the respondent to take such affirmative action as in the judgment of the presiding officer will effectuate the purpose of this chapter.

(b) In addition to any other action taken [hereunder] under this section, upon a finding of a discriminatory employment practice, the presiding officer may order the hiring or reinstatement of employees, with or without back pay, or restoration to membership in any respondent labor organization, provided, liability for back pay shall not accrue from a date more than two years prior to the filing or

Substitute Senate Bill No. 1106

issuance of the complaint and, provided further, interim earnings, including unemployment compensation and welfare assistance or amounts which could have been earned with reasonable diligence on the part of the person to whom back pay is awarded shall be deducted from the amount of back pay to which such person is otherwise entitled. The amount of any such deduction for interim unemployment compensation or welfare assistance shall be paid by the respondent to the commission which shall transfer such amount to the appropriate state or local agency.

(c) In addition to any other action taken [hereunder] under this section, upon a finding of a discriminatory practice prohibited by section 46a-58, 46a-59, 46a-64, 46a-64c, 46a-81b, 46a-81d or 46a-81e, the presiding officer shall determine the damage suffered by the complainant, which damage shall include, but not be limited to, the expense incurred by the complainant for obtaining alternate housing or space, storage of goods and effects, moving costs and other costs actually incurred by [him] the complainant as a result of such discriminatory practice and shall allow reasonable attorney's fees and costs.

(d) In addition to any other action taken [hereunder] under this section, upon a finding of a discriminatory practice prohibited by section 46a-66 or 46a-81f, the presiding officer shall issue and file with the commission and cause to be served on the respondent an order requiring the respondent to pay the complainant the damages resulting from the discriminatory practice.

(e) In addition to any other action taken under this section, upon a finding of noncompliance with antidiscrimination statutes or contract provisions required under section 4a-60 or 4a-60a, as amended by this act, or the provisions of sections 46a-68c to 46a-68f, inclusive, the presiding officer shall issue and file with the commission and cause to be served on the respondent an order with respect to any remedial

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action imposed by the presiding officer pursuant to subsection (c) or (d) of section 46a-56, as amended by this act.

[(e)] (f) If, upon all the evidence and after a complete hearing, the presiding officer finds that the respondent has not engaged in any alleged discriminatory practice, the presiding officer shall state [his] the presiding officer's findings of fact and shall issue and file with the commission and cause to be served on the respondent an order dismissing the complaint.

[(f)] (g) Any payment received by a complainant under this chapter or under any equivalent federal antidiscrimination law, either as a settlement of a claim or as an award made in a judicial or administrative proceeding, shall not be considered as income, resources or assets for the purpose of determining the eligibility of or amount of assistance to be received by such person in the month of receipt or the three months following receipt under the state supplement program, Medicaid or any other medical assistance program, temporary family assistance program, state-administered general assistance program, or the temporary assistance for needy families program. After such time period, any remaining funds shall be subject to state and federal laws governing such programs, including, but not limited to, provisions concerning individual development accounts, as defined in section 31-51ww.

Sec. 9. Subsection (a) of section 4a-60 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the

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grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to sections 46a-56, as amended by this act, 46a-68e and 46a-68f; (5) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56, as amended by this act. If the contract is a public works contract, the

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contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project. Prior to entering into the contract, the contractor shall provide the state or such political subdivision of the state with documentation in the form of a company or corporate policy adopted by resolution of the board of directors, shareholders, managers, members or other governing body of such contractor to support the nondiscrimination agreement and warranty under subdivision (1) of this subsection. For the purposes of this section, "contract" includes any extension or modification of the contract, and "contractor" includes any successors or assigns of the contractor.

Sec. 10. Subsection (a) of section 4a-60a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for

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employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56, as amended by this act; (4) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56, as amended by this act. Prior to entering into the contract, the contractor shall provide the state or such political subdivision of the state with documentation in the form of a company or corporate policy adopted by resolution of the board of directors, shareholders, managers, members or other governing body of such contractor to support the nondiscrimination agreement and warranty under subdivision (1) of this subsection. For the purposes of this section, "contract" includes any extension or modification of the contract, and "contractor" includes any successors or assigns of the contractor.

Sec. 11. Section 46a-68h of the general statutes is repealed. (*Effective July 1, 2007*)

Approved June 25, 2007



Town of Mansfield
Agenda Item Summary

To: Town Council
From: Matt Hart, Town Manager *mh*
CC: Maria Capriola, Assistant to Town Manager
Date: October 9, 2007
Re: Mansfield Middle School Fuel Conversion Project – Fuel Analysis Phase

Subject Matter/Background

As you will recall, the Town Council approved the Mansfield Middle School fuel conversion project a couple years ago and our voters have authorized the town to issue bonds to finance the local share of this initiative. The total estimated cost of the project is \$3.8 million of which the state will pay approximately 73 percent or \$2.8 million.

The primary aim of this project was to replace electric heat with a hot water system. The current system not only has high operating and maintenance costs but also is quite disruptive to learning as it relies upon individual compressors, fans and other noisy mechanical devices within each classroom to deliver both heat and fresh air. The proposed hydronic system will distribute hot water to each classroom with a centralized air exchange system. The water will be heated by natural gas, oil or biodiesel fuels. Since the approval of this project, several citizens have raised concerns that the town should have investigated moving away from fossil fuels or alternative fuels and toward a more sustainable system. We believe these concerns are reasonable and asked Fuss & O'Neill, our consulting engineers, to undertake a comparative study of the alternatives.

Fuss & O'Neill have completed this analysis, and we plan to present their work to the Council and the community at Tuesday's meeting. Once again, the Council and the voters have already approved this project, but the building committee wishes to give all an opportunity to understand the details behind its recommendations before moving ahead to bid the project.

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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
Date: October 9, 2007
Re: Proclamations Designating October 2007 as Meet the Blind Month and October 15, 2007 as White Cane Safety Day

Subject Matter/Background

In an effort to reach as many blind and visually impaired individuals as possible, the National Federation of the Blind of Connecticut has asked us to designate the month of October 2007 as "Meet the Blind Month" and October 15, 2007 as White Cane Safety Day.

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 October 9, 2007, to authorize the Mayor to issue the attached Proclamation Designating October 2007 as Meet the Blind Month and Proclamation Designating October 15, 2007 as White Cane Safety Day.

Attachments

- 1) Proclamation Designating October 2007 as Meet the Blind Month
- 2) Proclamation Designating October 15, 2007 as White Cane Safety Day



*Town of Mansfield
Proclamation
Designating October 2007 as Meet the Blind Month*

WHEREAS, the National Federation of the Blind (NFB) was founded in 1940 to end discrimination against the blind and to secure first-class citizenship for all blind persons; and

WHEREAS, today, the NFB, representing more than fifty thousand members across the country, continues to work to secure equal rights and opportunities for the blind; and

WHEREAS, the NFB works to change attitudes about blindness by providing information about blindness to parents, teachers and school administrators, as well as business, political, social and civic leaders; and

WHEREAS, since blind people and blindness are still frequently misunderstood, the National Federation of the Blind has developed a public education campaign, "Meet the Blind Month," to create opportunities for the people of Connecticut to learn firsthand that blind people are basically like everyone else; and

WHEREAS, the Connecticut affiliate of the National Federation of the Blind, now in its thirty-sixth year, invites neighbors, coworkers, and classmates to join them at various "Meet the Blind" events throughout the month of October to learn how blind people lead full and active lives.

NOW, THEREFORE, I, Elizabeth C. Paterson, Mayor of the Town of Mansfield, do hereby proclaim the month of October, 2007, as National Federation of the Blind MEET THE BLIND MONTH and urge all the citizens of the Town of Mansfield and surrounding areas to accept this invitation to meet members of the National Federation of the Blind, the voice of the nation's blind.

Dated at Mansfield, Connecticut, this ninth day of October 2007.

*Elizabeth C. Paterson
Mayor*



*Town of Mansfield
Proclamation
Designating October 15, 2007 as White Cane Safety Day*

WHEREAS, the white cane and the dog guide have come to symbolize every blind person's right to pursue and achieve a full and independent life, and the use of the white cane or the dog guide allows blind persons to travel safely and effectively and undertake gainful employment and otherwise fully participate in society; and

WHEREAS, Connecticut State law secures the right of blind persons to carry and use a white cane or be accompanied by a dog guide, whether on the streets and highways, traveling on public transportation, utilizing public accommodations, locating housing or working on the job, and Connecticut law also requires motorists to exercise appropriate caution when approaching a blind person using a white cane or dog guide; and,

WHEREAS, Connecticut law further encourages employers, both in private and public sectors, to explore and utilize the skills and potentials for productivity of the blind citizens of Connecticut, to recognize their capabilities and respect their worth as individuals; and

WHEREAS, the State of Connecticut, with the assistance and cooperation of the National Federation of the Blind of Connecticut, can look forward to an ever-increasing awareness of the abilities of blind people and to a greater acceptance of blind persons in the competitive labor market;

NOW, THEREFORE, I, Elizabeth C. Paterson, Mayor of the Town of Mansfield, do hereby proclaim the October 15, 2007, as **WHITE CANE SAFETY DAY** and call upon our schools, institutions and business leaders to take the lead in ensuring full acceptance and equal opportunities for the blind of Connecticut, and I also urge all citizens to recognize and respect the white cane and the dog guide as representing safety, dignity and self-help for the blind of Connecticut.

Dated at Mansfield, Connecticut, this ninth day of October 2007.

*Elizabeth C. Paterson
Mayor*

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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; Lon Hultgren, Director of Public Works
Date: October 9, 2007
Re: Request for Public Information Session re: Preliminary Designs to Stone Mill Road/Laurel Lane Bridges.

Subject Matter/Background

Design work has progressed to the "preliminary design" stage for the federal bridge replacement grants for the Stone Mill Road and Laurel Lane bridges. At this point we need to have a public information meeting on each in order to get comments from residents about the proposed designs.

Financial Impact

These are 80% federally funded projects and the 20% local match will be budgeted for in the Town's capital budgeting process.

Legal Review

No legal issues are anticipated.

Recommendation

Staff recommends that a public information session be scheduled for the October 22, 2007 Council meeting. We will notify all of the interested residents near the two bridges.

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

Move, to schedule a Public Information Session regarding the Preliminary Designs to Stone Mill Road/Laurel Lane Bridges for the October 22, 2007 Regular Meeting of the Mansfield Town Council.

Attachments

- 1) Excerpts and correspondence from the Preliminary Design reports

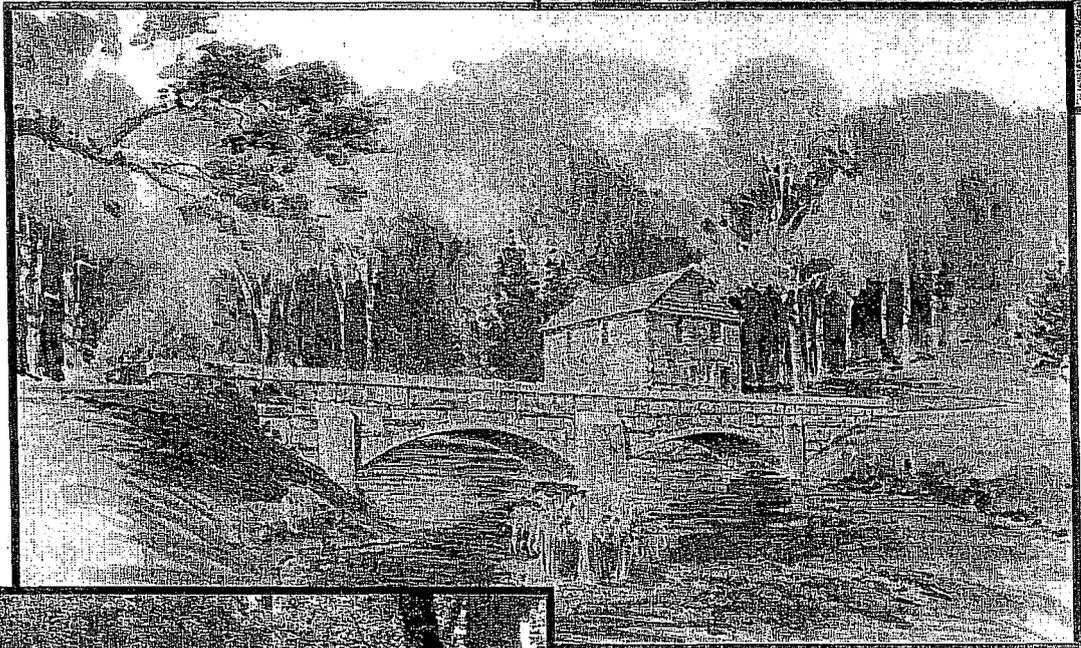
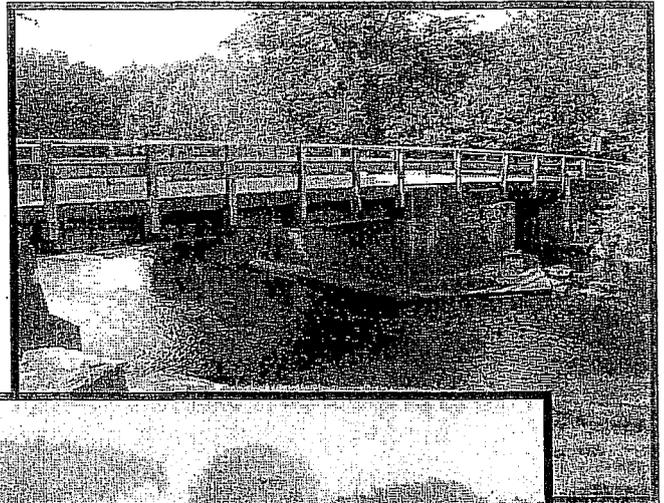
"Excerpts from"

Preliminary Design Report Stone Mill Road over the Fenton River

Bridge No. 04731
State Project 77-213

Prepared for:
Town of Mansfield
Department of Public Works

Prepared by:
GM2 Associates
730 Hebron Avenue
Glastonbury, CT 06033
860-659-1416



July 2007



I. Executive Summary

This project is being designed as part of the Federal Local Bridge Program. It is a bridge construction project involving the replacement of the Stone Mill Road Bridge over the Fenton River in the Town of Mansfield. The new bridge is to be built on the existing alignment and in the same location as the existing bridge. The bridge will be closed to pedestrian and vehicular traffic for the duration of construction.

The proposed work involves construction of the new bridge and reconstruction of the bridge approaches, including installation of new guide railings. The preliminary construction cost, including the bridge and roadway work is \$1,408,000 in 2007 dollars.

II. Existing Conditions

Functional Classification

Stone Mill Road is classified as a very low-volume local road.

Traffic Volumes

Based upon information obtained from the Town of Mansfield for the subject area, the average daily traffic (ADT) within the project limits is approximately 95 vehicles per day. Stone Mill Road is designated a Scenic Road under the Town of Mansfield Scenic Roads Ordinance. As a result of this designation, it is to remain a gravel road and the traffic volume is not expected to increase in the future.

Description of Existing Site

Stone Mill Road is a narrow road of varying width (approx. 14'-6" min. near the project location) with no sidewalks. It is paved for a short distance at either end but is primarily a gravel road. The project site and surrounding areas are residential and rural. The horizontal alignment of Stone Mill Road is tangent on the bridge and curves along the remainder of the road. The vertical alignment at the bridge is on a slight down gradient from west to east.

The existing Stone Mill Road Bridge was originally built in 1930 and later reconstructed in 1964. The bridge consists of two simple spans, with a maximum span length of 33' and a total structure length of 70'. The curb-to-curb roadway width on the structure is 15'-1" and it carries two lanes of traffic.

The bridge superstructure consists of steel stringers with corrugated metal pans filled with concrete. The railings are steel posts and rails. The substructure consists of stone masonry and cast-in-place concrete. The foundation type is not known but is believed to be of a spread footing configuration. Bridge stringers exhibit heavy rust at the ends. There is evidence of scour at the pier and abutments. The overall condition of the bridge is poor and the bridge is currently posted for a weight limit of 15 tons.

Speed

According to Chapter 5, page 379 of the AASHTO Geometric Design of Highways and Streets (2004), "It may not be cost-effective to design local roads and streets that carry less than 400 vehicles per day using the same criteria applicable to higher volume roads or to make extensive traffic operational or safety improvements to such very low-volume roads". For this and other reasons, AASHTO published the Guidelines for Geometric Design of Very Low-Volume Local Roads (2001).

Based on the horizontal and vertical alignments and ADT of the existing Stone Mill Road, and considering its designation as a Scenic Road by the Town of Mansfield, the design speed is selected to be 15 mph.

Right of Way Layout

The approximate property lines shown on the plans are taken from the Town of Mansfield Assessors Maps and from deeds for the affected properties. In the vicinity of the bridge the right-of-way width for Stone Mill Road is assumed to be 2 rods or 33'.

Drainage

The existing drainage is primarily open for natural run-off. There are two catch basins at the intersection of Stone Mill Road and Grist Mill Road that drain onto a splash pad on the east bank of the Fenton River.

Environmental Factors

The project is located within the Windham Water Works Mansfield Hollow Reservoir watershed, and there are wetlands located near each corner of the bridge. The Connecticut Department of Public Health has made the following recommendations:

- A downstream suspended debris boom in conjunction with an absorbent boom should be installed to catch floating contaminants during construction.
- Servicing and refueling construction machinery should be completed outside of the watershed area. If this is not possible, an appropriately designed impervious refueling area with secondary containment should be created and located at least 100 ft from the watercourse and wetland area. Any hazardous materials, including fuel, stored within the watershed should be stored on an impervious surface utilizing secondary containment. A fuel spill remediation kit should be kept on site.

The Fenton River supports wild trout and is stocked with catchable and fingerling trout. The DEP Inland Fisheries Division classifies it as a Class 3 wild trout management area. The river is also known to contain fluvial dependent freshwater finfish including blacknose dace, tessellated darter, fallfish, and white sucker. The Connecticut Department of Environmental Protection has recommended the following:

- The bridge should be replaced by another similar structure that will allow fish passage through the area.
- Use of riprap in the channel required for scour protection should be minimized.
- Any unconfined work within the Fenton River should be restricted to the period from June 1 to September 30, inclusive.

Utilities

There are no utilities in the vicinity of the Stone Mill Road Bridge that are likely to be impacted by the construction of the new bridge.

III. Proposed Improvements

Project Description

The proposed work involves construction of the new bridge and reconstruction of the bridge approaches, including the intersection of Stone Mill Road and Grist Mill Road. New guide railings will be installed at the four corners of the bridge. The new bridge is to be built on the existing alignment and in the same location as the existing one. The bridge will be closed to pedestrian and vehicular traffic for the duration of construction.

The bridge will carry two 9' travel lanes. The proposed superstructure will consist of two 36' clear span concrete arches on strip footings supported by drilled micropiles. In order to confine the bridge construction within the existing right-of-way and to avoid property takes, the proposed wingwalls are U-Type, cantilever sections supported on drilled micropiles. The bridge fascias, parapets and wingwalls will incorporate concrete form liners, color staining and rustications to replicate the look of natural carved stone. This will help the new structure to blend in with the historic, rural surrounding area, specifically the historic grist mill located adjacent to the bridge.

The existing bridge will be completely removed, including the large concrete pier foundation in the river.

The proposed approach work on Stone Mill Road will provide for a roadway transition width of 15'-4" at the matching road to 18'-0" on the bridge and a raise in the profile to accommodate the hydraulic requirements at the bridge. Work at the intersection of Stone Mill Road and Grist Mill Road will consist of full depth reconstruction in the plan of the existing road. The resulting work will consist of approximately 295' of full depth reconstruction. Guide rails will be galvanized steel, but will be painted for aesthetics. *known.*

Work in the channel will consist of removing the existing substructure, grading and placement of riprap in front of proposed abutment and wingwall faces. The riprap will incorporate a "critter shelf" to allow wildlife passage beneath the bridge, as required by the Army Corps of Engineers.

Drainage

The two existing catch basins and associated pipes will be replaced at or very close to their current locations.

Site Access During Construction

The bridge will be closed to all pedestrian and vehicle traffic during construction. A detour plan has been developed and is included with the 30% Progress Submission.

Property Impacts

There are no permanent property takes anticipated for this project. Temporary easements will be required at all four corners of the bridge to allow the Contractor sufficient area to complete the construction of the bridge and approach roadways. There will be a small amount of grading beyond the ROW lines (right to grade required).

Environmental Impacts

There will be no impacts to the existing wetlands resulting from the proposed construction. Bridge construction will be staged, east abutment and pier then west abutment and pier, with temporary cofferdams placed around the existing abutments and pier to facilitate work in the dry for removal and new construction. The temporary cofferdams around the proposed construction will prevent construction debris from entering the river, and downstream suspended debris and absorbent booms will be placed in the river to catch floating contaminants. The cofferdams will be removed upon completion of the corresponding stage to maintain the stream channel during construction. Sedimentation and erosion control measures will be implemented to prevent increased turbidity.

IV. Project Cost Estimate

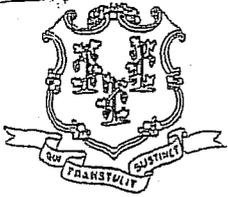
The preliminary construction cost, including the bridge replacement and the associated roadway work is estimated to be \$1,408,000 in 2007 dollars. The Connecticut DOT recommends a cost escalation of 10% per year on the estimate to account for inflation of material and labor costs. See the following item summary sheets for details.

This cost is exclusive of right-of-way acquisition, temporary easement applications, wetland mitigation, site remediation, engineering, and construction administration costs.

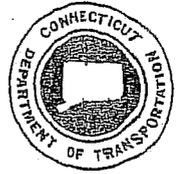
PRELIMINARY DESIGN REPORT
 REPLACEMENT OF STONE MILL ROAD BRIDGE OVER FENTON RIVER
 CONSTRUCTION COST ESTIMATE

ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
0202001	Earth Excavation	CY	200	\$35.00	\$7,000
0202522	Removal of Bituminous Type Pavement	SY	380	\$10.00	\$3,800
0202529	Cut Bituminous Concrete Pavement	LF	24	\$4.00	\$96
0203202	Structure Ex. - Earth (Excluding Cofferdam & Dewatering)	CY	520	\$40.00	\$20,800
0204001A	Cofferdam and Dewatering	LF	300	\$230.00	\$69,000
0212002	Subbase	CY	260	\$45.00	\$11,700
0213011	Granular Fill	CY	16	\$60.00	\$960
0216002	Pervious Structure Backfill	CY	410	\$60.00	\$24,600
0219001	Sedimentation Control System	LF	400	\$4.00	\$1,600
0406442	Superpave 0.500"	T	60	\$200.00	\$12,000
0406445	Superpave 1.5"	T	120	\$200.00	\$24,000
0411001	Rolled Bank Gravel Surface	CY	40	\$45.00	\$1,800
0503001A	Removal of Superstructure	LS	1	\$54,000.00	\$54,000
0507000	Remove Catch Basin	EA	2	\$600.00	\$1,200
0507201	Type "C-L" Catch Basin	EA	2	\$2,200.00	\$4,400
0601003	Class 'A' Concrete	CY	135	\$850.00	\$114,750
0601091A	Simulated Stone Masonry	SY	200	\$270.00	\$54,000
0601156A	Precast Concrete Arches 36' x 8'	LF	24	\$2,500.00	\$60,000
0601156A	Precast Concrete Arches 36' x 9'	LF	24	\$2,500.00	\$60,000
0601201	Class 'F' Concrete	CY	95	\$900.00	\$85,500
0602002	Deformed Steel Bars	LB	23700	\$1.75	\$41,475
0602006	Deformed Steel Bars - Epoxy Coated	LB	23800	\$2.00	\$47,600
0612994	Concrete Cylinder Curing Box	EA	1	\$2,300.00	\$2,300
0651011	12" R.C. Pipe	LF	60	\$55.00	\$3,300
0702026A	Micropiles	EA	62	\$4,000.00	\$248,000
0702027A	Verification Test for Micropiles	EA	1	\$27,500.00	\$27,500
0702028A	Proof Test for Micropiles	EA	2	\$10,500.00	\$21,000
0703011	Intermediate Riprap	CY	48	\$80.00	\$3,840
0707001	Membrane Waterproofing (Woven Glass Fabric)	SY	220	\$24.00	\$5,280
0708001	Dampproofing	SY	175	\$20.00	\$3,500
0755009	Geotextile	SY	95	\$5.00	\$475
091013#A	Curved Guide Rail Treatment	EA	4	\$2,000.00	\$8,000
0911924	R-B End Anchorage - Type II	EA	4	\$800.00	\$3,200
0950005	Turf Establishment	SY	330	\$1.50	\$495
0969002A	Construction Field Office (Type B)	MO	8	\$2,100.00	\$16,800
0971001A	Maintenance and Protection of Traffic	LS	1	\$15,000.00	\$15,000
0974001	Removal of Existing Masonry	CY	250	\$300.00	\$75,000
0975002	Mobilization	LS	1	\$80,000.00	\$80,000
0980001	Construction Staking	LS	1	\$10,000.00	\$10,000

Subtotal \$1,223,971
 Incidentals & Contingencies (15%) \$183,596
 Total Construction Cost \$1,407,567



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



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

Phone:

June 26, 2007

Mr. Lon R. Hultgren, P.E.
Director of Public Works
Town of Mansfield
Audrey P. Beck Building
Four South Eagleville Road
Mansfield, Connecticut 06268-2599

Dear Mr. Hultgren:

Subject: Federal Local Bridge Program
Project No. 77-213
Rehabilitation of Bridge No. 04731
Stone Mill Road #1 over Fenton River
Town of Mansfield

The Connecticut Department of Transportation (ConnDOT) has reviewed your letter dated June 12, 2007, which presented the Town of Mansfield's reasoning for seeking an 18-ft. bridge roadway width on the proposed condition of the subject structure. In consideration of the Town's designation of Stone Mill Road as a local scenic road and given that the 18-ft. bridge roadway width does meet Federal guidelines for the traffic volumes at the site we hereby endorse the Town's proposal.

ConnDOT wishes you continued success in the furtherance of this project. Should you have any questions regarding matter, please contact Mr. Rabih Barakat at (860) 594-3389.

Very truly yours,

Julie F. Georges, P.E.
Transportation Principal Engineer
Bureau of Engineering and
Highway Operations

Enclosure

cc: Mr. Madan Gupta - GM2 Associates



TOWN OF MANSFIELD
DEPARTMENT OF PUBLIC WORKS

Lon R. Hultgren, P.E., Director
HULTGRENLR@MANSFIELDCT.ORG

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

June 12, 2007

Julie F. Georges, P.E.
Transportation Principal Engineer
Bureau of Engineering & Highway Operations
Connecticut Department of Transportation
Post Office Box 317546
Newington, CT 06131-7546

**RE: Bridge Numbers 4731 & 5366
Structure-type approval
letter dated 5/17/07**

RECEIVED
JUN 14 2007

GLOSE, JENSEN & MILLER, P.C.
LIAISON SERVICE

Dear Ms. Georges:

Thank you for your approval letter of May 17th. We will ask our consultant to proceed with the preliminary design as you recommended.

Regarding your recommendation on the traffic and width of the Stone Mill Road bridge, because Stone Mill Road is a Town of Mansfield Scenic Road, it is a gravel road and the bridge is located immediately adjacent to the Historic Gurleyville grist mill we believe the 18 foot bridge width is entirely more "context" appropriate. Additionally, because it is a gravel road (and will remain so under the Town's scenic road ordinance) we do not expect traffic to increase in the future.

For these reasons we firmly believe the bridge width should be 18' not 20', and plan to direct our consultant accordingly as we understand the Federal guidelines will allow.

Thank you for your consideration,

Lon R. Hultgren, P.E.
Director of Public Works

cc: M. Gupta, B. Stark, G. Meitzler, T. Veillette, G. Padick, file

F:\DPW - Admin\ParkerWA\DOT\Georges 6-12-07.P.62

Lon R. Hultgren

To: Madan M Gupta, PE
Subject: RE: Stone Mill Road Bridge

Madan,

Yes, please make these changes or include them in the addendum as appropriate.

Thanks,

Lon

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

From: Madan M Gupta, PE [mailto:madan.gupta@gm2inc.com]
Sent: Wednesday, October 03, 2007 10:56 AM
To: Lon R. Hultgren
Subject: Stone Mill Road Bridge

10-3-07

Good Morning Lon:

Regarding the protection of the Grist Mill, I reviewed the Type Study Report and found the following information:

Page 3, 1.3 Recommendation- ...' The proposed foundations are strip footings supported by drilled micropiles. The installation of drilled micropiles should pose no damage to Grist Mill.'

Page 4, 2.2 Site Features- ...'In addition, Grist Mill has to be protected from possible damage due to construction activity.'

Page 6, 3.4 Foundation Recommendations- 'Using predrilled micropiles will avoid any excessive vibrations that could potentially damage historic Grist Mill.'

'The geotechnical report also cautions against excessive dewatering that could potentially undermine the shallow foundations of the Grist Mill Building. The proposed abutments will be located behind the existing abutments so as to minimize the amount of work done in the stream and to minimize the sheet piling and dewatering that may be required.' *Please note that sheet piling is not proposed on this project. Wording is wrong. The intent is 'temporary cofferdam'.*

Page 7, 3.8 Bridge Aesthetics- ...'In addition, restrictions to details and methods must be imposed to assure that damages to the fragile building will not occur during construction.'

I think that the Type Study Report covers the Grist Mill protection. One thing missing, I feel, is the provisions for monitoring the building during construction. If we add the following paragraph on page 12, 5.7 Conclusions and Recommendations, we would have means to put necessary safeguards in the contract documents.

'The contract documents, plans and specifications, should include restrictions to details and methods that potentially could cause damage to the historic Grist Mill. Also, provisions should be included in the contract documents to monitor the Grist Mill building during construction.'

Please let me know how you feel. We can prepare an addendum to the Report this week.

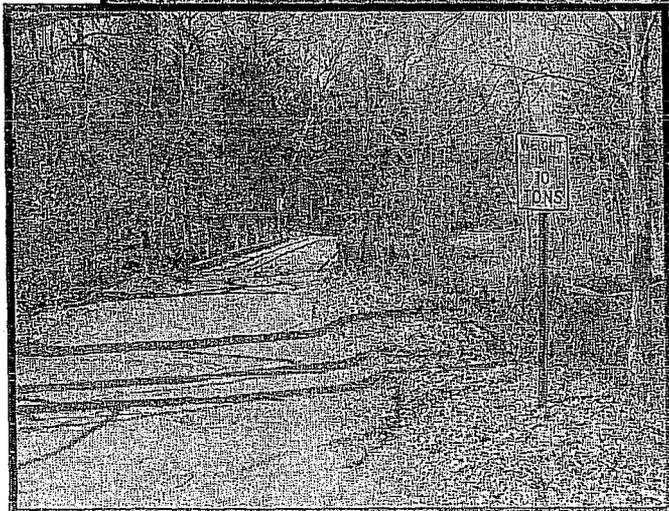
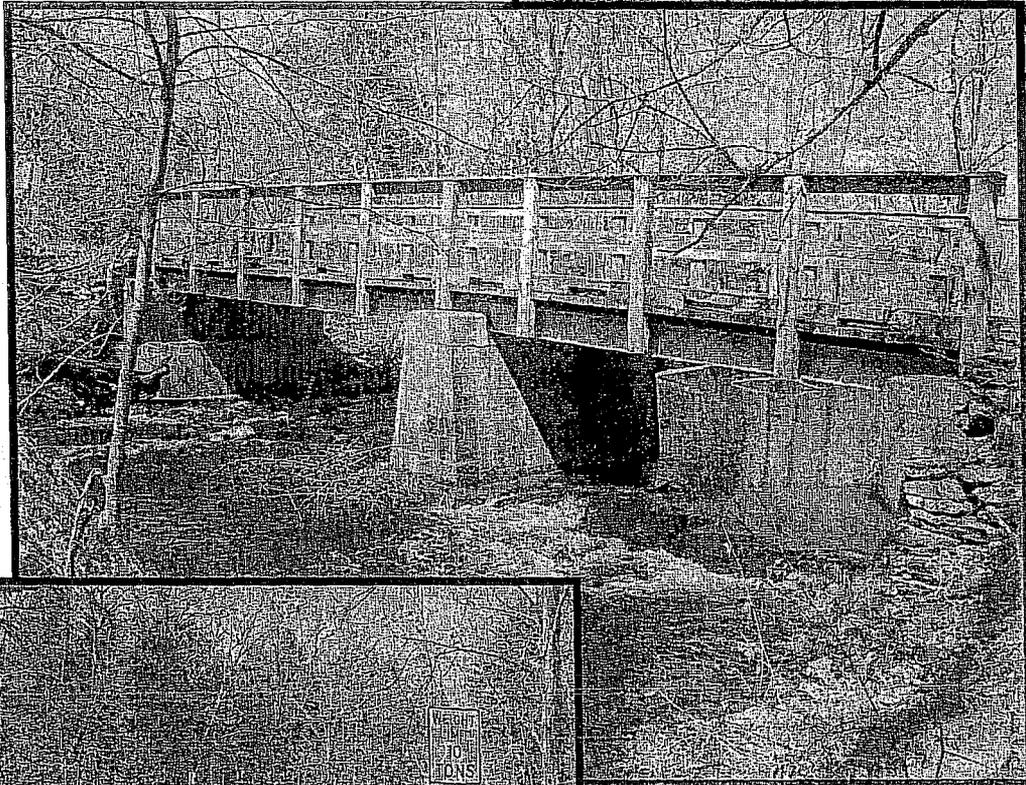
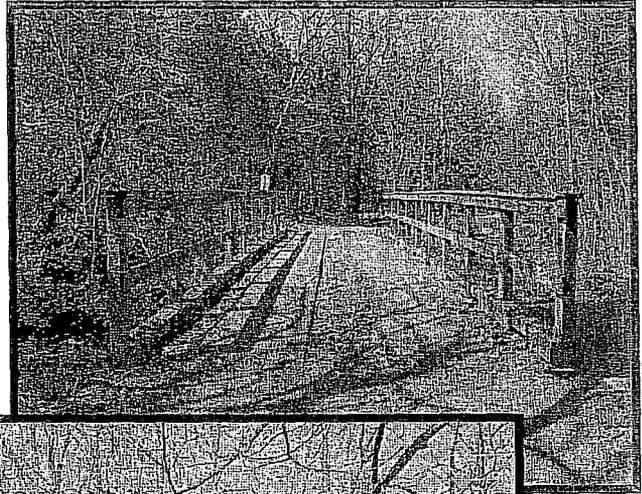
10/3/2007

" Excerpts from "

Preliminary Design Report
Laurel Lane over the Mount Hope River
Bridge No. 05366
State Project 77-214

Prepared for:
Town of Mansfield
Department of Public Works

Prepared by:
GM2 Associates
730 Hebron Avenue
Glastonbury, CT 06033
860-659-1416



July 2007



I. Executive Summary

This project is being designed as part of the Federal Local Bridge Program. It is a bridge construction project involving the replacement of the Laurel Lane Bridge over the Mount Hope River in the Town of Mansfield. The new bridge is to be built beside the existing structure on a new, parallel alignment. Traffic will be maintained on the existing bridge during construction.

The proposed work involves construction of the new bridge and approaches, including installation of new guide railings. As part of the work, two CL&P utility poles will be relocated. Parking access for anglers will be re-established on the east approach to the bridge after construction is completed. The preliminary construction cost, including the bridge and roadway work is \$1,046,000 in 2007 dollars.

II. Existing Conditions

Functional Classification

Laurel Lane is classified as a very low-volume local road.

Traffic Volumes

Based upon information obtained from the 2006 Bridge Safety Inspection Report, the average daily traffic (ADT) within the project limits is approximately 5 vehicles per day. This estimate is reasonable given that there is only one dwelling located across (east of) the Laurel Lane Bridge. Other traffic on Laurel Lane is likely limited to occasional anglers.

Description of Existing Site

Laurel Lane is a narrow gravel road of varying width (approx. 12'-6" min. near the project location) with no sidewalks. The project site and surrounding area is rural. The horizontal alignment of Laurel Lane is winding. The vertical alignment at the bridge is on a slight down gradient from west to east.

The existing Laurel Lane Bridge was originally built in 1940 and rehabilitated in 1986. The bridge consists of two simple spans, with a maximum span length of 31' and a total structure length of 56'. The bridge has a roadway width of 10'-10" between timber rails and it carries one lane of traffic.

The bridge superstructure consists of a timber plank deck supported on five steel stringers. The railings are of timber construction. The abutments and pier are cast-in-place concrete, and the foundation type is not known. Short wingwalls at the four corners of the bridge are constructed of dry stone masonry.

The bridge is posted for 10 tons. The steel stringers exhibit heavy rust and section loss, the timber rails are discontinuous, and the substructure concrete has cracks and spalls. Overall the bridge is in poor condition and requires replacement. The existing bridge is the only access to the property on the east side.

Speed

According to Chapter 5, page 379 of the AASHTO Geometric Design of Highways and Streets (2004), "It may not be cost-effective to design local roads and streets that carry less than 400 vehicles per day using the same criteria applicable to higher volume roads or to make extensive traffic operational or safety improvements to such very low-volume roads". For this and other reasons, AASHTO published the Guidelines for Geometric Design of Very Low-Volume Local Roads (2001).

Based on the horizontal and vertical alignments, the very low ADT of the existing Laurel Lane, and the desire to match in to the existing horizontal alignment and narrow roadway width as quickly as possible, the design speed is selected to be 25 mph.

*C. 1973 repair
show w.
discontinued concrete
found.*

Right of Way Layout

The approximate property lines are from the following maps:

- "Connecticut State Highway Department Right of Way Map / Town of Mansfield / Mansfield-Warrenville Road from the Atwoodville Cemetery Northerly to the Ashford Town Line / Route No. 89" dated January 31, 1935 and prepared by Connecticut State Highway Department
- "Map Showing Land to be Acquired by Algonquin Gas Transmission Co. / Mansfield & Chaplin, Conn." dated September 1991 revised to 11-11-91 and prepared by AR Lombardi Associates, Inc. (M.L.R. Vol. 23 - Pg. 24)
- "Map Showing Property of Matthew W. Florian / Mansfield, Conn." dated December 16, 1982 and prepared by Harry E. Cole & Son, Engineer & Land Surveyor (M.L.R. Vol. 17 - Pg. 55)

The assumed street line to the south of Laurel Lane is set at a 25' offset from the approximate center of Laurel Lane.

Drainage

The existing drainage within the project limits is exclusively open for natural runoff.

Environmental Factors

The project is located within the Windham Water Works Mansfield Hollow Reservoir watershed, and there are wetlands located near each corner of the bridge. The Connecticut Department of Public Health has made the following recommendations:

- A downstream suspended debris boom in conjunction with an absorbent boom should be installed to catch floating contaminants during construction.
- Servicing and refueling construction machinery should be completed outside of the watershed area. If this is not possible, an appropriately designed impervious refueling area with secondary containment should be created and located at least 100 ft from the watercourse and wetland area. Any hazardous materials, including fuel, stored within the watershed should be stored on an impervious surface utilizing secondary containment. A fuel spill remediation kit should be kept on site.

The Mount Hope River supports wild trout and is stocked by the Inland Fisheries Division. The Connecticut Department of Environmental Protection has recommended the following:

- The bridge should be replaced by another clear span structure that will allow fish passage through the area.
- Use of riprap in the channel required for scour protection should be minimized. Mitigation may be required if scour protection requires fill within fish habitats.
- Parking access for anglers should be maintained at the site.

- Any unconfined work within the Mount Hope River should be restricted to the period from June 1 to September 30, inclusive.

Utilities

There are no utilities carried by the Laurel Lane Bridge. There are CL&P power lines to the north of the bridge, with two utility poles in the area of the proposed roadway realignment. These poles will need to be relocated.

III. Proposed Improvements

Project Description

The proposed work involves construction of the new bridge and reconstruction of the bridge approaches as required to match in to the alignment of the existing Laurel Lane. New guide railings will be installed at the four corners of the bridge and along the east approach.

The bridge will carry two 9' travel lanes. The proposed structure will consist of a 78'-6" span rolled beam bridge on integral abutments. In order to place the bridge as close to the existing alignment as possible and minimize property takes, the proposed wingwalls are U-Type, gravity sections on spread footings.

The existing bridge will be completely removed, including the concrete pier foundation in the river.

The proposed approach work on Laurel Lane will provide for a roadway transition width of less than 18' at either end to match into the existing road, and a raise in the profile to accommodate the hydraulic requirements at the bridge. The resulting work will consist of approximately 620' of full depth reconstruction. Guide rails will be weathering steel.

Work in the channel will consist of removal of the existing abutments and pier. The riprap will incorporate a "critter shelf" to allow wildlife to pass beneath the bridge, as required by the Army Corps of Engineers.

Drainage

Drainage at the site will remain open for natural runoff.

Site Access During Construction

The existing bridge and roadway will carry traffic during the construction of the new bridge and realigned roadway. Once construction of the new bridge is complete, the existing bridge will be demolished. A construction sequence plan has been developed and is included with the 30% Progress Submission.

Property Impacts

The new Laurel Lane Bridge is to be built adjacent to the existing structure to eliminate the need for an expensive temporary bridge for traffic staging. A small permanent property take to the north of Laurel Lane is necessary to accommodate the revised alignment. The property belongs to the Algonquin Gas Transmission Company and was likely part of a parcel that the Gas Company had to acquire in order to install nearby underground gas lines. It is a narrow strip of land sandwiched between Laurel Lane and the Mount Hope River and is surrounded by wetlands. As such, it is not useful land and should be an inexpensive take.

There will also be a small amount of grading south of Laurel Lane beyond the ROW lines (right to grade required).

Environmental Impacts

There will be no impacts to the existing wetlands resulting from the proposed construction. The proposed abutments and riprap are to be placed outside of the limits of the river. Turbidity control curtains placed around the existing abutments and pier will contain debris during their removal. Downstream suspended debris and absorbent booms will be placed in the river to catch floating contaminants. Sedimentation and erosion control measures will be implemented to prevent increased turbidity.

IV. Project Cost Estimate

The preliminary construction cost, including the bridge replacement and the associated roadway work is estimated to be \$1,046,000 in 2007 dollars. The Connecticut DOT recommends a cost escalation of 10% per year on the estimate to account for inflation of material and labor costs. See the following item summary sheets for details.

This cost is exclusive of right-of-way acquisition, temporary easement applications, wetland mitigation, site remediation, engineering, and construction administration costs. Also of note, the cost estimate does not include provisions for maintaining access for emergency vehicles (namely fire trucks) to the dwelling on the east side of Laurel Lane. While several options for maintaining access have been explored by the consultant, further coordination with the Town of Mansfield on this issue is required.

PRELIMINARY DESIGN REPORT
 REPLACEMENT OF LAUREL LANE BRIDGE OVER MOUNT HOPE RIVER
 CONSTRUCTION COST ESTIMATE

ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
0201001	Clearing and Grubbing	LS	1	\$15,000.00	\$15,000
0203001	Structure Excavation - Earth (Complete)	CY	450	\$40.00	\$18,000
0204151A	Handling Water	LS	1	\$10,000.00	\$10,000
0207002	Borrow	CY	400	\$25.00	\$10,000
0210306	Turbidity Control Curtains	LF	240	\$30.00	\$7,200
0212002	Subbase	CY	400	\$45.00	\$18,000
0213011	Granular Fill	CY	30	\$60.00	\$1,800
0216002	Pervious Structure Backfill	CY	180	\$60.00	\$10,800
0219001	Sedimentation Control System	LF	1030	\$4.00	\$4,120
0406442	Superpave 0.500"	T	25	\$200.00	\$5,000
0406448	Superpave #4	T	13	\$200.00	\$2,600
0411001	Rolled Bank Gravel Surface	CY	185	\$45.00	\$8,325
0503001A	Removal of Superstructure	LS	1	\$27,000.00	\$27,000
0601003	Class 'A' Concrete	CY	70	\$850.00	\$59,500
0601201	Class 'F' Concrete	CY	130	\$900.00	\$117,000
0601604	Asphaltic Plug Expansion Joint System	LF	36	\$100.00	\$3,600
0602002	Deformed Steel Bars	LB	12300	\$1.75	\$21,525
0602006	Deformed Steel Bars - Epoxy Coated	LB	32500	\$2.00	\$65,000
0603061	Structural Steel	LS	1	\$112,000.00	\$112,000
0603371	Materials for Structural Steel	EST	1	\$25,200.00	\$25,200
0612994	Concrete Cylinder Curing Box	EA	1	\$2,300.00	\$2,300
0702500A	Drilled Pile Foundations	LF	290	\$500.00	\$145,000
0703011	Intermediate Riprap	CY	90	\$80.00	\$7,200
0707001	Membrane Waterproofing (Woven Glass Fabric)	SY	228	\$24.00	\$5,472
0708001	Dampproofing	SY	90	\$20.00	\$1,800
0714050	Temporary Earth Retaining System	SF	300	\$40.00	\$12,000
0751828	6" C.C.M. Outlet for Underdrain	LF	70	\$23.00	\$1,610
0755009	Geotextile	SY	180	\$5.00	\$900
0822001	Temporary Precast Concrete Barrier Curb	LF	180	\$45.00	\$8,100
0904303	Metal Bridge Rail - Three Rail (Traffic)	LF	198	\$155.00	\$30,690
0910170	Metal Beam Rail (Type R-B 350)	LF	137	\$24.00	\$3,288
0910173	R-B 350 Bridge Attachment - Vertical Shaped Parapet	EA	4	\$2,200.00	\$8,800
0911924	R-B End Anchorage - Type II	EA	4	\$800.00	\$3,200
0950005	Turf Establishment	SY	1100	\$1.50	\$1,650
0969002A	Construction Field Office (Type B)	MO	8	\$2,100.00	\$16,800
0971001A	Maintenance and Protection of Traffic	LS	1	\$5,000.00	\$5,000
0974001	Removal of Existing Masonry	CY	80	\$300.00	\$24,000
0975002	Mobilization	LS	1	\$80,000.00	\$80,000
0980001	Construction Staking	LS	1	\$10,000.00	\$10,000

Subtotal \$909,480
 Incidentals & Contingencies (15%) \$136,422
 Total Construction Cost \$1,045,902



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Mary Stanton, Town Clerk
Date: October 9, 2007
Re: Town Council Meeting Schedule for 2008

Subject Matter/Background

Attached please find a proposed meeting schedule for 2008, as prepared by the Town Clerk. The schedule conforms to the Town Council's normal schedule of holding its regular meeting on the second and fourth Monday's of the month, with the exception of a holiday.

Recommendation

Staff recommends that the Town Council approve the schedule as presented. If the Town Council concurs with this recommendation, the following motion is in order:

Move, effective October 9, 2007, to adopt the Town Council Meeting Schedule for 2008, as presented by the Town Clerk.

Attachments

- 1) Proposed Town Council Meeting Schedule for 2008

In accordance with Connecticut General Statutes 1-4 the following dates are approved for the Mansfield Town Council 2008 meeting schedule:

January 14 and 28

February 11 and 25

March 10 and 24

April 14 and 28

May 12 and 27 (Tuesday, the 26th is Memorial Day)

June 9 and 23

July 14 and 28

August 11 and 25

September 8 and 22

October 14 (Tuesday, the 13th is Columbus Day) and 27

November 10 and 24

December 8 and 22



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller
Date: October 9, 2007
Re: FY 2006-07 Budget Transfers

Subject Matter/Background

Attached please find the recommended budget transfers for FY 2006/07, as well as an explanatory memorandum from the Director of Finance. The Finance Committee did review this item at its meeting on September 24, 2007. On Tuesday night, staff will be available to take any questions that the Town Council may have.

Recommendation

If the Finance Committee wishes to recommend the acceptance of the budget transfers as presented, and if the Town Council concurs with this recommendation, the following motion would be in order:

Move, effective October 9, 2007, to approve the Budget Transfers for FY 2006/07, as presented by the Director of Finance.

Attachments

- 1) J. Smith re: Budget Transfers for FY 2006/07
- 2) Town of Mansfield, Legal Budget Transfers

INTEROFFICE MEMORANDUM

TO: MANSFIELD TOWN COUNCIL
FROM: JEFFREY H. SMITH
SUBJECT: BUDGET TRANSFERS 2006/2007
DATE: 9/24/2007

Fiscal year 2006/2007 presented many challenges, however, with prudent spending, we finished the fiscal year on budget. In order to close out the fiscal year, legal transfers need to be made to shift appropriations in the budget as amended in January, 2007. A brief description of transfers and additional appropriations in excess of \$1,000 are listed below. In several areas you will note increases for salary items. In collaboration with the Conn. Department of Labor and Local 2001, Civil Service Employees Affiliates, the town conducted a payroll audit for personnel that are non-exempt from the federal regulations concerning the earning and paying of overtime. We did find that a number of employees were due payment for hours that were not properly recorded either on the timesheet or in the payroll system. These amounts were paid to the affected employees in July, 2006.

➤ Charter Revision – Increase – \$3,033

The original appropriation of \$1,500 to pay for the work of the Commission did not specify a source of funding. As the work of the Commission is now complete and the total cost is \$3,033, this transfer will fund that appropriation.

➤ Municipal Management – Increase - \$7,120

Included in the salary transfers of January, 2007 was a reduction of \$2,780 in salaries for this activity. At that time we under estimated the amount needed for the graduate internship program. Also included is \$2,200 for office furniture replacement.

➤ Human Resources – Increase – \$9,595

This increase is primarily for legal services provided to the Town for labor negotiations and various labor relations issues (\$8,124). Also included is a payout for unrecorded time earned.

➤ Town Clerk – Increase \$1,023

This increase is due to the increase in advertising needs.

- General Elections – Increase \$3,250

This increase covers the increased cost for election workers and registrars as approved by the Council.

- Accounting & Disbursements – Increase \$2,866

This increase covers the cost of the payout for unrecorded time.

- Property Assessment – Increase \$2,025

The cost of overtime for the Assessor's office was more than anticipated. The payout of unrecorded time accounted for the balance.

- Central Services – Increase \$1,868

Over expenditures in office supplies was mainly due to the purchase of drop safes for departments outside of Town Hall to keep daily deposits. This was done to meet an audit requirement.

- Patrol Services – Increase \$51,140

The cost of the Resident State Trooper program was more than anticipated. Because of contract settlements and overtime needed during the year, this is a very difficult account to estimate.

- Fire Marshal – Increase \$ 5,499

This increase is primarily to cover the pay grade increase for the Deputy Chief/Director of Emergency Management position.

- Fire & Emergency Services Administration – Increase \$ 7,027

This increase is in professional and technical services to cover the written and oral examinations for the promotions of the Fire Chief, Lt Chief, and Fire Captains.

- Road Services – Increase \$12,002

Increase to cover overtime expenditures for snow removal and storm control.

- Maintenance of Buildings – Increase \$ 20,183

Higher than anticipated costs for electricity (\$5,980) and natural gas (\$7,880). In addition, building repair costs were more than anticipated.

- Youth Services – Increase \$6,972 –

Additional salary costs related to the retirement of the Youth Services Coordinator.

➤ Senior Services – Increase \$1,219

The increase was mainly due to higher cost of office supplies. Postage was also over-expended due to the increased volume of materials being mailed.

➤ Recreation Administration – Increase \$11,405

Approximately \$8,920 was to cover more than anticipated part-time salary needs. Unrecorded time payout accounted for the balance of this increase.

➤ Planning Administration – Increase \$7,838

The Planning & Zoning office furniture was not replaced when the other offices in Town Hall replaced old furniture. This increase covers the cost to replace the worn-out furniture in the P & Z office.

➤ Other Financing Uses – Increase \$10,000

This increase in transfers covers the final costs for the Town Manager search.

Town of Mansfield
 Legal Budget Transfers
 FY 2006/2007
 FOR COUNCIL APPROVAL - By Function

Account No.	Description	Approved Budget	Add'l.	Reduction	Adjusted Approp.	Legal Expend	Balance
General Government							
111 11100 54999 06	Legislative	\$ 75,330	\$ -	\$ (3,300)	\$ 72,030	\$ 72,030	\$ -
111 11101 54999 06	Charter Revision	-	3,033	-	3,033	3,033	-
111 12100 54999 06	Municipal Mgmt.	203,120	7,120	-	210,240	210,240	-
111 12200 54999 06	Human Resources	62,120	9,595	-	71,715	71,715	-
111 13100 54999 06	Town Attorney	20,000	-	(5,081)	14,919	14,919	-
111 13200 54999 06	Probate	1,770	-	(327)	1,443	1,443	-
111 14200 54999 06	Registrars	29,900	-	(2,976)	26,924	26,924	-
111 15100 54999 06	Town Clerk	169,585	1,023	-	170,608	170,608	-
111 15200 54999 06	General Elections	11,200	3,250	-	14,450	14,450	-
111 16100 54999 06	Finance Admin	66,540	728	-	67,268	67,268	-
111 16200 54999 06	Accounting & Disb.	247,165	2,866	-	250,031	250,031	-
111 16300 54999 06	Revenue Collections	138,435	242	-	138,677	138,677	-
111 16402 54999 06	Property Assessmt	169,710	2,025	-	171,735	171,735	-
111 16510 54999 06	Central Copying	40,000	915	-	40,915	40,915	-
111 16511 54999 06	Central Services	32,300	1,868	-	34,168	34,168	-
111 16600 54999 06	Information Technology	98,575	-	(2,757)	95,818	95,818	-
Total General Government		1,365,750	32,665	(14,441)	1,383,974	1,383,974	-
Public Safety							
111 21200 54999 06	Patrol Services	789,860	51,140	-	841,000	841,000	-
111 21300 54999 06	Animal Control	79,410	-	(2,027)	77,383	77,383	-
111 22101 54999 06	Fire Marshal	107,095	5,499	-	112,594	112,594	-
111 22155 54999 06	Fire & Emerg Services Adm	186,900	7,027	-	193,927	193,927	-
111 22160 54999 06	Fire & Emerg Services	1,287,000	-	(26,850)	1,260,150	1,260,150	-
111 23100 54999 06	Emergency Management	31,140	380	-	31,520	31,520	-
Total Public Safety		2,481,405	64,046	(28,877)	2,516,574	2,516,574	-
Public Works							
111 30100 54999 06	Public Works Admin	163,675	528	-	164,203	164,203	-
111 30200 54999 06	Supervision & Operations	81,420	-	(1,431)	79,989	79,989	-
111 30300 54999 06	Road Services	655,845	12,002	-	667,847	667,847	-
111 30400 54999 06	Grounds Maintenance	293,600	-	(19,042)	274,558	274,558	-
111 30600 54999 06	Equipment Maintenance	420,575	-	(2,085)	418,490	418,490	-
111 30700 54999 06	Engineering	203,310	-	(2,144)	201,166	201,166	-
111 30800 54999 06	Building Inspection	147,545	-	(1,707)	145,838	145,838	-
111 30810 54999 06	Housing Code Enforcement	95,950	-	(3,061)	92,889	92,889	-
111 30900 54999 06	Maintenance of Buildings	695,540	20,183	-	715,723	715,723	-
Total Public Works		2,757,460	32,713	(29,470)	2,760,703	2,760,703	-
Community Services							
111 42100 54999 06	Social Service Admin.	263,490	-	(9,250)	254,240	254,240	-
111 42202 54999 06	Mansfield Challenge	2,570	50	-	2,620	2,620	-
111 42203 54999 06	Peer Outreach	-	-	-	-	-	-
111 42204 54999 06	Youth Employment-MMS	4,000	-	(850)	3,150	3,150	-
111 42210 54999 06	Youth Services	116,230	6,972	-	123,202	123,202	-
111 42300 54999 06	Senior Services	204,150	1,219	-	205,369	205,369	-
111 43100 54999 06	Library Administration	575,850	-	(22,920)	552,930	552,930	-
111 44100 54999 06	Recreation Administration	166,480	11,405	-	177,885	177,885	-
111 45000 54999 06	Contrib. To Area Agencies	283,660	-	(1)	283,659	283,659	-
111 51100 54999 06	Planning Administration	210,910	7,838	-	218,748	218,748	-
111 52100 54999 06	Plan/Zoning Inland/Wetland	18,900	-	(7,757)	11,143	11,143	-
111 58000 54999 06	Boards & Commissions	9,500	-	(665)	8,835	8,835	-
Total Community Services		1,855,740	27,484	(41,443)	1,841,781	1,841,781	-
Town-wide Expenditures							
111 71000 54999 06	Employee Benefits	1,968,870	-	(8,269)	1,960,601	1,960,601	-
111 72000 54999 06	Insurance	116,280	-	(3,326)	112,954	112,954	-
111 73000 54999 06	Contingency	56,585	-	(41,082)	15,503	-	15,503
Total Town-wide		2,141,735	-	(52,677)	2,089,058	2,073,555	15,503
Other Financing Uses							
111 92000 54999 06	Other Financing Uses	627,500	10,000	-	637,500	637,500	-
Total Other Financing		627,500	10,000	-	637,500	637,500	-
Total General Fund		\$ 11,229,590	\$ 166,908	\$ (166,908)	\$ 11,229,590	\$ 11,214,087	\$ 15,503

PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant to Town Manager
Date: October 9, 2007
Re: Suggestions for CCM's 2008 State Legislative Program

Subject Matter/Background

Attached please find staff's suggestions for inclusion within the Connecticut Conference of Municipalities 2008 Legislative Program. Upon receipt of submissions from Mansfield and other towns, CCM will ask each of its legislative subcommittees to review the suggestions in detail and to recommend a list of priorities for inclusion within the organization's overall legislative program.

On a related note, we will be inviting our legislative delegation to attend an upcoming council meeting so that we can discuss next year's legislative session in more detail.

Recommendation

The Town Council may wish to revise or add to staff's list of suggestions.

If the Council wishes to endorse the suggestions prepared by staff, the following motion is in order:

Move, effective October 9, 2007, to authorize staff to submit its proposed suggestions for inclusion within the Connecticut Conference of Municipalities 2008 Legislative Program.

Attachments

1) Proposed Suggestions for CCM's 2006 Legislative Program



TOWN OF MANSFIELD SUGGESTIONS FOR CCM'S 2008 STATE LEGISLATIVE PROGRAM

Education

- Increase funding for the Education Cost Sharing Grant (ECS)
- Increase and separate funding for special education
- Increase the number of school readiness slots to eligible communities
- Assist local school districts in funding the implementation of universal pre-school
- Support adequate funding of the operating budgets for the state's public colleges and universities
- Repeal or amend Section 25 of Public Act 07-249, which mandates that orders and contracts for architectural and construction management services for school construction projects be awarded to the lowest responsible qualified bidder. While well intentioned, this legislation could significantly impair the quality of school construction projects around the state.

Environment

- Expand the bottle bill to include non-carbonated beverage containers and channel the new unclaimed deposit revenues to fund recycling-related programs. Also, increase the deposit revenue from 5 cents to 10 cents.
- Study and set-up a comprehensive construction and demolition debris recycling/reuse infrastructure in Connecticut

Health Care Costs

- Support the work of CCM's ad hoc committee on municipal health care costs, which is charged with developing a recommended position for CCM's Board of Directors

Health, Welfare and Social Services

- Establish a statewide kinship caregiver navigator system for CT to allow caregivers to better obtain reliable information and referral to community resources
- Subsidize guardianship for grandparents and other relatives raising kin children
- Subsidize supportive housing for kinship care families; low interest loans for home improvement
- Establish an interim study group, composed of CT State Departments/Agencies, to examine the issues, the resources and propose a strategy for support kinship caregivers
- Subsidize special education students who participate in municipal summer camp programs

Housing and Community Development

- Support programs that link rent subsidies, transitional housing and follow-up services to prevent homelessness
- Increase the number of pilot programs for affordable assisted living residences
- Provide enabling legislation or other means to create incentives for developers to include affordable housing as an element of residential development projects

Municipal Labor Relations

- Amend municipal employee collective bargaining statutes to clarify the statutory definition of "department head" for purposes of excluding such personnel from collective bargaining. The definition of "department head" should include staff reporting directly to the chief executive officer and staff directly supervised by a board or commission.

Public Safety, Homeland Security & Code Enforcement

- Enable the use of photo-radar for enforcement of traffic speeds on local roads, with the infraction established as a parking-type fine of a specified amount that does not count as a moving violation or a violation against one's license. (A few states do this successfully now.)
- Encourage the state to implement interoperable communications systems. The systems should follow the guidance provided by the FCC, be consistent with the APCO 25 standard, and function at the command and control, task (tactical), interdisciplinary and mutual aid levels.
- Increase operating budget and provide capital funding for state's regional fire schools
- Provide funding to support interoperable communications, public notification systems and regional public safety solutions (including dispatch, management, police, fire, EMS, public works and public health)
- Require retail outlets to advertise prior to sale of storable swimming pools that the provisions of the State Building Code apply to this type of pool (see attachments)
- Encourage enactment of proposed bill # 6079, "An act authorizing municipalities to prohibit sexual offenders from municipal recreational facilities"

Taxes & Finance

- Continue to support local property tax relief, including a local earmark to the state sales tax to help fund capital projects.

Transportation

- Revise statutes concerning truck prohibition on local streets so that non-delivery trucks can be prohibited from local streets by the Legal Traffic Authority (LTA). Also allow weight restrictions on local roads by the LTA.
- Require the DOT to provide technical assistance on Traffic Calming to municipalities
- Provide funding to implement phase II stormwater regulations in Connecticut municipalities
- Increase the total amount and funding percentages for the local bridge program (currently maxed out at 33%)
- Require the DOT to study and revise construction inspection requirements for enhancement and TEA-21 projects (they are currently inappropriately high)
- Enable municipalities to collect disturbed roadway excavation permit fees that include damages to roadways that were recently paved, surfaced or reconstructed
- Increased rural transit and commuter bus funding
- Provide funding to municipalities for elderly and disabled transportation services
- Increase state funding to local dial-a-ride programs
- Expand mass transportation systems such as rail and bus service. This would relieve pressure on state and local roads and help spur development along existing transportation corridors.

680.2 Definitions.

Cord-and-Plug-Connected Lighting Assembly. A lighting assembly consisting of a luminaire (lighting fixture) intended for installation in the wall of a spa, hot tub, or storable pool, and a cord-and-plug-connected transformer.

Dry-Niche Luminaire (Lighting Fixture). A luminaire (lighting fixture) intended for installation in the wall of a pool or fountain in a niche that is sealed against the entry of pool water.

Equipment, Fixed. Equipment that is fastened or otherwise secured at a specific location.

Equipment, Portable. Equipment that is actually moved or can easily be moved from one place to another in normal use.

Equipment, Stationary. Equipment that is not easily moved from one place to another in normal use.

Forming Shell. A structure designed to support a wet-niche luminaire (lighting fixture) assembly and intended for mounting in a pool or fountain structure.

Fountain. Fountains, ornamental pools, display pools, and reflection pools. The definition does not include drinking fountains.

Hydromassage Bathtub. A permanently installed bathtub equipped with a recirculating piping system, pump, and associated equipment. It is designed so it can accept, circulate, and discharge water upon each use.

Maximum Water Level. The highest level that water can reach before it spills out.

No-Niche Luminaire (Lighting Fixture). A luminaire (lighting fixture) intended for installation above or below the water without a niche.

Packaged Spa or Hot Tub Equipment Assembly. A factory-fabricated unit consisting of water-circulating, heating, and control equipment mounted on a common base, intended to operate a spa or hot tub. Equipment can include pumps, air blowers, heaters, lights, controls, sanitizer generators, and so forth.

Packaged Therapeutic Tub or Hydrotherapeutic Tank Equipment Assembly. A factory-fabricated unit consisting of water-circulating, heating, and control equipment mounted on a common base, intended to operate a therapeutic tub or hydrotherapeutic tank. Equipment can include pumps, air blowers, heaters, lights, controls, sanitizer generators, and so forth.

Permanently Installed Decorative Fountains and Reflection Pools. Those that are constructed in the ground, on the ground, or in a building in such a manner that the fountain cannot be readily disassembled for storage, whether or not served by electrical circuits of any nature. These units are

primarily constructed for their aesthetic value and are not intended for swimming or wading.

Permanently Installed Swimming, Wading, and Therapeutic Pools. Those that are constructed in the ground or partially in the ground, and all others capable of holding water in a depth greater than 1.0 m (42 in.), and all pools installed inside of a building, regardless of water depth, whether or not served by electrical circuits of any nature.

Pool. Manufactured or field-constructed equipment designed to contain water on a permanent or semipermanent basis and used for swimming, wading, or other purposes.

Pool Cover, Electrically Operated. Motor-driven equipment designed to cover and uncover the water surface of a pool by means of a flexible sheet or rigid frame.

Self-Contained Spa or Hot Tub. Factory-fabricated unit consisting of a spa or hot tub vessel with all water-circulating, heating, and control equipment integral to the unit. Equipment can include pumps, air blowers, heaters, lights, controls, sanitizer generators, and so forth.

Self-Contained Therapeutic Tubs or Hydrotherapeutic Tanks. A factory-fabricated unit consisting of a therapeutic tub or hydrotherapeutic tank with all water-circulating, heating, and control equipment integral to the unit. Equipment may include pumps, air blowers, heaters, light controls, sanitizer generators, and so forth.

Spa or Hot Tub. A hydromassage pool, or tub for recreational or therapeutic use, not located in health care facilities, designed for immersion of users, and usually having a filter, heater, and motor-driven blower. It may be installed indoors or outdoors, on the ground or supporting structure, or in the ground or supporting structure. Generally, a spa or hot tub is not designed or intended to have its contents drained or discharged after each use.

Storable Swimming or Wading Pool. Those that are constructed on or above the ground and are capable of holding water to a maximum depth of 1.0 m (42 in.), or a pool with nonmetallic, molded polymeric walls or inflatable fabric walls regardless of dimension.

Through-Wall Lighting Assembly. A lighting assembly intended for installation above grade, on or through the wall of a pool, consisting of two interconnected groups of components separated by the pool wall.

Wet-Niche Luminaire (Lighting Fixture). A luminaire (lighting fixture) intended for installation in a forming shell mounted in a pool or fountain structure where the luminaire (fixture) will be completely surrounded by water.

680.3 Other Articles. Except as modified by this article, wiring and equipment in or adjacent to pools and fountains shall comply with other applicable provisions of this *Code*, including those provisions identified in Table 680.3.

demonstrates compliance with this code, shall be deemed evidence of compliance with this code.

SECTION R105 PERMITS

R105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

R105.1.1 By whom application is made. Application for a permit shall be made by the owner in fee or by an authorized agent. If the application is made by a person other than the owner in fee, it shall be accompanied by an affidavit of the owner or a signed statement of the applicant witnessed by the building official or such official's designee to the effect that the proposed work is authorized by the owner in fee and that the applicant is authorized to make such application. If the authorized agent is a contractor, the provisions of section 20-338b of the Connecticut General Statutes shall be followed. The full names and addresses of the owner, agent and the responsible officers, if the owner or agent is a corporate body, shall be stated in the application.

R105.2 Work exempt from permit. Exemption from the permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws, statutes, regulations or ordinances of the town, city or borough, or the State of Connecticut. Permits shall not be required for the following work:

Building:

1. Fences not over 6 feet high.
2. Retaining walls that are not over 3 feet in height measured from finished grade at the bottom of the wall to finished grade at the top of the wall, unless supporting a surcharge.
3. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.
4. Sidewalks, driveways and on-grade concrete or masonry patios not more than 30 inches above adjacent grade and not over any basement or story below.
5. Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work not involving structural changes or alterations.
6. Prefabricated swimming pools that are less than 24 inches deep.
7. Swings, non-habitable tree houses and other playground equipment.
8. Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and which do not require additional support.

Electrical:

Repairs and maintenance: A permit shall not be required for minor repair work, including replacement of lamps and fuses or the connection of approved portable electrical equipment to approved permanently installed receptacles.

Gas:

1. Portable heating or cooking appliances with a self-contained fuel supply.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical:

1. Portable heating appliances with a self-contained fuel supply.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Steam, hot or chilled water piping contained within any heating or cooling equipment regulated by Chapters 18 through 24 of this code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less.
8. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in Sections R105 and R109 of this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

R105.2.1 Emergency repairs. Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the building official.

R105.2.2 Repairs. Application or notice to the building official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the

tion of the lowest floor, including basement, required in Section R323.

R109.1.4 Frame and masonry inspection. Inspection of framing and masonry construction shall be made after the roof, masonry, all framing, firestopping, draftstopping and bracing are in place and after the plumbing, mechanical and electrical rough inspections are approved.

R109.1.5 Other inspections. In addition to the called inspections above, the building official may make or require any other inspections to ascertain compliance with this code and other laws enforced by the building official.

R109.1.5.1 Fire-resistance-rated construction inspection. Where fire-resistance-rated construction is required between dwelling units or due to location on property, the building official shall require an inspection of such construction after all lathing and/or wallboard is in place, but before any plaster is applied, or before wallboard joints and fasteners are taped and finished.

R109.1.6 Final inspection. Final inspection shall be made after the permitted work is complete and prior to occupancy.

R109.1.7 Posting of required inspections. A schedule of required inspections shall be compiled by the building official. The schedule shall be posted in the building department for public view.

R109.2 Inspection agencies. The building official is authorized to accept reports of approved agencies, provided such agencies satisfy the requirements as to qualifications and reliability.

R109.3 Inspection requests. It shall be the duty of the permit holder or their agent to notify the building official that such work is ready for inspection. It shall be the duty of the person requesting any inspections required by this code to provide access to and means for inspection of such work.

R109.4 Approval required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or shall notify the permit holder or an agent of the permit holder wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official.

R109.5 Notification of inspection results. Notification as to passage or failure, in whole or in part, of any required inspection shall be made in writing by the building official or his duly authorized representative and shall be left at the job site or delivered to the permit holder. It shall be the duty of the permit holder to ascertain the results of required inspections.

SECTION R110 CERTIFICATE OF OCCUPANCY

R110.1 Use and occupancy. Pursuant to subsection (a) of section 29-265 of the Connecticut General Statutes, no building or structure erected or altered in any municipality after October 1, 1970, shall be occupied or used, in whole or in part, until a cer-

tificate of occupancy has been issued by the building official, certifying that such building, structure or work performed pursuant to the building permit substantially conforms to the provisions of the State Building Code. Nothing in the code shall require the removal, alteration or abandonment of, or prevent the continuance of the use and occupancy of, any single-family dwelling but within six years of the date of occupancy of such dwelling after substantial completion of construction of, alteration to or addition to such dwelling, or of a building lawfully existing on October 1, 1945, except as may be necessary for the safety of life or property. The use of a building or premises shall not be deemed to have changed because of a temporary vacancy or change of ownership or tenancy.

Exceptions:

1. Work for which a certificate of approval is issued in accordance with Section R110.9.
2. Certificates of occupancy are not required for work exempt from permit requirements under Section R105.2.

R110.1.1 Zoning approval. Pursuant to subsection (f) of section 8-3 of the Connecticut General Statutes, no certificate of occupancy shall be issued for a building, use or structure subject to the zoning regulations of a municipality without certification in writing by the official charged with the enforcement of such regulations that such building, use or structure is in conformity with such regulations or is a valid nonconforming use under such regulations.

R110.1.2 Statement of professional opinion. Pursuant to section 29-276c of the Connecticut General Statutes, no certificate of occupancy shall be issued for a proposed structure or addition to buildings classified as nontransient residential dwellings having more than 16 units or 24,000 square feet total gross area per building, until the building official has been provided with a statement signed by the architect or professional engineer and the general contractor stating that the completed structure or addition is in substantial compliance with the approved plans on file.

[EB] R110.2 Change in use. Changes in the character or use of an existing structure shall not be made except as specified in Sections 3406 and 3407 of the *International Building Code*.

R110.3 Certificate issued. After the building official inspects the building or structure and finds no violations of the provisions of this code or other laws that are enforced by the department of building safety, the building official shall issue a certificate of occupancy which shall contain the following:

1. The building permit number.
2. The address of the structure.
3. The name and address of the owner.
4. A description of that portion of the structure for which the certificate is issued.
5. A statement that the described portion of the structure has been inspected for compliance with the requirements of this code.
6. The name of the building official.
7. The edition of the code under which the permit was issued.

APPENDIX G

SWIMMING POOLS, SPAS AND HOT TUBS

SECTION AG101 GENERAL

AG101.1 General. The provisions of this appendix shall control the design and construction of swimming pools, spas and hot tubs installed in or on the lot of a one- and two-family dwelling.

SECTION AG102 DEFINITIONS

AG102.1 General. For the purposes of these requirements, the terms used shall be defined as follows and as set forth in Chapter 2.

ABOVE-GROUND/ON-GROUND POOL. See "Swimming pool."

BARRIER. A fence, wall, building wall or combination thereof which completely surrounds the swimming pool and obstructs access to the swimming pool.

HOT TUB. See "Swimming pool."

IN-GROUND POOL. See "Swimming pool."

RESIDENTIAL. That which is situated on the premises of a detached one- or two-family dwelling or a one-family townhouse not more than three stories in height.

SPA, NONPORTABLE. See "Swimming pool."

SPA, PORTABLE. A nonpermanent structure intended for recreational bathing, in which all controls, water-heating and water-circulating equipment are an integral part of the product.

SWIMMING POOL. Any structure intended for swimming or recreational bathing that contains water over 24 inches (610 mm) deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

SWIMMING POOL, INDOOR. A swimming pool which is totally contained within a structure and surrounded on all four sides by walls of said structure.

SWIMMING POOL, OUTDOOR. Any swimming pool which is not an indoor pool.

SECTION AG103 SWIMMING POOLS

AG103.1 In-ground pools. In-ground pools shall be designed and constructed in conformance with ANSI/NSPI-5 as listed in Section AG108.

AG103.2 Above-ground and on-ground pools. Above-ground and on-ground pools shall be designed and constructed in conformance with ANSI/NSPI-4 as listed in Section AG108.

SECTION AG104 SPAS AND HOT TUBS

AG104.1 Permanently installed spas and hot tubs. Permanently installed spas and hot tubs shall be designed and constructed in conformance with ANSI/NSPI-3 as listed in Section AG108.

AG104.2 Portable spas and hot tubs. Portable spas and hot tubs shall be designed and constructed in conformance with ANSI/NSPI-6 as listed in Section AG108.

SECTION AG105 BARRIER REQUIREMENTS

AG105.1 Application. The provisions of this chapter shall control the design of barriers for residential swimming pools, spas and hot tubs. These design controls are intended to provide protection against potential drownings and near-drownings by restricting access to swimming pools, spas and hot tubs.

AG105.2 Outdoor swimming pool. An outdoor swimming pool, including in-ground, above-ground or on-ground pools, hot tubs and spas shall be provided with a barrier that shall comply with the following:

1. The top of the barrier shall be at least 48 inches above grade measured on the side of the barrier that faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches measured on the side of the barrier that faces away from the swimming pool. Where the top of the pool structure is above grade, such as an above-ground pool, the barrier may be at ground level, such as the pool structure, or mounted on top of the pool structure. Where the barrier is mounted on top of the pool structure, the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches.
2. Openings in the barrier shall not allow passage of a 4-inch diameter sphere.
3. Solid barriers that do not have openings, such as masonry or stone walls, shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.
4. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches, the horizontal members shall be located on the swimming pool side of the barrier. Spacing between vertical members shall not exceed $1\frac{3}{4}$ inches in width. Where there are decorative cutouts within vertical or horizontal members, spacing within the cutouts shall not exceed $1\frac{3}{4}$ inches in width.

5. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches or more, spacing between vertical members shall not allow passage of a 4-inch diameter sphere. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed $1\frac{3}{4}$ inches in width.
6. Maximum mesh size for chain link fences shall be $2\frac{1}{4}$ inches square unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to not more than $1\frac{3}{4}$ inches.
7. Where the barrier is composed of diagonal members, such as a lattice fence, the maximum opening formed by the diagonal members shall not be more than $1\frac{3}{4}$ inches.
8. Access gates shall comply with the requirements of Section AG105.2, Items 1 through 7, and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the pool and shall be self-closing and have a self-latching device. Gates other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches from the bottom of the gate, the release mechanism and surrounding openings shall comply with the following: The release mechanism shall be located on the pool side of the gate at least 3 inches below the top of the gate and the gate and barrier shall have no opening greater than $\frac{1}{2}$ inch within 18 inches of the release mechanism.
9. Where a wall of a dwelling serves as part of the pool barrier, one of the following conditions shall be met:
 - 9.1. The pool shall be equipped with a power safety cover in compliance with ASTM F 1346-91; or
 - 9.2. All doors with direct access to the pool through that wall shall be equipped with an alarm that produces an audible warning when the door and its screen, if present, are opened. The alarm shall sound continuously for a minimum of 30 seconds within 7 seconds after the door and its screen, if present, are opened and be capable of being heard throughout the house during normal activities. The alarm shall automatically reset under all conditions. The alarm shall be equipped with a manual means, such as a touch pad or switch, to temporarily deactivate the alarm for a single opening. Such deactivation shall last for not more than 15 seconds. The deactivation device(s) shall be located at least 54 inches above the threshold of the door; or
 - 9.3. All doors with direct access to the pool through that wall shall be equipped with a self-closing and self-latching device with the release mechanism located a minimum of 54 inches above the door threshold. Swinging doors shall open away from the pool area.
10. Where an above-ground or on-ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure, and the means of access is a ladder or steps, then the ladder or steps shall be surrounded by

a barrier which meets the requirements of section AG105.2, Items 1 through 9.

AG105.3 Indoor swimming pool. All walls surrounding an indoor swimming pool shall comply with Section AG105.2, Item 9.

AG105.4 Prohibited locations. Barriers shall be located so as to prohibit permanent structures, equipment or similar objects from being used to climb the barriers.

AG105.5 Barrier exceptions. Spas or hot tubs with a safety cover which complies with ASTM F 1346, as listed in Section AG107, shall be exempt from the provisions of this appendix.

AG105.6 Temporary enclosure. A temporary enclosure shall be installed prior to the commencement of the installation of any in-ground swimming pool unless the permanent barrier specified in Section AG105.2 is in place prior to the commencement of the installation. The temporary enclosure shall be a minimum of 4 feet in height, shall have no openings that will allow passage of a 4-inch sphere and shall be equipped with a positive latching device on any openings.

AG105.7 Pool alarm. No building permit shall be issued for the construction or substantial alteration of a swimming pool at a residence occupied by, or being built for, one or more families unless a pool alarm is installed with the swimming pool. As used in this section, "pool alarm" means a device that emits a sound of at least 50 decibels when a person or an object weighing 15 pounds or more enters the water in a swimming pool.

Exception: Hot tubs and portable spas shall be exempt from this requirement.

SECTION AG106 ENTRAPMENT PROTECTION FOR SWIMMING POOL AND SPA SUCTION OUTLETS

AG106.1 General. Suction outlets shall be designed to produce circulation throughout the pool or spa. Single outlet systems, such as automatic vacuum cleaner systems, or other such multiple suction outlets whether isolated by valves or otherwise shall be protected against user entrapment.

AG106.2 Suction fittings. All pool and spa suction outlets shall be provided with a cover that conforms with ANSI/ASME A112.19.8M, or a 12" x 12" drain grate or larger, or an approved channel drain system.

Exception: Surface skimmers

AG106.3 Atmospheric vacuum relief system required. All pool and spa single or multiple outlet circulation systems shall be equipped with atmospheric vacuum relief should grate covers located therein become missing or broken. Such vacuum relief systems shall include at least one approved or engineered method of the type specified herein, as follows:

1. Safety vacuum release system conforming to ASME A112.19.17, or
2. An approved gravity drainage system

AG106.4 Dual drain separation. Single or multiple pump circulation systems shall be provided with a minimum of two (2) suction outlets of the approved type. A minimum horizontal or vertical distance of three (3) feet shall separate such outlets.

**TOWN OF MANSFIELD
ASSISTED/INDEPENDENT LIVING ADVISORY COMMITTEE
Minutes**

September 12, 2007

PRESENT: G. Cole, K. Grunwald (staff), J. A. Bobbitt, A. Kenefick, Stephen Kegler (The Long Hill Company), G. Padick (staff), S. Thomas, J. Brubacher, N. Sheehan

- I. WELCOME AND INTRODUCTIONS:** members introduced themselves to Steve Kegler.
- II. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COMMITTEE:** no public comment.
- III. REVIEW OF MINUTES: August 16, 2007:** J. A. Bobbitt asked that the minutes clarify that this project is not on the University's list of committed projects for water use. Aside from that addition the minutes were approved as written.
- IV. COMMUNICATIONS:**
 - A. Agenda
 - B. August 16, 2007 Minutes
- V. DISCUSSION/NEW BUSINESS:**
 - A. Presentation by Stephen Kegler, Long Hill Associates: He stated that Long Hill did an in-house market study in 1999/2000, which indicated that there was not a sufficient market to support this. They now feel that the Brecht report suggests that there is a sufficient market. Long Hill is the development/management subsidiary of United Methodist Homes. They are a non-profit corporation, and operate three facilities in CT, along with six other states. These include nursing homes, independent, and assisted living facilities. Long Hill has seen many changes in how independent/assisted living facilities are designed and operated. They have embraced the Planetree philosophy; which is a relationship-based operating philosophy. The hallmarks are flexibility of services, "green" cleaning, non-traditional programs, and wellness services. This program has been adapted into existing facilities; and Long Hill is looking for a site to build and develop around this new program. They see a university community as appropriate for this. The project would be developed around programming to be put in place: 60-80 units, no more than 20-25 receiving assisted living services, higher % of men than most facilities like this. These would be "frail elderly" looking for support

or assistance with meals and housing but not needing other medical services. The average age of residents would be 86. This would be viewed as a replacement product for nursing homes for people who don't need that level of care. The current trend is to stay in home as long as possible and receive services at home.

Q: Facility based on programs? A: The thought is to design facilities based on services not currently offered in the community. They would look at the kind of wellness services to be put in place. The design of the building is from the inside out: reduce lateral transfer distance, common space is accessible to all residents. The focus is on services rather than real estate. They would consider a separate unit for dementia care. Would be willing to set up tours of facilities, including with competitors.

Q: Staffing model? A: Executive Director (ALFA Certified), SALSA (RN Supervisor, 40 hours), on-call nursing coverage, nurse designee (RN), physical therapist (if needed), therapeutic recreation director, service departments, certified nurses aides or certified home health aids.

Q: Medical Care? A: private physicians, exam room on site. In Farmington there is a geriatric specialist who sees residents on site as their primary care physician. Services can be received through a VNA or home health nurse. The RN is responsible for supervising activities (management position) and conducting a nursing assessment. They generally form a relationship in the local area with the local VNA.

Q: Where would residents go who need dementia care? A: Outside of the area (Glastonbury may be closest), possibly to a nursing home if skilled nursing care is required. Many residents in their facilities have some form of early dementia.

Q: Difference between Planetree and other philosophies? A: Edencare is another one. Planetree takes 3 years for certification, staff must be trained in this philosophy. The philosophy is based more on programs.

Q: Fees? A: Depends on the market analysis and the target population. They do operate a facility focused on Section 8/Title 19 recipients. Rent is market rate, plus the cost of services (core services) provided. Medical services are variable based on need, and there is an additional fee for those. Typically residents purchase a plan of services, needs are reviewed quarterly. There is an entrance fee that offsets the costs of initial assessments (300-\$500). There is also a security deposit and first month's rent required.

Q: Typical unit in Mansfield? A: Smaller unit (350-450 sq. ft.), all fully accessible (walk-in showers), individual heat and AC controls, all resident rooms have windows. Internet access in every unit,

along with computer classes. There are some seating assignments for meals; it depends on the facility.

Q: Site issues? A: Could be in Storrs or more towards the southern part of town. Preference is to be on a main road, some consideration for being on a main commuter route. Want to be close to services that are frequently used (doctors, lawyers, post office, etc.). He predicts that it will take two years to fill 80 units.

Q: Parking needs? A: Minimal needs for parking; the issue is addressing residents who should no longer be driving. 5-10% of residents who come in are still driving. Each facility has an accessible van, along with a passenger car that can be used for resident transportation.

Discussion: It appears that their orientation is towards the frail elderly; not the more active senior. The general impression was that this is a more resident-focused orientation than a facility-focused orientation, focused on programs.

- B. Review of Qualifications received: there is significant interest from Hawthorne Partners/Benchmark, and they have been scheduled for a presentation at our next meeting on 9/26. While Sunrise continues to express interest we have not received their qualifications.
- C. Next Steps: presentations from Hawthorne Partners/ Benchmark and Sunrise Assisted Living; development of an RFP.
- D. "Other": G. Padick reiterated that the water issue is a serious issue, and there are still two studies that need to be completed to determine the capacity of the system to add other users. The community perception of this issue has changed drastically in the last 6 months.

VI. SCHEDULE FOR FUTURE MEETINGS: second and fourth Wednesday of each month, 9-10:30; location TBD.

VII. ADJOURNMENT: the meeting was adjourned at 10:40 PM.

Respectfully submitted,

Kevin Grunwald

Mansfield Commission on Aging Minutes

2:30 PM – Senior Center Monday, September 10, 2007

PRESENT: K. Grunwald (staff), J. Kenny (staff), C. Phillips, J. Brubacher, April Holinko (guest), S. Gordon, C. Pellegrine, S. Thomas (Chair), P. Hope (staff), K. Doeg, W. Bigl

REGRETS: J. Quarto, T. Quinn, K. Randolph, M. Thacher

- I. **Call to Order:** Chair S. Thomas called the meeting to order at 2:35 PM. Members expressed their appreciation to her for her years of service as Chair of the Commission.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes of the June 11, 2007 meeting:** note that K. Doeg was present, and C. Pellegrine's name should be listed in "regrets". Otherwise, the minutes were accepted as written.
- IV. **Correspondence – Chair and Staff:** a letter has been received from Karen Randolph indicating that she is resigning as a member of the Commission.
- V. **Optional Reports on Services/Needs of Town Aging Populations**
 - A. **Health Care Services**

Wellness Center and Wellness Program – J. Kenny distributed copies of her report from June-August. She mentioned that often adult children visit their parents in the summer and call requesting assistance with services. She also reported that she attended 7 weekly presentations on geriatric medicine at the UConn Health Center.

Mansfield Center for Nursing and Rehabilitation – J. Kenny: no report.
 - B. **Social, Recreational and Educational**

Senior Center – P. Hope distributed copies of her reports for June-August. She noted that the architect has met with members of the Association to discuss possible modifications to the Senior Center. Juniper Hill and Glen Ridge are now on the fixed bus route service and a training session was held regarding riding the bus. On Sept. 26 the Center for Medicare Advocacy will be doing a presentation on managed Medicare. On October 31 Atty. George Bickford will be doing a presentation on eldercare issues.

Senior Center Assoc. – J. Brubacher (for Tom Rogers): J. Brubacher mentioned that there will be another meeting scheduled with the architect.

C. Housing

Assisted Living Advisory Committee: K. Grunwald reported that qualifications have been received from three developers and there is significant interest in this project. Meetings have been changed to the second and fourth Wed. of the month at 9:00 AM.

Wrights Way, Juniper Hill: no reports.

Jensen's Park: W. Bigl reported that things are going well at Jensen's; they are using a sign on Rt. 44 to advertise events and activities. They recently had a successful tag sale. They have also added a new pavilion with recreational facilities.

D. Related Town and Regional Organizations such as:

Advisory Committee on the Needs of Persons with Disabilities, Charter Revision, Senior Resources of Eastern CT: no reports.

VI. Old Business

Acceptance of the Long Range Plan for 2007- 2010 and action steps: S.

Thomas: K. Grunwald suggested taking one or two issues from the Long-Range plan to focus on as a priority for the year. C. Phillips suggested that we look at updating "At Your Fingertips." S. Thomas stated that this could include development of other ways of disseminating information. The role of the Commission would be to provide direction and input. There was discussion about the role of the Commission around any activities, which is to "recommend and evaluate programs and suggest priorities for action." There was general agreement that the issue of collecting and disseminating information is an important one, and goes beyond just the development of a directory. The Commission will look at the goal of "to improve the dissemination of information regarding programs, services and policies that impact seniors." This could include many aspects including directories, ambassadors, use of cable television, telephone information services, etc.

- The issue of evaluating and advocating for increased plans for geriatric services was discussed, but there was no resolution regarding the role of the Commission.
- There was discussion and interest that focus on the transportation issue may involve studying the ITNA model and making recommendations/advocating to the Town Council, if appropriate.
- There was also strong feeling that the Commission should look at improving access to public meeting through the use of assistive technologies and other modifications that promote accessibility to municipal services.
- C. Phillips recommended that a goal be added to continue to advocate and support proposed expansion and/or improvement of the Senior Center facility.

K. Grunwald will put these into a format for Action Steps for the next meeting.

VII. New Business

- Report of the Nominating Committee: S. Thomas reported that Karen Randolph has resigned from the Commission to devote more time to her volunteer activities, so the remainder of her term until September 30, 2009 will need to be filled. C. Phillips reported that April Holinko has been nominated and is considering joining the Commission. The Commission also needs to elect a Chair and Vice-Chair. T. Quinn has indicated his willingness to be the Chair, and C. Pellegrine would be willing to serve as Vice-Chair. April Holinko provided some information on her background and interest in serving on the Commission. A motion was made to accept the Committee's report recommending T. Quinn as Chair, C. Pellegrine as Vice-Chair, and April Holinko as a new member. There was some discussion about the implications of adding a service provider to the Commission. The motion was accepted unanimously. T. Quinn will chair the next meeting.
- Report on the CT Elder Action Network: P. Hope attended this meeting with C. Phillips, W. Bigl, and T. Quinn. She distributed copies of their 2007 legislative summary. She also pointed out that there are changes for people applying for Medicaid who have transferred assets prior to their application. AARP has identified transportation, legislation for grandparents raising grandchildren and regulation of electric rates as their top three priorities. The Medicaid waiver program for homecare services has been expanded to include other recipients. She also distributed copies of a summary of the CT Long-Term Care Needs Assessment. She also handed out a checklist for community groups on how to select an issue to focus on. C. Phillips stated that she was struck by the shift of focus to an emphasis on homecare services.
- Town-wide Strategic Planning Initiative: S. Thomas reported that Tim Quinn has been appointed to serve as a representative on the Town's strategic planning steering committee, representing the needs of seniors.
- Senior Center space issues: J. Brubacher circulated a copy of tentative modifications to the Senior Center. The architect will be returning for a follow-up meeting.
- Other: K. Grunwald reported that the Town and the Downtown partnership will be providing transportation to the Festival on the Green from Wright's Way, Juniper Hill and Glen Ridge from noon-4:45 PM on Sunday, Sept. 16.

IX. Adjournment: the meeting was adjourned at 4:50 PM

Next meeting: *Tuesday, October 9, 2007* at 2:30 pm at the Senior Center. The November meeting will be held on Tuesday, November 13.

Respectfully submitted,

Kevin Grunwald

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 15 August 2007
Conference B, Beck Building
MINUTES

Members present: Robert Dahn, Peter Drzewiecki, Scott Lehmann, Rachel Rosen, Sherry Roy (alt), John Silander, Frank Trainor. *Members absent:* Quentin Kessel. *Others present:* Grant Meitzler (staff).

1. The meeting was called to order by Acting Chair John Silander at 7:34p. The new alternate member Sherry Roy was introduced and authorized to vote in the absence of Kessel.
2. The minutes of the 18 July 07 meeting were approved as written.
3. **Aquifer mapping.** The Commission (CC) was informed that the Town must alter its zoning map to incorporate DEP's approved Aquifer Protection Area for the Willimantic River Well-field. It is not clear what (if any) role the CC has in this process.
4. **Old IWA referrals.** At its 18 July meeting the CC deferred comment on W1378, W1380, and W1381 until Lehmann could report on the 19 July IWA field trip to these properties. His notes (e-mailed to CC members on 21 July) are attached.

- a. **W1378 (Storrs Center Alliance)** Drzewiecki brought up Kessel's concern about who will maintain Storrs Downtown's storm-water management facilities. Meitzler noted that the Town has agreed to assume responsibility for maintaining roads in the development, which may cover some of these facilities. After some discussion, the CC unanimously agreed on the following comment (motion: Lehmann, Trainor):

Although small areas of wetlands would be lost, these areas are now degraded and the development as a whole would permit storm-water management that should improve the quality of the remaining wetlands. This assumes that storm-water facilities are properly maintained, and responsibility for doing so should be clearly assigned. The Commission notes that the proposal calls for developing a much smaller portion of the parcel than originally contemplated and acknowledges a good-faith effort by the developer to produce an environmentally sensitive plan.

- b. **W1380 (Pond Place, Hunting Lodge & Northwood Rds.)** Meitzler again reviewed the location of wetlands on the parcel and clarified drainage for the CC. The extension of Northwood Rd. is on a low divide; to the west, drainage is to Nelson Brook; to the east, into a brook crossing N. Eagleville Rd. After some discussion, the CC unanimously agreed on the following comment (motion: Drzewiecki, Trainor):

It is difficult to imagine that this project would not have a significant negative impact on wetlands, in view of the following:

- Almost the entire perimeter of the developed area is within 150 ft. of wetlands, some

of it as close as 60 ft.

- All access roads pass through or close to wetlands: the road and fire lane from Hunting Lodge Rd. both involve significant wetland crossings, and the extension of Northwood Rd. would traverse a narrow neck between wetlands.
- A good deal of the runoff from paved parking areas would end up in wetlands, and it is not clear to the Commission whether the proposed pollution control measures (hydrodynamic separator, drainage swale) are adequate.
- No provision seems to be made for protecting the vernal pool that lies west of the extension of Northwood Rd, and probably within 100 ft. of it. (Calhoun & Klemens, *Best Development Practices: Conserving Pool-Breeding Amphibians in Residential and Commercial Developments in the Northeastern United States* recommends a conservation envelope of at least 100 ft. and measures to keep road runoff out of vernal pools.)

Overall, the proposed development seems too large for the parcel, given its extensive wetlands.

The Commission is also uneasy about hooking up another large user to the University water system. The recently approved Master Plan contains assurances that registered withdrawals from the University's well-fields are adequate to supply projected developments in addition to current users, yet the Commission notes that the University is even now urging users to conserve water.

- c. W1381 (Stephens, S. Eagleville Rd.) This proposal (revised after the IWA field trip to move the house closer to the area of occasional drainage from a culvert on S. Eagleville Rd.) was considered at the 06 August IWA meeting, so comment by the CC is no longer sought.

5. New IWA referrals. Lehmann visited these properties on the 15 August IWA field trip; his notes, distributed at the CC meeting, are attached.

- a. W1382 (Wassmundt, Old Tpk. Rd.) A 45 × 90 ft pond is proposed for in a shallow wooded vale drained by an intermittent stream (dry at present), which drains into the Fenton R. The CC unanimously agreed on the following comment (motion: Drzewiecki, Rosen):

The proposed project would have a significant impact on wetlands, inasmuch as one type of wetland would be converted into another with loss of trees and other vegetation, but it is not clear what the implications of this conversion might be.

- b. W1383 (Bobb, Separatist & N. Eagleville Rds.) A 7-lot subdivision is proposed: 3 houses on a common driveway from N. Eagleville Rd., 3 houses on a common driveway from Separatist Rd., 1 house on an individual driveway from Separatist Rd. The common driveway from Separatist crosses a wetland; the house and septic system of lot 6 on this driveway are within 150 ft. of wetlands, as are the development envelopes of the other houses accessed from Separatist Rd. After some discussion, the CC assembled its reactions into the following comment (motion: Dahn, Drzewiecki), which was unanimously approved:

The "yield plan" for this subdivision calls for road access across wetlands to back lots along the route of the common driveway from Separatist Rd. Such a road would have a significant wetland impact. This impact could be avoided by accessing back lots from North Eagleville Rd., albeit at the price of "yielding" fewer lots. Several lots in the "yield plan" have development envelopes close to Eagleville Brook and other wetland areas. The proposed plan inherits these defects.

The Commission recommends that any development approved for this parcel include conservation easements along Eagleville Brook and the other watercourse.

- c. **W1384 (Town of Mansfield, Hunting Lodge Rd. bike-path)** The proposal is to extend the existing 8 ft. bike-path along the west side of Hunting Lodge Rd. from Carriage House Apts. to N. Eagleville Rd. Much of the route is within 150 ft of wetlands, but nearly all lie on the east side of the road, draining to the west. Save for a culvert near N. Eagleville, the only wetland impact would be just south of Carriage House Apartments, where the path would graze the edge of a wetland and a small amount of filling would be required. The CC unanimously agreed on the following comment (motion: Lehmann, Trainor):

The wetlands impact of this project should be modest, as long as standard erosion controls are employed during construction. It is not clear that there are alternatives to the proposed routing just south of Carriage House Apartments which would avoid this impact.

- d. **W1385 (Dowart, Mulberry Rd.)** The proposal is for a 4-lot subdivision, two houses on each branch of a common driveway that divides just off Mulberry Rd., so that there is just one cut. The east branch comes within about 85 ft. of a wetland, though at this point the driveway is on a bench above it. The following comment (motion: Lehmann, Drzewiecki) was approved by all still present save Dahn (who abstained to avoid any appearance of a conflict of interest):

This development should have minimal impact on wetlands, as long as standard erosion controls are used during construction. The Commission is pleased with the environmental sensitivity shown by the proposal: specimen trees are to be preserved, an easement will protect the wooded frontage along Mulberry Rd., the open space dedication is adjacent to land that will be sold to the Town for conservation).

6. Adjourned at 9:44p.

Scott Lehmann, Secretary

16 August 07

Approved: 19 September 07

Attachments: Notes on 19 Jul 07 & 15 Aug 07 IWA Field Trips

Attachment 1: Notes on 19 Jul 07 IWA Field Trip (Lehmann)

IWA 1379 (Wilson, Browns Rd). I didn't see anything to suggest revising the comment (= no significant impact as far as we could tell) we agreed to at our 18 July meeting. The proposed house-site straddles a divide between Browns Rd. and a heavily vegetated drainage beyond a stone wall to the north.

IWA 1381 (Stephens, S. Eagleville Rd). The "drainage swale" from S. Eagleville to the east of the proposed building site is just a shallow broad U-shaped depression in the woods running down to the pond. There is no wetland vegetation in it until quite near the pond. Probably rarely carries any water.

IWA 1378 (Storrs Downtown). Filter basins are designed to purify and smooth out storm-water flows into the wetlands; they are now flash events, as water carrying sediment and pollutants pours off roads and parking lots. The general health of wetlands adjacent to the development will be improved. The underground treatment reservoir below the Post Office will require a temporary disturbance of the adjacent wetland; the site will be re-vegetated. The facility will correct degradation of the wetland associated with uncontrolled drainage of sand, silt, and oil directly into it.

The road around the south side of the Post Office will clip a bit of the wetland behind the building, but the loss will be small, especially since it is now degraded (as indicated by invasion by phragmites, multiflora rose, and bittersweet). The other wetland loss is behind Phil's, where the uppermost portion of a large wetland is now functioning as a sediment trap for sand and silt from nearby parking lots. This is a bigger loss in terms of area, but the wetland is now severely compromised. Moreover, its sacrifice will permit a development that is large enough to finance the wetland-enhancement features of the current plan.

The residential portion of the development will occupy a low ledgy ridge that extends NE from behind the Partnership office. The end of the ridge will be open space; it has some attractive ledge and erratics. Beyond is the famed vernal pool, now dry, which lies in its own small watershed. Dr. Klemens urged that any trails in the designated open space area be routed to keep people away from the pool, lest it be compromised.

IWA 1380 (Ponde Place, Hunting Lodge Rd.) The area proposed for development does not have a lot of relief; the higher ground on which the buildings would be sited is not much higher than the wetlands that occupy most of the rest. There is a vernal pool, now dry, that is not very far – perhaps 70 ft. – off the proposed extension of Northwood Rd. into the complex, which follows an old roadway between two wetland areas (they may have been joined before the road was graded in). The access road from Hunting Lodge Rd. will cross an extensive wetland along the path of an old woods road across a narrow rock causeway, now overgrown with fern. This crossing cannot avoid having a significant wetland impact. A required fire lane will also cross the same wetland from Hunting Lodge Rd. farther to the northwest; it had begun to rain, so we did not bushwack over there to see its location.

This was not the time to ask about the details of storm-water management; I will try to look over the Wetlands Report before the August meeting. This project does not appear to invest in wetlands protection to the extent that the Storrs Downtown project does, but the proposed development is less dense and may not require Storrs Center's more elaborate measures.

Attachment 2: Notes on 15 Aug 07 IWA Field Trip (Lehmann)

W1382 (Wassmundt pond, Old Tpk Rd). A 45 ft by 90 ft pond is proposed along an small intermittent stream course in a wooded strip between open fields. No water flowing now. Is there enough run-off to maintain a pond?

W1383 (RAAR Development Corp., Separatist & N. Eagleville Rds). Seven houses are proposed: 3 accessed by common driveway from N. Eagleville, 1 by driveway from Separatist Rd., 3 by common driveway from Separatist Rd. The common driveway from Separatist Rd. crosses a wetland; the septic system and house of lot #6 off this driveway are within 150 ft of wetlands. The development envelopes (within which trees can be cut, lawns put in, etc.) of some lots extend quite close to wetlands. My understanding of the subdivision regulations is that common driveways are permitted only if a standard subdivision plan (with a town road) would (1) pass wetlands review and (2) "yield" the same number of lots. The "yield plan" for this parcel replaces the common driveway from Separatist with a road across the same wetland. The developer is obviously trying to squeeze the maximum number of lots out of the parcel. A "yield plan" that accessed back lots from N. Eagleville would avoid crossing the wetland but would reduce the number of lots.

W1384 (Hunting Lodge Rd bike path). The proposed extension of the 8 ft paved bike-path along Hunting Lodge Rd from Carriage House Apartments to N. Eagleville Rd. is routed along the west side of the road to minimize wetland impact. The edge of the path will graze a wetland just S. of Carriage House Apartments (about where the fire road to the proposed Ponde Place development would exit onto Hunting Lodge); required fill would extend several additional feet into the wetland area at this point. This is the only wetland area, though there is a culvert farther along on Hunting Lodge.

W1385 (Dowart property, Mulberry Rd). The proposal is for a 4 lot development off Mulberry Rd -- two houses on each branch of a common driveway that divides just off Mulberry (so that there is just one cut). The driveway to lot #4 is about 85 ft from wetlands (on the other side of a low stone wall, a small portion of which would be realigned to accommodate the driveway). I believe there is no other construction within 150 ft of wetlands. Mr. Dowart's plan for the development appears to be carefully designed to preserve the woodland character of the site. Fewer lots are proposed than frontage requirements permit, and he intends to sell a large (60 acres) adjoining parcel to the Town for open space (the sale is to some extent contingent upon approval of a development such as this). A conservation easement will protect the woods along Mulberry Rd. Specimen trees in the development area have been identified and will, he hopes, be protected with covenants. He wondered if the PZC could require a conservation bond, to help protect trees during construction (apparently, a builder cut a large tree that was supposed to be saved on a prior development project, and Mr. Dowart is still trying to recover compensation). Greg Padick thinks that the PZC may not have legal authority to do this; a better way might be for the PZC to include as many trees as feasible in dedicated open space (Town ownership would also discourage cutting *after* the construction phase).



Mansfield Downtown Partnership

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

October 2, 2007

Board of Directors
Mansfield Downtown Partnership

Re: Item #3 - Meeting Minutes

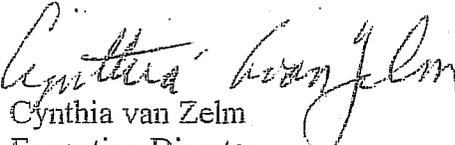
Dear Board members:

Attached please find the minutes for the Board meeting held on September 4, 2007.

The following motion would be in order:

Move, to approve the minutes of September 4, 2007.

Sincerely,


Cynthia van Zelm
Executive Director

Attach: (1)

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Tuesday, September 4, 2007
Mansfield Downtown Partnership Office
1244 Storrs Road (behind People's Bank in Storrs Commons)**

4:00 PM

Meeting Notes

Present: Chair: Philip Lodewick, Tom Callahan, Bruce Clouette, Barry Feldman, Matt Hart, Janet Jones, Frank McNabb, Betsy Paterson, Kristin Schwab, Betsy Treiber, David Woods

Staff: Cynthia van Zelm, Kathleen Paterson, Lee Cole-Chu

1. Call to Order

Philip Lodewick called the meeting to order at 4.06 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Bruce Clouette made a motion to approve the meeting notes. Betsy Paterson seconded the motion. The meeting notes were approved unanimously.

4. Director's Report

Cynthia van Zelm reported to the Board the following:

Celebrate Mansfield Weekend is Saturday, September 15 starting with the fireworks event at 6 pm. She said the Festival is the 16th from noon to 5 pm. She pointed to the Festival flyers on the table.

Ms. van Zelm said the September Open House is this Thursday from 5:30 pm to 6:30 pm.

She said that Ms. Paterson, Tom Callahan, Town Planner Gregory Padick and herself would be giving a presentation to the Community Builders Institute at Northeast Utilities on Wednesday, about the Storrs Center

project. She said attendees include planners, town managers, economic developers, etc.

Ms. van Zelm said she was hoping to have an update on strategic planning for the October meeting.

She also said that she would be working on a date for the Nominating Committee to meet to discuss the idea of a Partnership Advisory Board.

5. Update on Storrs Center Project and Next Steps

Ms. van Zelm said the public hearing on LeylandAlliance's wetlands application to the Town Inland Wetlands Agency was tonight at 7 pm. She said she thought the feedback was positive from the field trip that members of the Agency and the Conservation Commission took to view the project area, including the degraded wetlands. She said that Leyland has a 45 minute presentation prepared for tonight.

Ms. van Zelm said that Ms. Paterson, Scott Brohinsky (UConn Director of University Relations), Steve Maun and Howard Kaufman from LeylandAlliance, and herself, met with Senator Lieberman's DC and District staff to update them on the project, and give them a tour of the project area. In particular, she felt that Colleen Shogan, Legislative Assistant for Senator Lieberman, had a better understanding of the project.

Betsy Paterson said she spoke to State Senator Don Williams about the funding for the parking garages and he indicated that he is pushing hard for the funding to be included on the State Bond Commission agenda.

Ms. van Zelm asked Town Manager and Board member Matt Hart to speak to the latest progress on the Dog Lane (1A) building. Mr. Hart said the goal is to keep the cost of the building as affordable to tenants as possible as they transition from other buildings. There are a few options (not necessarily exclusive) that he is working on with other Town staff, Ms. van Zelm and the LeylandAlliance team that would need to be approved by the Town Council.

The Town's Small Town Economic Assistance Program grant of \$500,000 will be used for site improvements.

A second option is to look at property tax abatement for a certain number of years/not in perpetuity.

A third option is to waive building permit fees for the building.

A fourth option is for the Town to lend money to Leyland, which would be at a more affordable interest rate than a bank. The only way to do the loan would be to create a redevelopment agency, which the Town Council would need to approve. Redevelopment agencies are often created to assist with financing in areas that need to be revitalized.

Ms. Paterson asked if the redevelopment agency could be made up of the same members of the Partnership. Mr. Hart said yes and that there is a minimum of five members required.

Bruce Clouette asked if creating a redevelopment agency would create any delays. Mr. Hart said it would depend on the amount of time the Town Council would need to review it. He mentioned that former Town Manager Martin Berliner had broached this idea with the Council about a year ago.

Mr. Hart said the Leyland and Town staffs are reviewing the numbers for the cost of the building.

Mr. Lodewick asked if it was the intention to build up the rents for the 1A building over time. Mr. Hart replied in the affirmative, noting that legally the abatement is only allowed for a certain number of years and he believes that it is 7 years.

Tom Callahan asked what type of assurance does the Town have on the building. Mr. Hart replied that there would be a surety, and it could be the building.

Mr. Clouette said from a Town Council perspective, the Town is looking at the efforts being made to sustain current businesses. He feels there would be support to assist these businesses.

Mr. Feldman asked if the Town would need a property tax abatement program. Mr. Hart thought the abatement could be done on a case-by-case basis.

In response to a question from Ms. Schwab, Ms. van Zelm said that most businesses that would need to be relocated are interested in the 1A building. There are a few that will not fit in the building, at least one that is not interested, and two that have already left and received relocation benefits as required by the Municipal Development Plan.

Mr. Hart reiterated that the Town Council would need to pass an ordinance to establish a redevelopment agency. Mr. Clouette said typically an ordinance is introduced and a public hearing is held on the ordinance two weeks to a month after the initial meeting. The Council will often vote that same day the public hearing is closed.

Janet Jones asked about the status of funding for the parking garages. Mr. Lodewick said we were still waiting on a response from the requests to the state and our congressional representatives on public funding for the garages. There has been vocal support on these levels for the Storrs Center project. It is unlikely that the Town's \$6 million request through congressional action will be granted but the hope is for \$2 million this year (Congressman Courtney was able to get \$500,000 in the House Transportation bill). Mr. Lodewick said that alternatives for other funding options have reviewed but are not fleshed out at this point. He said that if the developers were to fund the garage, the additional costs would be spread out to tenants and homeowners. Mr. Lodewick said an argument can be made that the project is a public/private partnership, which requires some public funding.

Frank McNabb asked if people will be charged for parking in the garage. Ms. van Zelm replied in the affirmative.

Ms. Schwab asked whether Leyland will go ahead with the 1A building without parking funding in place. Ms. van Zelm and Mr. Hart replied that Howard Kaufman and Macon Toledano of Leyland told them they would move ahead. Mr. Hart said they are still hopeful for a fall groundbreaking.

6. Report on Warwick Grove Trip

Ms. Paterson said that she, Board member Janet Jones, and Partnership staff Kathleen Paterson, and Ms. van Zelm had visited Leyland's Warwick Grove project. She said it is a primarily residential development but does have a community center. It is a lovely project and well laid out. There are condos, townhouses, and single-family homes. She said they ran into different people who were happy with the project.

Ms. Paterson said there is a need to be cognizant of the housing prices in the Warwick housing market vs. the Mansfield housing market. She feels it is important for the development team to remember that they are not comparable.

Ms. K. Paterson said that the number of housing units planned for Storrs Center are three times that of Warwick Grove which should help spread the costs out.

Ms. Paterson said all the housing was unique, had vibrant colors, and good landscaping, which allowed for privacy especially with the houses being very close together.

Ms. Jones said the project is age restricted.

7. Report from Committees

Advertising and Promotion/Business Development and Retention

Dean Woods said that the Committee met jointly with the Business Development and Retention Committee to review a proposal by Discover Our Town, LLC to create a Mansfield Community Guide, a regional guide, and a Mansfield website. Clay Crawford was at the meeting representing Discover Our Town. Ads are sold to support the guides and website. Dean Woods said he thought the guides were essentially a map of the town.

Business Development and Retention Committee Chair Mike Gergler said his concern about the guides were that they would allow businesses outside of Mansfield. He expressed this concern to Mr. Crawford in the meeting. He said he was supportive of the website concept. He said he was less supportive of the guides as they will mainly be distributed at the I-84 welcome centers and not in town. Mr. Gergler said that they have an exclusive right to put their guides in the welcome center. The local Chamber of Commerce is not able to get its information into the welcome centers. Mr. Gergler realizes that the guides are going ahead.

Dean Woods said work on the Storrs Center DVD is progressing and it should be completed soon.

He said that Mayor Paterson and Ms. van Zelm had sent a letter to Mr. Callahan to see if the Store 24 building and area could be cleaned, as well as whether the empty storefronts could be utilized. Don Anderson, UConn Property Manager, gave Ms. van Zelm access to two of the empty storefronts. Once the Festival is over, she will reconnect with him about pursuing some of the ideas covered in the letter.

Ms. van Zelm recognized Ms. K. Paterson's good work on the newsletter. She said the newsletter had gone out in the Chronicle and would be sent in their shopper edition for local non-subscribers as well. A few hundred copies will be kept in the Partnership office for distribution as well.

Festival on the Green

Ms. Paterson said there will be many great events at the Festival including the bikes, tykes and trikes parade, which will go down Storrs Road. The Festival will include UConn Dining Services doing cooking demonstrations, floral demonstrations by Campus Florist, a juried art show, pie baking and pie eating contests, and a fly fishing demo, among

other events. Ms. K. Paterson added that the parade starts early this year – at 11:45 am so people should come early and watch it.

She recognized Ms. Schwab and Ms. Jones for the great amount of time and energy they have put into the Festival.

Ms. Paterson made a pitch to the Board for financial contributions to the Festival as it is all supported by sponsorships and donations and does not come out of the Partnership operating budget.

Ms. K. Paterson talked about the gift baskets, which are a new addition. The money raised will support the Partnership. There will be three themes: wine, UConn sports, and family fun. The Jorgensen donated an entire subscription to their children's series and the Nathan Hale Inn & Conference Center donated a pool party.

Finance and Administration

Mr. Callahan said most of the Committee's discussion was covered under the Storrs Center update. He noted that there were many people working on trying to move the Town/Partnership request at the Office of Policy and Management for garage funding. He said nothing would break until the Governor and the Legislature agree on a budget for the Bond Commission.

He said the Storrs Center project was discussed at a UConn meeting with the Commissioner of the Department of Economic and Community Development and Rob Simmons, the Governor's business advocate. They all expressed support for the project.

Mr. Callahan reminded the Board that the Committee meets with Leyland quarterly and the Committee will meet with Mr. Kaufman and Mr. Toledano at the September meeting.

Ms. Schwab asked what the status is of the Madison project. Mr. Callahan said that Leyland received a provisional permit from the Department of Environmental Protection for the wastewater system. The opponents of the project are still pursuing ways to stop it.

Membership Development

Ms. Treiber said the Committee has a new member – John Saddlemire, UConn Vice President for Student Affairs. The UConn contingent on the Committee including Dolan Evanovich and David Martel are bringing a lot of energy and ideas to the Committee.

Ms. Treiber said Ms. van Zelm is looking at ways to sign up new members electronically. There was some discussion of dovetailing Community Center membership with Partnership membership. Ms. van Zelm will ask Mr. Hart about whether this is feasible.

Ms. Treiber said the Committee's goal is to reach 400 members this year.

8. **Adjourn**

Ms. Treiber made a motion to adjourn. Mr. Callahan seconded the motion. The motion was approved unanimously. The meeting adjourned at 5 pm.

Meeting notes taken by Cynthia van Zelm.

HISTORIC DISTRICT COMMISSION MEETING

Minutes from Meeting of Tuesday, September 11, 2007

The Meeting was called to order at 8:00 p.m. in Conference Room B of the Mansfield Town Hall

Attending: Members: Gail Bruhn, Isabel Atwood

Apology was made by Gail Bruhn for failing to send out the agenda in time for the meeting.

Items discussed included:

- 1) Letter from and conversation with Sam Shifrin regarding lights to be installed in the rear parking area of the Kirby Mill. The lights will be 3 ½ foot high low wattage lights, identical to those used in the front parking light. It was therefore decided that no Committee review was necessary.
- 2) The Connecticut Circuit Rider Program (a partnership of the Connecticut Trust for Historic Preservation and the National Trust for Historic Preservation) will present a special seminar for local historic district commissions entitled "Managing Historic Districts in Connecticut: Review standards and procedures" on Monday Sept. 24 at the South Windsor Library from 5:30 to 7:30. Gail Bruhn will try to attend.
- 3) Information on in-kind contributions or volunteer time for historic preservation will be submitted to Charlene Perkins Cutler, Director of the Quinebaug-Shetucket Heritage Corridor for purposes of matching a federal grant.

Respectively submitted,

Gail Bruhn
Chairman

Minutes Mansfield Library Advisory Board Meeting

Sept. 27, 2007

Present: E. BarShalom, S.Q. Clark, presiding, R. Pollack, recording, C.Rees., D. Truman, J. Stoughton, ex officio

Absent: E. Chibeau, B. Katz, J. Pao, L. Bailey

The meeting was called to order 7:00 PM

MINUTES: Minutes of the Jan 25, 2007 meeting were accepted pending addition of the membership at that meeting.

COMMUNICATIONS: None.

LIBRARIAN REPORT:

A. Regarding the Budget Proposal for FY 2008

1. Despite the documented increase in patron usage, the additional position was not approved.
2. It is hoped a substitute position will temporarily help cover absences due to sickness or vacations.

B. Other News

1. The vacant position on the Library Advisory Board has been offered to Heidi Hand and is pending approval by the Town Council.
2. A Patron wrote to say she has some books that she wants to donate to the collection. The Board demurred to L. Bailey and her Staff in making those decisions and will support whatever they decide.

Old Business: Nonr

New Business:

Next meeting is planned for late January 2008 at 7PM.

The Meeting adjourned at 7 30 PM.

Submitted by,

Rita Pollack, Recording Secretary

Town of Mansfield
Open Space Preservation Committee
Minutes of the August 21, 2007 meeting

Members present: Evangeline Abbott, Ken Feathers, Steve Lowrey, Jim Morrow, Vicky Wetherell.

1. Meeting called to order at 7:35.
2. Minutes of the July 17, 2007 meeting were approved on a motion by Morrow/Wetherell.
3. Opportunity for Public Comment: none present.
4. Old Business: Prepared comments and reviewed maps of Dorwart property and decided to schedule a field trip for Saturday, August 25 @10:00am.
5. Recommendations to Town Manager: none.
6. New Business: Prepared comments and reviewed maps of "Mulwood West" property.
7. Meeting adjourned at 9:48.

Respectfully submitted
Evangeline Abbott

Town of Mansfield
Personnel Committee
June 19, 2007

Audrey Beck Municipal Building, Conference Room B

Members Present: Deputy Mayor Gregg Haddad, Councilor Helen Koehn, Councilor Chris Paulhus, Mayor Elizabeth Paterson

Staff Present: Town Manager Matt Hart, Assistant to Town Manager Maria Capriola

I. CALL TO ORDER

The meeting came to order at 6:13 p.m.

II. MINUTES

The minutes of February 26, 2007 were passed by members present (Haddad, Paulhus).

III. FY'08 WAGE & MEDICAL ADJUSTMENTS FOR NON-UNION PERSONNEL

Members of the Personnel Committee present (Haddad, Paulhus) endorsed the Town Manager's proposal for FY 2008 wage and medical insurance adjustments for nonunion personnel. The proposal was consistent with wage increases and medical insurance cost shares of most bargaining units within the Town.

Highlights of the proposal included increasing the pay rates of the Town Administrator's pay plan by 3.5%, thus providing a 3.5% general wage increase effective July 1, 2007. The proposal also recommended increasing the employee share of the PPO health premium to 13% and the POS health premium to 9%. The recommendations from the Town Manager will be presented to the full Council at the June 25, 2007 regularly scheduled Town Council meeting.

Councilor Koehn inquired as to why some part-time employees are not in a bargaining unit. Town Manager Hart and Councilors Koehn and Haddad then discussed this topic. Mr. Hart discussed the concept of agency shop as well as language in the professional and technical contract that excludes employees working less than 20 hours per week from the bargaining unit.

IV. FIRE UNION 2007-2009 CONTRACT

Mr. Hart provided an update on the status of the 2007-2009 Fire Union contract. The Union membership has voted on the contract. Mr. Hart intends to present the contract and its costs to the full Council at the June 25, 2007 regularly scheduled Town Council meeting. The Committee agreed to meet one hour prior to the June 25th Council meeting to discuss the contract in further detail.

V. ADJOURNMENT

The meeting concluded at 7:00 p.m.

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**TOWN OF MANSFIELD/MANSFIELD PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE
Wednesday, August 22, 2007
Audrey P. Beck Municipal Building
Conference Room B**

MINUTES

Present: Bill Simpson, Chair, Elizabeth Paterson, Gordon Schimmel, William Hammon

Absent: Bill Simpson, Chair, Anne Rash, Jeff Smith, Matt Hart, Anne Willenborg, Mark Boyer

Staff: Fred Baruzzi

Guest: Rick Lawrence, Lawrence Associates

1. Call to Order/Roll Call

Mr. Simpson called the meeting to order at 5:06 p.m.

2. Meeting Minutes

The minutes of June 13, 2007 were moved, seconded and approved unanimously.

3. Opportunity for the public to address the Committee

No one came forward.

4. Scope of Work by Rick Lawrence

Mr. Lawrence distributed copies of the progress summary.

Mr. Lawrence reported that reviews of the existing conditions from the architectural standpoint for the three elementary schools. The Middle School is scheduled to be done on Friday morning.

Jeff Smith arrived at 5:07 p.m.

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Mr. Lawrence reported that feedback on enrollment is needed for a better estimate. A draft copy will be distributed to Mr. Schimmel and Mr. Hammon for review before it is distributed to the Committee which will include findings and drawings for each building. These will be used as a baseline for moving forward.

Mr. Simpson questioned if there were "as-builts" for the building. Mr. Hammon replied that there are no "as-builts" and that he was insisting that actual visitations were done to each of the buildings.

Mr. Lawrence distributed a sample questionnaire for staff that might be considered problems or issues. He would like it distributed once school starts and a meeting to be scheduled at each school that would entail a full day after the questionnaire is received for feedback.

Mr. Lawrence then discussed public workshops, taking into consideration Town Council meetings and Board of Education meetings to be held in the evening. Workshops will include floorplans in color, site plans, information that can be visually seen that helps put things in context and stimulate ideas. These will start in the fall and end in the spring.

Mr. Smith inquired as to if there should be a public meeting and not a meeting that possibly just the parents might attend. Ms. Paterson advised that with a lot of advertising throughout papers, cable channels, flyers, posters more people would be aware and that it would be beneficial for the community and parents to work together on this project.

Ms. Paterson asked if flat roofs could be changed to a pitched roof for a minimal cost. Mr. Lawrence replied that would be part of the study as the School Facilities Unit requires minimal pitch to the roof.

Mr. Lawrence then inquired as to when a joint meeting between the Town Council and the Mansfield Board of Education should occur. Ms. Paterson recommended having the meeting after the election in November due to some possible changes in members.

The schedule for bonding would be as follows: Board of Education approval, Town Council approval, then referendum for bonding, after approval for funding then to the State so would need to go to referendum next fall when the most number of voters would occur. When the Council adopts resolutions in July or August, the Committee can no longer advocate for this. Ms. Paterson stressed that one of the most important things to happen would be to get as much publicity as possible right from the beginning. Mr. Simpson also mentioned the development of a website just for the building renovation project.

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Mr. Lawrence also touched on selecting a Construction Manager. The probably would not occur or be needed until late fall of 2007.

Mr. Simpson inquired as to how LEED's occurred. Ms. Paterson and Mr. Lawrence both replied that it was a performance standard and points were "earned" for showing a more energy efficient building or for using less natural resources or recycled materials. There are certain ways to collect points, (water, energy, sewer).

5. Other

The MMS retrofit project will occur at 4:15 prior to the School Building Committee Meeting. The next meeting will be September 19, 2007 at 5:00 p.m. in Conference Room B

6. Adjournment

Mr. Schimmel adjourned the meeting at 6:10 p.m.

Respectfully submitted,

L. Patenaude
Capital Projects and Personnel Assistant



**TOWN OF MANSFIELD/MANSFIELD PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE
Wednesday, September 19, 2007
Audrey P. Beck Municipal Building
Conference Room B**

MINUTES

Present: Bill Simpson, Chair, Anne Rash, Elizabeth Paterson, Mark Boyer, Gordon Schimmel, William Hammon, Matt Hart, Anne Willenborg

Absent: Jeff Smith,

Staff: Fred Baruzzi, Jeff Cryan

Guest: Rick Lawrence, Lawrence Associates, Mike Callahan, Fuss & O'Neill

1. Call to Order/Roll Call

Mr. Simpson called the meeting to order at 5:03 p.m.

2. Meeting Minutes

The minutes of August 22, 2007 were moved, seconded and approved unanimously with one correction. Mark Boyer was not at the August 22nd meeting.

3. Opportunity for the public to address the Committee

No one came forward.

4. Report from Fuel Conversion Project Subcommittee

Mr. Callahan reported that he and Joe Marcucio have gone through the preliminary analysis and evaluated four significant options or choices to make relative to the middle school heating replacement.

First option is a #2 fuel included as a sub-option is a 20% bio-diesel. Installation and cost-savings standpoints, the diesel and the bio-diesel will have about the same performance. Looked at using natural gas as a straight heating application only. Also looked at using natural gas as a co-gen where natural gas is used to heat the building

and waste heat is used to generate electricity. Fourth option is a geothermal system where would sink wells into the site and use the heat pump to take advantage of the constant temperature in the ground and use that to heat the building.

An analysis was done of the baseline (#2 fossil fuel), then look at the difference and the relative savings. Will finalize in approximately two weeks the advantages and disadvantages of each approach and will provide data that supports the economic benefits of each approach.

In summary, baseline still is at the lower cost of approximately \$3.5 million, natural gas option after discussions with the gas company is about \$250 to \$300,000 more. The co-gen option has a higher annual savings but cost is almost \$1 million more. Annual savings between baseline and co-gen is about \$30,000 more.

The geothermal has the potential for the highest annual savings but would need approximately 150 wells on that site.

Mr. Simpson inquired as to if the initial investment cost was figured in as well as the operating cost and how long a period is the depreciation for the initial investment. Mr. Callahan replied that depreciation costs were not looked in the analysis. Simple payback cost along with maintenance and operating costs as well the energy costs were involved.

5. Scope of Work by Rick Lawrence

Mr. Lawrence reported that visits to the schools were continuing viewing the mechanical and electrical traits. More work has also been on the actual floor plans. There were room changes from the plans acquired from Bill and/or when he did his walk-thru over the summer. Square footage of every room will be added to the plans.

Two programming meetings have been held at Goodwin and the Middle School. Lots of repetition on suggestions and questions, Annie Vinton and Southeast will be done the first week in October.

Linda Robinson, Head Librarian, suggested that a meeting be held with the three Library IA's, the three principals and possibly Gordon or Fred to discuss consistency among the three schools.

The Community Workshops have been scheduled starting with October 18th to be held in the Mansfield Middle School Cafeteria from 7 p.m. to 9 p.m.

October 9th will be an informational meeting to the Town Council for the Fuel Conversion Project with a vote to be done on October 22nd.

Mr. Callahan gave a quick summary of his findings pertaining to the electrical and mechanical building walk-thrus.

6. Other

Mr. Hart reminded members that the School Building Committee would endorse the recommendation for the Fuel Conversion Project. The next School Building Committee meeting will be Wednesday, October 3rd at 5:00 p.m.

7. Adjournment

Mr. Schimmel adjourned the meeting at 6:05 p.m.

Respectfully submitted,

L. Patenaude
Capital Projects and Personnel Assistant

TOWN OF MANSFIELD
Solid Waste Advisory Committee
Minutes of the Meeting
May 9, 2007

Present: Gogarten (chair), Smith, Knox, Hultgren (staff), Walton (staff)

The meeting was called to order at 7:35 p.m.

The minutes of the March 8, 2007 were unanimously approved.

Walton reported that the producer responsible electronics-recycling bill, 7249, has made its way through several committees and is currently in the Government Administration and Elections Committee. The bottle bill expansion, 1289, has been stripped of the 10-cent deposit but is still largely in tact and making its way through various committees. A green school building bill is also making its way through the legislative process.

Walton reported that the April 22 Earth Day event at the Community Center was a success with several tables for organizations, the sale of compact fluorescent bulbs, a panel discussion on alternative energy use and a few different activities.

Gogarten raised a concern about the amount of litter in the Town. She suggested that the town place litter signs that indicate the fine, similar to signs posted in Middletown. Hultgren suggested that pictures of these signs be brought to a later meeting for discussion. Staff will alter publicity about litter, letting residents know that Public Works will provide bags and pick up bags in some situations.

Walton stated that the second paint swap will be held on May 12, 2007, from 9:00 to 3:00 pm at the Transfer Station. Walton stated that a letter was sent out to all the apartment owners about the upcoming swap. Knox will help in the morning, and Gogarten and Smith will help in the afternoon. The volunteers will help by inspecting incoming donations.

The committee was updated on the school composting program. Hultgren reported that the water system project at Southeast School is complete so construction of compost bins in a new location can be started. In the meantime, all the school food waste is being composted at the Middle School. Two Middle School teachers have been given permission and used the tractor to turn the compost recently, relieving the maintenance staff of this task.

Walton stated that the last of the four organic land care workshops was held last Saturday, May 5. The registration for each workshop was over 40 and well attended. Mansfield Supply purchased three leftover compost bins from the Town at cost and is selling them at their store. There are 12 bins left in storage. The cost is \$50. Hultgren asked for a summary of the organic land care program to report to town council and residents. Walton suggested that if organic land care workshops are offered next year, one of them could be focused on constructing raingardens. Walton passed around information on Kansas City's "10,000 raingarden initiative" for the committee's consideration.

Hultgren reported that the solid waste disposal fund is expected to lose \$48,000 this year and \$73,000

next year if fees are not raised to keep pace with rising costs. In light of this, a spreadsheet itemizing all solid waste fees with a proposed increase and the percentage that increase represents was distributed and discussed. Hultgren calculated that with these fee increases, the solid waste fund would be balanced. The committee suggested some minor adjustments to the fees before they are presented to Town Council.

Staff raised the question about where electronics end up that the maintenance department collects from the schools, Town Hall and other municipal buildings. After discussing it with the vendor that the maintenance department uses, it is still unclear what happens to the municipal electronics that are collected. Staff will continue to gather information and report their findings at the next meeting.

Walton stated that a member of the clean energy task force is interested in having the Town promote the use of canvas bags at the grocery stores. Walton stated that Big Y sells canvas bags, but apparently this is not well known. Members suggested that staff find out about Grand Union's and Big Y's policies. Would the stores be willing to take off 5 cents for using a reusable bag? Staff will begin promoting the use of reusable bags through billing notices and the League of Women Voters. Hultgren asked if there are any life cycle comparisons between using reusable bags versus disposable plastic or paper. Walton will look into this.

Walton shared an article from DEP pollution prevention on the proper disposal of medicines. This is a growing concern about flushing medicines down the toilet and getting into our water systems. The best way to dispose of medicine, in general, is to put them in the trash. Walton will post this in the next billing insert.

The next meeting is scheduled for July 12, 2007 in Conference room C. If it is cancelled because of lack of pressing business, then the fall meeting is scheduled for September 6, 2007. The meeting was adjourned at 8:45 pm.

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator

Cc: Lon R. Hultgren, Director of Public Works, Members, file, Town Manager, Town Clerk

Mansfield YSB Advisory Board

Meeting Minutes

Tuesday, July 3, 2007

11:00am @ YSB Office

Attendees: Ethel Mantzaris, Frank Perrotti, Samantha Kandolin, student

Staff: Pat Michalak, Kathy McNamara

Regrets: None

Call to Order

Ethel Mantzaris, Chair, called the meeting to order at 11:07

- I. Approval of Minutes – **MOTION** by Ethel Mantzaris seconded by Frank Perrotti, approved minutes as submitted.

Pat Michalak, Youth Service Coordinator

The month of June was busy with end of the school year activities as well as numerous new referrals to our agency for clinical assessment, crisis intervention, and treatment. Successful completion of the Respect Me Grant

Youth Services June Activities 2007

- YSB Staff and middle school student representatives participated in a Youth Leadership Field Trip. Activities and Discussion included choosing your attitude, developing your personal mission statement, communication, time management and teamwork activities.
- Grandparents group met this month and they are enjoying the fruits of their labor. Their legislative efforts have paid off regarding the Kindership Care Bill.
- Summer Girl's group has been a great success, girls are learning to become more confident, improve communication and interpersonal skills.
- Summer COPE for parents has been meeting regularly focusing on issues of divorce, custody, visitation and how best to protect children from the difficulties of divorce.
- YSB Staff had their quarterly meeting with Court Support Services Division personnel
- Staff supported the schools by participating in many end of the year student/parent-planning meeting.
- Summer Challenge has started their first phase and sixteen 7th and 8th grade students have participated in a week long wilderness experience. They will have a slide show presentation for family, friends and community members at the Senior Center on July 19th at 7:00.

- YSB staff is meeting with the personnel at the Psychological Services Center at UCONN and private therapists in the community to discuss possible collaboration of services.
- YSB staff organized an Intergenerational end of the year celebration party with Juniper Hill residents and children. Over 60 people attended.
- YSB staff collaborated with the Mansfield Middle School staff to organize an End of the Year Appreciation cook –out for students and their parents.
- YSB staff helped secure camperships for many Mansfield students using the funds raised for the Noah Farland Fund.

II. Old Business: None

III. New Business: Samantha Kandolin presented her ideas and evaluation of YSB's new children and families computer station.

IV. Other: Staff is very excited about the summer programs

Meeting adjourned at 11:56 PM.

Respectfully submitted by:

Pat Michalak
YSB Coordinator

Mansfield YSB Advisory Board

Meeting Minutes

Tuesday, September 25, 2007

12 noon @ YSB Conf. Rm. B

Attendees: Ethel Mantzaris, Frank Perrotti, Jerry Marchon

Staff: Kevin Grunwald, Pat Michalak, Kathy McNamara, Karen Taylor

Regrets: Mike Collins

Call to Order

Ethel Mantzaris, Chair, called the meeting to order at 12:05

- I. Approval of Minutes – **MOTION** by Frank Perrotti seconded by Ethel Mantzaris. vote: Unanimous in favor of approving minutes as submitted.

Kevin Grunwald, Director

- A. Kevin advised the Board that he has met with YSB staff over the summer and discussed Program Planning, activities and YSB requirements for the coming year.
- B. He advised the Board that there are currently 30 – 35 individuals interested in participating in this session of the H.I.F.I. group.
- C. He informed the Board that the YSB was eligible for a State Enhancement Grant totaling \$6200 and that the application had been submitted. Kevin informed the Board that part of this grant if approved would be to fund the part-time position responsible for coordinating the Grandparents Group. Also, as a collaborative group YSB's were donating funds to the Manchester Memorial Hospital for after hours support.
- D. Kevin updated the Board on the Underage Drinking Project and that there is an upcoming presentation scheduled at E.O. Smith.

Introduction of Matt Hart, Town Manager to the Youth Service Advisory Board members.

Matt thanked the Board for inviting him and informed them that he would welcome any and all questions.

- Frank inquired about the reasoning for the part-time position in YSB being cut from the budget. To which Matt replied it was a joint decision with Jeff Smith the Finance Director during the budget process. Matt advised the Board that it would be addressed during the next budget cycle and

explained to the Board that it is up to the Director to provide justification for the position. A discussion ensued between Matt and the Board members regarding the commitment to the families and youth of Mansfield thru programs and support groups.

- Matt proposed a question to the Board regarding key interests for the youth and community served by the YSB. A discussion ensued.
- Ethel commented that Youth Services has always done an outstanding job and provides an invaluable service to the schools.
- Frank commented on needy families and the unique services that YSB provides to meet those needs.
- Jerry asked Matt to speak about the Strategic Planning Committee that is forming and where YSB fits in. Matt advised the Board that letters were to go out within the month announcing the committee. At which point, Ethel suggested having a member from each advisory committee be part of the planning to better serve the youth, families and the community. Matt agreed and suggested that anyone from the Board submit a letter of interest.

Ethel thanked Matt for coming and extended an open invitation to future Advisory Board meetings.

II. Old Business: None

III. New Business: None

IV. Other:

- Frank asked about Pomfret (Rectory) camp. Both Kevin and Pat advised the Board that the program had to be cut. However, more youths were sent to town camp and other families with youth who qualified for fee waivers were enrolled at the Community Center. Frank made the suggestion to contact the local Lions Club for donations to support the camp fund.
- Kevin and Pat shared with the board that the Challenge program is in it's 31st year and the criteria and selection process is being reviewed between E.O. Smith and Youth Services with an effort toward more involvement between the two.

Meeting adjourned at 1:02.

Respectfully submitted by:

Karen L. Taylor
Secretary

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Charter Revision Vote on November 6, 2007

Explanatory Text of the Four Ballot Questions

Shall the Charter of the Town of Mansfield be revised to make changes to the budget process, including revised budget town meeting procedures which, among other things, permit voters to approve, lower or raise the budget of any program, and provide the opportunity for eligible voters to petition the budget passed by the town meeting to referendum?

This first Ballot Question addresses Charter sections §C311, §C312, §C402, §C404, and §C405.

- These proposals modify the process for enactment of the town budget and encourage citizen participation through the inclusion of two Town Budget Information Meetings and wide distribution of public notices and budget information.
- This initiative also permits voters to approve, lower or raise the budget of any program, establishes a confidential ballot at the annual Town Meeting and permits the budget passed at the Town Meeting to be petitioned to referendum.
- If the budget is petitioned to referendum, this initiative provides for one binding question to determine by majority vote whether the budget passes or fails, and two advisory questions to find out if voters believe that the town budget and/or the school budget is too high or too low. If the budget enacted by the annual Town meeting fails to pass at the referendum, the Town Council will adopt a substitute budget which will become the Town budget for the next fiscal year.

Shall the Charter of the Town of Mansfield be revised to make changes regarding certain elective offices including, but not limited to the elimination of the election of Constables, revision of the terms of Planning & Zoning Commission Alternates from 2 to 4 years, the election of the Deputy Mayor by the Town Council rather than appointment by the Mayor, and to delegate to the Town Council the authority to establish ethical and conflict of interest standards for elective and appointed officials and town employees,, as recommended by the Charter Revision Commission?

This second Ballot Question addresses Charter sections §C202, §C208, §C302, §C303, §C304, §C307, §C308 and §C603.

- This proposal clearly establishes that the terms of office of alternate members of the Zoning Board of Appeals are for four years rather than two years, establishes four year terms for alternate members of the Planning and Zoning Commission, and, consistent with state law, changes the name of the Board of Tax Review to Board of Assessment Appeals. The proposal also eliminates the position of Constable.
- This initiative also provides for the election of the Deputy Mayor by the Town Council rather than appointment by the Mayor.
- These proposed changes require the Town Council to adopt ordinances providing for the administration and fiduciary oversight of the Town's finances and to establish ethical and conflict of interest standards for both elected and appointed officials, as well as for town employees.
- New procedures for the introduction of ordinances and the ensuing public hearings are also included within this proposal, which also calls for wide distribution of copies of proposed ordinances and notice of public hearings.

Shall the Charter of the Town of Mansfield be revised to make changes regarding the administration of town government supervised and directed by the Town Manager, as recommended by the Charter Revision Commission?

This third Ballot Question addresses Charter sections §C502, §C504, §C506, §C507, §C508, §C509, §C510, §C511, §C513, §C601 and §C602.

- These proposed changes update and clarify the duties of the Town Manager. They also delete various administrative departments from the Charter, leaving them to be reestablished by the Town Council under guidelines proposed in the Charter initiative.
- This proposal also mandates that the Town Council provide by ordinance for the establishment, regulation and maintenance of personnel policies.

Shall the additional changes to the Charter of the Town of Mansfield recommended by the Charter Revision Commission be adopted, including a requirement that the Town Council review the Charter at least every five years?

This Fourth Ballot Question addresses Charter sections §C701 and §C703, and adds a new Preamble explaining that the purpose of the Charter is to secure the benefits of local self-government, resident participation and representative democracy.

- This initiative requires the Town Council to review the Charter and consider establishing a Charter Revision Commission at least every 5 years.
- If any of these four Charter questions are adopted by the voters on November 6, 2007, this proposal exercises an option to establish an effective date for any enacted Charter changes of 90 days after the date of adoption, rather than the 30-day period set forth in the state statute.

Copies of the current Charter and the proposed changes are available at the Town's website www.mansfieldct.org, the Town Clerk's office and the Town Library. Questions regarding the ballot questions or the proposed Charter should be directed to the Town Clerk at 429-3303 or the Town Manager at 429-3336.

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An Open Letter To The Mansfield Town Council

By: Kyle Thomas

Posted: 9/28/07

As a registered voter in the State of Connecticut and soon in the Town of Mansfield - once the form has been processed certifying my change of registration; the town hall can look for it in the mail either today or Monday - I am writing to voice my opinion regarding a recent meeting of the Mansfield Town Council.

This past Tuesday, there was a meeting regarding a new off-campus complex for about 600 students to be placed adjacent to the current Carriage House complex. As a University of Connecticut student, this issue is of particular importance to me, and as my soon-to-be elected representatives, I sincerely hope that you, as well as the Planning and Zoning commission, give the proposal your full-fledged support.

I am sure you are aware that UConn is a rapidly growing institution whose student population has swelled far beyond the imagination of Charles and Augustus Storrs. Even recently the student population has grown so quickly that the available housing options - both on campus and in the nearby community - are becoming inadequate to support significant future growth. The boundaries which may have existed between the university and the town in the past are quickly becoming blurred.

Hunting Lodge Road, located just a short walk from some UConn classroom buildings, is a popular site for students who either do not wish to or have been told they cannot seek out living accommodations on campus. Students choose this road as a potential living site for its convenience, as well as the proximity to other students. The proposal I speak of, concerning a well-thought-out plan by Keystone Companies LLC, would add to the available choices for students for whom living on-campus is not an option.

I recognize the concerns that residents living nearby have regarding frequent noise and declining property values. However, since the university has made it clear its intention is to continue to grow, something has to give. Either housing is built on and near campus, where these problems exist currently and will hardly be exacerbated by a secure complex requiring a parental co-signature on the lease and potentially featuring community assistant-type figures exercising some supervision over residents, or housing will branch out further into the surrounding communities and towns, creating the potential for problems for residents not currently experiencing any displeasure being located near such a major university.

I am sure you are also aware that it is absolutely in the interest of the town of Mansfield that the university continues to expand. In 2006, the Connecticut Economic Resource Center, an organization you are no doubt familiar with, listed the University of Connecticut as Mansfield's top employer. A greater number of students in attendance requires a greater support staff. This is the most direct way the town benefits from a thriving university, but it is not the only way. More students living in the community means that local businesses, such as Grand Union Market on Route 44 and other fine retail establishments, will experience a heavier sales volume from the increased population. Taxes on the proposed structure are also a consideration.

I would also like to voice my displeasure over the disturbing comments made by Councilwoman Helen Koehn at the meeting. In The Daily Campus on Sept. 26, Koehn said, "We didn't want another student

housing complex to ruin another [neighborhood]." Not only is this an affront to the many UConn students who elect to be responsible members of the community, it is also a gross exaggeration of what would occur under this plan. One would be hard pressed to argue that the placement of another apartment next to Carriage House would cause irritation to a different neighborhood already experiencing a problem with disturbances. But it is understandable that Koehn needs her votes and angering or misrepresenting the student body can only help, since that student body will not vote and the quote is an easy way to stand up for the residents of Mansfield.

The residents and the Town Council are treating this proposal as if the developer had requested zoning clearance to build a prison on Hunting Lodge. Everyone knows the complex is needed, but no one thinks it is so important as to allow it to be built near them. The not-in-my-backyard response might be appropriate if it were a prison. Although this is how some students view undergraduate housing options, these are not felons but future researchers, teachers, managers and yes, town council members.

The town council, if so opposed to the plan should offer up the viable alternatives. Halting the growth of the student body is not an option. Renovating and adding on to existing housing is nice, but will not solve the problem in the short term. But, asking for new housing, as you have made clear, is undesirable and will ruin the neighborhood. UConn has one of the best on-campus housing percentages in the country. The state can only offer so much to help maintain and add buildings. This is the chance for UConn to add adequate housing near both existing complexes and classroom buildings, and I urge the Town of Mansfield, the Town Council and the Planning and Zoning Commission to accept the developer's proposal.

Commentary Editor Kyle Thomas is a 7th-semester political science and history double major. He can be contacted at Kyle.Thomas@UConn.edu.

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Mansfield Celebrates Festival

by: Kim Primicerio

Posted: 9/17/07

Mansfield and Storrs residents got a chance to see what their town had to offer this weekend at Mansfield's annual town festival.

On a bright Sunday afternoon, the parking lot behind Friendly's and Starbucks shopping plaza on Route 195 was filled with an array of tents and vendors.

There was a stand selling handmade jewelry as well as a tent with fresh flowers that fair-goers could purchase.

Fresh fruits and vegetables were also available at a small scale farmers' market, where people could buy fresh corn, tomatoes and other fruits and veggies.

The festival also provided the people with a wide assortment of foods to eat for lunch. Wings Express had a tent offering residents Indian cuisine, while Domino's Pizza sold their cheesy pie and Sara's Pockets made wraps and gyros for the public to enjoy.

Coffee competitors Starbucks and Dunkin' Donuts also had stands at the festival, both of which were giving out free samples.

One tent in particular allowed fair-goers to watch a cooking demonstration by some of the chefs at UConn's dining halls. The demo showed people how to make a peach dumpling. Several people sat and watched as the chef from UConn's Whitney dining hall put together this dessert.

Job Landolphi, UConn's culinary operations manager, and teacher of the university's FYE class "U Can Cook," was present at the demonstration.

Landolphi said this was their second year at the festival and the turnout at their demos was huge.

"We share the recipes with the crowd, they watch the demo and then get to eat the food," said the chef.

The presentation involved all organic substances. The peaches and syrup were from local farmers that were pesticide-free.

During the demo, Landolphi said he tries to get the audience involved. He will ask them questions and hand out some of the ingredients with which he will cook with.

The festival also showed off some of the town's talent. There were tents filled with paintings, and ceramic art from town residents. One tent included drawings from students attending E.O. Smith High School. Other tents had their paintings and art for sale.

Fairgoers also got to learn about UConn's puppetry department from Bart Roccoberton, director of puppetry at the university and his display of puppets at the fair.

This was Roccoberton's second year in a row at the festival. He said people are always curious about this stand, which was surrounded by orange-faced puppets - some fat, some skinny, with large grins on their faces.

re always working on a production, so we never have a festival show, so we just come out and work on things," said puppeteer. Currently he and his students were carving wood, which was necessary for the puppet building.

There was music playing throughout the day. Music for the children included one band playing tunes like "YMCA" and "Hokey Pokey." Later on in the afternoon, folk music could be heard from a two-man band.

The festival had a good turnout of families, adults and teenagers. Barbra Sanders, a Storrs resident, said she comes to the festival to see the people, and to see that they have a real town. She and her friend, Polly Allen, were both enjoying ice cream from UConn's Dairy Barn.

"I love the idea of a town festival," said Allen. "Everyone seems to be having a nice time."

Contact Kim Primicerio at

kimberly.primicerio@UConn.edu.

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TOWN OF MANSFIELD
INLAND WETLAND AGENCY

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILL ROAD
STORRS, CT 06268
(860) 429-3330

Item #14

October 2, 2007

Mansfield Downtown Partnership, Inc.
C/o Cynthia van Zelm, Executive Director
1244 Storrs Road
P.O. Box 513
Storrs, CT 06268

Re: Mansfield's IWA approval for a mixed-use town center
IWA File #W1378

COPY

Dear Ms. van Zelm,

At a meeting held on 10/1/07, the Mansfield Inland Wetland Agency adopted the following motion:

“to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to the Storrs Center Alliance, LLC (file no. W1378), for a mixed-use town center, on property owned by the State of Connecticut, Esther Warzocha, and Steve Rogers, located on the east side of Storrs Road from the Storrs Post Office Drive to Dog Lane, as shown on plans dated 6/25/2007, and as described in other application submissions. This action is based on the application submissions and information presented at a Public Hearing held on September 4, 2007 and from observations made on a field trip to the site on July 19, 2007, and in consideration of applicable regulations.

The Agency hereby finds:

1. The wetlands treatments presented represent an improvement to those important wetlands areas which are now partially degraded, by reducing the amount of sedimentation presently occurring;
2. The existing flooding of the wetlands will be controlled and the sedimentation limited by the extensive drainage control systems that are proposed;
3. The project offers long term improvement by the on-going reduction of sedimentation impacts on the site's wetlands;
4. Overall, the project will enhance the existing environmental quality of the site's wetlands;
5. Through mitigation efforts, the project's improvements outweigh the loss of two presently degraded wetland areas totaling 0.28 acres, with improvements being proposed for 3.22 acres of other wetlands on the site;
6. The project offers a considerable commitment of resources, both in the open space dedication of more than 20 acres of land important for protection of wetlands on and off the site, and in the drainage system controls designed to improve conditions for these area wetlands;
7. That a feasible and prudent alternative does not exist, based on reductions in the scope of development now proposed that were made according to the recommendations of the applicant's environmental experts. The result will be a state-of-the-art drainage system offering long term improvement to wetlands both on and off the site.

This approval is granted with the following conditions:

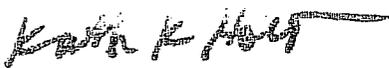
1. No construction permits shall be issued until acceptance by the Town of deed documents for the open space dedication areas, together with surveying pins and open space tags placed every 50 to 100 feet along the open space boundaries;
2. The drainage retention areas located directly adjacent to wetlands and all other storm water management improvements shall be completed promptly and at early stages of each phase for which they are required;
3. No construction permits shall be issued until all required State and Federal permits have been obtained. Any revisions to the Storm Water Management Plan shall be reviewed and approved by the Inland Wetlands Agency prior to installation. An additional Inland Wetlands license shall not be required unless revisions involve significant alterations to the project;
4. An Inland Wetlands license shall be required for the planned walking trails through the open space areas. Said trail design shall:
 - A. Avoid proximity to the important vernal pool areas located on the open space parcel, except for an overlook area specified in comments made by Dr. Michael Klemens;
 - B. Insofar as practical, the trail shall be combined with efforts to restore the stockpile areas needing stabilization in the northeasterly area near the wetland in that location;
5. Best Development Practices, as outlined by Calhoun and Klemens in their book by the same title, shall be followed;
6. Appropriate erosion and sedimentation controls (as shown on the plans) shall be place prior to construction and maintained during construction and removed when disturbed areas are completely stabilized.

This approval is valid for a period of five years (until October 1, 2012), unless additional time is requested by the applicant and granted by the Inland Wetlands Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this Agency for further review, comment and determination prior to its conclusion.

If you have any questions regarding this action, please call the Planning Office at 429-3330.

This letter constitutes your license.

Very truly yours,



Katherine K. Holt, Secretary
Mansfield Inland Wetland Agency

Cc: Mansfield Town Council
Storrs Center Alliance LLC.
Attorney Thomas Cody
Attorney Lee Cole-Chu

98 Fern Road
Storrs, CT 06268
September 12, 2007

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

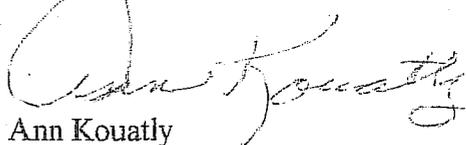
Dear Mr. Hart:

As co-organizer of the Know Your Towns Fair for the Mansfield League of Women Voters I was very pleased when several exhibitors told me that this year--the 21st Fair--was "The best Fair ever!"

Such a huge undertaking would be impossible without the work of many people. Especially important to the success this event, which has been held at the gym of the Mansfield Community Center for the past four years, is Curt Vincente and the entire staff of the MCC. I would like to commend them to you, not only for their work, but for their positive attitude. It has been a pleasure to work with them. I hope that you had an opportunity to hear Curt represent the Town on the Wayne Norman radio show. On that show it was stated that the Fair is an example of how the town, university and entire community can successfully cooperate together for the benefit of all.

Please recognize the MCC staff for their excellent work.

Sincerely,



Ann Kouatly
Co-chair of the Know Your Towns Fair

Cc: Curt Vincente, MCC staff

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MANSFIELD

Item #16

Festival on the Green is preview of future 'downtown' Mansfield

By BRENDA SULLIVAN
Staff Writer

Someday, the Festival on the Green will be held on a real town green. For now, strips of sod will be spread out on the festival site as a kind of preview of coming attractions.

The 4th Annual Festival on the Green will be held at the shopping complex across from E.O. Smith High School, from noon to 5 p.m. on Sunday, Sept. 16. Route 195 will be closed to traffic from South Eagleville Road/Route 275 to Dog Lane during the festival. (The festival will move indoors to the high school in the event of rain.)

Shuttle transportation will be available for seniors at Glen Ridge, Juniper Hill and Wright's Way.

"Bikes, Tykes and Trikes," the popular parade in which any child (and caregiver) can take part, gets off to a slightly earlier start this year, at 11:45 a.m., and meets at the town hall parking lot.

As usual, there will be plenty of family activities, including a petting zoo, a sidewalk drawing contest, a magician, a pie-baking and pie-eating contest, a safe-child I.D. program, and much more. New this year for the older kids is a Knights-of-the-Round-Table type jousting inflatable.

Grown-ups might also enjoy fly-casting demonstrations at 2 and 3 p.m., cooking and floral arrangement demonstrations, and a mini-workshop on organic lawn care.

Making a return appearance will be the Mohegan Sun All-Stars, performing from 3:30 to 5 p.m. Musical entertainment also will be provided by Kidsville Kuckoo Revue from 12:30 to 1:30 p.m., and Aztec Two-Step from 1:45 to 3:15 p.m.

New this year, there will be a drawing for gift baskets, one with a wine theme, another with a sports theme, and third with a family theme.

Festival-goers also can join a walk in Whetten Woods, property owned by Joshua's Trust that borders where the new downtown development will be built - which has 49 acres of open space incorporated into its design.

A kick-off event sponsored by the town, "Fireworks in the Park," will begin at 6 p.m. on Sat. Sept. 15 at Mansfield Hollow State Park, featuring music by Little Big Band. Food will be on sale. (The rain date is Sept. 29.)



The Festival on the Green showcases local food, music and civic groups. Contributed photo.

The festival was created to bring attention to the development of a "downtown" on Route 195 where there is now a collection of shops. Storrs Center will completely transform this area, adding new roads, housing, a gazebo and town green, shops and restaurants.

The festival also is a chance to acquaint town residents, as well as those from surrounding towns, with the talent and resources available in this area, said Mansfield Downtown Partnership Executive Director Cynthia van Zelm.

"The purpose of the festival is really twofold," she said. "One is to promote the town of Mansfield and what we have, so there will be mostly local artists, musicians, food vendors and different organizations."

"The other purpose is to get people to start thinking about what we will be when the downtown is started... once we get construction going, we will have the festival on our new streets," she said.

The project has cleared several hurdles over the past four years, including approval by the town of a special design district that will allow more creative use of the property.

An application submitted by the Downtown Partnership and developer's Storrs Center Alliance is now before the town's inland-wetlands agency for a permit that will allow developers to fill in a small portion of "degraded" wetlands.

"The public hearing is now closed, so we expect the inland-wetlands agency will begin deliberations in October," van Zelm said.

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Reminder News

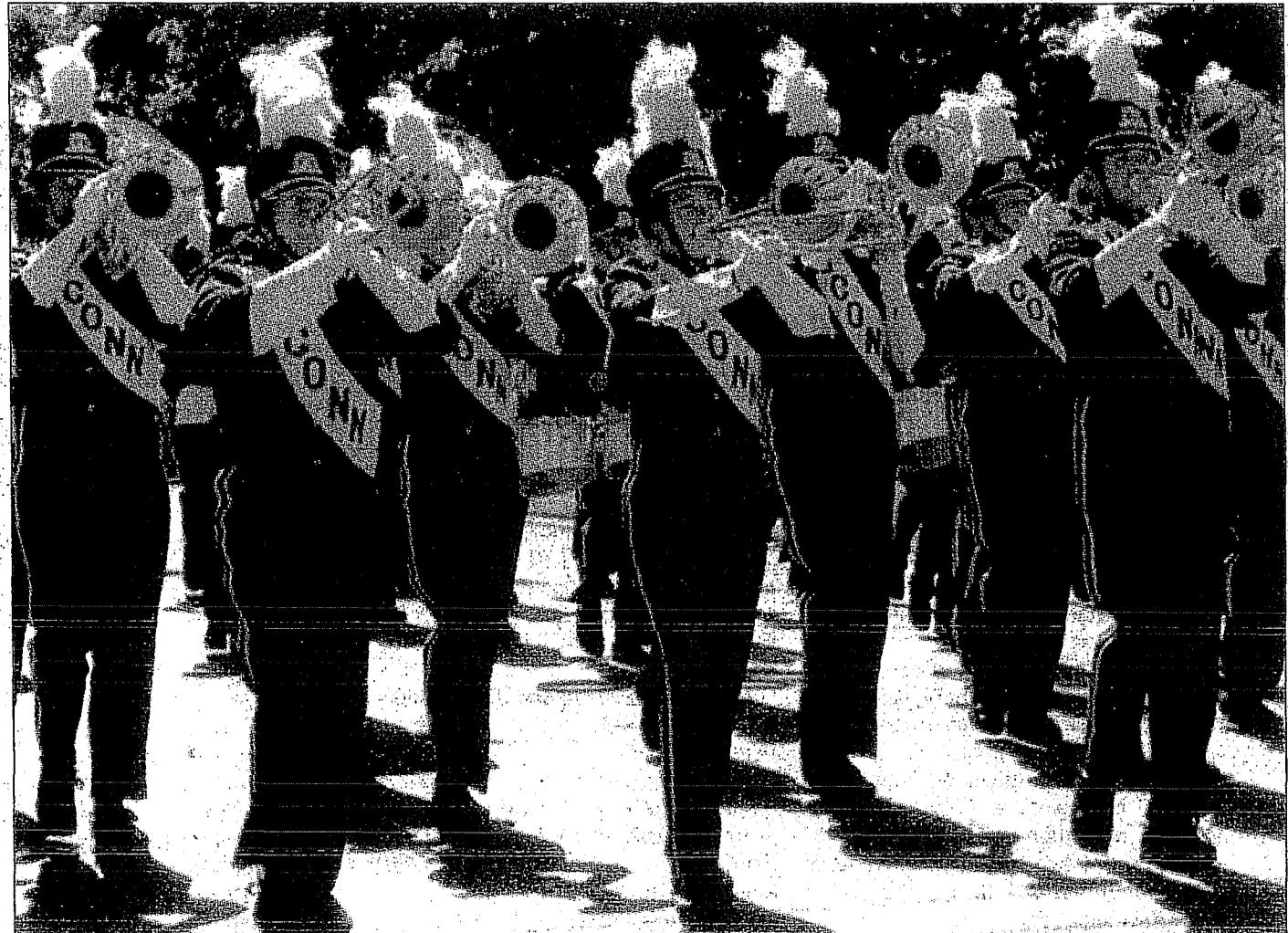
Item #17

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STEPPING INTO NATURE

Jones exhibits artwork

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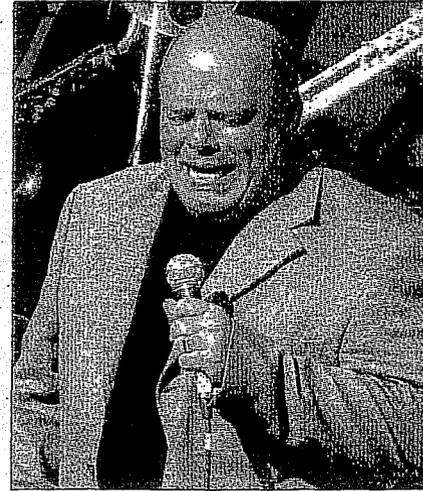
The UConn Marching Band kicked off the annual Festival on the Green in Mansfield. Photo by Kim Bova.

LOCAL NEWS

UConn and town join for celebration



Dancing to the Mohegan Sun All-Stars at the annual Festival on the Green, presented by the Mansfield Downtown Partnership and UConn.



David Foster of the Mohegan Sun All-Stars sings an old favorite.



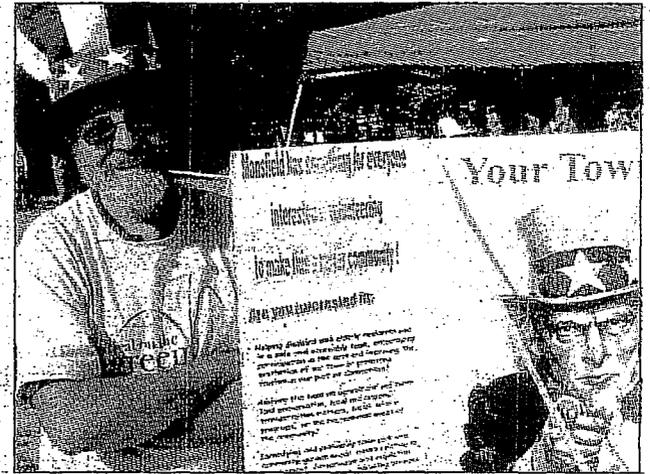
Heather Bunnell helps Emerson at the pottery wheel.



Ava and Gib Engel (with Laura on his shoulders), came to the festival from Brooklyn. Photos by Brenda Sullivan.



Bart Roccoberton of UConn's puppetry program, with a game-show-host inspired puppet.



Bruce Clouette was at the festival to drum up volunteers for town boards and commissions.



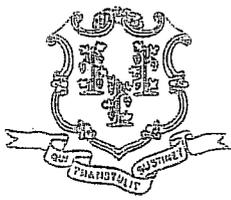
Cheryl Lea enjoys a hummus wrap prepared by the owner of Sara's Pockets on the UConn campus.



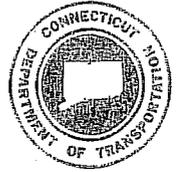
Lisa C. Taylor enjoys basil, pesto and sundried tomato ravioli prepared by a UConn Food Service chef.

- View and Order Photos - ReminderPhotos.com

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STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



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

Phone:

Item #18

September 10, 2007

Mr. Matthew W. Hart, Town Manager
Town of Mansfield
4 South Eagleville Road
Storrs, Connecticut 06268

Dear Mr. Hart:

Subject: State Matching Grant Program Application

This letter confirms that the Department of Transportation (Department) has received your application for the State Matching Grant Program for Elderly and Disabled Demand Responsive Transportation for State Fiscal Year 2008. Based upon on the Department's review, your application has been approved for a grant award in the amount of \$32,071. An addendum package will be forwarded to you in the near future.

Thank you for your efforts in submitting a timely and accurate application. Should you have any questions, please contact me at (860) 594-2834 or Aimee Marques at (860) 594-2840.

Very truly yours,

Lisa Rivers
Transportation Supervising Planner
Bureau of Public Transportation

cc: Kevin Grunwald
Windham Region Council of Governments

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Open Call for Participants

Mansfield 2020: A Unified Vision

The Strategic Planning Steering Committee is looking for people who are interested in shaping the future of the community by becoming a part of a unique community visioning process called a Future Search Conference. As a strategic planning event, the Future Search Conference has the potential to determine initiatives for the Town, and will help determine how resources and energies should be allocated in the future. This is a unique experience that will give stakeholders a chance to dream about what may be possible. It is a chance to be part of a community of individuals who represent various perspectives in Mansfield. During each two-day Search Conference, participants will share, listen to, and learn about other perspectives and participate in discussions where varying points of view are expressed in a positive environment. The group will then plan strategies to achieve the vision.

How did this idea originate?

The Town Council formed a Steering Committee, consisting of 18 individuals representing various perspectives in the Community. The Steering Committee has been meeting since August to design the process, select and help coordinate "Mansfield 2020." Committee members are also responsible for selecting the participants for the Future Search Conference.

What is a Future Search Conference?

A Future Search Conference is a facilitated strategic planning event that is purposefully designed to be inclusive of all sectors of a community and is action-oriented. It is a participative planning method that enables people to create the desired future for their community. Citizens, community leaders, government leaders, and staff become a planning community. Together they create a plan for the future based on shared ideals. The results provide a community with a tangible and flexible set of long-term goals and action plans.

What is expected of me if I want to participate?

Each applicant is asked to consider the commitment required and think about it as an investment in our community. The Future Search Conference is being divided into two planning events. The first part is called the Vision Conference, which will be followed by a Vision Fair. The second part is the Action Planning Conference. All those selected to become participants of the Future Search Conference are asked to commit to and attend all of the events. Commitment to serve on Action Planning Teams, which will be formed after the Action Planning Conference is optional and can be determined later.

When will the Future Search Conference be held?

Future Search Conference dates and time commitments for all selected participants are as follows:

Vision Conference Saturday, December 8, 2007 8 AM to 5 PM

Sunday, December 9, 2007 Noon to 6 PM

Action Conference Saturday January 26, 2008 8 AM to 5 PM

Sunday January 27, 2008 Noon to 6 PM

Who will participate?

A group of 80 stakeholders including members of the Steering Committee, the Mansfield Town Council, and other stakeholders who together form a broad representation of the community.

How will stakeholders be selected?

An open application process is being utilized, and anyone who either lives in Mansfield or feels they have a stake in the future of Mansfield is encouraged to apply. Members of the Steering Committee will have the responsibility of reviewing the applications and selecting members from the community. Their goal is to identify a broad representative sample of the community of Mansfield and to engage people who may not frequently get involved in such discussions.

When will I be notified?

You will be notified in mid-November if you are selected or not.

How can I be involved if I'm not selected?

There are several opportunities for involvement in the process outside of the Search Conference.

- Vision Fair – give your feedback to the Future Search Conference participants about the vision they have drafted (dates to be determined).
- Action Planning Teams – After the Future Search Conference, join one of several Action Planning Teams that will carry out the action plans designed during the conference.

We need you and your ideas, your input, and your enthusiasm. Now is your chance to be creative and to be a part of shaping the future of Mansfield.