



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, February 25, 2008
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

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EXECUTIVE SESSION

ADJOURNMENT

REGULAR MEETING-MANSFIELD TOWN COUNCIL
February 11, 2008

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: Clouette, Koehn, Nesbitt, Paterson, Paulhus, Schaefer
Absent: Blair, Haddad, Duffy

II. APPROVAL OF MINUTES

Mr. Clouette moved and Mr. Paulhus seconded to approve the minutes of January 28, 2008 special meeting. Motion passed unanimously. Mr. Clouette moved and Mr. Nesbitt seconded to approve the minutes of the January 28, 2008 meeting as corrected. Motion passed unanimously.

III. MOMENT OF SILENCE

Mayor Paterson requested a moment of silence in honor of and respect for our troops around the world. Additionally, the Mayor asked that the victims of the city hall shooting in Kirkwood, Missouri be remembered. As members of the National League of Cities Mayor Paterson has worked on a number of committees with Kirkwood's Mayor Michael Swoboda. Ms. Koehn moved and Mr. Paulhus seconded to amend the moment of silence to reflect the tragedy of which the Mayor spoke. The motion passed unanimously. Mr. Schaefer suggested notice of the action be forwarded to both the National League of Cities and the city of Kirkwood. Mayor Paterson will do so.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mike Siskoski, 35 Wildwood Road, thanked the staff for the timely issuance of the agenda and drew attention to an article from the Chronicle that was missing from the Town Council packet. (Statement and article attached)

V. PUBLIC HEARING

1. Mansfield Community Art Display Policy and the Art Display Policy for Mansfield Town Buildings (Other than Schools)

Mayor Paterson called the public hearing to order and the Town Clerk read the legal notice. No comments were offered and the hearing was closed.

VI. OLD BUSINESS

2. Mansfield Community Center Art Display Policy and the Art Display Policy for Mansfield Town Buildings (Other than Schools)

Town Attorney Dennis O'Brien has reviewed the proposed ordinance and complimented the Arts Advisory Committee on their work. Attorney O'Brien noted the proposed ordinance allocates all decisions to the Committee without input from the Council or Town Manager and the second section of the policy opens all other town buildings to the display of art after discussion with the Mansfield Arts Advisory Committee. He suggested the following language be added to Section B.1. of the ordinance: Nothing in this policy may be construed to mean that any town building is available for use as a public forum for the display of art until an express determination making such designation is made by the Town Manager.

Council members discussed options for those artists who are denied, what should happen if the Committee cannot come to an agreement, the need for an appeal or review process and whether once permission is given for art in a particular building it could later be revoked. Arts Advisory Committee members Jay Ames and Scott Lehman were available to answer Council members' questions. Those committee members present were in agreement with the following changes to the proposed ordinance:

1. The inclusion of a process by which an applicant could appeal a negative decision to the Town Manager.
2. The inclusion of the language above suggested by the Town Attorney.
3. The addition of "and grounds" to the Community Center section of the proposal
4. Additional language stating decisions will be by a majority vote of those Arts Advisory Committee members present at a meeting.

The Town Manager will include these changes and the revised ordinance will be presented at the next meeting.

Mr. Clouette moved and Mr. Schaefer seconded a motion to express the Council's heartfelt thanks to the Mansfield Arts Advisory Committee for the development of an outstanding public policy ordinance.
Motion passed unanimously.

Mr. Nesbitt moved and Mr. Schaefer seconded a motion to move Item 7, Presentation of Storrs Center Video, as the next agenda item.
Motion passed unanimously.

3. An Ordinance Providing a Tax Exemption for Farm Buildings

Council members discussed the proposed ordinance and some members questioned its effectiveness in the preservation of farmland. The need to develop a comprehensive program to identify land and support farmers who produce locally grown food was discussed as was the positive effect of open space on the revenue/expenditure ratio of the Town. The Town Attorney expressed his opinion on the ability to limit benefits by use of a means test noting while it was probably not envisioned by the legislature it is not impossible to do. By consensus the Council agreed to delay a decision until staff has had an opportunity to review the Coventry dairy farm legislation, the ordinance's effect on the tax base and what types of operations might be included in the definition of farming.

4. Community/Campus Relations

Discussions have begun regarding the preparation for Spring Weekend and other large parties. The Town and University will continue to encourage landlords' participation.

5. Community Water and Wastewater Issues

The Town Manager explained the different starting points shown in the previously distributed graphs regarding UConn water use noting the projected average day demand reflects the usage for the entire year where as the projected peak monthly demand reflects the highest point during that month.

6. Issues Regarding the UConn Landfill

Ms. Koehn requested that the changes in the UConn Landfill Project Quarterly Progress Reports be highlighted. The Town Manager will look into the possibility.

VII. NEW BUSINESS

7. Presentation of Storrs Center Video

Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, presented a video showing the history of the project and some of the benefits to the community.

8. Appointment to Mansfield Downtown Partnership

Mr. Schaefer moved and Ms. Koehn seconded, to appoint Town Manager Matthew Hart to the Board of Directors for the Mansfield Downtown Partnership, for a term commencing on July 1, 2008 and expiring on June 30, 2011.

Motion passed unanimously.

9. FY 2007/2008 Budget Transfers

Reporting for the Finance Committee, Mr. Clouette commented the proposed transfers amend the budget to conform to reality.

M. Clouette moved and Mr. Nesbitt seconded, effective February 11, 2008, to approve the attached Budget Transfers for FY 2007/2008, as presented by the Director of Finance in his correspondence dated February 7, 2008.

Motion passed unanimously.

10. Appointment of Auditor to Conduct Financial Audit for Fiscal Year 2007/2008

Mr. Clouette moved and Ms. Koehn seconded, effective February 11, 2008, to appoint the firm of Kostin, Ruffkess and Company to conduct the financial audit for Fiscal Year 2007/2008.

Motion passed unanimously.

11. Proposed Budget Review Calendar for Fiscal Year 2008/2009

Mr. Paulhus moved and Mr. Clouette seconded, effective February 11, 2008, to adopt the Budget Review Calendar for Fiscal Year 2008/09, as amended. The agenda for the April 7th meeting and the April 17th meeting will be switched and a new date for the April 9th meeting will be determined.

Motion passed unanimously.

The Town Manager requested that if Council members have proposals for the budget they bring them to the February 19th meeting.

12. An Ordinance Continuing and Establishing Various Administrative Departments by Ordinance

Members discussed whether the placement of the Department of Fire and Emergency Services as a separate department was appropriate or whether

it should be included under the Department of Public Safety. The Town Manager asked that the Fire Chief have an opportunity to comment and will discuss the issue with him. Ms. Koehn requested in Section 9, Department of Human Services, the term "clinical" in C.4 be rephrased in a more general manner. Mr. Nesbitt requested performance measurements/program assessments be added as part of each section of the ordinance. Members discussed whether an ordinance establishing departments is the appropriate place for such a program. The Town Manager agreed the development and implementation of program evaluation and performance measurements has merit. He suggested that the development and implementation of any sort of sophisticated performance measurements is a substantial project and asked Council members to consider that fact in light of the priorities being established by the Strategic Plan. If the Council were interested in the establishment of program assessments he would like an opportunity to consult with staff and will report back to the Council. Mr. Clouette moved and Mr. Paulhus seconded that the Town Council request the Town Manager come back with the issue of the Fire and Emergency Services resolved and that the issue of including performance and program evaluation not be include in the new ordinance but that it continue to be studied and brought forward as a separate issue.

Motion passed unanimously.

Additionally members requested the Town Manager and the Town Attorney examine the propriety of the inclusion of the Mansfield Public Schools and Regional School District 19 in a town ordinance

VIII. QUARTERLY REPORTS

Review for next meeting.

IX. DEPARTMENTAL AND COMMITTEE REPORTS

No comments

X. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette reported the Downtown Partnership Board met last week. The Finance and Executive Committee presented a report outlining possible modifications to the developer agreement.

XI. REPORTS OF COUNCIL MEMBERS

Councilors Koehn, Paterson, Paulhus and Schaefer attended the ribbon-cutting event celebrating the installation of three solar panels at Region 19. Ms.

Koehn reported that the 4th and 5th panels are on the way. Members thanked the Clean Energy Team for their work.

Mr. Paulhus reported that the Winter Fun Fest, held at the Community Center in cooperation with the Downtown Partnership was a success.

Ms. Koehn reported she would be a panel member at the February 27th public hearing sponsored by the Permanent Commission on the Status of Women. Both she and the Mayor were participants in some of the earlier endeavors for equal pay at the University and are looking forward to hearing what the important issues are today.

XII. TOWN MANAGER'S REPORT

Attached

XIII. FUTURE AGENDAS

XIV. PETITIONS, REQUEST AND COMMUNICATIONS

13. Chronicle, "Farm Tax Break Vote Postponed" – 1/29/08155
14. Chronicle, "Tree Contractor Saves Scaredy Cat After Very Long Week" – 1/29/08
15. Chronicle, "Progress in Mansfield Hits a Few Bumps in the Road" – 1/3/08
16. Chronicle, "Reader's Forum" – 12/28/07
17. Chronicle, "Speaker Set to Visit with Smith Parents" – 1/25/08
18. CCM re: 2008 General Assembly Session
19. CCM's 2008 State Legislative Program
20. CCM re: CCM's Initial Response to the Governor's Proposed Budget as it Affects Towns and Cities
21. CCM re: ConnDOT Studies Adequacy of Bus Service; Buses for 21st Century Forum Scheduled
22. CCM re: Draft Proposed Electronic Waste Recycling Regulations
23. CCM re: Second Year of the Budget: FY 09
24. CCM re: Second Year of the Biennial Budget
25. Connecticut Light and Power re: Transmission Briefing II
26. Daily Campus, "Storrs Center Looking for Stores" – 12/7/07

27. Daily Campus, "Storrs Center: Putting the Town Back in 'College Town'"
– 1/25/08
28. Local Property Taxes and Connecticut's State Government
29. Metro Hartford Alliance Annual Celebration 2008
30. Hartford Courant, "Students Receive Positive Spark" – 1/31/08
31. D. Nappier re: An Open Letter to Investors and Connecticut Citizens
Regarding Citigroup Decision
32. Navigator, "Storrs Center – Building a New Downtown" – Winter 2008
33. New York Times, "Building Costs Deal Heavy Blow To Local Budgets" –
1/26/08
34. NLC Congressional City Conference
35. Organic Land Care Workshop
36. Permanent Commission of the Status of Women re: Public Hearing Topic
– Getting to a Better Tomorrow: Economic and Financial Security
37. M. Jodi Rell re: Municipal Finance Advisory Commission Appointment
38. Reminder News, "New Banners Line Walkway to Mansfield's Future
Downtown" – 1/11/08
39. State of Connecticut Department of Economic and Community
Development re: Affordable Housing Land Use Appeals List
40. State of Connecticut Department of Environmental Protection re: final
FY08 & FY09 Priority List for the Clean Water Fund – Availability on
DEP Website

XV. ADJOURNMENT

Mr. Paulhus moved and Mr. Nesbitt seconded to adjourn the meeting at 10:08 P.M.

Motion passed unanimously

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

First of all I was glad to see the agenda and packet out in a timely manner for this meeting I hope it continues!!

Second It seems there was a communication item left out of the agenda,, and I'm sure it was just an oversight on some ones part...It was in The Chronicle Dated 1/29 Titled, Public Deserves Respect Of Boards!! I have 10 copies for you!!

As you read it I would direct your attention to the last sentences of Paragraphs 6 and 8...

Next I'll get back to my favorite subject the Housing Code!! I would like to know if the Town Council had the Randi Frank Report Prior to receiving it in the last packet?? As in before this ordinance was originally passed and subsequently expanded!!

The fact that it was asked for by a council member and then included with your last packet only leads me to believe you are seeing it for the first time...

Why would Mansfield ask for or accept a report comparing us to CITIES like Meriden, New London, Hartford & New Britain Not towns Like Tolland, Vernon, Coventry or Colchester..

I'm guessing that Mansfield wanted to model its Housing program after the big cities then got this report from Randi Frank Consulting and found out the big cities don't even do what Mansfield wanted to do and subsequently did ,,there for this hiring of a consulting firm was a waste of my money..

Is this common practice that if Mansfield gets a consulting report that was not what they wanted they misplace it .. We have been waiting for a long time for this consultant to finish their report on the Community center.. The past three Town Council Meetings Mr Hart has said it will be ready for your next meeting.. I did not see it in the packet for this meeting is it done??? This is a report that a lot of us are waiting to see as I hope you are!!

Ok back on track here,,, Has anyone reviewed concerns brought to your attention throughout these Months,, No make that years, regarding ^{issues} issues of people getting and paying for landlord registrations and or inspections when they were not required under this ordinance to do so... We even had one lady who got her notices, Paid the \$25 and registered,, had her septic pumped, water tested, then found out she was exempt as an associated premises..

Another example ..Say I'm an lady in my mid 80's living alone I have an in law apt in my basement, I get a letter from Town of Mansfield Building and Housing inspection saying we have identified you as a rental property owner there for you must register and pay the fee.. You will be notified 30 days prior to your inspection date. An informational brochure is enclosed for your reference... I have the letter and brochure that I received right here..

This ~~what~~ did happen this lady did as she was told and sat waitng for her 30 day notification the brochure states there are seven exceptions to the program only four apply to the public and these should have been advised in some fashion in this brochure... You cant believe this lady would go reviewing this whole ordinance , after all according to the letter and brochure ,the Town of Mansfield is

right she is a rental property owner. At 80 something she is not going to argue anything, unlike this 20 something, I argue anything, right or wrong ,, just ask my wife...

That example happened and it has been brought to the attention of Town Management. There are 3 others that we know of!!

And last

There is a case that was argued in the state supreme court last Thursday,, Greater New Haven Property Owners Association V City of New Haven that we are keeping a close eye on,, as I hope you are!!

Many many concerns were brought up regarding this Ordinance , the expansion and the contents and this brings me back to the first mentioned editorial The Public Deserves Respect of Boards!!!

Thanks Mike Sikoski

Public deserves respect of boards

Every two years, voters elect those who they entrust to run their towns. They may have varying reasons for their choices: party affiliation, personality, issues. The mind of the American voter is far too complex and varied to attempt to analyze in this space.

But one criterion for electing officials that they certainly share is the belief that their views on issues will be heard. Lately, several area agencies and boards seem to be forgetting their mission as elected representatives by and for the people. In some cases the wrongs were righted either by the agencies themselves or the voters.

The latter was most clear in Coventry where residents still angry over being rebuffed by the Republican-controlled planning and zoning commission and town council on a number of issues, exacted their revenge in the November election by returning a town council with a 5-2 Democratic majority, just the opposite of the previous council's party split.

Chaplin selectmen's initial refusal to accept a petition signed by 200 people (that's nearly 10 percent of the town), seeking a District II study was arrogant and unnecessary. Two selectmen called citizens' efforts to express their opinion "frivolous." The board quickly reversed his decision but the fact that the first reflex by two-thirds of the board was to delay action on a legally certified petition is a disturbing sign and should be a warning to Chaplin residents to keep a close watch on their elected officials.

In Mansfield, a pair of issues has prompted some citizens to question whether the wheels of democracy are turning in their town.

In the first instance, the preponderant number of people speaking at public hearings and meetings on proposed charter changes favored a referendum rather than a town meeting to act on the annual budget each May. While not ignoring the residents, the charter commission and the town council seemed more intent on compromise — adopting a provision that allows residents to petition for budget referendum — but sometimes compromise is not the best path to take. During the long adoption process, some town officials alleged that giving residents a direct way over the bridge could be dangerous as they are less informed than elected officials. Even if that's true, the town is run on taxpayer money. How can it be so surprising if residents, still feeling spurned, get more than enough petition signatures to force a budget referendum this year and in the future? (People who feel strongly about an issue usually follow through if options, however circuitous, are available.)

The status of a petition that never got to the Mansfield town council has also led to complaints that the agency is not interested in hearing from residents. The issue was raised when a petition on the town's rental inspection program was denied before it reached the council because it fell three signatures short of the required 200 certified names. The fact that the petition was not accepted is not in dispute; the law is clear in defining valid and invalid signatures.

But an attitude by one or two council members questioning the significance of the petition as well as those behind it is dangerously close to overstepping the limits of power. On general, Mansfield is one of the more enlightened towns in the region. To maintain this reputation, perhaps more care can be used when a significant number of residents have something important on their minds.

So a word of advice to all elected and appointed officials: Voters have long memories. And they also have a

Memo

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Town Employees
Date: February 11, 2008
Re: Town Manager's Report

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

- **Connecticut Interlocal Risk Management Agency (CIRMA) Annual Meeting:** The Mayor, Maria Capriola and I attended the annual meeting for the Connecticut Interlocal Risk Management Agency (CIRMA), which is a non-profit insurance carrier providing liability, automobile and property insurance to member municipalities. CIRMA is now the largest and most experienced municipal insurer in Connecticut today, and its financial size and strength enable the agency to serve as a secure and convenient source of risk financing with rate stability and assured availability. Thomas Sullivan, Commissioner of the Connecticut Department of Insurance, was our guest speaker, and he discussed the recent activities of his department.
- **Council of Small Towns (COST) Annual Town Meeting:** I also attended the Annual Meeting of the Connecticut Council of Small Towns (COST). The meeting featured a variety of speakers, including Secretary of the State Susan Bysiewicz, OPM Secretary Robert Genuario, State Senator Donald Williams and State Senator John McKinney.
- **Mansfield Community Center Management Study:** As you know, we have hired Steve Cappezone and Cliff Emery of the Enterprise Group to prepare a management study to review the center's operations. Staff has been meeting weekly since mid-December with the consultants to provide the information they need to prepare their report, and we expect a draft of the report to be available by the end of February. (We had expected the report earlier but the timeline has been revised).

- **Solar PV Installation at EO Smith High School:** Today several Council members and I attended the dedication ceremony for the solar PV installation at EO Smith High School. The solar panels were awarded to the community as a result of our participation in the state's 20% X 2010 campaign in which residents purchase clean energy from one of two providers. The town now has 300 residential users purchasing a clean energy, which is a significant accomplishment for a community of our size. I would like to commend the members of our Clean Energy Team, including Council member Koehn and Recycling Coordinator Ginny Walton, who coordinated this effort on a local level. Mansfield Middle School and EO Smith students have also been instrumental to our success, and their continued support will be essential in the future. Congratulations, all on this well-deserved honor!
- **Mega-Municipal Employees Health Insurance Plan:** I attended a meeting at Comptroller Wyman's office to review the proposed Mega-Municipal Employees Health Insurance Plan. The proposal is a labor-management initiative, and participation would be voluntary. The initiative could potentially result in some real savings for municipalities, and I will continue to participate in the planning meetings. There are some issues that need to be resolved, however, such as coverage for retirees.
- **Small Cities Community Development Block Grant Program:** I am pleased to announce that the town has been awarded \$500,000 on behalf of Juniper Hill Village to fund fire safety improvements to its cottages. The funding will be used to install sprinklers and other improvements at Juniper Hill designed to promote life safety.
- **Storrs Center Project:** Two weeks ago, the Town Council began to discuss financing options for the Dog Lane 1 building, and we need to resume that conversation. I have also been working with Cynthia van Zelm and the Partnership's Finance and administration Committee to update the development agreement between the Partnership and the developer, Storrs Center Alliance. I believe that in order to proceed with the Dog Lane 1 Building, the Town Council needs a better understanding of the details and the proposed funding for all of the public components of the project, including the parking facilities and the improvements to Storrs Road. Consequently, I have asked the Partnership as our municipal development agency to provide the town with a report and related recommendations concerning the public elements of the Storrs Center project. I will work with the Partnership over the next month or so to prepare this report to the Council. Once we have this information, the Town Council will be in a better position to negotiate a more comprehensive agreement(s) with the developer, including any actions that the Council wishes to take with respect to the Dog Lane 1 building.
- **Strategic Planning Action Conference:** As reported at the last meeting, the next phase of the project is to conduct an open house to solicit feedback on the draft action steps. The open house has been scheduled for two sessions: 12-1:30 PM on February 27, 2008 at the Mansfield Senior Center and 7-8:30 PM on February 27th at the Mansfield Community Center. The steering committee will consider the comments received and finalize the report for presentation to the Town Council.

- **Winter Fun Day:** The second annual Winter Fun Day was held on Sunday, February 10th. Featured activities included horse drawn carriage rides, live ice sculpture carving, wacky hat contest and a performance by the a cappella group "The Cordials" from the University of Connecticut. This low waste event was sponsored by the Mansfield Downtown Partnership, Mansfield Community Center and the Town of Mansfield. Prizes for the Wacky Hat contest were donated by New Alliance Bank, Dominos and Subway and free coffee and hot chocolate were donated by Starbucks. Special thanks to Kathleen Paterson, Curt Vincente, Sara-Ann Chaine and the Mansfield Community Center staff for planning and hosting this event.

- **Upcoming meetings:**
 - Town-University Relations Committee, 4:00 PM, February 12, 2008, Council Chambers, Audrey P. Beck Municipal Building
 - Assisted/Independent Living Advisory Committee, 9:00 AM, Conference Room B, Audrey P. Beck Municipal Building
 - School Building Committee, 5:00 PM, February 13, 2008, Conference Room B, Audrey P. Beck Municipal Building
 - Zoning Board of Appeals, 7:00 PM, February 13, 2008, Council Chambers, Audrey P. Beck Municipal Building
 - Town Council (Financial Overview), 6:00 PM, February 19, 2008, Program Room, Mansfield Public Library
 - Planning and Zoning Commission, 7:00 PM, February 19, 2008, Council Chambers, Audrey P. Beck Municipal Building
 - Conservation Commission, 7:00 PM, February 20, 2008, Conference Room B, Audrey P. Beck Municipal Building
 - Town Council, 7:30 PM, February 25, 2008, Council Chambers, Audrey P. Beck Municipal Building

SPECIAL MEETING-MANSFIELD TOWN COUNCIL

February 19, 2008

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Program Room of the Mansfield Public Library.

I. ROLL CALL

Present: Blair, Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus (6:55 p.m.), Schaefer.

II. FINANCIAL OVERVIEW

Jeff Smith, Director of Finance, presented a statistical overview of Mansfield, an update on the Boards of Education proposed or submitted budgets, a review of the proposed budget of the Governor for the fiscal year and an outline of current budget issues. Town Manager Matt Hart described the Town's efforts to include Natchaug Hospital in the PILOT program and efforts to work with the Office of Policy Management and our elected officials to change the way Pequot money is allocated.

Mr. Schaefer left at 7:00 p.m.

Council members agreed to ask the Director of Public Works, Lon Hultgren, to review the details of the Solid Waste Disposal Fund at a future meeting.

Council members discussed the process of "flagging" items during the budget discussions. These items of interest will be identified and a determination made at a later date.

Mr. Clouette moved and Ms. Blair seconded, effective February 19, 2008, to accept the Financial Statements dated December 31, 2007. Motion passed unanimously.

During the discussion of Council Policy Recommendations Mr. Nesbitt expressed his desire to present a zero mill increase budget this year and suggested prioritizing budget items and a "pay as you go" approach. Mr. Smith will prepare a report showing what cuts would have to be made to the budget in order to have a zero mill increase. Ms. Koehn requested the Town consider a more detailed use of program budgeting and expressed support for spending on issues of sustainability and economic development. Ms. Duffy noted that it will be important to make sure the goals and initiatives of the Strategic Planning Process are included in the budget process.

III. ADJOURNMENT

Ms. Blair moved and Mr. Paulhus seconded a motion to adjourn at 9:15 p.m.
Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant to Town Manager
Date: February 25, 2008
Re: Communications Advisory Committee

Subject Matter/Background

As you may recall, at the January 14, 2008 meeting Council member Nesbitt presented the Council with a proposal to establish a Communications Advisory Committee.

Council member Nesbitt offered the following in support of his proposal:

Background:

- There is no single media source for communications between the Town Council, Committees and administrative staff and the residents of Mansfield.
- The Revised Town Charter addresses the need for two-way communications between residents and Town Government, requiring the use of multiple modes of communication when applicable in all communications from the Town Government to the residents.
- There is a lack of a policy to coordinate the various communication modes including print, web, public meetings, cable, video and radio.
- As use of the Town web and cable sites are expanded, there is a need to establish specific policies and guidelines for its use.
- The number of attendees from the public in various hearings and meetings including Town Council, advisory committees, commissions, and Town Meetings is partially determined by the timely dissemination of dates, time, purpose and information about the meeting or event as well the specific format for public participation in the public meeting.
- The appropriate and optimal means of dissemination of information will be variable depending up on the specific topic and venue and may change over time as various current modes of communication are enhanced or new ones emerge.

Proposal:

Establish a standing Communications Advisory Committee with members from the Town Council and public that have the responsibility to:

- Recommend to the Council policies to maximize the dissemination and receipt of information and for specific meeting formats (e.g. Budget Town Meeting).

- Provide recommendations to the Council and administrative staff as needed concerning formats and material for dissemination for public meetings that will encourage maximum public participation.
- Monitor and evaluate communication policies as to expected outcomes and to make recommendations for changes if needed to the Council and administrative staff.

The Town Council referred the proposal to establish a Communication Advisory Committee to the Committee on Committees.

Recommendation

The Committee on Committees has reviewed the merits and feasibility of the proposal and recommends its approval to the Town Council. The Committee on Committee's exact proposal is detailed in the resolution set out below.

I would strongly recommend the inclusion of staff as ex officio members of the advisory committee, as I believe that our perspective would be very useful to the work of the group, particularly with respect to budget and other financial materials. I look forward to working with the advisory committee to enhance our communication efforts

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

Resolved, Pursuant to Chapter A192 of the Mansfield Town Code, the Town Council shall establish a Communication Advisory Committee;

The membership of the Communications Advisory Committee shall consist of seven (7) members of the public, none of whom shall be serving as elected officials of the Town or Town employees. The Town Council shall make the appointments;

The term of office shall be for thee (3) years, except that one (1) member shall serve one (1) year from his/her date of appointment, two (2) members shall serve for two (2) years from their date of appointment, and two (2) members shall serve for three (3) years from their date of appointment;

The Town Council may appoint Town employees as ex-officio non-voting members of the committee;

The responsibilities of the Communications Advisory Committee shall include but not be limited to:

- *Make recommendations to the Town Council concerning general and/or specific communications policies and practices;*
- *Monitor and evaluate communication policies and practices;*
- *Review and/or recommend to the Town Council formats for specific types of public meetings (e.g. Town Budget Meeting, Informational Budget Meetings);*

- *Review and evaluate format for materials distributed for Budget Information Meetings, Town Budget Meeting and any other items as requested by the Town Council and Staff;*
- *Investigate and recommend best practices for all aspects of communication among the Town Council, Town Administrative staff, Mansfield residents and regional interests when applicable.*

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Arts Advisory Committee; Maria Capriola, Assistant to Town Manager; Curt Vincente, Director of Parks and Recreation; Jay O'Keefe, Assistant Director of Parks and Recreation; Dennis O'Brien, Town Attorney
Date: February 25, 2008
Re: Mansfield Community Center Art Display Policy and the Art Display Policy for Mansfield Town Buildings (Other than Schools)

Subject Matter/Background

The Town Council conducted a public hearing regarding the proposed Mansfield Community Center Art Display Policy and the Art Display Policy for Mansfield Town Buildings (Other than Schools) at the February 11, 2008 council meeting.

The Mansfield Arts Advisory Committee had prepared draft Art Display Policies for Municipal Buildings. The first policy was specific to the Mansfield Community Center, while the second was designed for other town buildings.

Prior to the council meeting, I received a comment from the Mansfield Public Schools requesting that we specifically exclude from the policy the bulletin boards adjacent to the Superintendent's Office, as those boards are used for student art work. Also, the Mansfield Public Library and the Senior Center may periodically display the work of children, as well as displays concerning upcoming programs and program themes. Consequently, in light of these comments, I suggested that the Council consider an amendment to specifically clarify what constitutes an art display under the policy.

After the public hearing was conducted, the Council requested the following edits to the draft Policies:

- 1) The Town Manager shall hear appeals;
- 2) The Town Manager shall determine whether a particular municipal property is available to art displays;
- 3) The policy should also include municipal grounds;
- 4) Language should be added stating decisions will be by a majority vote of those arts advisory committee members present at the time a decision is made.

Recommendation

The Town Attorney has reviewed the requested changes and updated the draft. Revisions are shown in **bolded and underlined text**.

Staff recommends that the Council adopt the updated draft Art Display Policies for Municipal Buildings. I also wish to thank the Arts Advisory Committee members for their good work in preparing the policies.

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

Move, to adopt the Mansfield Community Center Art Display Policy dated February 25, 2008, and the Art Display Policy for Municipal Buildings dated February 25, 2008.

Attachments

- 1) Mansfield Community Center Art Display Policy
- 2) Art Display Policy for Mansfield Town Buildings



TOWN OF MANSFIELD POLICY MEMORANDUM

For: General Distribution
Prepared by: Arts Advisory Committee
Approved by: Town Council
Effective Date: February 25, 2008
Subject: Mansfield Community Center Art Display Policy

I. General Purpose

To recognize local artistic endeavor and to enrich the lives of community members, the Arts Advisory Committee (AAC) invites local artists to apply to exhibit their works at the Mansfield Community Center (MCC). An application form is available at the MCC reception desk; applications may be left at the desk or sent to AAC, c/o MCC, 10 S. Eagleville Rd., Mansfield, CT 06268. Note that:

- Exhibitions will generally run for 3 months (e.g., January 15 to April 15).
- Exhibiting artists assume responsibility for loss or damage and must sign a waiver to that effect.
- The MCC will not handle sales of displayed art, and prices may not be posted.
- Exhibiting artists may prepare a letter-size sheet with information about their works, including how purchases can be arranged, for posting during the exhibit.

II. Application Process

- a. The AAC shall consider any application to exhibit art at the MCC or upon its grounds. An application consists of a completed application form and photos (or samples) of the type of works proposed for display.
- b. The AAC shall judge applications, and approve or disapprove them by a majority vote of the AAC members present, on the basis of the guidelines below, after consulting with MCC staff. However, Mansfield artists shall be given priority.
- c. An application that does not include photos of *all* the works to be displayed may be approved provisionally. However, final approval shall not be given before all the works or photos thereof have been viewed by the AAC.
- d. If an application to exhibit is disapproved, the AAC shall explain why, in writing, to the applicant, and inform the applicant that he or she may appeal the disapproval within ten days to the Town Manager, whose decision shall be final.
- e. If an application to exhibit is approved, the AAC shall negotiate the display area and period with the applicant and arrange for the exhibit's installation.

III. Guidelines

Applications to exhibit will be judged by the AAC on the basis of originality, artistic quality, and suitability for a family setting. While it is difficult to be very precise about these notions, the following considerations and examples are intended to suggest their meaning and scope, as employed by the AAC.

- a. *Originality.* A work need not be something new under the sun (few works of art can claim as much), but the artist's contribution to design and execution should be substantial. Paint-by-numbers paintings or fabrics woven according to someone else's pattern would not qualify as original in this sense. Jewelry merely assembled from ready-made materials (beads, settings, stones, etc.) is less original in this sense than jewelry in which these elements are designed and made by the artist.
- b. *Artistic quality.* The AAC takes a liberal view of artistic quality, but it may reject work that, in its judgment, falls short of acceptability for this reason. Poor draftsmanship, badly composed or printed photographs, muddy watercolor, and the like, can put works into this category. Commercial crafts, though original and well-executed, may nonetheless lack the expressive and aesthetic qualities associated with art, and for this reason be judged wanting in terms of artistic quality. Different standards of artistic quality may be appropriate for special exhibits (for example, of children's art).
- c. *Suitability for a family setting.* Works will not be accepted for display if the AAC judges that they are very likely to upset children or would likely trigger a warning that some viewers may find them offensive, were they to be exhibited in an art museum. These include:
 - Graphic depictions of sexuality or violence.
 - Works that appear designed to ridicule deeply held beliefs or to disparage others for their race, gender or sexual identity, ethnicity, nationality, etc. Since works of art are generally open to interpretation, it may be difficult to determine whether a work belongs in this category. Nonetheless, the AAC may reject works that it considers offensive for this reason.

IV. Removal of Art

- a. The artist is expected to remove his or her work at the end of the agreed-upon display period. Should the artist fail to do so, the AAC may remove the work. In such a case, the AAC shall take reasonable steps to reunite artist and work but assumes no responsibility for loss or damage. The MCC does not have facilities for storing art.
- b. Courts have ruled that works of art accepted by a public agency for public display are forms of expression protected from censure by the Constitution. Accordingly, no work accepted for display shall be removed from display for reasons related to its expressive character **before the artist has a reasonable opportunity for a hearing before the Town Manager, whose decision shall be final.** Works may, of course, be removed for other reasons, such as repainting walls.
- c. With the approval of the AAC and proper notice to the MCC staff, the artist may remove his or her works before the end of the display period or substitute other works for those displayed. The AAC shall view the new work or a photo thereof before approving a substitution.

V. Comments

Comment cards are available at the MCC reception desk for those who wish to comment on works displayed or on display policy.

- a. Comments relating to works may be shared with the artist.
- b. The AAC shall respond to signed written comments relating to policy with an invitation to their author(s) to appear before the AAC and elaborate. The AAC shall then consider the issue and report the result of its deliberations in writing to the author(s).



TOWN OF MANSFIELD POLICY MEMORANDUM

For: General Distribution
Prepared by: Arts Advisory Committee
Approved by: Town Council
Effective Date: February 25, 2008
Subject: Art Display Policy for Mansfield Town Buildings

I. General Purpose

The Council requested that the Arts Advisory Committee “develop a policy concerning local art displays in and upon the grounds of municipal buildings (exclusive of school buildings) for review and approval by the Council.” In doing so, the Arts Advisory Committee was to “consult with and solicit comment from various advisory committees, staff and other interested members of the community.” (03/05/07 memo from Town Manager Matt Hart)

This policy applies to Mansfield town buildings other than the Mansfield Community Center and schools. No town building may be made available for use as a public forum for the display of art until an express determination of such designation is made by the Town Manager. Artists interested in exhibiting their work in Town buildings (other than schools) are invited to discuss options with the Mansfield Arts Advisory Committee. Applications to exhibit in such a building must be approved by a Committee, which shall be the Arts Advisory Committee unless otherwise designated by the Town Manager.

II. Guidelines

- A. Exhibits shall not be approved until all the works proposed for exhibit (or photos thereof) have been viewed by the Committee.
- B. The Committee may give preference to exhibits by Mansfield residents, or to exhibits of special interest to users of the facility (e.g., work by seniors at the Senior Center, book illustrations at the Mansfield Library).
- C. Applications may be rejected if, in the judgment of the Committee, the work falls short in terms of originality, design, or execution. The Committee shall judge applications, and approve or disapprove each application by a majority vote of the Committee members present, on the basis of these guidelines, after consulting with building staff.
- D. Applications shall be rejected if, in the judgment of the Committee, the work is unsuitable for the venue. Exhibits suitable for an art gallery may be inappropriate in Town buildings, to which people come on other business. Such works include graphic depictions of sexuality

or violence, and those that appear designed to ridicule deeply held beliefs or to disparage others for their race, gender or sexual identity, ethnicity, nationality, etc.

- E. Should an application to exhibit be rejected, the Committee shall explain why, in writing, to the applicant **and inform the applicant that he or she may appeal the disapproval within ten days to the Town Manager, whose decision shall be final.**
- F. Should an application to exhibit be approved, the Committee shall negotiate with the applicant the display area and the start- and end-dates of the exhibit, and shall arrange for its installation.
- G. Exhibiting artists assume responsibility for loss or damage and must sign a waiver to that effect before installation.
- H. The artist is expected to remove his or her work at the end of the agreed-upon exhibit period. Should he or she fail to do so, the Committee may remove the work. In this case, the Committee shall take reasonable steps to reunite artist and work but assumes no responsibility for loss or damage.
- I. Courts have ruled that art accepted by a public agency for public display is a form of expression protected by the Constitution. Accordingly, no work approved by the Committee shall be removed for reasons related to its expressive character **before the artist has been given a reasonable opportunity for a hearing before the Town Manager, whose decision shall be final.** Work may be removed as necessary for unrelated reasons, such as building maintenance.
- J. With the approval of the Committee, the artist may remove work before the end of the display period or substitute other works for those displayed. Before approving any substitution, the Committee shall view the new work (or photo thereof).
- K. The public is invited to comment to the Committee on exhibits. Comments related to works may be shared with the artist. The Committee shall respond to signed, written comments relating to policy with an invitation to the author(s) to appear before the Committee and elaborate. The Committee shall then consider the issue and report the result of its deliberations in writing to the author(s).

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Mansfield Department Heads; Dennis O'Brien, Town Attorney
Date: February 25, 2008
Re: An Ordinance Continuing and Establishing Various Administrative Departments Responsible for Public Services

Subject Matter/Background

Section 504 of the revised Mansfield Charter specifies that the Town Council shall establish by ordinance the various municipal departments responsible for the provision of public services. The attached draft has been prepared in consultation with the Town Attorney and staff, following a review of ordinances in place in other communities.

The draft ordinance encompasses all existing departments, and proposes that the Department of Building Maintenance be renamed the "Department of Facilities Management, and that the Department of Social Services be renamed the "Department of Human Services." Because the Department of Finance and the Town Clerk's Office are specifically referenced in the Charter, those departments are not referenced in the draft. The duties of the Town Manager and the Town Attorney are similarly detailed in the Charter, and are not mentioned in the proposed ordinance.

The proposed draft speaks to the legislative authority and purpose behind the ordinance, and specifically provides that the Town Council may contract with the state, another Connecticut municipality or any other legal entity for the provision of services. The ordinance then lists each department, with a reference to the department head and a broad description of departmental responsibilities and duties.

At the February 11th meeting, the Town Council reviewed the proposed ordinance and individual members offered the following comments:

- The Department of Fire and Emergency Services should be incorporated within the Department of Public Safety
- Within the Department of Human Services, the language specifying the provision of clinical youth services should be more general in nature
- Confirm whether it is appropriate to specify within the ordinance that some department heads report to both the Town Manager and the Superintendent(s) of Schools

I have considered each comment carefully. Because the Fire Chief reports to the Director of Public Safety, I have incorporated fire and emergency services as a division within the Department of Public Safety. I have, however, provided a parenthetical reference to the "Mansfield Fire Department," as this is the common name for the division.

I have revised the section regarding youth services to make the language more general, in order to allow greater flexibility in the provision of that service.

In the earlier draft there were two departments in which the ordinance specified that the department head would report to both the Town Manager and the Superintendent(s) of Schools – the Department of Facilities Management and the Department of Information Technology. I do recommend that we specify that the Director of Facilities Management shall report to the Town Manager and the Superintendent, as the Director is officially a Town employee and we have the ability to require the employee to report to the head of what is ostensibly another municipal department. The shared department and the joint reporting relationship for the director have served both the Town and the Mansfield Public Schools well for many years, and I wish to provide some legal framework to maintain the model.

After further review I have revised the reference to the Director of Information Technology as the director is officially an employee of the Mansfield Public Schools. Via a tripartite agreement, the Town, the Mansfield Public Schools and Region 19 share the services of the director and have pooled their respective information technology staffs to create the Department of Information Technology. The revision provides that the Town may contract for the management of the department, or establish an appropriate management position.

I also noted a conflict between Sections 4(B) and 15(B) and have revised 4(B) to provide that the Town Manager shall have sole discretion to create functional divisions within a department. This has been the practice and serves to promote the Manager's ability to effectively manage the organization.

In addition, I have amended Section 14(B) to clarify that the Animal Control Officer may report to the Town Manager or his/her designee. (I have many direct reports and may wish to adjust this in the future.)

Also at the February 11th meeting, the Town Council discussed whether the ordinance would be an appropriate medium to address performance measurements and program evaluation. As reported, staff has begun to research and discuss ways in which the Town could develop and maintain a performance measurement system as well as conduct program evaluation studies.

In order for performance measurements to be meaningful and add value to the organization it is important for the following to occur:

- Council adopts its strategic plan
- Department heads develop goals for their departments that connect to the strategic plan
- Department heads develop objectives that can be measurable and connect to the department goals
- Performance measures are developed that can be used to measure the objectives

Typically, performance measurements are developed and maintained by departments in partnership with a budget or program evaluation office. Since Mansfield is a small community without budget or management analysts, or a stand alone budget/program evaluation office, it will take considerable staff time and resources to develop performance measurements.

Performance measurements are also useful for benchmarking purposes. In order to be sure that communities are comparing "apples to apples," it is helpful for a town to be part of a performance measurement consortium such as the ICMA Center for Performance Measurement. New England GFOA has begun a pilot program entitled *New England States Municipal Performance Measurement Project*, and Mansfield will be one of the 18 pilot members of this initiative. All member towns will be from New England states, and the member towns will assist in the development of performance measurements that will/can be used by member towns. Initially, this project will require an incremental three year commitment. During the first year, two service areas (i.e. fire, parks & recreation...) will be developed, in year two a third service area will be developed and in year three a fourth service area will be developed.

In regards to program evaluation, such analyses are also commonly conducted by budget, program evaluation or internal auditing offices. Again, since Mansfield does not have any analysts on staff nor does it have stand alone departments as referenced above, it would be difficult for staff to conduct program evaluation studies on a frequent basis. For example, a thorough review of a department can often take several analysts weeks or even months to complete. Program evaluation can be used to analyze a program, department or service, and common components to a program evaluation studies include:

- Background on the subject being reviewed
- Statement of methodology used
- Review of quantitative and/or qualitative data
- Analysis of quantitative and/or qualitative data
- Discussion of findings
- Recommendations for improvements to the subject being reviewed

I do believe that the town should engage in the development of performance measures and program evaluation, but the level of effort must be commensurate with our level of resources and coordinated with the implementation of our strategic plan. Consequently, I think that it would be premature to include any references or requirements to performance measurement or program evaluation within the ordinance. What I would recommend instead is that we proceed with the GFOA pilot program, and work to develop a program evaluation model that could be effectively employed by a small municipality to review major programs.

Suggested additions to the ordinance are highlighted in **bolded and underlined text**. Proposed deletions are indicated via ~~strikeouts~~.

Legal Review

The Town Attorney has reviewed and approved the proposed revisions to the ordinance.

Recommendation

Unless the Town Council disagrees with any of the proposed revisions or wishes to make other changes to the draft, staff recommends that the Council schedule a public hearing to solicit public comment regarding the draft ordinance.

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

Move, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on March 10, 2008, to solicit public comment regarding An Ordinance Continuing and Establishing Various Administrative Departments Responsible for Public Services.

Attachments

- 1) Proposed Ordinance Continuing and Establishing Various Administrative Departments Responsible for Public Services



**Town of Mansfield
Code of Ordinances**

**“An Ordinance Continuing and Establishing
Various Administrative Departments Responsible for Public Services”**

February 25, 2008 Draft

Section 1. Title.

This Ordinance shall be known and may be cited as the “Ordinance Continuing and Establishing Various Administrative Departments Responsible for Public Services.”

Section 2. Legislative Authority.

This Ordinance is enacted pursuant to Connecticut General Statutes §§ 7-148 and 7-193(b), and § C504 of the Mansfield Town Charter, as amended.

Section 3. Purpose.

Per section C504 of the Town Charter, as amended, the Town Council shall establish by ordinance various administrative departments, agencies and offices responsible for the provision of public services.

Section 4. Establishment of Various Departments Responsible for Public Services.

A. In addition to those departments and offices enumerated in the Town Charter, the following administrative departments are hereby continued and established for the purpose of providing public services.

- 1) Department of Building and Housing Inspection
- 2) Department of Facilities Management
- 3) Department of Human Services
- 4) Department of Information Technology
- 5) Department of Library Services (Mansfield Public Library)

- 6) Department of Parks and Recreation
- 7) Department of Planning and Zoning
- 8) Department of Public Safety
- 9) ~~Department of Fire and Emergency Services~~
- 10) Department of Public Works

B. The Town Manager may create functional divisions within a department, ~~subject to approval by the Town Council.~~

Section 5. Directors of Departments.

- A. Two (2) or more departments may be headed by the same person, and the Town Manager may act as the director of any department except as specifically provided by the Town Charter.
- B. Each director of a department shall be an officer of the Town.
- C. A director of an administrative department may promulgate any departmental rule that is not inconsistent with this Ordinance, the Town Charter or Town policy.

Section 6. Provision of Services by Contract.

To the extent allowed by law, the Town Council may contract with the State of Connecticut, a Connecticut municipality or any other legal entity for the provision of municipal services.

Section 7. Department of Building and Housing Inspection.

- A. **Appointment of department head.** The Department shall be headed by the Director of Building and Housing Inspection, who shall be appointed by and report to the Town Manager.
- B. **Responsibilities and duties.** The Department shall be responsible for:
 - 1) The development, administration and management of departmental activities and programs;
 - 2) Enforcing building, electrical, demolition, mechanical and plumbing codes, and the Mansfield Housing Code and the Landlord Registration Ordinance;

- 3) Assisting the Building Code Board of Appeals and Housing Code Board of Appeals with fulfilling their statutory responsibilities;
- 4) The administration of various contracts related to departmental activities;
- 5) Other duties as assigned by the Town Manager.

Section 8. Department of Facilities Management.

A. Appointment of department head. The Department shall be headed by the Director of Facilities Management, who shall be appointed by and report to the Town Manager and the Superintendent of the Mansfield Public Schools.

B. Responsibilities and duties. The Department shall be responsible for:

- 1) The development, administration and management of departmental activities and services;
- 2) The maintenance and repair of Town and School buildings and equipment;
- 3) Management of various assigned capital projects;
- 4) The administration of various contracts related to departmental activities;
- 5) Other duties as assigned by the Town Manager and Superintendent of Schools.

Section 9. Department of Human Services.

A. Appointment of department head. The Department shall be headed by the Director of Human Services, who shall be appointed by and report to the Town Manager. The Director or his/her designee shall serve as the Fair Housing Officer and the Municipal Agent for the Elderly, with power to enforce all statutes relating to the duties of those offices.

B. Divisions. The Department shall include, unless otherwise directed by the Town Manager, the following divisions:

- 1) Adult Services
- 2) Senior Services
- 3) Youth Services

C. **Responsibilities and duties.** The Department shall be responsible for:

1. The development, administration and management of departmental activities and programs;
2. Providing counseling, referral, information and advocacy services for adults of all ages;
3. The coordination and administration of a school readiness program;
4. Providing professional clinical intervention and supportive services and activities for youth;
5. Providing various creative, educational, recreational, health, wellness and social activities for older adults; coordinating the operation of the Mansfield Senior Center;
6. The administration of various contracts related to departmental activities;
7. Other duties as assigned by the Town Manager.

Section 10. Department of Information Technology.

A. **Management. The Town Council shall authorize the Town Manager to contract for the management of information technology services, or establish a Director's or other appropriate position to head the Department under the supervision of the Town Manager. Appointment of department head.** ~~The Department shall be headed by the Director of Information Technology, who shall be appointed by and report to the Town Manager and the Superintendent of the Mansfield Public Schools and the Superintendent of Regional School District 19.~~

B. **Responsibilities and duties.** The Department shall be responsible for:

- 1) The coordination, administration and management of departmental activities and services;
- 2) Developing and maintaining efficient, cost effective information technology systems for the town and the public schools;
- 3) Developing and providing necessary information technology support services to town and school staff;
- 4) The administration of various contracts related to departmental activities;
- 5) Other duties as assigned by the Town Manager and Superintendents of Schools.

Section 11. Department of Library Services (Mansfield Public Library).

A. Appointment of department head. The Department shall be headed by the Library Director, who shall be appointed by and report to the Town Manager.

B. Responsibilities and duties. The Department shall be responsible for:

- 1) The coordination, administration and management of public library operations and services;
- 2) Management of a public library collection, including departmental planning and technical decisions;
- 3) The administration of various contracts related to departmental activities;
- 4) Other duties as assigned by the Town Manager.

Section 12. Department of Parks and Recreation.

A. Appointment of department head. The Department shall be headed by the Director of Parks and Recreation, who shall be appointed by and report to the Town Manager.

B. Responsibilities and duties. The Department shall be responsible for:

- 1) The coordination, administration and management of public recreational activities and programs, including the supervision and operation of the Mansfield Community Center;
- 2) Management of various assigned capital projects;
- 3) The administration of various contracts related to departmental activities;
- 4) Other duties as assigned by the Town Manager.

Section 13. Department of Planning and Zoning.

A. Appointment of department head. The Department shall be headed by the Director of Planning, who shall be appointed by and report to the Town Manager.

B. Responsibilities and duties. The Department shall be responsible for:

- 1) The coordination, administration and management of departmental activities and services;

- 2) Assisting the Planning and Zoning Commission in fulfilling its statutory responsibilities, including application reviews and promulgation or amendment of a Plan of Conservation and Development, Zoning map and land use regulations;
- 3) Assisting the Inland Wetlands Agency and the Aquifer Protection Agency in fulfilling their respective statutory responsibilities;
- 4) Enforcing zoning regulations and approval conditions, and issuing zoning permits;
- 5) Assisting the Zoning Board of Appeals in fulfilling its statutory responsibilities;
- 6) The administration of various contracts related to departmental activities;
- 7) Other duties as assigned by the Town Manager.

Section 14. Department of Public Safety.

A. Department head. The Department shall be headed by the Town Manager, who shall serve as the Director of Public Safety and the legal Traffic Authority, with power to enforce all statutes relating to the duties of those offices.

B. Appointment of officers. The Town Manager shall appoint and supervise a Director of Emergency Management and **The Town Manager shall also appoint an Animal Control Officer, who shall report to the Manager or his/her designee.**

C. Divisions. The Department shall include the following divisions:

- 1) Police
- 2) **Fire and Emergency Services (Mansfield Fire Department)**
- 3) Emergency Management [previously known as Civil Preparedness]
- 4) Animal Control

D. Responsibilities and duties for police, emergency management and animal control divisions. The Department divisions of **police, emergency management and animal control** shall be **collectively** responsible for:

- 1) The coordination, administration and management of departmental activities and services;
- 2) The preservation of public order; prevention of crime; apprehension of criminals; regulation of traffic; protection of the rights of persons and of property; and the impartial

enforcement of the laws of the state and the ordinances of the Town and all rules and regulations made in accordance therewith;

- 3) Minimizing the loss of life and property due to a natural or technical disaster, reducing personal hardship and ensuring that essential services are provided to all residents during and after an emergency or disaster;
- 4) Enforcing state and local laws relating to canines and felines, and the provision of other animal control services;
- 5) The administration of various contracts related to departmental activities;
- 6) Other duties as assigned by the Town Manager.

E. Division of Fire and Emergency Services (Mansfield Fire Department)

- 1) **Appointment of division head.** The Division shall be headed by the Fire Chief, who shall be appointed by the Town Manager and report to the Director of Public Safety.
- 2) **Appointment of fire marshal.** The Town Manager shall appoint a Fire Marshal, who shall report to the Fire Chief.
- 3) **Volunteer personnel.** Upon resolution of the Town Council, the **Division** ~~Department~~ of Fire and Emergency Services shall include career and volunteer personnel.
- 4) **Responsibilities and duties.** The Division shall be responsible for:
 - a. The coordination, administration and management of division activities and services;
 - b. The protection of life and property from fire, and the delivery of emergency medical services;
 - c. Fire investigation; plan reviews; fire and life safety education; and the administration and enforcement of fire safety and prevention regulations, and applicable state statutes;
 - d. The administration of various contracts related to departmental activities;
 - e. Other duties as assigned by the Town Manager.

Section 15. Department of Public Works.

- A. Appointment of department head.** The Department shall be headed by the Director of Public Works, who shall be appointed by and report to the Town Manager. The Director or his/her designee shall serve as the Town Engineer and the Tree Warden, with power to enforce all statutes relating to the duties of those offices.

B. Divisions. The Department shall include, unless otherwise directed by the Town Manager, the following divisions:

- 1) Administration
- 2) Road Services
- 3) Grounds Maintenance
- 4) Equipment Maintenance
- 5) Engineering
- 6) Solid Waste and Recycling

C. Responsibilities and duties. The Department shall be responsible for:

- 1) The coordination, administration and management of departmental activities and services;
- 2) A variety of road maintenance activities, including storm control operations, and road and drainage maintenance;
- 3) Maintenance of Town parks and recreational facilities;
- 4) Maintenance and repair of light and heavy equipment;
- 5) Providing technical, engineering support to Town agencies and departments;
- 6) Controlling the preservation and removal of trees within highways or public places;
- 7) Collection, disposal and recycling of solid waste;
- 8) Management of various assigned capital projects;
- 9) Administration of various contracts related to departmental activities;
- 10) Other duties as assigned by the Town Manager.

Section 16. Construction.

Whenever used, the singular number shall include the plural, and the plural the singular.

Section 17. Amendment.

Per sections 307 through 312 of the Charter of the Town of Mansfield, any Ordinance of the Town may be amended, but no referral to Town Meeting per Charter section 309 may address any portion of any Ordinance of the Town of Mansfield that is not directly and expressly included in any such amendment.

Section 18. Severability of Provisions.

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

Section 19. Effective Date.

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

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M.H.*
CC: Maria Capriola, Assistant to Town Manager; Curt Vincete, Director of Parks and Recreation; Jennifer Kaufman, Parks Coordinator
Date: February 25, 2008
Re: Proclamation Celebrating Forty-Five Years of the Mansfield Conservation Commission

Subject Matter/Background

At Monday's meeting, the Mansfield Town Council will honor early members of the Mansfield Conservation Commission, which is celebrating forty-five years of service to the community.

The founding members of the Commission were Dr. Samuel Dodd, Harold Perkins, Robert Peters, Clara McGuire, Audrey Barbaret, Paul Taylor and Ruth Coogan. Dr. Dodd, former mayor Barbaret, and later 1960's era members Rudy Favretti, Janet Gaylord Atkins and Peggy Taylor are expected to be present at the ceremony.

The Conservation Commission was established in 1963 by the Board of Selectmen and one of its charges was to inventory Mansfield's natural resources, including water resources. The Open Space Preservation Committee and the Agriculture Committee later assumed some of the responsibilities for preserving open space and farmland. In fact, the whole community, Joshua's Trust and the Town Council included, have followed up on the Comprehensive Open Space Plan developed in the 1960s by the Conservation Commission. Of the 25 recommendations made at that time, the Town, often in conjunction with Joshua's Trust and local landowners have implemented many of the recommendations. These include the preservation of Town Farm for Schoolhouse Brook Park, and land surrounding Wolf Rock, Fifty Foot Cliff, Coney Rock, Codfish Falls and the Gurleyville Grist Mill, together with the Wilbur Cross birthplace and its adjacent land along the Fenton River.

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 February 25, 2008, to authorize the Mayor to issue the attached Proclamation Celebrating Forty-Five Years of the Mansfield Conservation Commission.

Attachments

- 1) Proclamation Celebrating Forty-Five Years of the Mansfield Conservation Commission



*Town of Mansfield
Proclamation*

Celebrating Forty-Five Years of the Mansfield Conservation Commission

Whereas, the Mansfield Conservation Commission was established in 1963 to assist the Town in conserving natural resources, including water resources.

Whereas, the founding members of the Mansfield Conservation Commission and its early members have contributed significantly to the quality of life of the citizens of Mansfield through their far-seeing conservation efforts, in particular the identification of Mansfield's unique and important natural resources.

Whereas, over the last forty-five years the Commission and its members have worked closely with the Mansfield Town Council, Joshua's Trust, and the Open Space Preservation and Agriculture Committees to preserve many of the important natural resources.

NOW, THEREFORE, BE IT RESOLVED, that I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, on behalf of the citizens of Mansfield do hereby issue this proclamation recognizing the founding members and all those who served on the Conservation Commission in the 1960s for their significant contributions to the Town of Mansfield.

Elizabeth C. Paterson
Mayor, Town of Mansfield

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt Hart*
CC: Maria Capriola, Assistant to Town Manager
Date: February 25, 2008
Re: Meeting with State Legislators

Subject Matter/Background

State Representative Denise Merrill and State Senator Donald Williams will attend Monday night's meeting to review the upcoming legislative session with the Town Council, and to address any related concerns that you may have. For your reference, I have attached Mansfield's suggestions for the Connecticut Conference of Municipalities' 2008 Legislative Program.

At the meeting, I believe that it would be appropriate to emphasize the impact that the University of Connecticut has upon our municipal services, and the importance of maintaining state revenue for Mansfield.

Attachments

- 1) Town of Mansfield, Suggestions for CCM's 2008 State 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"
- Pass enabling legislation or amend state building code to allow towns to provide incentives to encourage developers to build to LEED or comparable sustainability guidelines

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.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager; Gregory Padick, Director of Planning; Curt Vincente, Director of Parks and Recreation; Jennifer Kaufman, Parks Coordinator
Date: February 25, 2008
Re: Wildlife Habitat Incentive Program-Schoolhouse Brook Park

Subject Matter/Background

Parks and Recreation staff have met with US Department of Agriculture's Natural Resources Conservation Service (USDA NRCS) representatives to review the existing park management plan for Schoolhouse Brook Park. USDA NRCS, in consultation with staff, has prepared a plan for Schoolhouse Brook Park to become part of the Wildlife Habitat Incentives Program (WHIP). WHIP is a voluntary program for landowners who want to develop and improve wildlife habitat on their land. Through WHIP, USDA's NRCS provides both technical assistance and up to 75 percent cost-share assistance to establish and improve fish and wildlife habitat. WHIP agreements between NRCS and the participant generally last ten years from the date the agreement is signed. Currently three other Town properties are part of the WHIP program: Old Spring Hill Field, Mt. Hope Park and Eagleville Preserve. WHIP has been a valuable way for the Town to receive funding for approved activities identified in the land management plans for these properties.

Should the Town's Schoolhouse Brook Park rank high enough to be accepted into the WHIP program, NRCS would provide a cost share for invasive plant removal along the Schoolhouse Brook riparian corridor and east of Barrows Pond (approximately 29.2 acres) and restoration of the orchard field northeast of the parking area off of Clover Mill Road. A map and a plan are attached. The Parks Advisory Committee, Open Space Preservation Committee, and Conservation Commission have reviewed and support this plan.

Financial Impact

If the plan developed by NRCS and the Town of Mansfield ranks high enough to be accepted into the WHIP program, the Town of Mansfield would be awarded a contract for \$72,802.50 over ten years. This is a cost share program: 75% or \$58,242 would be funded by the federal government and 25% or \$14,560.50 would need to be funded by the Town. The Town's 25% could be provided by using in-kind services.

Recommendation

For the reasons listed above, staff recommends that the Town Council authorize the Town Manager to sign the contracts allowing the Town to participate in the WHIP program, should the plan developed by NRCS be ranked high enough to be accepted.

Resolved, effective February 25, 2008, to authorize the Town Manager, Matthew W. Hart to sign contracts and any amendments, rescissions and revisions thereto to enter the Wildlife Habitat Incentive Program for Schoolhouse Brook Park, should the Town's application to the aforementioned program be accepted by the approval agency.

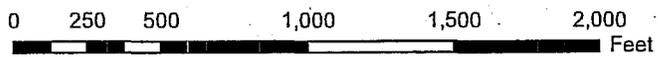
Attachments

- 1) Map of Schoolhouse Brook Park WHIP Area
- 2) Written Summary of Schoolhouse Brook Park WHIP Activities
- 3) Trail Map of Schoolhouse Brook Park

Schoolhouse Brook Park
WHIP 2008



32.3 acres, Total
29.5 acres barberry control
2.8 acres early successional (old apple orchard)



WILDLIFE HABITAT INCENTIVES PROGRAM (WHIP)

Schoolhouse Brook Plan

Objectives:

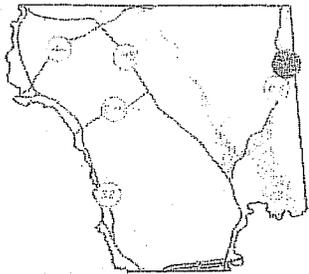
1. Control invasive plants in the forested riparian corridor along Schoolhouse Brook and its tributary from Barrows Pond (29.5 acres), and
2. Manage as Early Successional habitat the remnant Apple orchard near the Schoolhouse Brook parking area off Clover Mill Road (2.8 acres).

The riparian corridor is forested primarily with hardwood trees along with an understory that includes light to heavy infestations of invasive plants. The most common invasive is Japanese Barberry. (Thus the working map of the area, describes the invasive control work as "barberry control", but in fact other invasives are present and will be removed.)

Invasive plant control in the riparian corridor will involve Initial Control during the first year followed by four years of Follow-up Control. Follow-up control is needed to get sprouts, plants initially missed, and seedlings that emerge from seeds buried in the ground. The riparian corridor has been divided into nine areas, referred to as "Fields 1-9". Initial control is planned for two fields per year beginning in 2008. All the cost-shared work in Fields 1-9 will be completed in the 9th year of the 10-year contract. In the 10th year of the contract, it is expected that any necessary follow-up control will be implemented without cost-share dollars.

The remnant Apple orchard ("Field 10"), north of the Clover Mill Road parking area, is an open area bounded by a wall on south and Schoolhouse Brook on the northeast. The first step will be to release the apple trees by pruning them and removing Asiatic Bittersweet vines and overhanging limbs. In addition, initial control will be done on invasives in the open part of the field. Subsequently, in odd-numbered years, the field will be brush-hogged to keep its vegetation in an early-successional state. Brush-hogging should avoid coming within 15 feet of the stream. In even-numbered years, follow-up control on invasive plants will be done (including Bittersweet in the Apple trees).

Where chemicals are used for invasive plant control, it should be understood that "the label is the law". This means that the chemical must be used as prescribed on its container and all safety precautions on the container must be observed. If herbicides are used in an aquatic situation (where your feet are getting wet as you apply the herbicide), then a herbicide registered for aquatic use must be used. (Note that areas mapped as wetlands based on their soil type may not necessarily be aquatic situations.)



DIRECTIONS

From the intersection of Route 275 and Route 195, head south on Route 195 for 2.5 miles. Turn right onto Clover Mill Road. Go .1 miles and turn right onto Clover Mill Road. Go .5 miles; parking is on right.

Suggested Park Activities

- Hiking
- Picnicking
- Fishing
- Canoeing
- X-C Skiing
- Mountain Biking
- Swimming (Bicentennial Pond)

Prohibited Park Activities

- Unleashed Dogs
- Motor Biking
- Camping / Camp Fires
- Horseback Riding



10 South Eagleville Road, Mansfield CT 06269
 860 429-3015 • fax 860 429-3773
www.mansfieldct.org/parksandpreserves/
 email: preserves@mansfieldct.org

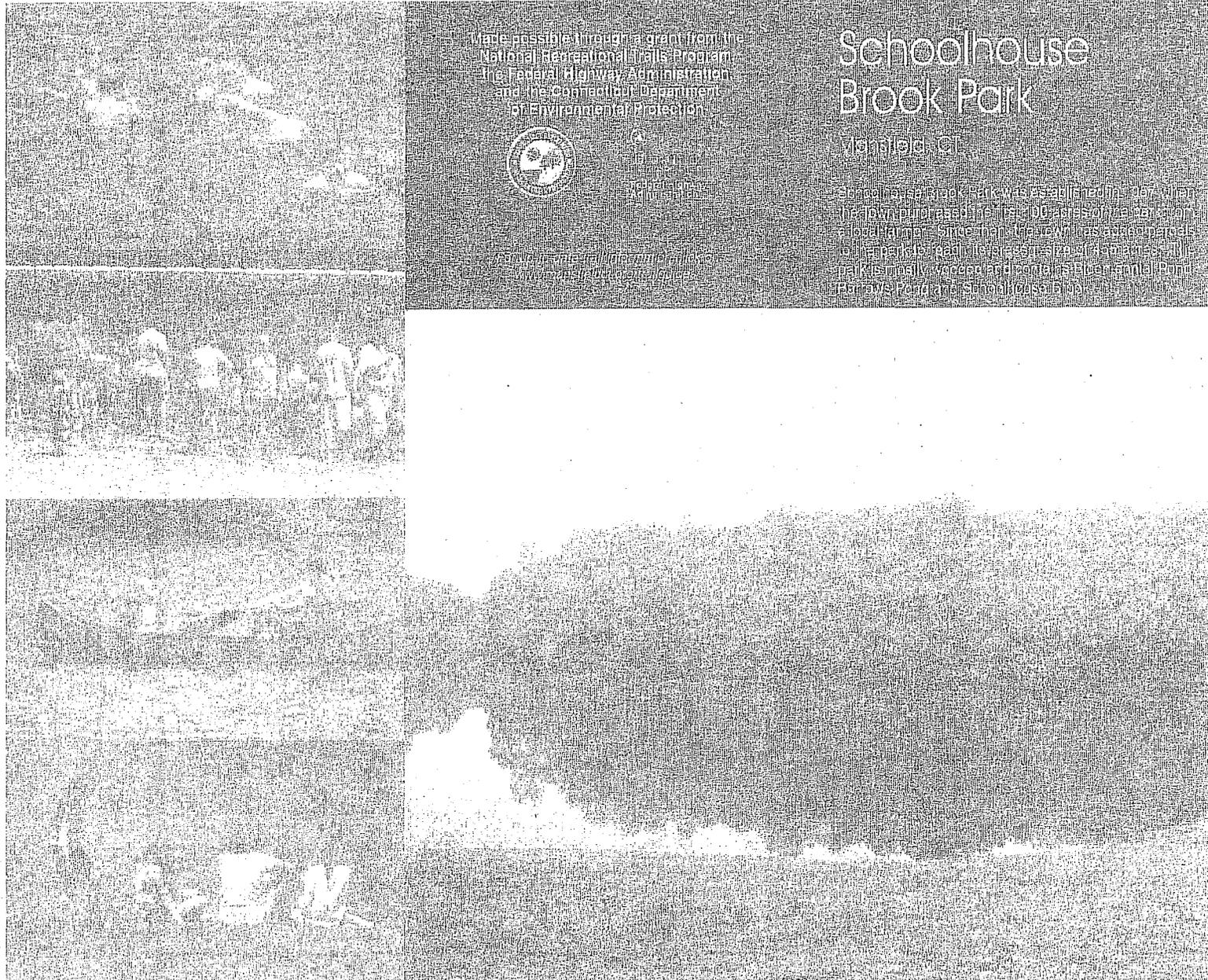
Made possible through a grant from the
 National Recreational Trails Program
 The Federal Highway Administration
 and the Connecticut Department
 of Environmental Protection



Schoolhouse Brook Park

Mansfield, CT

Schoolhouse Brook Park was established in 1954 when the town purchased 107.5 acres of wooded and flood plain. Since that time, the town has purchased additional land to create a park for the benefit of the community. The park is located on the east side of the town near the intersection of Route 195 and Schoolhouse Brook. The park is a beautiful area with many trails and a large pond. It is a great place to enjoy the outdoors and spend time with family and friends.



Trail Guide

There are 8.5+ miles of blazed hiking trails within the Town boundaries. The Town trails (blazed in white) and Nipmuck Trail (blazed in blue) wind through the following points of interest:

1. **Spring Wildflowers** - Come to this spot to witness the first flowers of spring. These ephemeral plants appear only after the temperature begins to rise and before the tree canopy leafs out, blocking the sunlight required for their growth.

2. **Wetland Habitat** - A footbridge allows easy passage across Schoolhouse Brook where it enters Bicentennial Pond. Take a moment to notice the plant and animal wildlife at both the brook's edge and the pond's edge. Can you notice a difference between the two?

3. **Bicentennial Pond** - This pond was created for the 1976 Bicentennial. It is the site of community recreational activities, including summer bathing, picnicking and concerts.

4. **Glacial Activity** - As the trail winds closer to the brook's edge, notice the rock debris lining the brook and the embankment. A glacier deposited these rocks and boulders 15,000 years ago.

5. **Old Stone Dam** - Notice the large stone ledge in the center of the brook. The remnants of stonewalls to either side of this ledge are the remains of a dam that was constructed for the purpose of powering a sawmill. Years of water running over this ledge have carved mini canyons into its surface.

6. **Quartz Deposits** - Take a moment to notice the large chunks of quartz on the opposite bank of the brook. A glacier likely deposited these large minerals that shimmer in the summertime sun.

7. **Evergreen Forest** - As the trail winds along the bottom of the slope, note the large spruces, hemlocks and white pines. Deer have browsed on seedling trees.

8. **Stone Wall Junctions** - In Connecticut, stonewalls are commonplace, but it is often difficult to determine their original purpose. The remains of barbed wire along these walls are a clue that they may have been constructed for the enclosure of a livestock pasture.

9. **Marsh and Plantation** - The open area down slope is a marsh with cattails and invasive giant reed (phragmites), growing in open water. Muskrats and many birds depend on this marsh for food and shelter. Note the plantation of spruces planted in a grid pattern growing on the opposite side of the trail.

10. **Hardwood Forest** - Here the dominant tree species are hardwoods. Well-drained soil allows these beeches, oaks and maples to thrive.

11. **Pond View West** - As the trail winds around Barrows Pond, take a moment to notice the beauty of the pond and the plants, waterfowl and aquatic wildlife that inhabit it. Note the stone dam, which was part of a former mill operation.

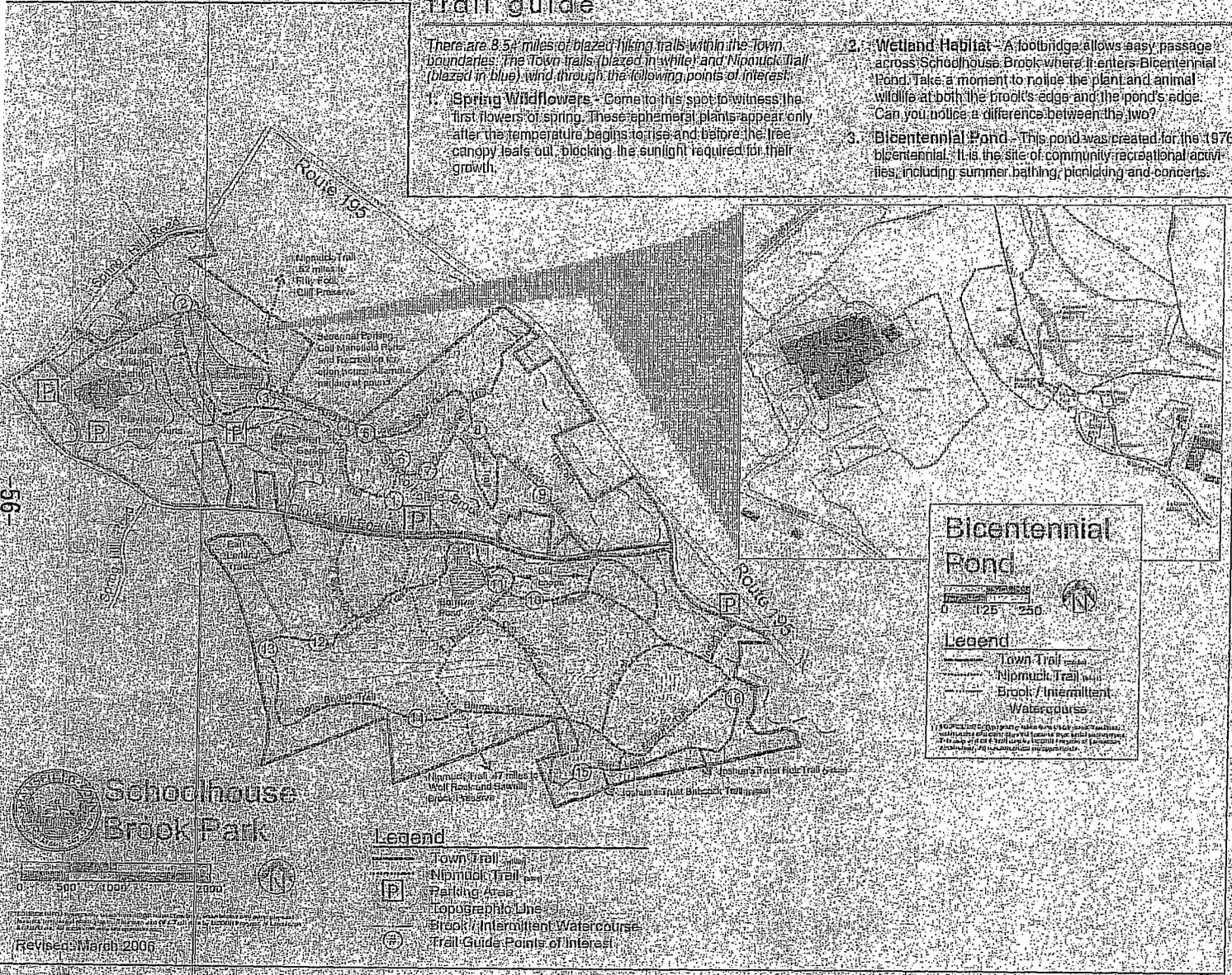
12. **Stone Bridge** - The trail crosses a seasonal brook on a stone pathway across it that was built to serve as a bridge during high water.

13. **Old Stone Walls** - This stonewall was for a property boundary rather than a pasture enclosure.

14. **Stone Ledge** - As the trail winds downhill, note the massive stone ledge extending hundreds of feet almost parallel to the north side of the trail. Like the glacial deposits mentioned earlier, such bedrock outcrops appear frequently in Connecticut.

15. **Interior Forest Wildlife** - Stop to listen for bird songs in this area. Thrushes and warblers, which survive best in deep woods, are abundant here. In spring and summer.

16. **Old Orchard Remains** - As small clearings in the woods become visible here, take note of the apple trees, which are remnants of a former orchard.



Schoolhouse Brook Park

Revised March 2006

Mansfield Advisory Committee on Persons with Disabilities

Regular Meeting - Tuesday January 29, 2008

2:30 PM - Conference Room C - Audrey P. Beck Building

- V. Recording Attendance: K. Grunwald (staff), J. Sidney, Jane Blanshard (guest), C. Colon-Semenza

- VI. Approval of the Minutes for the Meeting, Apr. 24, 2007 (last meeting): minutes of the last meeting were reviewed but could not be approved due to the absence of a quorum of members who attended.

- VII. New Business (other added by majority vote)
 - c. "Other": Mansfield 2020: Strategic Planning Initiative. Members discussed the strategic planning initiative and the vision for people with disabilities in the community. The feeling is that residents need to be educated regarding the needs of people with disabilities. Some vision points were discussed, and K. Grunwald will draft a memo to be sent to the strategic planning steering group.

VIII. Old Business

- c. Membership status – potential names for membership were discussed. K. Grunwald will contact those who have been identified. Members were asked to suggest other names.
- d. Update – accessibility issues- Community Center: Curt Vincente and Bill Hammon were unable to attend the meeting, but will be invited in February. J. Sidney stated that Curt has been very responsive, but she would like to see a new lift chair, and new signage regarding the accessible changing rooms; possibly a notice in the catalogue.
- e. Update – library accessibility issues (JS): no new information.
- d. Report – use of accessible means at Town Meeting: K. Grunwald reported that despite making transportation available to meetings residents have not taken advantage of this.
- e. Report – Mansfield sidewalk projects: K. Grunwald had previously notified members regarding the status of proposed sidewalks.

IX. Adjournment: the meeting adjourned at 3:30 PM.

Respectfully submitted,
Kevin Grunwald

ARTS ADVISORY COMMITTEE
Meeting of Tuesday, 08 January 2008
Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was called to order at 7:03p by Acting Chair Jay Ames. *Members present:* Jay Ames, Kim Bova, Joan Prugh, and Blanche Serban. *Members absent:* Anita Bacon, Leon Bailey, Scott Lehmann. *Others present:* Jay O'Keefe (staff), Irmgard Rees, Ellen Marshall, Kris Plimpton.

2. The agenda was reordered to accommodate the artists present at the meeting, Ms. Rees, Ms. Marshall, and Ms. Plimpton. They proposed a collective exhibition encompassing crochet objects, laced bead jewelry, and fused glass creations. Ms. Rees asked for more specifics regarding the criteria for art display. Jay Ames explained that the Committee follows an art policy that is currently in the process of being reviewed by the Town Council. Jay Ames and Jay O'Keefe summarized the exhibition application process at the Community Center and the particular factors taken into account, such as the family-oriented setting, the priority of arts versus crafts, and the 3-month duration of exhibitions.

Ms. Plimpton and Ms. Marshall showed the concrete pieces and photos of artwork that they proposed for the exhibition. Even though some of the work incorporates already-made elements (such as beads), the committee agreed that the originality of the design and technique gives the pieces artistic value. In conclusion, Jay Ames said that the committee encourages the artists to choose the most sculptural and original pieces for the show. Ms. Rees expressed concerns about the policy requiring a review of all the art pieces proposed for display. Jay Ames explained the circumstances that led to the present art display policy. He also explained that photos or digital images are acceptable ways to show the artwork to the committee. The three artists agreed for a collective show, and they stated that they would contact the committee via e-mail, if needed. They would bring the artwork and statements on January 15th. The artists left the meeting.

Discussion ensued on concerns that the bead jewelry would open the door to craft exhibition. The committee agreed that the January show would be a collective display with sculptural values, in which the beads are only a component. Also, the committee proposed to debate exhibition values in private.

3. The minutes of the 04 December 08 meeting were approved as written.

4. Jay O'Keefe reminded the committee that the **annual report** is due, and showed copies of the last year report. Jay Ames summarized what the committee did in 2007: drafted an art display policy for the MCC and other municipal venues, arranged for exhibitions at the MCC, explored new ways to connect with the community such as creative writing workshop and possibly musical events, argued for an arts presence in the proposed Storrs Center development. Jay O'Keefe volunteered to write the 2007 report. The next Town Council meeting is scheduled for January 28th, and Scott Lehmann plans to attend it as a representative of the AAC.

3. **High School arts.** Jay Ames has spoken with art teachers at E.O. Smith, but he has no definitive commitment for a student exhibition at the Community Center this spring. He provided Kim Bova with the names of two contacts in the art department. Kim would call and inquire about putting together an exhibit of ceramics and jewelry by students for the display cases for the 15 Apr to 15 Jul exhibit period.

4. **Non-visual arts at the MCC.** Joan P. will contact Curbstone Press to see if it might be interested in organizing a reading by its authors.

5. In response to an inquiry from Leon Bailey, Cynthia van Zelm from the **Downtown Partnership** wrote that there are no plans about art space at this time. The Partnership is aware that the community has an interest in such a space. Cynthia suggested meeting again with the committee to continue the dialogue.

6. **MCC art displays.**

- a. **Faith Montaperto** has applied to exhibit works in a variety of media – acrylics, oils, photographs, digital art; she submitted 50 photos. Jay Ames talked with Faith and encouraged her to put together a 20 piece show with a common theme. He will let her know when the committee meets, in case she wants to present the work chosen for display.
- b. **Judith Meyers** informed Blanche that she has enough pieces for the lower space in the sitting area. She

will prepare the pieces for a spring show.

- c. Kim Bova will come to the Community Center on Tuesday, January 15th, at 7 a.m., to help Laurie Smolin remove her artwork.
- d. Blanche Serban will ask **Patty Vinsonhaler** to remove the ceramic art from the glass cases before January 15th.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper	Lower	Long (5)	Short (2)
Fall 15 Oct – 15 Jan	<i>Patty Vinsonhaler</i> (ceramics)		<i>Laurie Smolin</i> (watercolors)			
Winter 15 Jan – 15 Apr	<i>Irmgard Rees, Kris Plimpton, Ellen Marshall</i> (fabric, bead, glass)		<i>Sarah Winter</i> (mixed media)			
Spring 15 Apr – 15 Jul	<i>E.O. Smith ceramics & jewelry?</i>			<i>Judith Meyers</i> (oils)		
Summer 15 Jul – 15 Oct				<i>Faith Montaperto</i> (various media)		
Fall 15 Oct – 15 Jan				<i>John Manfred?</i> (photos)		

7. **Adjourned** at 8:25p. Next meeting: Tuesday, 05 February, 7:00p.m.

Blanche Serban, Acting Secretary, 08 January 08

Mansfield Commission on Aging Minutes

2:30 PM – Senior Center Tuesday, January 22, 2008

PRESENT: K. Grunwald (staff), R. Gouldsbrough, M. Thatcher, J. Kenny (staff), T. Quinn (Chair), A. Holinko, S. Gordon, P. Hope (staff), J. Quarto, C. Pellegrine,
REGRETS: W. Bigl

- I. **Call to Order:** Chair T. Quinn called the meeting to order at 2:30 PM. He asked if members wanted to change the meeting time to the morning. J. Quarto moved that the meeting be changed to 10:00 AM on the second Monday of the month. This was approved unanimously.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes of the December 10, 2007 meeting:** The minutes of the December 10 meeting were accepted as written.
- IV. **Correspondence – Chair and Staff:** P. Hope distributed copies of the report of the Long Term Care Advisory Council. She gave an overview of the study and indicated that their findings are similar to the survey done by the COA. The study encourages the State to provide easier access to services. C. Phillips added that baby boomers (men) will be looking to continue to be employed.
- V. **New Business**
 - Robert Miller: Eastern Highlands Health District: not able to attend; will come to the February meeting.
 - Agency Funding Requests: K. Grunwald reported that this is the time of year for this group to review applications for funding from non-profit agencies. Applications will be sent to members who volunteered to review them and will be discussed at the next meeting.
 - “Other”: T. Quinn mentioned the need for a job-matching service for seniors. P. Hope is meeting with a group called “Generations Connect”, and she will see if they can provide this type of service. C. Pellegrine mentioned that there are some listings for this in “At Your Fingertips”, although this needs to be updated. There was discussion that the Social Service Dept. could serve as a matchmaker for people needing services.
- VI. **Optional Reports on Services/Needs of Town Aging Populations**
 - A. **Health Care Services**
 - Wellness Center and Wellness Program – J. Kenny distributed copies of her monthly report. J. Quarto and A. Holinko asked questions about the clients that she sees. Many contacts are with family members.
 - Mansfield Center for Nursing and Rehabilitation – J. Kenny: no report.

B. Social, Recreational and Educational

Senior Center – P. Hope distributed copies of her monthly report. She noted that the town-wide issue of Sparks is going out next month; some new classes are starting this month.

Senior Center Assoc. – John Brubacher (for Tom Rogers): not present, no report.

C. Housing

Assisted Living Advisory Committee: K. Grunwald gave a brief update on the work of this committee. Wrights Way, Juniper Hill: R. Gouldsbrough distributed copies of a transportation survey that he will be using for residents of Juniper Hill. The survey does not include demographic information.

D. Related Town and Regional Organizations such as:

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

VII. Old Business

- Long Range Plan for 2007- 2010: Action Plans – Small group discussion
- - Discussion of meeting time: changed to 10:00 AM.

VIII. Adjournment: adjourned at 3:25 PM.

Next meeting: Monday, February 11, 2008 at 10:00 AM at the Senior Center.

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 16 January 2008
Conference B, Beck Building
MINUTES

Members present: Robert Dahn, Quentin Kessel, Scott Lehmann, Sherry Roy (alt), John Silander, Frank Trainor. *Members absent:* Peter Drzewiecki, Rachel Rosen. *Others present:* Denise Burchsted & Marianne Piche (Naubesatuck Watershed Council), Joan Stevenson, Jennifer Kaufman (staff).

1. The meeting was **called to order** by Chair Quentin Kessel at 7:34p.
2. **Public comment.** Denise Burchsted informed the Commission that the Naubesatuck Watershed Council is planning a workshop to assess conservation needs, problems, and opportunities in the watershed, with a focus on water resources, and to develop a coordinated watershed conservation action plan based on this assessment. Individual town Plans of Conservation and Development may not adequately consider impacts on 'downstream' towns, and regulations adopted pursuant to them may not be adequate to achieve Plan goals. The Council hopes to have representatives from each watershed town attend, including Conservation Commission members, town staff, and interested citizens, and would like a commitment from this Commission to send at least one member. The Commission agreed that such a workshop would be valuable and will try to commit at least one member.
3. The **minutes** of the 19 December 07 meeting were approved as written.
4. **Joan Stevenson** may be interested in joining the Commission. She has experience in real estate and has laid out trails for hunting clubs and equestrians in the Hudson River Valley.
5. **White Oak Condos community septic system repair.** Jennifer Kaufman informed the Commission that the community septic system at the White Oak Condos complex (off Mansfield City Rd.) is failing and that the condominium association is requesting an easement in the adjacent Dunhamtown Forest to install a new system. Apparently soils on the property of the complex are not suitable for a leaching field, and the association lacks funds to install an engineered system (the complex is classed as affordable housing). A 20 December 07 letter from Ms. Kaufman to Charlotte Pyle at USDA NRCS, indicates that "the Town has tentatively agreed to give this association a sanitary sewer easement on approximately 7.6 acres of the Town-owned Dunhamtown Forest to accommodate their septic system repair" and that "as part of this septic repair, approximately 7.6 acres will need to be cleared of trees." The letter goes on to request technical assistance in re-vegetating the area as "early successional habitat" (aka grassland).

In discussion, Commission members expressed dismay at what appears to be an ill-advised *fait accompli*. Dunhamtown Forest was acquired as Town open space, and what is essentially privatization of a portion of it, without any compensating open-space acquisition, betrays a public trust and would set a very bad precedent. If it's OK for a private landowner to use part of a town forest for a septic system, what objection can there be to permitting other private landowners to clear-cut a piece of town forest to pasture horses or to open up the view?

Any proposal to privatize Town-owned open space should be referred to this Commission and the Open Space Advisory Committee for review; it seems to the Commission highly irregular that the Town should have "tentatively agreed" to this scheme without first inviting comment from the Commission, which by statute is responsible for "the development, conservation, supervision and regulation of [the town's] natural resources" (Sec. 7-131a). It is unclear to the Commission what alternatives to the proposal have been considered; an obvious one is Town subsidy of an engineered system on the association's property, should the Town judge (as it apparently has) that preserving affordable housing stock is crucial.

Lehmann agreed to draft a statement on the matter, to be e-mailed to Commission members for review, before submission to the Town Council and PZC.

6. Old business.

a. Administrative Procedures. The updated Administrative Procedures for the Commission have been submitted to the Town Manager for approval.

b. Recognition of Pioneering Commission members. Kessel distributed a list of Conservation Commission members from the 60s, together with a Comprehensive Open Space Plan dated 31 March 1965, observing that many of its goals have been achieved. He and Kaufman will draft a proclamation honoring charter members of the Commission and their close successors for their achievements, which would be read at a future Town Council meeting.

c. Monitoring Town open space and conservation easements. Kaufman reported that many of the Town's open space dedications and conservation easements have yet to be mapped and entered into the Assessor's GIS data base. Money for a part-time surveyor was cut from this year's budget. Kaufman is developing a list of properties/easements that need mapping and monitoring, which she will then prioritize for surveying, GIS mapping, posting, and notifying neighbors about their existence and proper use. However, she has a lot of other responsibilities. Kessel suggested aiming to develop a corps of volunteers, preferably abutters, to keep an eye on these properties.

d. Arthur's Pond. Kaufman circulated a letter from Richard Pellegrine to the PZC, objecting to the common driveways proposed for the Arthur's Pond subdivision on the ground that the Town will eventually be pressured into taking them over as Town roads and spending money for improvements that the developer should have been responsible for.

8. Adjourned at 9:02p.

Scott Lehmann, Secretary

17 January 08

Approved: 20 February 08

**Eastern Highlands Health District
Board of Directors Special Meeting
Coventry Town Hall – Annex
Wednesday, December 19, 2007**

Chairman E. Paterson called the meeting to order at 4:30 p.m.

Present: R. Fletcher (Alternate Seated), E. Paterson, J. Stille, D. Cameron, P. Schur, M. Kurland, S. Werbner, R. Skinner, M. Hart

Staff Present: R. Miller, M. Remy, J. Smith, L. Hogarty (arrived at 5 p.m.), Dr. Dardick (arrived at 5:35 p.m.)

Absent: C. Anderson (Alternate), S. Chace (Alternate), L. Eldridge (Alternate), C. Johnson, A. Teveris, T. Tully, J. Elsesser, Andover Rep. (Vacant), Coventry Rep. (Vacant)

Election of Officers (Chair, Vice Chair, Assistant Treasurer): A MOTION was made by D. Cameron, seconded by S. Werbner to elect B. Paterson as Chair, J. Elsesser as Vice Chair and J. Stille as Assistant Treasurer. The MOTION was PASSED unanimously.

Approval of October 18, 2007 Minutes: A MOTION was made by J. Stille, seconded by S. Werbner, to approve the minutes of the October 18, 2007 meeting as presented. The MOTION was PASSED unanimously.

Public Comments: None

Old Business: None

New Business

1. Proposed FY08/09 Budget & Fee Schedule – Set Public Hearing Date:

R. Miller reported the Finance Committee recommends moving the proposed FY08/09 budget forward as presented. Budget highlights include 6% increase in total spending for a total budget of \$791,310 to be funded by a 26.1% increase in the State Per Capita Grant and a 5.1% increase in the Member Town Contribution rate. Major factors impacting the FY08/09 proposed budget include increases in salary and benefit costs of 4.4% and 9.4% respectively; 11.6% increase in operational costs; and, 4% decrease in service fee revenues.

S. Werbner expressed concern regarding the disparity in benefits between health district staff and Town of Tolland staff. A discussion ensued regarding the proposed increase in employee health insurance premium cost share. By consensus, the Director working with the Personnel Committee is to task a personnel consultant with surveying member towns and other health districts for comparison data.

A MOTION was made by M. Hart, seconded by J. Stille to set a public hearing date of Thursday, January 17, 2008 at 4:30 p.m., Coventry Town Hall Annex, to hear the public's comments regarding the Proposed Fiscal Year 2008/2009 EHHD operating budget and associated service fee schedule. The MOTION was PASSED unanimously.

2. **Quarterly Financial Report – Period Ending September 30, 2007:** R. Miller presented report.

3. **Pandemic Influenza Response Plan:**

Lucinda Hogarty, Emergency Preparedness Coordinator, for EHHD was introduced by R. Miller to field any questions.

EHHD received additional funding the last two years to focus on Pandemic Influenza Planning and Response. EHHD conducted a drill last April in which we operationalized an alternate care facility and have been actively engaged in a community wide campaign. EHHD has been training staff in various issues so the health district can be properly prepared.

A discussion ensued regarding 1.) Authority to enforce controls to prevent disease spread, and 2.) Response Plan content to be posted to the website.

A MOTION was made by R. Skinner, seconded by M. Kurland to adopt the EHHD Pandemic Influenza Response Plan as an attachment to the EHHD Public Health Emergency Preparedness Plan, dated November 2007, subject to updates. The MOTION was PASSED unanimously.

4. **Public Health Preparedness Grant Contract FY07/08 – FY08/09:**

R. Miller reported the contract has been signed and submitted for execution.

A MOTION was made by J. Stille, seconded by R. Skinner to ratify the Public Health Preparedness Grant, Contract #2008-1073, as signed and submitted by the Director of Health to the CT Dept. of Public Health. The MOTION was PASSED unanimously.

5. **Healthy Eating Active Living Grant Application:**

R. Miller reported we are still waiting to hear on the award. The funding will improve our existing collation of partners in the community to promote healthy behaviors in the community.

A MOTION was made by M. Hart, seconded by J. Stille to ratify the Healthy Eating Active Living Grant Application – DPH RFP# 2008-0912, as signed and submitted by the Director of Health to the CT Dept. of Public Health. The MOTION was PASSED unanimously.

(E. Paterson left meeting at 5:25 p.m. J. Stille acted as Chair in her absence)

6. **Women's Healthy Heart Grant Application:**

R. Miller reported EHHD was awarded this grant (\$89,000) and it will allow EHHD to target women 55 and older in the early detection of cardiovascular disease. Funding will allow purchasing exercise equipment for senior centers in the district (regional resources), creating campaign for cardiovascular disease and provide additional health screenings at senior centers.

A MOTION was made by M. Hart, seconded by R. Skinner to ratify the Women's Healthy Heart Program Grant Application – DPH RFT# 2008-0914, as signed and submitted by the Director of Health by the CT Dept. of Public Health. The MOTION was PASSED unanimously.

7. Coventry Employee Wellness Contract for Services:

R. Miller reported EHHD will provide a limited scope of services for a short period of time as a starting point for expanding our program into the Town of Coventry.

A MOTION was made by R. Fletcher, seconded by D. Cameron to authorize the Director to execute the agreement titled, "Town of Coventry/EHHD Employee Wellness Service Agreement" as presented to the Board of Directors on December 13, 2007. The MOTION was PASSED unanimously.

Town Reports: None

Directors Report: No Discussion

Communications:

Coventry Middle School re: Chickenpox Outbreak: R. Miller reported no further case/s reported since 11/30/07 breakout.

Adjournment: A MOTION was made by D. Cameron, seconded by R. Skinner, to adjourn the Board of Director's Meeting at 6 p.m. The MOTION PASSED unanimously.

Respectfully submitted,

Robert Miller
Secretary

Minutes Mansfield Library Advisory Board Meeting

Jan 24, 2008

Present: E. BarShalom, L. Bailey, ex officio, S.Q. Clark, presiding, W. Hare, R. Pollack, recording, C.Rees, E. Tinnel

Absent: E. Chibeau, H. Hand, B. Katz, J. Pao, D. Truman

The meeting was called to order 7:02 PM

MINUTES: Minutes of the Sept. 24, 2007 meeting were accepted.

COMMUNICATIONS: None.

LIBRARIAN REPORT:

A. Regarding the Budget Proposal for FY 2009

1. Request for \$8700 was included in the budget for wireless access. It will cover the initial setup and annual fee. With this access patrons will be able to bring their laptops to the Library and use it here. The internet will be accessed with the library barcode. This access will come through Bibliomation and will be shut down at night when the library is closed.
2. A 19 hour substitute Librarian has also been requested. The duties will include answering reference questions and reader's advisory. There has been a 20-30% increase in reference questions. It is also hoped that a substitute position will temporarily help cover absences due to sickness or vacations.

Old Business: None

New Business;

1. The meeting schedule for 2008 is as follows: April 22, Sept. 23 and Dec. 2 and will begin at 6PM.
2. Parent's Complaint Re: Chloe Does Yale. The Advisory Committee while sensitive to the parent's concern will abide by the library policy of letting the Staff determine where books are placed in the collection.

The Meeting adjourned at 8 07 PM. The next meeting will be April 22, 2008 at 6PM.

Submitted by,

Rita Pollack, Recording Secretary

APPROVED
Town of Mansfield
Open Space Preservation Committee
Minutes of the January 15, 2008 meeting

Members present: Evangeline Abbott, Ken Feathers, Quentin Kessel, Steve Lowrey, Jim Morrow, David Silsbee, Vicky Wetherell.

1. Meeting called to order at 7:34.
2. Minutes of the December 18, 2007 meeting were approved on a motion by Feathers/Lowrey.
3. Opportunity for Public Comment: Tony Katula presented his request to purchase a parcel of land originally designated as parking access to Open Space. Discussion followed.
4. Old Business: Committee moved to go into executive session @ 8:00 (motion by Lowrey/Kessel) to discuss policy in order to address and prepare comments related to ongoing considerations of particular properties. Out of executive session @8:55.
5. Recommendations to Town Manager: TBD.
6. New Business: White Oak Condos Septic Repair: Committee discussed options for repair of compromised system. Dorwart Property (additional agenda item): Committee considered a request for town purchase of a portion of a lot as Open Space and determined that the parcel did not merit this action.
7. Meeting adjourned at 9:25.

Respectfully submitted
Evangeline Abbott

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, February 4, 2008

Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:26 p.m. and appointed Alternate Beal to act in Gardner's absence.

Minutes:

1/22/08- Holt MOVED, Hall seconded, to approve the 1/22/08 minutes as corrected. MOTION PASSED with all in favor except Plante who disqualified himself.

Old Business:

1. Subdivision Application (Arthur's Pond) 7 Proposed lots off of N. Eagleville and Separatist Roads. File #1266

Hall disqualified himself. Padick briefed the PZC on the procedure for proceeding with this application after the IWA denial. He noted that the PZC is an independent agency and has the authority to approve the application if commissioners feel the yield plan is acceptable despite the IWA denial. Holt volunteered to draft a denial motion for the next meeting.

2. Request for Site Modification: Paideia Amphitheatre Project. File #1049-7

Zimmer and Pociask disqualified themselves. Favretti noted that the applicant is not present but added that a set of elevations was distributed this evening. After extensive discussion the commission concluded that the drawings presented this evening are inadequate and that more information is needed to proceed. It was requested that staff communicate this to the applicant.

Suzanne Bansal, 67 Willowbrook Road, expressed continued concern with the reorientation of the stage and its possible change in acoustics, light pollution and the impact on the surrounding neighborhood.

Zoe Leibowitz, 28 Willowbrook Road, would like to know the ramifications of the reorientation and design changes. Item was unanimously tabled, awaiting more information from the applicant.

3. Request for Site/Use Modifications, 1029 Storrs Rd. (Stix 'n' Stones LLC, applicant/P. Hammer, owner) File #727

Item tabled, awaiting supplemental information from the applicant.

4. Zoning Agent's Report

Items were noted by the Director of Planning. Members noted the numerous vehicles seen at rental properties at 1546 Storrs Road and 141 Gurleyville Road, and asked staff to investigate.

New Business:

1. Regulatory Review Committee proposed revisions to the Zoning Map and Zoning Regulations File #907-30

Padick summarized the Regulatory Review Committee's proposed revisions to the Zoning Map and Zoning Regulations and responded to questions, comments and concerns raised. Holt MOVED, Ryan seconded, that the PZC schedule a Public Hearing for 3/17/08 to receive comments on the 1/30/08 draft proposed revisions to Mansfield's Zoning Map and Zoning Regulations, and to refer the draft revisions to the WINCOG Regional Planning Commission, Town Attorney, Town Council, Zoning Board of Appeals, Conservation Commission, Open Space Preservation Committee, Agricultural Committee, Eastern Highlands Health District, Town Staff and property owners within 500 feet of the project for review and comment. MOTION PASSED UNANIMOUSLY.

Reports of Officers and Committees:

Favretti noted a Regulatory Review Committee Meeting, February 20, 2008 at 1:30 in Room B. He asked commission members if they felt staff should continue to purchase the Planning Commissioners Journal. The consensus of the PZC was to renew the subscription.

Communications and Bills:

Items were noted.

Adjournment:

Favretti declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent *CRH*
 Date: February 13, 2008

Re: *Monthly Report of Zoning Enforcement Activity*
For the month of January, 2008

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	6	9	9	120	117
Certificates of Compliance issued	24	13	22	128	131
Site inspections	60	30	64	532	528
Complaints received from the Public	1	1	5	19	34
Complaints requiring inspection	1	1	4	14	19
Potential/Actual violations found	1	1	8	13	77
Enforcement letters	15	13	16	196	73
Notices to issue ZBA forms	1	1	1	10	9
Notices of Zoning Violations issued	3	2	5	32	26
Zoning Citations issued	2	3	3	21	14

Zoning permits issued this month for single family homes = 0, multi-fm = 0
 2007/08 fiscal year total: s-fm = 9, multi-fm = 11

Mansfield YSB Advisory Board

Meeting Minutes

Tuesday, January 8, 2008

12 noon @ YSB Conf. Rm. B

Attendees: Ethel Mantzaris, Frank Perrotti, Jerry Marchon, Eileen Griffin, Amber Hoyt

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

Regrets: Mike Collins

Call to Order

Ethel Mantzaris, Chair, called the meeting to order at 11:59PM

- I. Approval of Minutes – **MOTION** by Frank Perrotti, seconded by Jerry Marchon. Vote: Unanimous in favor of approving minutes as submitted.

Kevin Grunwald, Director

- Kevin informed the board that he and Pat had met and discussed the budget and handed out the proposed FY 09 budget for the Youth Services Bureau
- Kevin indicated to the board members that the training budget had requested increase to \$1400.00, and program supplies had a requested increase to \$2500.00 due to the additional programs the Youth Services Bureau are now coordinating
- The board was informed that the Challenge Program thru EOSmith will operate as it has in past years however, the Winter portion funds will be utilized for a Transitional Program from Mansfield Middle School and supporting activities
- Kevin informed the board that he requested the vacant part-time position be budgeted hourly for 10 months of each year for FY 09
- The board was informed that the overall budget for Youth Services was increased by \$15,000
- Kevin will keep the board apprised of any budget cuts or changes

Pat Michalak – YSB Coordinator Update

- Pat handed out to the board members a graph indicating funding changes in the Youth Service Budget over the past several years indicating a significant decrease in the budget and two information sheets justifying the requests for both increasing line items in the budget and the part-time position

- Pat informed the board that the Holiday Giving Program was very successful and many Mansfield families were able to have Christmas and the desire to see it succeed in the coming years

II. Old Business:

- Letter to the Town Manager – No response from the Town Manager
- Subcommittee – Kevin handed out a DRAFT Plan Outline for Youth Services, a discussion ensued between the members. The subcommittee members are Kevin Grunwald, Frank Perrotti and Mike Collins

III. New Business:

None

IV. Other:

None

Meeting adjourned at 12:25PM.

Respectfully submitted by:

Karen L. Taylor
Secretary

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING
MINUTES
JANUARY 9, 2008

Chairman Pellegrine called the meeting to order at 7:00 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

Present: Members – Fraenkel, Katz, Pellegrine, Singer-Bansal, Wright

Present: Alternates – Clauson, Gotch

Absent: Alternate – Accorsi

WINDHAM WATER DEPARTMENT – 7:00 PM

To hear comments on the application of Windham Water Department, 174 Storrs Rd, for a Special Exception of Art IX, Section C.2.b to construct a 35' x 40' equipment storage garage addition, 15' from the side property line.

Mr. Paul Deveny, representing the Windham Water Department, clarified that they are proposing to construct a 34' x 42' equipment storage garage addition, 14' from the side property line. They are looking to add 2 additional bays to an existing 6 bay garage and increase the height on the addition from 15' 8" to 22' 10". The location for the addition was chosen to avoid a drop off of the land and a 12" water main that runs through the property.

Neighbor, Mr. Roger Blanchette of 172 Storrs Road, stated that he has no objections to this proposal. His two concerns were that 6 pine trees that are rotting be removed and that the fence between his property and the applicant's be replaced. He previously discussed these concerns with Mr. Deveny, who has no objections and agrees to work with him to choose fencing that is agreeable to everyone.

Fraenkel inquired as to whether or not there were pins on the property. Mr. Deveny was uncertain if there were markers on the back side of the property.

A Neighborhood Opinion Sheet, showing no objections from one neighbor and certified receipts for the remainder of the abutters were received.

BUSINESS MEETING

Fraenkel made a motion to approve the application of Windham Water Department, 174 Storrs Rd, for a Special Exception of Art IX, Section C.2.b to construct a 34' x 42' equipment storage garage addition, 14' from the side property line, as shown on submitted plan, with condition a rear pin be identified and established.

All in favor: Fraenkel, Katz, Pellegrine, Singer-Bansal, Wright

Reasons for approval:

- Will not adversely affect character of neighborhood
- No objections from neighbors
- A hardship exists with the drop off of the land and water pipe

APPROVAL OF MINUTES FROM DECEMBER 12, 2007

Wright moved, seconded by Katz, to approve the minutes of December 12, 2007 as presented.

All in favor.

ADJOURNMENT

Meeting was adjourned at 7:30 p.m.

Respectfully Submitted,

Julie Wright
Secretary

The Chronicle

An Independent Newspaper Since 1877

Thursday, February 14, 2008

s worth itation one day

Officials said their focus was to sand the roads and keep waterways and drainage basins clear of debris, allowing water to take its course as quickly as possible.

"With rain like that, there's nothing really you can do," Coventry Department of Public Works Director Tim Webb said.

He added the South Street Extension was the only road in town that had flooding issues, but there was "spotty black ice throughout the town."

Windham's DPW Assistant Superintendent Scott Clairmont said the Windham area was seeing similar conditions.

He did say an area of South Windham, including

Machine Shop Hill Road, had flooding issues, but the rest of the town was relatively unaffected.

Mansfield DPW Director Lon Hultgren said Mansfield had approximately 10 roads that were affected in some manner.

He said on some dirt roads, the water cut through the dirt and formed puddles, while in other areas water pushed dirt, rocks and stones into the roadways.

Willimantic Police Lt. Ray Evans said officers should still drive with caution during rainstorms like the one that passed on Wednesday.

He said there is always the risk (A lot of water, Page 6)



Fran Funk

Carly White, an Eastern Connecticut State University student, shovels slush from the driveway of her Willimantic residence Wednesday. White is from Willington.

A snowy day solution for parents

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — The community center has launched a new program to take advantage of the very different reactions parents and their children have when school is canceled.

The program, a last-minute winter day camp for students on snow days, is called "Yay, Snow Day!" after the reaction most kids have.

At the community center, students can fully enjoy their day off without worrying their parents.

Bill Callahan, Mansfield's recreation coordinator who oversees "Yay, Snow Day!," said the program started at the urging of parents.

He said parents used to say "Oh, no" when there was a snow day, but now they have an easy solu-

tion.

"We were looking at what other people had done," Callahan said, but there were not a lot of models to reference. "It's funny. There's not too many."

Callahan said the program, which began Jan. 1, focuses on recreation and includes "typical day camp activities."

Through the course of the day, participants can run around the gym, do arts and crafts, go outside, watch a movie and play games, Callahan said.

He said the program runs from 9 a.m. to 6 p.m. and is open to children from kindergarten through eighth-grade. Students only need to bring a lunch and snack.

Callahan said parents can register in person at

People need a lot more than the 20 under Washington foreclosures leave ant homes in some m and crime are has led activists to banks should keep as a way of pre- neighborhoods and prop-

of the Mortgage ciation said there y be merit to that lenders are not landlords and do

st universally want vacant and some- rkers and agents es for getting ten- quickly. This is ady practices, said the Massachusetts nstitute, who has dem.

arible tactics all scared and intimid- ing) even in plac- re laws to protect

t, in Oakland, re a tenant cannot reclosure, renters ; got notices that yment was being 0 to \$10,000, said kesman for City usso. Others have that locks would lpossessions dis-

e way to do an atz. The city has in blocking many t believes there it doesn't know



Al Malpa

A new program at the Mansfield Community Center is designed to give kids a safe place to be when school is canceled because of bad weather and mom and dad are at work. Eliot Brown, 7, and his brother, Jonas, 9, took advantage of the program last month. Coaching the boys in their table football game is Rob Gagnon of Mansfield.

A snowy day solution for parents

(Continued from Page 1)

the community center, online, by mail or fax. Registration costs \$150, which includes three snow days. Additional snow days cost \$50.

On Wednesday, 10 students, ranging from kindergarten to seventh-grade, spent the day at the community center as school was closed due to the snow and rain.

The group spent the first part of the morning in gym where they were free to play catch, basketball or do their own thing. Some of them took to rolling hula-hoops across the floor.

The kids were unanimously happy to be there, saying they enjoyed the freedom.

"I get to go anywhere and play," said Kemin Liu, a first-grader at Southeast School.

"It has way more room and you can do way more things," echoed Dylan Corsini, a kindergartner at Mount Hope Montessori School.

Andrew Marsh, a University of Connecticut senior studying economics, watched over the group yesterday.

"We try to cater to them so they're happy and they want to be here," Marsh said.

Marsh, one of four counselors in the community center's after-school program, said the snow-day program is like an extended after-school session.

Steven Tucker, a seventh-grader at Mansfield

Middle School, said he only has 45 minutes at most to run around during school and, some days, he doesn't even have physical education.

The snow-day program, he said, was almost like an all day gym class with many activities to choose from.

"I don't really have a particular favorite. I just like coming here," Tucker said.

On the snow day Jan. 15, the students built a large snowman outside the community center.

"We made a huge snowman," said Julia Mitchell, a third-grader at Vinton.

Mitchell, who attends the program with her younger brother James, said they used huge branches for the snowman's arms and little sticks for his hair.

"It was as big as my dad," said Jonas Brown, a Vinton fourth-grader.

After spending some time in the gym, the group moved to the teen center where the older boys converged around two computers. Some younger kids tried to play pool.

Liu, the Southeast first-grader, had a more specific goal for his day. He took a large stack of paper and a bucket of crayons. He said he needed them "to make a book."

While the rest of the group voted on a movie and began watching "Shrek 2," Liu began writing his book, which he called "Monster."

A lot of water, but little flooding

(Continued from Page 1)

of "back-flow" flooding during heavy rain because some drainage basins may get clogged, while some areas just receive excessive water flow

were extreme cases.

He said the conditions over the next few days would allow for water levels to recede, especially Saturday.

"UConn does have never seeing the glass he said.

"Most of the time, the as a quarter full, or thr empty."

Windha announ its Cupid

(Continued from P

Although there's only window for folks to me one's Valentine's Day with the coveted Cup comes a year of instant and opportunity.

For White, like Cupid her, doing right by others anything new.

Cupids are chosen for th mindedness and other co oriented deeds that ma stand out.

Among her contribution works with the Windhar Group, she directs a n called "Growing Stronger," toring/service program the with women who have co their substance abuse prog recently released from in- tion.

She also initiated the fro- ture project, which now Willimantic area adorne colorful frog sculptures.

Along with the fanfa morning, the newly ar Cupid is given all the nee Cupid-wear; including a s T-shirt and, of course, a bc arrow.

A set of business cards m all official and there are ple goodies to seal the deal.

Outgoing Cupid Ernie Elc was sorry to give up the rol

Opinion

1/29/08

Chronicle

Lucy B. Crosbie
President

Kevin Crosbie
Publisher

Charles C. Ryan
Editor

Editorial

Public deserves respect of boards

Every two years, voters elect those who they entrust to run their towns. They may have varying reasons for their choices: party affiliation, personality, issues — the mind of the American voter is far too complex and varied to attempt to analyze in this space.

But one criterion for electing officials that they certainly share is the belief that their views on issues will be heard. Lately, several area agencies and boards seem to be forgetting their mission as elected representatives by and for the people. In some cases the wrongs were righted either by the agencies themselves or the voters.

The latter was most clear in Coventry where residents, still angry over being rebuffed by the Republican-controlled planning and zoning commission and town council on a number of issues, exacted their revenge in the November election by returning a town council with a 5-2 Democratic majority, just the opposite of the previous council's party split.

Chaplin selectmen's initial refusal to accept a petition signed by 200 people (that's nearly 10 percent of the town) seeking a District 11 study was arrogant and unnecessary. Two selectmen called citizens' efforts to express their opinion "frivolous." The board quickly reversed its decision but the fact that the first reflex by two-thirds of the board was to delay action on a legally certified petition is a disturbing sign and should be a warning to Chaplin residents to keep a close watch on their elected officials.

In Mansfield, a pair of issues has prompted some citizens to question whether the wheels of democracy are turning in their town.

In the first instance, the preponderant number of people speaking at public hearings and meetings on proposed charter changes favored a referendum rather than a town meeting to act on the annual budget each May. While not ignoring the residents, the charter commission and the town council seemed more intent on compromise — adopting a provision that allows residents to petition for budget referendum — but sometimes compromise is not the best path to take. During the long adoption process, some town officials alleged that giving residents a direct say over the budget could be dangerous as they are less informed than elected officials. Even if that's true, the town is run on taxpayers' money. It will come as no surprise if residents, still feeling spurned, get more than enough petition signatures to force a budget referendum this year and in the future. People who feel strongly about an issue usually follow through if options, however circuitous, are available.

The status of a petition that never got to the Mansfield town council has also led to complaints that the agency is not interested in hearing from residents. The issue was raised when a petition on the town's rental inspection program was denied before it reached the council because it fell three signatures short of the required 200 certified names. The fact that the petition was not accepted is not in dispute; the law is clear in defining valid and invalid signatures.

But an attitude by one or two council members questioning the significance of the petition as well as those behind it is dangerously close to overstepping the limits of power. In general, Mansfield is one of the more enlightened towns in the region. To maintain this reputation, perhaps more care can be used when a significant number of residents have something important on their minds.

So a word of advice to all elected and appointed officials: Voters have long memories. And they also have a tool for revenge: the ballot box.

LOVELINES FEBRUARY

COVENTRY: CONTRACTOR JAILED

UConn: NO FOOD TRAYS

Chronicle

An Independent Newspaper Since 1877

Tuesday, February 12, 2008

Newsstand 50 Cents



Fran Funk photos

T: Flames flare from the roof at 7 West St. Extension in Andover on Monday night. Firefighters from Andover, Columbia, Bolton, Hebron and North Coventry responded to the fire. **ABOVE:** Firefighters work the scene.

Wife caught in fire at home

She smelled an electrical burning smell.

"I went upstairs and saw a table completely in flames," she said.

According to Andover Fire Chief Shawn Covell, it is possible the fire was caused by the electrical problems, but it was too early for conclusions. The blaze is still under investigation.

"The wind was a little bit of a factor, gusting in through the windows, but the guys did a good job of putting it out quickly," he said.

According to a release from the Andover Fire Department this morning,

the blaze started on an enclosed porch and was caused "by an electrical short of some type."

The fire department was called to the scene at approximately 10:50 a.m. and the blaze was extinguished in about a half an hour using a hydrant at the end of the street, according to fire officials. The fire may have started as early as 10 a.m., fire officials said.

By the time firefighters arrived, the house was already "heavily involved" with flames blowing out of the front

Special ed in Mansfield investigated

Parents: Diabetic daughter was discriminated against

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — Federal education officials are investigating a discrimination complaint about the treatment of a diabetic student at Dorothy C. Goodwin School.

According to school officials, investigators from the Office of Civil Rights, the division of the U.S. Department of Education that handles complaints of discrimination against special education and disabled students, visited Goodwin earlier this month.

According to U.S. Department of Education spokesman Jim Bradshaw, the Office of Civil Rights received a complaint Aug. 28 "alleging that the Mansfield district discriminates against students with disabilities with respect to denial of free appropriate public education — that is, special education and related aids and services."

In an e-mail, Bradshaw said the complaint is under investigation.

Children with disabilities are protected from discrimination in programs that receive federal funding by Section 504 of the Rehabilitation Act of 1973.

At the board of education meeting Thursday, Megan Mickle identified her daughter as the victim in the complaint.

Superintendent Gordon Schimmel and Megan

Special ed in Mansfield probed

(Continued from Page 1)

Mickle both confirmed the investigation. It included a visit to Mansfield Feb. 1 by representatives from the office.

Schimmel said he could not comment further on the case on the advice of the district's special education attorney. He said he is awaiting a detailed opinion from the attorney.

At the board meeting, Megan Mickle said she has found fault with her daughter's treatment at Goodwin since she was diagnosed with diabetes 16 months ago.

Two families brought complaints to the board of education last week about the special education and medical services received by their children at Goodwin School.

At the meeting, it came to light the treatment of Megan Mickle's daughter, a student at Goodwin,

is under investigation by federal officials based in Boston.

Mickle said staff at Goodwin violated her daughter's health plan by sending her to the nurse's office alone and not informing all teachers of her condition.

She said her daughter went to the nurse alone after spending an extended amount of time writing an essay rather than stopping when she began to feel faint.

Following the incident, Mickle said she wanted to ensure school officials made appropriate accommodations for her daughter during the Connecticut Mastery Tests, which have prolonged sessions and high expectations.

Mickle said she contacted an attorney after she refused to approve the plan for how her daughter would take the CMTs.

Mickle became increasingly

passionate as she said her daughter was stopped at the door of a bus and prevented from going on a field trip because of her diabetes.

She said her daughter didn't understand "why everyone is making such a big deal. It's just diabetes."

"It's gone this far," Mickle said. "Something's breaking down somewhere."

Immediately before Mickle made her comments to the board, parents Joyce and John Crepeau expressed concerns about the special education services received by their daughter to the board.

The Crepeaus' daughter also attends Goodwin.

Joyce Crepeau said she wanted to speak to the board to "shed some light on the special education process in Mansfield."

She said she had repeated problems with the individualized education programs (IEP) prepared by school staff for her daughter because each one included errors.

"John and I have refused and rewritten the IEP 10 times since May 2006," Joyce Crepeau said. "I don't know if it is carelessness on the part of the staff or utter incompetence."

Joyce Crepeau said the staff recommended last month a reduction in her daughter's special education time. She said the school could only implement the amended IEP if the parents agreed.

"We did not sign a waiver and to date the school is breaking the law," she said.

Schimmel declined to respond to Crepeau's comments.

Locals miffed over Walgreens plan

(Continued from Page 1)

hope Arista Development, the firm proposing the Walgreens, will also satisfy their demands. Residents made plenty of them.

One simply yelled for the company to "go away" at one point, but others came forward to address the developer and the PZC after they saw Arista Development's plans.

Doug Benoit, Arista's Project Manager, said Walgreens actually approached his firm expressing interest in Coventry, specifically the corner of Grant Hill Road and Route 44.

Later, Bill Lorigan, his architect, displayed the layout of a typical Walgreens, eliciting groans from the crowd.

The architect then showed a second layout, followed by a third, saying the economic development commission worked with Arista to reach the third design.

... and the third design was more of the



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There's no barn like an old barn

By JAMES SEXTON
Architectural Historian

Connecticut Trust for Historic Preservation

Barns are disappearing from the Connecticut landscape. In some cases, it takes years for a barn to slowly decay. In others, a barn may be standing one day and gone the next, razed to make way for new construction. With each barn that is lost another piece of the state's rich agricultural history disappears.

In a few places, concerned groups have begun to inventory existing barns with the hope of at least documenting the buildings before they are gone. But in many parts of the state the sense of loss is based on anecdotal evidence. We simply don't know where the state's barns are, what they look like, and how they were used. We don't know what we are losing.

To understand barns in Connecticut it is important to understand a fundamental truth about them: barns are working buildings; they are the largest tool on a farm. Like any tool, their shape and size reflects the way in which they are used. Just as the tip of a screwdriver will tell what type of screw it is meant to be used with, a barn's shape, size and attributes reflect the job it was intended to do. As farming practices in Connecticut developed over time the types of barns that the state's farmers built also changed.

Modern scholars call the earliest type of farm buildings still found in the state an "English Barn" or an eave-entry barn. Based on the grain warehouses of the English colonists' homeland, it is a simple building with a rectangular plan, pitched roof, and a door or doors located on one or both of the long sides of the building. In the New World this traditional building type was reorganized, according to architectural historian John Michael Vlach, both for efficiency in use and economy in construction, into a multipurpose building that housed animals, grains and equipment. This multi-purpose use is reflected by the building's construction in three distinct bays — one for each use. This type would dominate barn building in Connecticut through the first quarter of the 19th century.

As it was with so many things, the 19th century was the era of change for barns. Traditional approaches to constructing and using these buildings changed dramatically in this era. Beginning in the 1830s Connecticut's farmers began to embrace a simple but important change in the planning of their barns: many new ones were constructed with the main door on the gable end rather than under the eaves. This change has two practical results. Rather than shedding rain onto the dooryard, this arrangement guided precipitation away from the barn's doors. It also meant that the barn could be enlarged much more easily, simply by adding another bay to the length of the building.

The next decades would see the introduction of a basement under the barn to allow for the easy collection and storage of a winter's worth of manure from the animals sheltered within the building.

This innovation, aided by the introduction of windows for light and ventilation, would eventually be joined by the introduction of space to shelter more animals under the main floor of the barn. Additionally, the middle decades of the 19th century saw the first use of ventilators or cupolas, now a hallmark of barns.

The middle of the 19th century also brought a new product, tobacco. This cash crop led to the introduction of new farm buildings for the processing of the crop, most notably the ventilated tobacco barn or shed.

Driving many of the innovations of the middle of the 19th century was the growth of publications aimed at making farmers more productive. (In Connecticut, this move to greater productivity was also spurred by competition from the western regions of the growing country.)

While Connecticut had fostered earlier agricultural authors and reformers like 18th century Killingworth resident Jared Eliot, the wave of agricultural periodicals that began in the 1820s had a greater impact on the built environment.

One of the changes to the landscape that grew out of the agricultural literature was the introduction in the century's middle decades of connected barns. These structures tied all of the functions of a farmstead — home, hearth, workplace and barn — into a series of linked buildings. This is the "big house, little house, back house, barn" of nursery rhymes.

The way in which barns were constructed also began to change in this era, with a move toward more standardized practices in timber-framing. This standardized approach would ultimately give way to the balloon framed buildings and the mail order barns of the early 20th century.

The last half of the 19th century also saw the introduction of Federal funding to support agricultural colleges, thanks to the Morrill Act of 1862. In Connecticut, this money first went to Yale before being settled upon the relatively new Storrs Agricultural College in 1893. While this funding bolstered the scientific approach to farming it came as farming in Connecticut was waning.

Another change began occurring towards the end of the century. While many farmers were striving for efficiency to compete with farms in the middle of the country, a new type of farmstead appeared in Connecticut: the gentleman's farm. While fancy barns had been a hallmark of economic success since early in the history of the state, these barns were something new. Men who had made fortunes in areas unrelated to farming began to acquire farms as symbols of their wealth. The barns on these properties were frequently designed by famous architects and were part of giant complexes that combined the luxury of a weekend retreat with the grit of a working farm. Of course, the grit was kept out of sight and the farms were as likely to produce prize animals as saleable crops.

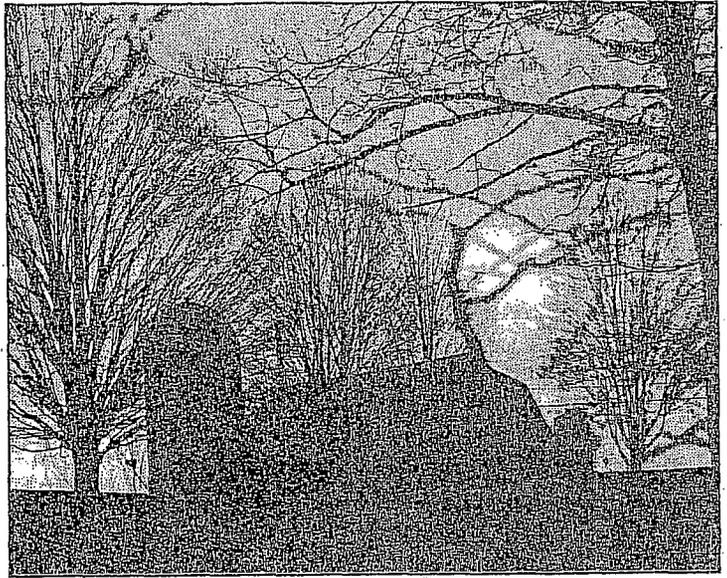
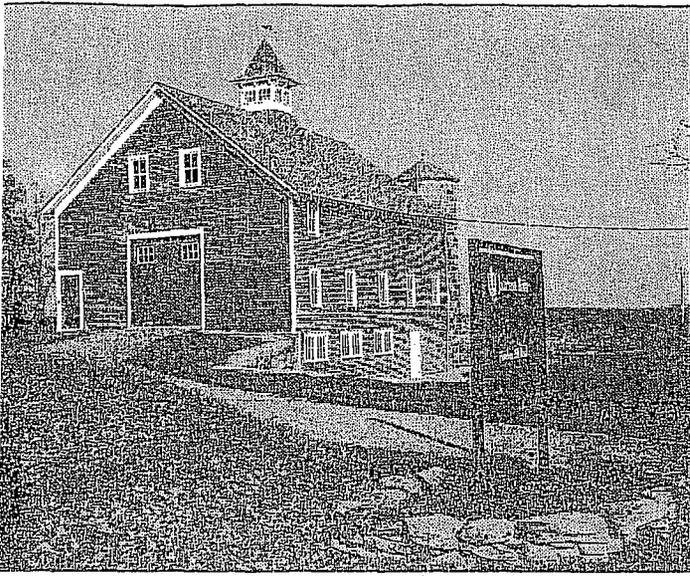
By the end of the 19th century Connecticut's farm population was decreasing. The land had been worked hard for more than two centuries and modern transportation made it harder and harder to compete with the farms of the Midwest. The state would enjoy a slight agricultural renaissance as the abandoned farms that had been traditionally Yankee would be resettled by immigrants from Eastern Europe but even this rebirth would not last long.

These resettled farm families would continue striving to make Connecticut's farms into workable propositions. Not only did they put in the long hours of their predecessors, but they undertook new approaches to finding economic success as well. They made chicken raising into big business. They banded together in to cooperative organizations to take advantage of the increased buying and bargaining powers. And they began some of the state's first agri-tourism, taking in summer guests to their farms.

Although many family farms would continue to operate as suppliers for local population centers — providing city dwellers with eggs, milk and some vegetables — the middle of the twentieth century heralded the decline of Connecticut's farms. Changes in the way American's ate, increasing property values, and the growth of giant agribusinesses meant that farmers had a difficult time making a living.

As farms went out of business, many of their barns became unused. Since the buildings were no longer needed, they were no longer maintained. The result was demolition by neglect. Another threat to the farms and barns of the state also appeared in the second half of the 20th century — development. Since the farms could no longer generate enough income through their produce, a new way of getting money out of the land (often a farm family's largest asset) was sought. The result was the process, which continues today, of turning farmland into developments that have no place for a barn.

While the story seems dismal there are a few bright spots. A small number of Connecticut farms continue to exist, some have even built new barns in the recent past. Some barns are being preserved through adaptive re-use. And with renewed awareness for the important place of barns in Connecticut's past, further progress may be made in preserving this physical reminder of our agricultural heritage.



Fran Funk photos

ABOVE: A Mansfield barn at sunrise. **BELOW:** The Jacobson barn at the University of Connecticut. The town is one of several in the state participating in a survey of historic barns.

Mansfield is pitching in

The Connecticut Trust for Historic Preservation is undergoing a major project to identify and restore the state's historic barns.

And the town of Mansfield, which is certainly home to many historic barns, is jumping in with both feet to contribute to this ambitious effort.

The Mansfield Historical Society and the town's Agriculture Committee plan to survey and document the town's historic barns. The groups are recruiting volunteers to help document local barns, including those at the University of Connecticut. In line with this, they are holding a volunteer training and organizational meeting Feb. 21 in the Buchanan auditorium of the library at 6 p.m. for those interested in helping out.

Todd Levine, agricultural historian with the trust, will provide information on conducting a survey and will give a presentation on different types of barns in Connecticut.

Volunteers will work in teams to photograph barns. Photographs can be either digital or standard prints. Volunteers will also complete survey forms with as much information as possible. Every effort will be made to remain off of the property unless the owner gives permission to enter it.

Those interested in attending the volunteer training, which will include a pizza dinner, should contact the society at 429-6575 or through the web site, mansfieldhistorical@snet.net by Tuesday. In case of bad weather, the session will be Feb. 28 at the same time and place.

The Historical Society is also seeking historic photographs of local barns and farms (as well as information about them) to add to its archives and eventually display in the society museum. In conjunction with the barn survey, the society is sponsoring a Mansfield barn photography contest. It is open to all ages and prizes will be awarded in various categories.

The deadline for submission is May 3 and a selection will be exhibited in the museum. Prizes will be awarded June 1, when the museum opens for the season. Rules and forms are at www.mansfieldct-history.org.

The society and the committee "hope to document the town's rich agricultural heritage, foster an appreciation of its historic barns and encourage their preservation," the groups said. They also hope to "highlight the significant presence of farming in Mansfield today. From larger enterprises like Mountain Dairy to the small hobby farms to, of course, the University of Connecticut's College of Agriculture and Natural Resources, agriculture is an important part of life in Mansfield," the organizations said.

—Terese Karmel

2/20/08

UConn, group to meet over wells

By ZACHARY JANOWSKI
Chronicle Staff Writer

STORRS — The University of Connecticut intends to drill one or two new wells at its experimental agriculture fields and will host an information session Thursday for an area neighborhood association.

The meeting is Thursday at 6 p.m. in the council chambers at the Audrey P. Beck Municipal Building.

It will include a presentation by university representatives Tom Callahan, associate vice president for operations and administration, and Gary Robbins, a professor of hydrogeology.

The university has struggled to manage its water supply in recent years, including an incident two years ago when drought conditions killed fish in the Fenton River. In 2007, the university spent the fall semester with mandatory conservation measures in place and drew water exclusively from its Willimantic River wellfields.

Conservation efforts, such as substituting paper plates in dining halls, allowed the university to use 10 percent less water than the same period in 2006.

The university lifted the mandatory conservation measures last month.

The university organized the meeting with the Hill Association, a neighborhood group made up of residents of Storrs Heights Road.

Andrew McCabe, president of the Hill Association, said the university is hosting the meeting "just to make us feel better about this, I guess."

"The faculty have asked if they could have a well or two wells so that they will have more water," said University spokesman Karen Grava.

Grava said the university grows turf, rhododendrons and new varieties of plants on the agronomy fields.

She said there is already one well at the fields.

Grava said the relative location of the fields and the Storrs Heights neighborhood prompted concern the university wells might affect residential wells.

She said Robbins, the hydrogeology professor, will complete a study to determine the impact the new wells would have on those in the neighborhood.

At the meeting, Grava said, Robbins will explain how he will conduct the study.

Grava said she did not know whether the wells are needed because of increased water usage at the field or if they will make irrigation more convenient.

News in brief

Cell phone violation brings more charges

WILLIMANTIC — A routine motor vehicle stop for using a cell phone brought charges of assault

to dial 911 and Torres allegedly smashed the phone preventing the call from being completed.

According to police, he made contact with the female and threatened to do bodily harm as well.

Police said Torres was stopped

sored by the Andover Hebrew Marlborough Family Resource Center later this month.

The center will hold "Toil Training 101" for parents Thursday, Feb. 28, from 6:30 to 8 p.m. at 25 Pendleton Drive in Hebron. The program gives advice to p

from 4 to 7 p.m. Menu includes baked potato, coleslaw, dessert and coffee. \$6.50-children ages 6 to 12, free-ages

WALK DRIVE

from 11 a.m. to 3:45 p.m. in the Wilbur University of Connecticut campus in Storrs. Contact: (800) GIVE-LIFE.

ART INSTRUCTION

at the Willimantic Public Library, 54 Warrenville Road, Route 89, Storrs. Drawing instruction from 2 to 3 p.m. with instructor Rick Shugrue, art teacher. Topic: cartooning.

Feb. 23

BOOK SWAP

at the Willimantic Public Library, 54 Warrenville Road, Ashford, sponsors a book swap from 2 to 3 p.m. All ages welcome. Swap up to six books. Contact: 487-4420.

RUTH DAY PARTY

at the Willimantic Public Library, 17 Main St., South Windham, sponsors a "y" party, to honor Ruth Ridgeway, at 11 a.m. Contact: 423-5159.

BLUES FEST 2008

The Blues Fest 2008 takes place at the Willimantic Elks Club, 100 Main St., starting at 7 p.m. Food, cash bar and King Cake and the Kingpins. Admission: \$5. Tickets at the Willimantic Public Library and the Mansfield General Store.

visit www.thechronicle.com

PAGE
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the Chronicle, Willimantic, Conn., Saturday, February 9, 2008 3

UConn to study Willimantic River

Probe to center on water supply impacts

By ZACHARY JANOWSKI
Chronicle Staff Writer

STORRS — The University of Connecticut will choose a third party in the coming weeks to complete a study of the impact its wells have on the Willimantic River and the wildlife living in it.

The Willimantic River study will complement an existing study of the Fenton River, mandated after the university drained a section of the river in 2005 that resulted in massive fish kills.

Thomas Callahan, UConn associate vice president for operations and administration, said the university will select a contractor to complete the study in the next several weeks.

Callahan said the university received six responses to the request for proposals issued in December 2007. He said the study will take 18 to 24 months to complete.

According to the request for proposals, the university expects the study to cost less than \$200,000.

Callahan said the Willimantic River study will guide "which wells, what durations and at what amounts" the university will use and "help us understand our total supply under the most stringent conditions."

According to the request for proposals issued by the university, the study will determine:

- Streamflow needs of fish species in the Willimantic River.
- The effect of university well withdrawals on flow.
- Models of well management

that minimize the negative effects on stream flow.

"It will help us understand whether our well withdrawals on the Willimantic wellfield have an impact on the stream flow during low-flow conditions," Callahan said.

The Fenton study advised the university to stop pumping water when flow fell below 6 cubic feet per second.

Dry conditions last summer led to voluntary conservation efforts when the university stopped pumping from the Fenton.

In September, university officials instituted mandatory conservation efforts. The university cut its water consumption by using paper products in the dining halls and setting thermostats higher.

According to Callahan, a water-conservation competition between dorms resulted in a 50 percent cut by the winning dorm, Hanks Hall.

The university is also pursuing long-term conservation efforts.

Callahan said the university would consider adding a reclaimed water facility to reuse water to cool the cogeneration plant on campus.

He said it would save 500,000 gallons per day out of a total registered diversion of 3.1 million gallons per day.

The capability to recycle water to this extent will require three to four years and \$3 million to \$4 million, according to Callahan.



Al Malpa

ing away

, gets a ride from his mother Ann in Street recently. Both hail from

Shaun Allen, 23, of 201 E. Waterbury Road, Naugatuck, was charged with second degree breach of peace Feb. 1. Bond: \$500. Court: Feb. 19 in Rockville.

Daniel Diccio, 19, of 163 Nagog Hill Road, Acton, Mass., was charged with driving under the influence and misrepresentation of age to procure alcohol Feb. 1. Bond: \$1,000. Court: Feb. 19 in Rockville.

Advertisement

Advertisement

Advertisement

HOUSE

OPEN HOUSE SAT. FEB 9TH 12-3
AND SUNDAY FEB 10TH 12-3
373 Squaw Hollow Rd.



**PAGE
BREAK**

Sister Cities Association of Mansfield, Ohio

30 North Diamond Street

Mansfield, Ohio 44902

Item #15

Feb. 1, 2008

Dear Mr. Hart,

It is with great pleasure that we extend an invitation to you and your delegation to visit Mansfield, Ohio for the Sister Cities and Mansfields Around the World Celebration 2008.

We will celebrate June 21-28, 2008 in a series of events to show our city's past, present, and future.

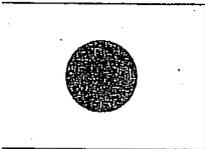
We hope you will join the citizens from Mansfields around the world in celebration of this momentous event.

Sincerely,

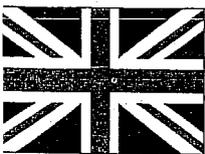
Victoria L. Cochran



Mansfield, OH



Tamura, Japan



Mansfield, U.K.

Sister Cities Association of Mansfield, Ohio

30 North Diamond Street

Mansfield, Ohio 44902

**We're Excited!!
You're Invited!!
We'll ALL be Delighted!!**

To Mansfields and Sister Cities Associations of the World

June 2008 is nearing, the party is planned: a GREAT Celebration is in the making - the only missing ingredient is YOU. Our Guests:

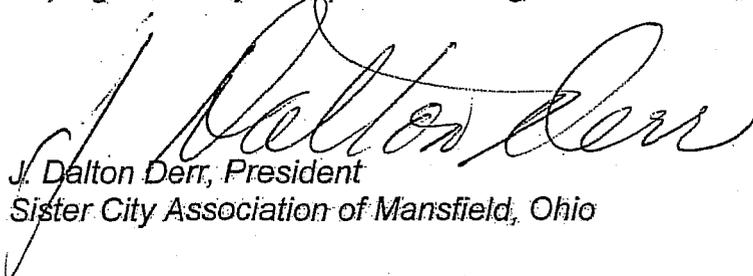
Plan NOW to attend our 8 day, never-to-be-forgotten Celebration June 21 through June 28, 2008 in Mansfield, OHIO, USA. You will be included in parties, trips, dances, banquets, parades - and even a quiet minute or two. All of these events support the purpose of Sister City: to promote peace and understanding through the exchange of educational, charitable, and cultural activities and projects.

We are anticipating 150 visitors for these eight days - all we are missing are YOUR reservations! If you are planning to attend, pass this invitation to others in your Mansfield or Sister City - the more the merrier. If you cannot join us for the Celebration, encourage others to represent.

Included with this invitation are:

- The Celebration Itinerary*
- The Quilt Project Challenge*
- A Mansfield, Ohio Sister City Association Brochure*
- A personal note from one of our Hosts*

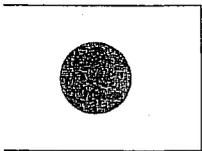
Hoping to meet you in person during the Celebration.



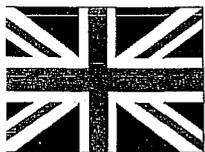
J. Dalton Derr
J. Dalton Derr, President
Sister City Association of Mansfield, Ohio



Mansfield, OH



Tamura, Japan



Mansfield, U.K.

Mansfield Ohio Sister City Celebration 2008

June 21 thru June 28, 2008

Name: _____

Address: _____

E-Mail Address: _____

Home Phone: _____ Cell#: _____

Number Attending: _____ \$300.00 per person (plus day 4 additional cost)

Amount of Check Enclosed: _____

How do you plan to travel to Ohio? By car: _____ By Air: _____

Housing provided with Host Families

Please make checks payable to: Mansfield Ohio Sister City Celebration 2008

Mail to: Wanda Denman 3366 Muskie Dr. Mansfield, Oh 44903

Schedule of Events

Day 1: Event at Art Center (evening)

Day 2: Mansfield Heritage Celebration (at Fairgrounds) and "All That Jazz" (at OSU campus)

Day 3: Tours of Mansfield Companies, Shaw shank, Opening Banquet (at Holiday Inn)

Day: 4 Choice Of:

_____ Cedar Point Amusement Park: \$50.00 (Additional cost)

_____ Lake Erie Island Tour (lunch inc.): \$50.00 (Additional cost)

_____ Golf Outing (lunch inc.): \$75.00 (Additional cost) # _____ of players participating

_____ Local Shopping:

Evening neighborhood parties

Day 5: Amish Country Tour and Dinner

Day 6: Columbus State House tour and lunch
Malabar Farm Dinner and Barn Dance

Day 7: Mansfield Bicentennial Festival Downtown and Richland Academy
Gala Concert and Afterglow (evening event)

Day 8: Bicentennial Parade
Kingwood Reception
Closing Banquet (evening)

Looking forward to seeing you.

Check the Mansfield Sister City Web Site for Schedule of Events Details:

Sistercitiesofmansfieldohio.org

MANSFIELD, OHIO 2008 SISTER CITIES CELEBRATION

HOUSING PROFILE

June 21 thru June 28, 2008

**lease use this form to type your information and send with Registration form to:
Wanda Denman 3366 Muskie Dr. Mansfield, Ohio, 44903 (Phone/Fax 1-419-589-6892)
-mail address: wandad1@gmail.com, Housing is provided with Host Families**

ame: _____

ddress: _____

Home Telephone# _____ **Cell#** _____

-mail address: _____

ge: _____ **Occupation:** _____

Will you have a vehicle: _____ **?**

llergies: _____

Smoking Preference: Non-smoking _____ **Smoking:** _____

ny Special Needs: _____

Travel Plans to Mansfield: Car: _____ or Air: _____

obbies, Interests: _____

Other _____

Celebrate Mansfield Quilt Challenge

Mansfield, Ohio, USA, celebrates its Bicentennial June 21 through June 28, 2008. Visitors from sister cities in the USA, England, Canada, and Japan will be part of the festivities.

Residents of Mansfield Sister Cities everywhere are invited to participate in a "Celebrate Mansfield" Quilt Challenge by submitting a quilt that depicts a person, place, or thing peculiar to "your Mansfield."

Quilts will be on display during the June 21 through 28 Celebration. They will be judged by a three-judge panel. First, second, and third place awards as well as a viewers' choice award will be presented at the closing banquet June 28. Quilts will then be returned to senders or auctioned during the closing banquet to benefit the Mansfield, Ohio, Sister City Youth Education Fund.

How to be a part of this exciting challenge:

1. Make a quilt 18 inches by 18 inches (46 cm by 46 cm) that expresses the theme "Celebrate Mansfield."
2. Your quilt may be pieced, appliquéd or a combination of techniques. It may be an original design or it may incorporate traditional quilt designs.
3. Your quilt may be hand or machine quilted and must be a minimum of 3 layers, one of which must be batting.
4. Your quilt must measure 18 inches by 18 inches (46 cm by 46 cm)
5. Your quilt must have a sleeve sewn to the top back for hanging. The sleeve opening must be 4 inches wide and must be attached so that it will not show when the quilt is hanging.
6. The entry must have a cloth identification label sewn to the bottom right back corner of the quilt with the same full name and address that appears on the official entry form. The label should also contain the title of the quilt.
7. Your entry must be received at the address below by May 1, 2008 to be included in the show.
8. The entry must be accompanied by a signed copy of the official entry. If you would like your quilt returned to you at the end of the Celebration, please also include a \$10.00 check in US funds with your entry. Make the check payable to Mansfield, Ohio, Sister City. If there is no \$10.00 check your quilt will be sold at a silent action held during the closing banquet June 28, 2008. Proceeds will be donated to the Mansfield Sister City Youth Education Fund. The Challenge Quilt, entry form and check must all be in the same shipping carton. Mail entries to:
Quilt Challenge, 1105 Briarwood Road, Mansfield, Ohio 44907 USA
9. If you would like notification of receipt of your entry, please also enclose a self-addressed stamped postcard.

Official Entry Form

“Celebrate Mansfield” Quilt Challenge

(Please Print)

Name _____
Mailing Address _____
City/Province _____ State _____ Zip _____
Country _____
Home Phone _____ e-mail Address _____

Describe Entry (For identification purposes)

Technique:	Applique	Pieced	Mixed
	Original	Traditional	Adapted

_____ I would like to donate my quilt to the auction with proceeds to benefit Mansfield Sister City Youth Education Fund.

_____ I would ^{like} my quilt back. My check for \$10.00 in US funds for return/handling is enclosed.

I, _____ understand it is my responsibility to insure my item with my own insurance agent. Although items are carefully packed and tracked, Mansfield Sister City is not responsible for any damage or loss that may occur. There is no restriction for photography of this piece. Entries may be included in event publicity and will be featured in a CD which will be available for purchase for \$10.00 at the end of the show.

Signature _____ Date _____

Entries must be received by May 1, 2008 to be a part of the show.

Mail this form and quilt to:
Quilt Challenge, 1105 Briarwood Road, Mansfield, Ohio 44907 USA

Note: We encourage multiple entries to the Challenge from Mansfields everywhere. You may copy this form and the entry requirements, or request additional copies from Quilt Challenge, 1105 Briarwood Road, Mansfield, Ohio 44907 USA.

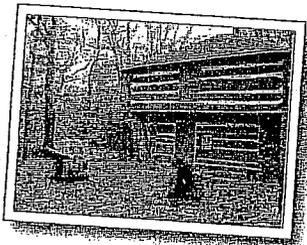
The city of Mansfield, Ohio will be celebrating its 200th birthday in

2008. An event like this comes along once in a lifetime.

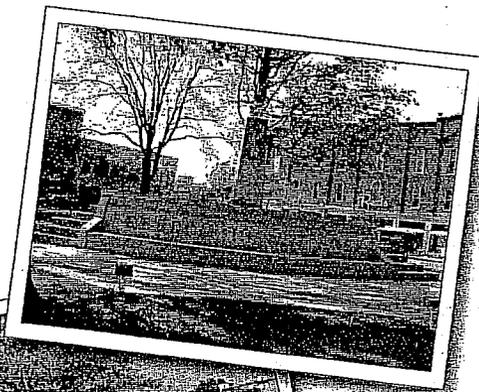
Come and help us celebrate. Many

events and activities are in the process of being planned. Some of these events include a heritage celebration, parades, concerts, film festivals, afterglows & more.

Come join us in Mansfield, Ohio for this once in a lifetime celebration.



Mansfield, Ohio is a beautiful city located in the foothills of the Apalachian Mountains, a place which approximately 50,000 people call home.



For more information: Ron & Wanda Denman
419-589-6892 • wandad1@gmail.com
<http://www.sistercitiesofmansfieldohio.org>



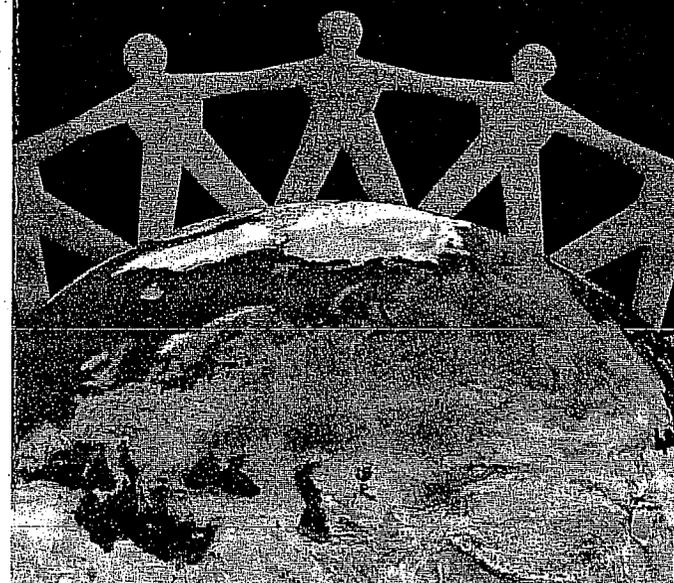
Celebrating Friendships of
Mansfields Around The World

Sister Cities Association of Mansfield, Ohio, Inc.

Help us celebrate our

Bicentennial

Sister Cities of Mansfield, Ohio Schedule of Events



Friday, June 20th, 2008

Friday Night Lights – Sports banquet at Mansfield Senior High School commons.

All Star football game – Arlin Field, Alumni band plays at halftime.

Saturday, June 21st, 2008

Arrival & Registration at Mid Ohio Educational Service Center, 890 W. 4th St.

Bravo Mansfield! – Opening party at the Art Center – music, major art show, regional foods, cash bar, procurement, displays of Mansfield/Sister City art.



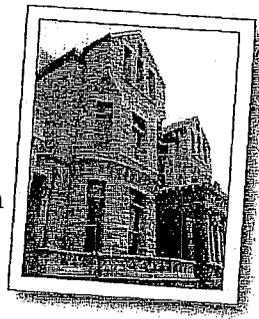
Sunday, June 22nd, 2008

Rejoice Mansfield! Ecumenical worship time in grand stands • All Day – Heritage Celebration, Highland County Fairgrounds, 3 stages, entire grounds, all buildings full, Chautauqua, talent show, major music, Civil War enactment, muzzle loaders, vintage cars, memorabilia, mustache/beard contest, quilt display, vintage dress, bingo, logging, square dancing, tap dancing, etc.

- And All That Jazz, OSU – Founder’s Auditorium, Dr. Tom Croghan and Friends. Reception to follow.

Monday, June 23rd, 2008

- Visit local industries: General Motors, Newman Technology, Gorman Rupp



- Reformatory with tours and lunch, introduction of guests, movie Shawshank Redemption

- Opening Banquet – Holiday Inn, introduction of guests, flag presentation & ceremony, Fun Center Chordsmen, Miss Ohio.

– Choice of Cedar Point Amusement Park or Put-in-Bay (Lake Erie Island) or Local events (golf outing)

– Evening neighborhood parties.

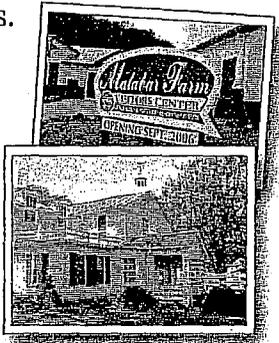
Day 5 – Wednesday, June 25th, 2008

– All day trip into Amish Country – full day of amazing experiences by bus that includes lunch and dinner. Possible sites – Graham Dunn Gallery, Lehman’s Hardware, Mary and Duke’s Amish farm, Behalt Amish Mennonite Heritage Center, Wendell August, The Farm at Walnut Creek, dinner at Der Dutchman.

Day 6 – Thursday, June 26th, 2008

– Columbus Ohio State House tour. Lunch in Atrium with various guests. Possible side trip to Ohio Stadium.

– Malabar Farm – BBQ dinner, barn dance, visit from “Louis Bromfield”, tour of big house, bonfire, stories, hayrides. Guests and hosts.



Day 7 – Friday, June 27th, 2008

– Downtown Mansfield – “Mansfields of the World” sign dedication, walking tours of city building, Richland Academy with program.

– lunch, library with time line, museum, carousel, downtown square.

– Gala Concert with The Mansfield Symphony, Chorus, Sylvia McNair (Two time Grammy winner), Beth Newdome (Nationally known violinist) and other recognizable guest performers. Music will feature Patriotic to Pop with audience participation. Afterglow in the ballroom.



– Possible breakfast with guest speakers. Visit Bicentennial Park – (plant trees). Bicentennial parade – floats, vintage cars for each contingent.

– Bicentennial Downtown Festival on the square.

– Kingwood reception – walking tours, historical figures on grounds, Ohio wines, food, dulcimers, show, band in courtyard.

– Closing banquet at Mansfield Senior High School with dinner & music.

– Music on the square.

Day 9 – Sunday, June 29th, 2008

– Guests depart for home from Mid Ohio Educational Service Center. Bicentennial Festival on the Square includes ecumenical worship, family picnic, ice cream social, barbershop quartets, brass quintet, gospel quartet, folk groups, various bands, Hands around the Square.

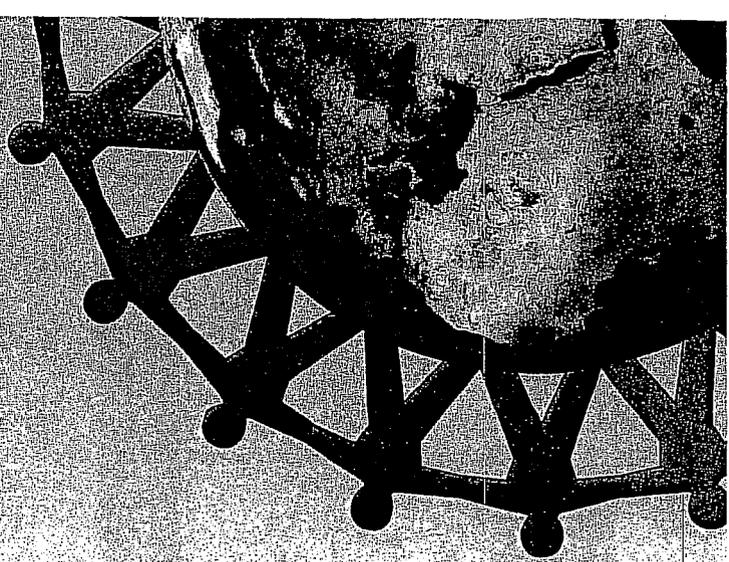
– Film Festival held at the Renaissance Theatre.

Help us celebrate



Sister Cities

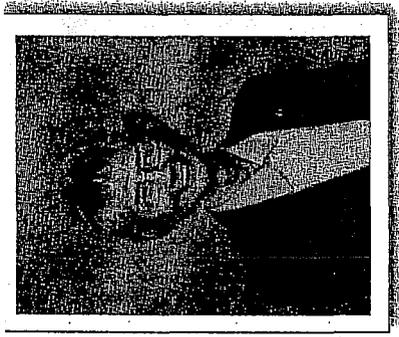
Celebrating
Friendships
of Mansfields
Around
The World



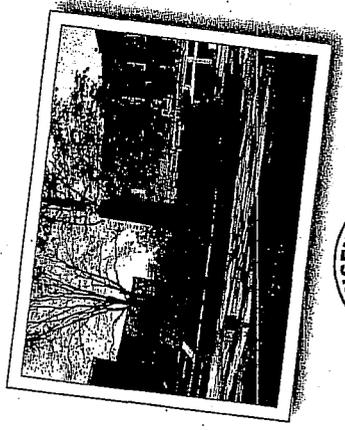
MANSFIELD • OHIO

I thank you for visiting the City of Mansfield. I extend warm greetings to both first time visitors and repeat visitors and hope you will return again."

Honorable Lydia J. Reid
Mayor
lreid@ci.mansfield.oh.us



Mansfield, Ohio is a beautiful city located in the foothills of the Appalachian Mountains, a place which approximately 50,000 people call home.



Yes! I/we would like to join the Sister Cities Association of Mansfield, OH.
Enclosed is my/our check for \$ _____ for _____ membership(s) for 2006-07. Membership is \$20/per person.

I would like to be a supporter. Amount enclosed \$ _____

Name: _____

Address: _____

Phone: _____

Email: _____

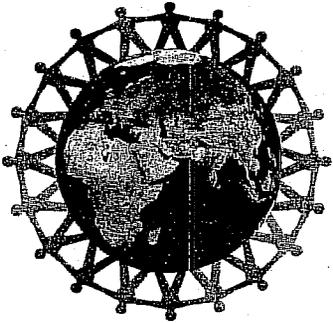
Make checks payable to:

Sister Cities Association of Mansfield, OH, Inc. • Mayor's Office • 33 N. Diamond Street • Mansfield, OH 44902

Involvement Opportunities

- Membership
- Educational
- Fundraising
- Cultural Program
- History
- Nominating
- Social
- Constitution
- Publicity
- 2008 Celebration
- Host/Hospitality

ur purpose is to
omote international
nderstanding through
ultural, educational
nd youth exchanges.



Reasons To Join

- Interacting With Other Mansfield Cities Around The World
- Traveling to other cities, states, & countries
- Socializing Activities
- Learning About Other Cultures
- Making New Friendships
- Getting Involved in the Community

2008 Celebration

Mansfield, Ohio will be
turning 200 years old in
2008. All our Sister Cities
will be coming here to
celebrate with us.

200 Years!



The Sister City International was started by President Eisenhower in 1956 (after World War II). He wanted people of the world to become friends as a peace-keeping initiative between nations. Sister Cities focuses on good-will gestures, specifically educational and cultural exchanges.



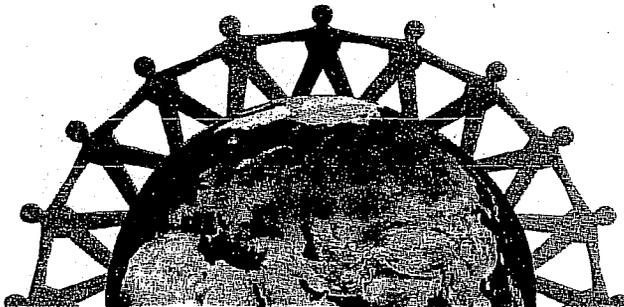
In 1961, our first Sister City was Dar-Es-Salaam, Tanzania (East Coast of Africa). We became the first American city to have an African Sister City.



Mansfield City Council adopted legislation in March 1989, authorizing the Sister City relationship with Mansfield, England.

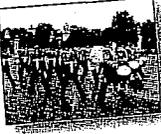


Tamura (formerly known as Funehiki), Japan, became the third Sister City in October 2000.



Sister Cities Association of Mansfield, Ohio, Inc.

1998 England visits Ohio



2000* Millennium Celebration
All Mansfields visit England

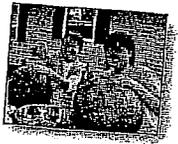
2001 Ohio visits Japan



2001-05 .. Japanese Youth/Adults visit Ohio

2004* All Mansfields visit Massachusetts

2006 All Mansfields
visit Michigan



2007 Ohio visits Japan

2008* All Mansfields
visit Ohio



* International Celebration

*Did you know there
are 23 Mansfields
in the United States?*

Monthly Meetings



Meetings are held on
the fourth Thursday
at 7 p.m. every month
except Nov. & Dec.
(3rd Thurs.)

For more information, call the Mayor's office at
419/755-0626



TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER

Matthew W. Hart, Town Manager

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

February 22, 2008

Ms. Cynthia van Zelm
Executive Director
Mansfield Downtown Partnership, Inc.
- Interoffice Mail -

Re: Storrs Center project; request for status report

Dear Cynthia:

Thank you for the good work the Mansfield Downtown Partnership has done to bring Storrs Center closer to fruition. The project remains a top priority for the Town, designed to provide many benefits to the local community as well as to the region and the state. We are pleased with the progress that has been made over the last few years, culminating in local zoning approvals last summer. With all the key project approvals in place, or under consideration, the focus shifts to the Partnership's comprehensive review of project economics including an updated evaluation of private and public financing, commercial leasing, and a benefit analysis. After many years of planning, it is significant that the project is moving forward into the construction phase, with the detailed economic analysis underway.

As you know, the Town Council recently has begun to consider financing options for the Dog Lane 1 building. I believe that in order to proceed with the Dog Lane 1 building, the Town Council would benefit from a fuller understanding of these details, including the Town's expected role in financing the public components of the project, as well as the economic benefits that will accrue to the Town. To assist the Council with its deliberations, I have informed the members that I intend to ask the Downtown Partnership, as the town's municipal development agency for Storrs Center, to provide a comprehensive update concerning the overall status of the project.

I am therefore writing today to request a report from the Partnership to the Town Council regarding the status of the Storrs Center project. In your report, please detail the project's progress with respect to acquisition and site control, tenant relocation, permitting, tenanting, financing, infrastructure planning, construction schedule, and plans for financing the operations and maintenance of the project's private and public components once construction is completed.

Ideally, the Partnership's report will provide a current update of the projected economic impact of the project.

In addition, I would like a breakdown of the public components of the project, particularly a description of those elements of the project that are expected to be owned, managed and maintained by the Town of Mansfield. Related to this point, I request an update concerning public funding and financing for the project, specifically for relocation activities, improvements to Storrs Road, the Dog Lane 1 building, the parking facilities and any other component of the project for which the developer is seeking public funding. Please detail the grant funding received from state and federal sources for the various elements of the project, as well as any anticipated shortfalls in funding. It would also be helpful for the Partnership to provide recommendations as to how any funding gaps could potentially be addressed, including any local financing options and recommended terms and conditions for their release, for the Council's consideration.

A written report prepared in collaboration with the developer, LeylandAlliance, LLC, and presented to the Town Council in early April, would be most helpful.

I appreciate your assistance with this request and look forward to your report.

Sincerely,



Matthew W. Hart
Town Manager

CC: Town Council
Maria Capriola, Assistant to Town Manager
Jeffrey Smith, Director of Finance
Gregory Padick, Director of Planning
Lon Hultgren, Director of Public Works

The Mansfield Buzz

March is National Nutrition Month®

March is National Nutrition Month®! This year, the American Dietetic Association has chosen the theme, "It's a Matter of Fact" for their promotional efforts. Here are the top 10 nutrition facts **they want you to know:**

1. Eating right doesn't have to be complicated. Use Mypyramid.gov to develop a personalized plan for lifelong health.
2. The best nutrition advice is based on science. Before adopting any changes to your diet, be sure the information is based in scientific fact.
3. Get your food and nutrition facts from the expert: a registered dietitian. RDs are uniquely qualified to translate the science of nutrition into reliable advice you can use every day.
4. Balancing physical activity and a healthful diet is your best recipe for managing weight and promoting overall health and fitness.
5. Think nutrient-rich rather than "good" or "bad" foods. The majority of your food choices should be packed with vitamins, minerals, fiber and other nutrients – and lower in calories.
6. Look at the big picture: No single food or meal makes or breaks a healthful diet. Your total diet is the most important focus for healthful eating.
7. Prepare, handle and store food properly to keep you and your family safe from food-borne illness.
8. Don't fall prey to food myths and misinformation that may harm rather than benefit your health.
9. Read food labels to get nutrition facts that help you make smart food choices quickly and easily.
10. Find the healthy fats when making food choices. By choosing polyunsaturated or monounsaturated fats, you can keep your saturated fats, trans fats and cholesterol low.



Volume 2 Issue 3

March 2008

Time to Take your HRA

The Health Risk Assessment tool is updated and ready for YOU!

Log on today to receive your free, confidential & personal health assessment

Find the HRA link:
www.ehd.org/be_well

Tofu: It's Not Just for Vegetarians!

Have you tried tofu lately? Tofu has many nutrients that make it a healthy addition to any diet. Tofu is soybean curd, and can be used in many types of dishes to replace meat or enhance the nutrient content of the recipe. It is great as a dessert; dip or spread; or main dish. Try a tofu cheese cake, tofu morning spread or grilled tofu cutlets. It is important to remember that tofu has no flavor of its own, and

takes up the flavor of whatever it is mixed with (like unflavored gelatin; so don't eat it out of the carton!). To use as a meat replacement, purchase extra firm tofu and freeze before using; then slice or crumble. Always press out as much water as possible before using in *any* recipe. Tofu can usually be found in the produce section of the grocery store. Find a tasty recipe for tofu on the back of the newsletter!

Health Tip!

The National Institutes of Health notes that

MEDITATION can be used in the management of many chronic health issues including depression, stress, and insomnia.

It is also used for **OVERALL WELLNESS**

Be Well!

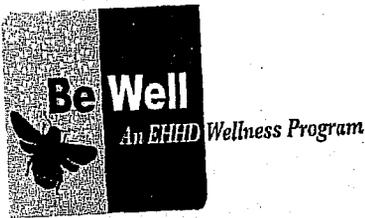
4 South Eagleville Rd
Mansfield, CT 06268

Phone: 860-429-3361

Fax: 860-429-3321

Email: be_well@mansfielder.org

An EHHD Wellness
Program



Looking for some research-based life habits to take up (or reinforce)? A recent article from WebMD suggests thirteen key Healthy Habits that can make a difference in your health and wellness:

1. Eat Breakfast Every Morning
2. Add Fish and Omega-3 Fatty Acids to Your Diet
3. Get Enough Sleep
4. Make Social Connections
5. Exercise for Better Health
6. Practice Good Dental Hygiene
7. Take Up a Hobby
8. Protect Your Skin
9. Snack the Healthy Way
10. Drink Water and Eat Dairy
11. Drink Tea (caffeine-free & unsweetened)
12. Take a Daily Walk
13. Plan

The WebMD article spells out some pretty convincing arguments to support these tips. Read the entire article at http://www.webmdhealth.com/nl/niv.aspx?id=gbcJ6BUhl_U=&s=10807&p=8841

Or contact Be Well for the article.

If you have ideas or suggestions on how Be Well can better meet the needs of your workplace, please call or email our program.

Tofu Parmigianino

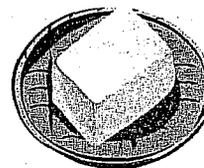
From allrecipes.com

4 Servings

Nutrition Facts per Serving:

- 1/2 cup seasoned bread crumbs
- 1 T Italian seasoning, divided
- 12-16 oz extra firm tofu
- 1 tsp minced garlic
- 5 T Parmesan cheese
- 8 oz can tomato sauce
- 4 oz mozzarella cheese

Calories: 286
Total fat: 12 g
Saturated fat: 5 g
Cholesterol: 21 mg
Sodium: 844* mg
Fiber: 2 g
Protein: 24 g
Carbohydrate: 18 g



Tofu can be used as a meat substitute or to enhance the nutrient content of other recipes

1. In a small bowl, combine bread crumbs, 2 tablespoons Parmesan cheese, 1 teaspoon Italian seasoning.
2. Slice tofu into 1/4 inch thick slices, and press out water. One at a time, press tofu slices into crumb mixture, turning to coat all sides.
3. Spray a skillet with non-stick spray. Cook tofu slices until crisp on one side; turn, and brown on the other side.
4. Combine tomato sauce, garlic, and remaining Italian seasoning. Place a thin layer of sauce in an 8 inch square baking pan. Arrange tofu slices in the pan. Spoon remaining sauce over tofu. Top with shredded mozzarella and remaining 3 tablespoons Parmesan.
5. Bake at 400 for 20 minutes

Serve with fresh garden salad, whole wheat pasta & steamed broccoli

* To reduce the sodium content, use low sodium tomato sauce and plain bread crumbs with additional Italian seasoning

Active Living Tip:

Moderate physical activity 10 minutes at a time, three times a day provides health benefits.

~ 30 minutes a day ~

How can you slip your 30 minutes in?

10 minutes in the morning, at lunch & after work?
15 minutes before work and 15 minutes after work?

YOU CAN DO IT!



Mansfield Community Center

Member Survey Analysis

January/February
2008

Compiled by Sharon Glasson
Member Services Coordinator

Purpose: Member Surveys were distributed during “meet and greet” sessions with Member Services Coordinator on three different occasions. Members were notified by email, and through flyers and word of mouth at the Community Center. The goal was to determine general member opinions on several characteristics of the Mansfield Community Center facility, staff and programs. Meet and Greets were at different times of the day to capture different user groups. They were held on:

- Wednesday, January 30th 9:30-11 a.m.
- Monday, February 4th 6:30-8 p.m.
- Monday, February 11th 6:30-8 a.m.

Research Methods: The survey (attached) asked how often the respondent typically visits the Mansfield Community Center and what areas of the facility they enjoy using. A rating system (5=excellent...1=poor) was used to determine member satisfaction regarding twenty-two different areas or qualities of the facility, staff and programs. There were also blank spaces available for members to write what changes they would like to see at the Community Center as well as an area for general comments.

Results: A total of forty-eight members participated in the survey.

Of that number, center usage was indicated:

- 5 or more days per week: 18 respondents (38%)
- 2-4 days per week: 28 respondents (58%)
- One day per week or less: 0 respondents
- A few times per month: 1 respondent (2%)

The area(s) of the facility that they enjoyed using was reported as follows:

- Fitness Center: used by 32 respondents (67%)
- Lap Pool: used by 19 respondents (40%)
- Therapy Pool: used by 12 respondents (25%)
- Gymnasium: used by 15 respondents (31%)
- Fitness Classes: used by 6 respondents (13%)
- Walking/Jogging Track: used by 20 respondents (42%)
- Family events: used by 6 respondents (13%)

The satisfaction rating averages were averaged among the respondents (attached).



Mansfield Community Center

Member Survey

Please take a few moments to complete this survey. Your input and comments will be very helpful as we continue to work to improve the Community Center and make it even better.

How often do you visit the center?

- 5 or more days per week 2-4 days per week once per week or less a few times per month

What do you enjoy most about the center (Please check all that apply):

- Lap pool Therapy Pool Fitness Center Gym Fitness Classes Track Family Activities

What changes would you like to see at the Community Center? _____

How would you rate the following? (5= excellent, 4= above average, 3= average, 2= fair, 1= poor)

	Rating		Rating
GENERAL	-----	FITNESS	-----
Staff knowledge		Fitness equipment orientations	
Staff friendliness		Fitness equipment quality	
Staff helpfulness		Quality of fitness classes	
Center facilities		Staff	
Center cleanliness		YOUTH/FAMILY PROGRAMS	-----
General programs		Family Fun Events	
Hours of operation		Youth Activities/Programs	
Overall Management		Teen Programs	
Parking		'Tween Programs (grades 5-8)	
Program registration		Child Care	
AQUATICS	-----		
Swim lessons			
Pool Schedule			
Staff			

General Comments: _____

Name: _____

Address: _____

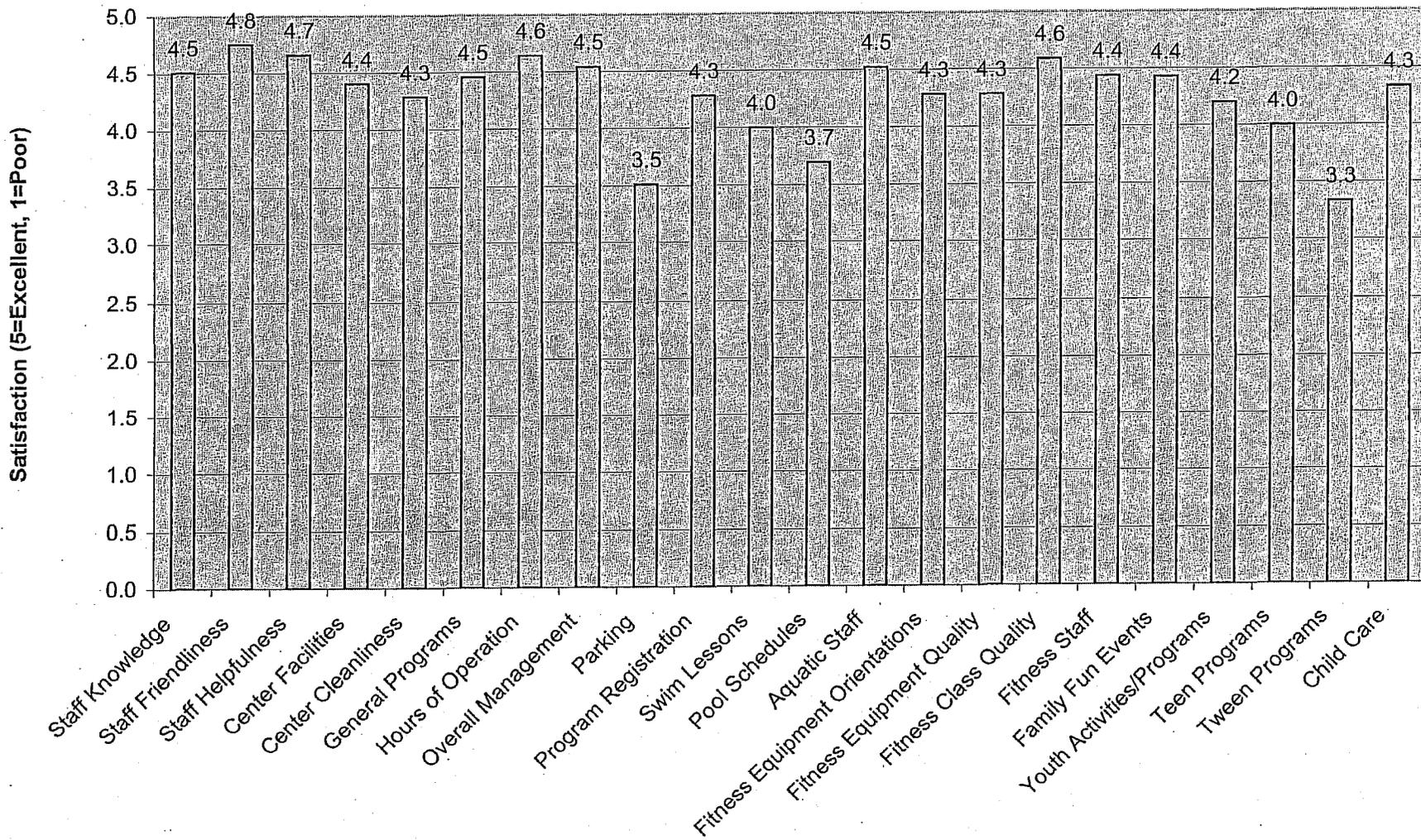
Town: _____ State: _____ Zip: _____

Email Address: _____

Yes, I am interested in participating in Member Focus Groups.

I am not interested in participating in Member Focus Groups.

Member Surveys January 2008



Facility Amenities and Characteristics

Requested Changes:

- *"None that I can think of. You are very responsive to suggestions we make at the front desk. Pool temperature is perfect!!"*
- *"The payment schedule. I think there should be another alternative to facilitate payment monthly."*
- *"More parking."*
- *"More room between exercise machines; machines placed to be able to view the court area."*
- *"More elliptical machines"*
- *"More parking. More cleaning of locker room. Another pool!"*
- *"More lap swimming night times for adults."*
- *"Better weights. A wider range of evening classes."*
- *"Several years ago the bathroom/locker facilities were kept impeccably clean. Now they are not kept nearly as clean. Dirty floors, toilets, dispensers that are empty or don't work."*
- *"More parking. A few more stationary bikes."*
- *"It's great the way it is. Keep up the good work."*
- *"Longer hours on Sunday. Early hours on that day, but keep the 9pm closing time."*
- *"Better maintenance"*
- *"More toddler activities, family events."*
- *"More childcare times, all day please."*
- *"More parking, more structured learning in the day care."*
- *"More equipment needed for back"*
- *"Gymnastics for smaller children"*
- *"More open pool times during 9-3."*
- *"More activities for teens/pre-teens."*
- *"Add a sauna. Coffee after noon."*
- *"More free weights... but you don't have the room..."*
- *"Good for me as is. Remove junk food, use healthy snacks."*
- *"Take out the junk food machines. Put in healthy snacks."*
- *"Lap pool at lap times for laps only. Do not allow people to take up a lane to exercise when they could use the therapy pool. Do not schedule Master's swim class during busiest lap swim time."*

General Comments:

- *"A wonderful community resource."*
- *"I love the community center!"*
- *"I would like to see camp scholarships given by the Center. I understand it you have to apply at Town social services."*
- *"I love it here! We are so fortunate it's here. I wish we had it when my kids were little."*
- *"I love cable on the elliptical. It makes me come at least three times as often as I would without it. Great job keeping it clean! Keep it up! Don't slack!"*
- *"I have enjoyed working out here and always feel welcome. The friends I've introduced keep coming so keep up the good work."*
- *"Kids in the locker room often leave messes"*
- *"This place is the best thing to ever happen in Mansfield since I came here in 1953."*
- *"Love aqua kick w/ Christina & fitness classes w/ Jodi. I love that members can sign up for fitness classes first regardless of whether Mansfield resident. Problematic finding parking space when coming for classes between 5-6:15. Very annoying when can't find space. I hate it when kids are running around track when I'm trying to do laps after fitness classes – walking track is serious business. I like waiting room with computers/couches."*
- *"Love the facility! Would suggest hiring more professional staff for the fitness desk. I can't tell you the number of times I've seen some of those kids talking about other staff members behind their backs in front of the customers. There was this one girl who spent more time talking on her cell in the ladies room than actually staffing the desk. Is that what members' fees are paying for?"*
- *"I've been a member from the beginning. It's been a great experience."*
- *"Some disabled equipment was not repaired for a month. I am bothered by fitness instructors on microphones whose voices carry outside the studio. Some people on equipment chatter constantly (not your fault) I was very upset when the center removed art from the wall because a member objected to it; if art does not provoke, why bother doing it?"*
- *"Love this place. Great place to work out from Oct. to June which is the time I use it."*
- *"Please replace clipboards (one) by bikes and make sure each has a pen. Please consider "senior" center fee or fitness/pool fees reduced."*
- *"Love Nicole for swim lessons. If you could only clone Lynda – LOVE HER."*
- *"Therapy pool- cleaning often needed"*
- *"I don't like that there are kids classes offered on Sunday mornings. We attend church and have missed a good class because of that. I like the TVs on the new fitness equipment. Family programs are nice."*
- *"I'm 82, my wife 75. We only use the exercise equipment 3 days per week. A reduction in our fees would be welcome. Fixed income. Not enough light in the reading room on dark days."*
- *"So happy that you offer all that you do. Parking is a real problem though, especially with small children"*

- *"I think the therapy pool need more clean comition(?). Sometimes the pool was very dirty."*
- *"It is hard to fit the needs of everyone. I think the MCC has done a great job."*
- *"A great plus for the town. Keep requesting the funds you need for a first-class operation."*
- *"I miss the pressure in the showers. Any hope of getting it back sometime?"*
- *"Good place, keep up the good work."*
- *"Dust bunnies on the track. Problem w/ slippery floors in bathroom, have watched many people almost fall. What to do?"*
- *"This is a wonderful facility. Thanks so much."*
- *"Good use of personal trainers. Like warm temp of therapy pool."*
- *"Excellent Center."*
- *"It would be great to institute a sign out policy for pool sticks and ping pong paddles. A member must turn in an ID to get them, and they should be charged for damaged equipment. The pool sticks and ping pong paddles are ALWAYS in horrible shape."*
- *"See comment above on scheduling pool during busiest lap times needed by general membership during AM and PM."*

PAGE
BREAK

y Lombard
Pleasant Valley Road 860-423-2429
sfield Center, CT 06250
berries: ready picked and pick your own, call
picking times. Farm stand with other seasonal
and vegetables open daily 8am to 6pm June to
ember.

npkin Paul's Farm (1979)
Peters 860-429-8449
berries, June-mid July daily.
pkins, Sept.-Oct. daily.
for picking times and location.

und the Bend Farm (1997)
ii, Charlie, Mark and David Galgowski
Baxter Road 860-429-7094
rs, CT 06268
pkins, tomatoes, peppers, green beans,
umbers, squash.

ples Farms (1994)
ard Staples
atoes and other vegetables. Sold at Willimantic
mer's Market, July-Oct., Tues. p.m. and Sat. a.m.
Coventry Farmer's Market, June-Oct., Sun. am.

rrs Farmers Market Assoc. (1995)
me for the fresh, stay for the fun"
inis Pierce
Storrs Farmers' Market
Box 85 860-942-7648
rs, CT 06268
erables, flowers, maple syrup, bedding plants,
ed goods, lobster, fish, shrimp, eggs, cheese,
natural craft items, honey, bread, and specialty
is. Adjacent to EO Smith High School, on
rdays 3-6, May 12 until November 17, rain or
ie. Cooking demonstrations, musicians, food
ing, firetrucks.

E.O. Smith High School
1235 Storrs Rd. 860-487-0528 or
Storrs, CT 06268 487-0877 x2315
Christmas trees, honey, pumpkins, bedding plants
poinsettias, and Easter lilies at the school from
Oct- June, Mon.- Fri. 8-3 plus selected weekends
on many products. Call for more information.

Tanglewood Farm (1966)
Don & Joan DeBella
720 Warrenville Rd. 860-429-6868
Mansfield Center, CT 06250
Farm fresh eggs, cord wood. Call for availability.

Thistle Springs Farm (1960)
Ed Hall
Manfield Hollow Ext.
Wholesale hay and beef.

**Thompson's Christmas Tree Farm
(1955)**
Maurice Thompson
308 Browns Rd.
Storrs, CT 06268
Christmas trees at the farm beginning the Saturday
after Thanksgiving, Wed.- Fri. 12-4 and weekends 9-4.

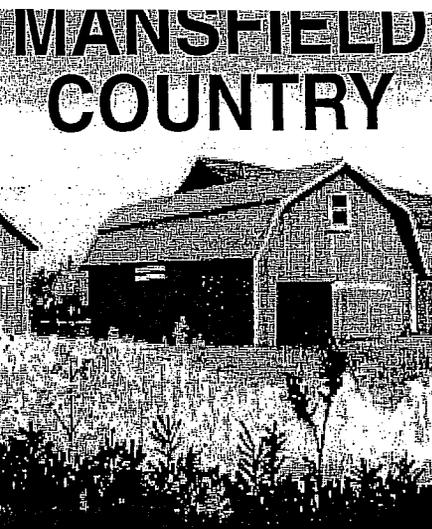
Thompson and Sons, Inc. (1875)
54 Middle Turnpike 860-429-9377
Mansfield Depot, CT 06251 fax 860-429-9378
www.gmathompson.com
Feed and needs for animals, pet supplies, bedding,
hay, straw, fertilizer, and lawn and garden needs.
Mon.-Fri. 8-5:30, Sat. 8-3.

Dairy Bar (Mon.-Fri. 10:30-5, Sat. & Sun. 12-5,
extended hours June-Aug.), plants & flowers at
Floriculture greenhouse (Sept.-mid-June, Mon.-Thur.
12:30-4, Fri. 12:30-3), livestock (annual sales).
Visit barns 10-4 daily.

Windover Farm (1986)
Charles Bradley
Warrenville Rd.
Wholesale heritage breed Livestock.

() = first year of operation

For more information call Mansfield
Parks & Recreation at 429-3015 x204
or visit www.mansfieldct.org



Agricultural Products & Services

Produced by:
Mansfield Agricultural Committee and
Mansfield Parks & Recreation Department



May 2007

iley's Maple Syrup & Honey (1951)
 George L. Bailey, Jr.
 Crane Hill Rd. 860-423-2136
 Storrs, CT 06268
 Maple syrup and honey sold at the farm and Storrs Farmers Market. Visits by appointment only.

eezy Acres Percherons (2000)
 and Susan Cyr
 5 Bone Mill Rd. 860-429-8434
 Storrs, CT 06268
 Festive driving horses, wagon rides, weddings & special occasions. Call for appointment.

eezy Heights Farm (1902)
 Bill Palmer
 6 Crane Hill Rd. 860-450-1733
 Storrs, CT 06268
 Fruit and vegetables sold at the farm from June - October, 10 - 6 daily.

edar Ledge Tree Farm (1984)
 Ken and Mindy Cone
 10 Coventry Rd. 860-423-5690
 Mansfield Center, CT 06250
 Christmas trees, wreaths, garland, and boughs sold at the farm from the weekend after Thanksgiving until Christmas, Sat. and Sun., 9-4. Also Mon. thru Fri. in Dec., 12:00-4:30, tagging with deposit. Carts and saws provided. Tractor ride. Christmas shop. Natural stone for walls, walks, patios and accent buildings.

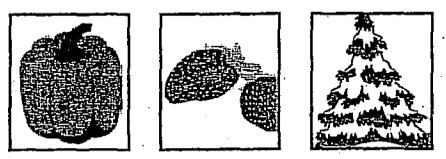
oxfire Farm (1998)
 Elisa Santee and William Trietch
 85 South Bedlam Rd. 860-455-0739
 Mansfield Center, CT 06250
 Grass based Jersey dairy bottling raw milk. Raw milk available at Willimantic Food Co-op.

Foxfire Stables, LLC (2007)
 Elisa Santee and William Trietch
 85 South Bedlam Rd. 860-455-0739
 Mansfield Center, CT 06250
 An equine boarding facility featuring a 60x120 indoor riding arena and a 100x150 outdoor arena. All stalls are 10x12 with mats and have Dutch doors to individual runouts.

The Gardens @ Bassetts Bridge Farm (2005)
 Jean and Wesley Bell
 552 Bassetts Bridge Rd.
 Mansfield Center, CT 06250
 Display gardens, perennials, annuals, herbs, vegetable plants, containers, trees, shrubs, grasses, and wetland plants. May-October, Friday, Saturday, and Sunday, 10-6.

Hat Creek Farm (1995)
 Brian and Julie Parrow
 Browns Rd. 860-642-7191
 Storrs, CT 06268
 Corn Maze, Wagon rides, pumpkins and gourds at farm weekends in September and October. Group rates available year round - please call. Horse and mulch hay year round.

Hat Creek Nursery (1998)
 Brian Parrow and Jim Messier
 Browns Rd. 860-642-7191
 Storrs, CT 06268
 26 varieties of ornamental and shade trees available at the farm year round by appointment.



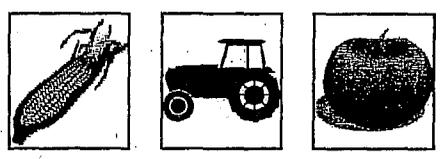
Hillside Farm (1991)
 Tom Wells 860-429-9698
 or
 513 Wormwood Hill Rd. 860-429-2874
 Mansfield Center, CT 06250
 Mulch hay and feed hay at the farm year round. Wholesale Milk.

Hockunum Industries Greenhouse (1982)
 290 Middle Tpke. 860-429-6697
 Mansfield Depot, CT 06251
 Annuals, perennials, herbs, vegetable plants, houseplants, cut flowers. Mon. - Fri. 8-5, Sat. - Sun. 9-5.

Hye Acres (1958)
 Dan Talmadge
 1 Boston Turnpike 860-429-2635
 Willington, Ct 06279
 Christmas trees in season. (On Route 44, 1.8 miles east of the junction of Routes 44 and 195)

Ledgecrest Garden Center (1947)
 Paul L. Hammer, Jr.
 680 Storrs Rd. 860-423-8279
 Storrs, CT 06268
 Annuals, perennials, herbs, vegetable plants, and spring flowering plants. March-November, 9am-5:30pm daily.

Mathews Farm (2004)
 Sharyn and Sara Mathews
 Blueberries sold at Storrs Farmers Market. July-Aug. Sat. pm.



Merrow Farm (2001)
 Chris Kueffner
 3 Merrow Rd. 860-805-3276
 Storrs, CT 06268
 Educational corn maze. 2006 Theme: Ct Trees and Forest. Weekends, 12-5, Sept. - Oct. or by appointment.

Mike's Stand (1972)
 Kenley Hill
 327 Daleville Rd.
 Willington, CT 06279
 Vegetables and fruits sold at Storrs Four Corners Stand, Summer and Fall, 8-7 daily. We want to buy from local growers.

Mountain Dairy (1772)
 Willard J. Stearns and Sons, Inc.
 50 Stearns Rd. 860-423-9289
 Storrs, CT 06268
 www.mountaindairy.com
 Milk (since 1871), dairy products, juice, and eggs for home delivery and at local independent markets.

Mt. Hope Farm (1997)
 Charles Harakaly, Jr.
 138 Mount Hope Rd. 860-429-2831
 Mansfield Center, CT 06250
 Self help seasonal, organic vegetables.

Phenix Farm (1985)
 Gregory and Emine Cichowski
 53 Old Turnpike Road 860-429-8269
 Storrs, CT 06268
 Maple syrup at the Sugar House. Available in April until supply is exhausted. Pottery studio by chance.

Pleasant Valley Game Farm (2001)
 Paul & Joe Randazzo
 223 Pleasant Valley Rd. 860-450-0235
 Mansfield Center, CT 06250
 Gamebirds, rabbits, goats, calves. On farm sales.

269 Clover Mill Road
Mansfield, CT 06268
February 11, 2008

Curt Vincente, Director
Recreation Dept.
Town of Mansfield
10 S. Eagleville Road
Mansfield, CT 06268

Dear Curt,

I just wanted you to know how much we appreciated all the help and courtesies given to us before, during and after, Primary day. With your cooperation we were able to resolve many issues and meet the sometimes restrictive demands of the law. Although many of your staff who helped, or just offered help, were nameless to me, the enthusiasm of Paul, Brian and Ariel to "fetch and tote" and everything else was greatly appreciated.

I believe there are still some issues regarding the use of the Community Center as a polling place remain and I look forward to working together with you to resolve them.

Once again, thank you for the assistance of you and your staff in our use of the Community Center.

Sincerely,


Carol Pellegrine

Cc: Town Manager
Town Council ✓

**PAGE
BREAK**

APPLICATION REFERRAL

Mansfield Planning & Zoning Commission

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

The Planning and Zoning Commission has received a ^{Proposed revisions to the zoning map} ~~an~~ ^{and zoning Regulations} ~~application~~ and will consider the ^{Proposed revisions} application at a Public Hearing/regular meeting on 3/17/08. Please review the application and reply with your comments to the Planning Office before 3/13/08*. For more information, please contact the Planning Office, 429-3330.

* for inclusion in meeting packet. All information received before the close of the public hearing will be considered.

APPLICATION INFORMATION (Proposed Revisions)

Zoning Map Revisions**

- Applicant: ① Rezone Professional Office 3 zone (Mansfield City Rd/Pleasant Valley Rd) to new Pleasant Valley Residence Agriculture zone
- Owner: ② Rezone Industrial Park zone (E of Mansfield Ave/S of Pleasant Valley Rd) to new Pleasant Valley Commercial Agriculture zone
- Agent(s): ③ Rezone Industrial Park zone (W of Mansfield Ave/S of Pleas. Val.) to Rural Agricultural Residence - 90 zone
- Proposed use:
- Location:

Zone classification: Zoning Regulation Revisions**

- Other pertinent information:
- ① Establish new permitted uses and approval criteria for the new Pleasant Valley Residence Agriculture zone and Pleasant Valley Commercial Agriculture zone
 - ② Revise Density provisions and add new housing mix and affordable housing provisions for new multi-family housing developments.
 - ③ Revise approval standards for all design development districts.
 - ④ Incorporate new State Health Dept referral requirements
 - ⑤ Misc. coordination revisions

** map and draft regulations are attached; 7/2/08 report provides background on proposed Pleasant Valley Rd area proposals.

Signed [Signature]

Date 2/13/08

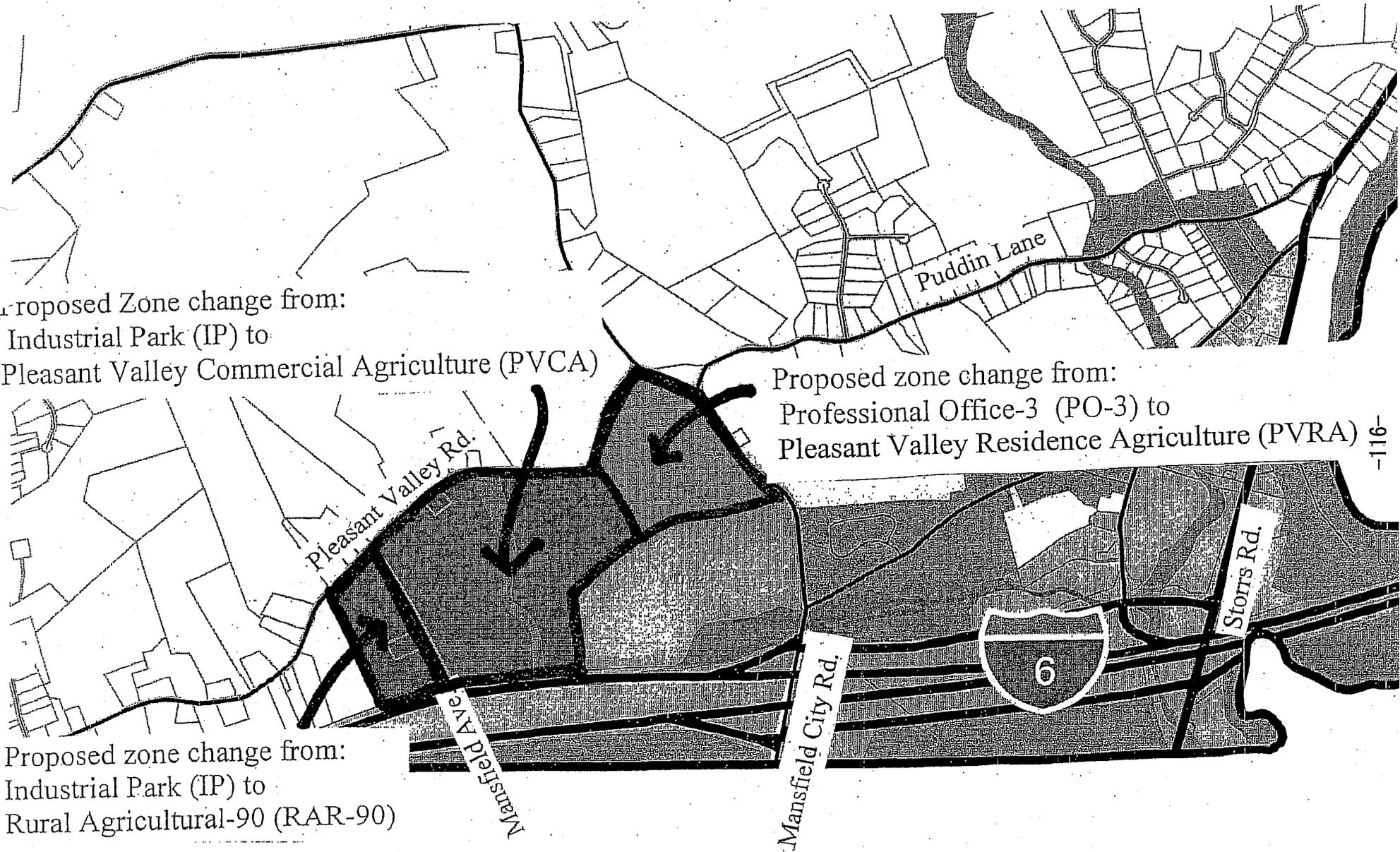
* Referrals also have been or will be sent to affected property owners, property owners within 500 feet of proposed rezonings, WVI06 Regional Planning Commission, Town of Wickham and Town Attorney

1/30/08 DRAFT REVISIONS TO MANSFIELD'S ZONING MAP

Proposed Zone change from:
Industrial Park (IP) to
Pleasant Valley Commercial Agriculture (PVCA)

Proposed zone change from:
Professional Office-3 (PO-3) to
Pleasant Valley Residence Agriculture (PVRA)

Proposed zone change from:
Industrial Park (IP) to
Rural Agricultural-90 (RAR-90)



January 30, 2008 Draft

Proposed Revisions to Mansfield's Zoning Map and Zoning Regulations

(New provisions are underlined or otherwise indicated)

(Deletions are bracketed or otherwise indicated)

(Explanatory Notes are provided to assist with an understanding of the proposed revisions. These notes are not part of the proposed zoning revisions.)

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

1. Rezone all existing areas zoned Professional Office-3 (PO-3) to a new Pleasant Valley Residence/Agriculture (PVRA) zone classification;
2. Rezone all existing areas east of Mansfield Avenue that are zoned Industrial Park (IP) to a new Pleasant Valley Commercial/Agriculture (PVCA) zone classification;
3. Rezone all areas west of Mansfield Avenue that are zoned Industrial Park (IP) to a Rural Agricultural Residence-90 (RAR-90) zone classification.

Explanatory Note: These zone changes are designed to preserve significant areas of prime agricultural land, to protect important natural and scenic resources, to address potential health, safety and neighborhood compatibility issues and to address goals, objectives and recommendations contained in Mansfield's Plan of Conservation and Development.

B. Proposed Zoning Regulations revisions:

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

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

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

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

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

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

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

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

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

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

5. Revise Article V, Section A.5. to add a new subsection j and to re-letter the existing subsection j as i. The new subsection j shall read as follows:

- j. Unless specifically waived by the Commission due to site and environmental constraints or adverse impacts to stone walls, existing specimen trees or other natural or manmade features, all new wired utility lines (telephone, electric, cable, etc.) shall be installed underground within suitable conduits. For significant land use projects, the Commission also may require existing overhead utility lines to be replaced with underground lines.

Explanatory Note: This revision will document the Commission's existing policy regarding underground utility construction. It would apply to all site plan and Special Permit applications. A similar provision already exists in the Subdivision Regulations. Underground utilities promote public safety, site aesthetics and property values.

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

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

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

7. Delete Article VII, subsection T, "Uses Permitted in the Professional Office 3 zone" in its entirety, add a new Article VII, Subsection K "Uses Permitted in the Pleasant Valley Residence/Agriculture Zone" (land south of Pleasant Valley Road and west of Mansfield City Road), re-letter/re-number remaining

subsections of Article VII, and, as necessary, revise zoning cross-references to subsections of Article VII.

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

K. Uses Permitted in the PVRA (Pleasant Valley Residence/Agriculture Zone (Land south of Pleasant Valley Road and west of Mansfield City Road))

1. Intent

The PVRA has been established with special provisions for a distinct area of Mansfield located south of Pleasant Valley Road and west of Mansfield City Road. This area has been zoned for decades for industrial, commercial and residential use, but has remained primarily agricultural. The area is no longer considered appropriate for industrial and non-agricultural commercial use due to special agricultural, floodplain, wetland, and aquifer characteristics that warrant protection and preservation, site visibility and scenic character, neighboring agricultural and residential uses and other Plan of Conservation and Development goals, objectives and recommendations. Due primarily to the fact that this area is one of a very limited number in Mansfield that have access to public sewer and water systems, medium to high density multi-family housing is considered an appropriate use for portions of this district, but only if designed, constructed, and utilized in a manner compatible with other Plan of Conservation and Development recommendations and neighborhood land uses. Accordingly, the PVRA zone is subject to special provisions designed to preserve significant areas of prime agricultural land, to protect important natural and scenic resources, to provide for affordable housing, and to address other important regulatory objectives.

2. General

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

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

Article VII, Sections A.3., A.4 and A.5 also include or reference provisions authorizing the Zoning Agent to approve certain changes in the use of existing structures or lots and authorizing the PZC Chairman and Zoning Agent to approve minor modifications of existing or approved site improvements.

3. Categories of Permitted Uses in the Pleasant Valley Residence/Agriculture Zone Requiring Special Permit Approval as per the Provisions of Article V, Section B. and Applicable Provisions of Article X, Section A.

- a. Two family and multi-family dwellings in accordance with the standards contained in Article X, Section A.

- b. Single Family dwellings, provided the dwellings are directly associated with a multi-family housing development and specifically authorized by the Commission due to specialized situations where site characteristics limit the ability to appropriately locate two-family or multi-family dwellings. All applicable provisions of Article X, Section A shall be met.
 - c. Permanent retail sales outlets for agricultural and horticultural products, provided all the standards are required of Article VII, Section G. 13 are met;
 - d. Other commercial agricultural operations (any agricultural or horticultural use that is not authorized by other provisions of these Regulations), provided special permit approval is obtained in accordance with Article V, Section B;
 - e. State-licensed group day care homes or State-licensed child day care centers as defined by the State Statutes. State-licensed family day care homes are specifically authorized in Article VII, Section D;
 - f. Accessory commercial uses, such as a laundry or recreational facility, conducted primarily for the convenience of residents of an approved residential project, provided the use is located within a building.
4. Uses Which May be Authorized in the Pleasant Valley Residence/Agriculture Zone by the Zoning Agent:
- a. Agricultural and horticultural uses such as the keeping of farm animals, field crops, orchards, greenhouses, accessory buildings, etc., provided the provisions of Article VII, Sections G.13 through G.15 are met;
 - b. Dwelling units for property owners, managers, caretakers, or security personnel associated with a permitted agricultural use provided all residential structures are located on the same lot as the agricultural use.

Explanatory Note: These revisions are associated and tied to the proposed zoning map revisions listed in item A above. This section proposes new permitted use provisions consistent with the intent provisions for the PVRA zone.

8. Delete Article VII, subsection U, "Uses Permitted in the Industrial Park Zone" in its entirety, add a new Article VII, Subsection U "Uses Permitted in the Pleasant Valley Commercial/Agriculture Zone" (land south of Pleasant Valley Road and east of Mansfield Avenue) and, as necessary, revise zoning cross-references to subsections of Article VII.

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

U. Uses Permitted in the PVCA (Pleasant Valley Commercial/Agriculture Zone (Land south of Pleasant Valley Road and east of Mansfield Avenue)

1. Intent

The PVCA zone has been established with special provisions for a distinct area of Mansfield located south of Pleasant Valley Road, east of Mansfield Avenue. This area has been zoned for decades for intensive industrial and commercial use, but it has remained primarily agricultural. This area is no longer considered appropriate for intensive industrial and commercial use due to access limitations, special agricultural, floodplain, wetland, and aquifer characteristics that warrant protection and preservation, site visibility and scenic character, neighboring agricultural and residential uses and other Plan of Conservation and Development goals, objectives and recommendations. Due primarily to the fact that this area is one of a very limited number in Mansfield that have access to public sewer and water systems, some lower intensity industrial and commercial uses as well as age restricted housing uses are considered appropriate for portions of this district, but only if designed, constructed, and utilized in a manner compatible

with Plan of Conservation and Development recommendations and neighboring land uses. Accordingly, the PVCA zone is subject to special provisions designed to preserve significant areas of prime agricultural land, to protect important natural and scenic resources, and to address other important regulatory objectives.

2. General

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

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

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

4. Categories of Permitted Uses in the Pleasant Valley Commercial/Agriculture Zone Requiring Special Permit Approval as per the Provisions of Article V, Section B. and Applicable Provisions of Article X, Section A.

- a. Research and development laboratories and related facilities and the production, processing, assembly and distribution of prototype or specialized products which require a high degree of scientific input and on site technical supervision. Specialized products that may be authorized include but shall not be limited to the following: precision mechanical and electronic equipment; business machines; computer components; optical products; medical, dental and scientific supplies and apparatus; and precision instruments;

All genetic or bio-engineering research or development activities and the creation of biogenetic products are limited to those permitted in bio-safety level 1 and 2 (BL-1 and BL-2) laboratories as per the current "Guidelines" of the National Institutes of Health regarding research involving recombinant DNA molecules. The keeping and utilization of small animals for scientific purposes is authorized, provided the animals are kept in an enclosed portion of a building located on the subject lot or in areas specifically approved by the Planning and Zoning Commission;

- b. Commercial printing and reproduction services and other industrial production, processing, assembly and/or distribution of products, provided the nature, size and intensity of the proposed use is a low volume traffic generator and is consistent with and complementary to the other permitted uses in this zone. Industrial uses generally categorized as "Heavy Industry" are not considered appropriate uses in the RD/LI Zone.

- c. Contractors garages and storage yards, public utility garages and similar facilities;
 - d. Business and Professional Offices;
 - e. Commercial recreation facilities, such as tennis clubs and physical fitness centers;
 - f. Veterinary hospitals and commercial kennels boarding or breeding two or more animals provided potential noise impacts are addressed in association with the required Special Permit application;
 - g. Automotive service garages, excluding auto salvage operations;
 - h. Age Restricted Housing in accordance with the standards contained in Article VII, Section H., and Article X, Section A.5.;
 - i. Permanent retail sales outlets for agricultural and horticultural products, provided all the standards and requirements of Article VII, Section G. 13 are met;
 - j. Other commercial agricultural operations (any agricultural or horticultural use that is not authorized by other provisions of these Regulations).
4. Uses Which May be Authorized in the Pleasant Valley Commercial/Agriculture Zone by the Zoning Agent:
- a. Agricultural and horticultural uses such as the keeping of farm animals, field crops, orchards, greenhouses, accessory buildings, etc., provided the provisions of Article VII, Sections G.13 through G.15 are met;
 - b. Dwelling units for property owners, managers, caretakers, or security personnel associated with a permitted agricultural use provided all residential structures are located on the same lot as the agricultural use.
 - c. Accessory cafeterias or retail shops conducted primarily for the convenience of employees, provided the use is located within a building and there are no advertising or exterior displays.

Explanatory Note: These revisions are associated and tied to the proposed zoning map revisions listed in item A above. This section proposes new permitted use provisions consistent with the intent provisions for the PVCA zone.

9. Revise Article VIII, Section A, Schedule of Dimensional Requirements, as follows:
- a. Delete from the Schedule the existing row for the IP zone and delete the references to PO-2 and PO-3.
 - b. Add to the Schedule a new row for the PVRA and PVCA zones and insert "Building" in the heading of the maximum coverage column. The revised rows shall read as follows:

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

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

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

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

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

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

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

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

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

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

C. Floor Area Requirements

1. Residential

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

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

2. Business

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

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

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

- a. Delete PO-2- Professional Office-2, PO-3- Professional Office-3, and IP-Industrial Park from the listing of Design Development Districts.
- b. Add PVRA-Pleasant Valley Residence/Agriculture Zone and PVCA-Pleasant Valley Commercial/Agriculture Zone to the listing of Design Development Districts.

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

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

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

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

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

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

15. Revise Article X, Section A.4.e to delete in line 12 "IP and" and to change "zones" to "zone".

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

16. Revise Article X, Section A.4.h to delete in line 3 "IP or"

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

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

j. Pedestrian/Public Transit Improvements

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

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

18. Revise Article X. Section A.5.b (Special Provisions for the Age-Restricted Housing ((ARH)) Zone) to read as follows:

b. Density Requirements

The proposed ARH site shall contain [at least 10,000 square feet for each single-family dwelling, at least 20,000 square feet for each two-family dwelling and] at least 5,000 square feet of area exclusive of water courses, waterbodies, inland wetland soils and slopes of fifteen (15) percent or more for each proposed dwelling unit [in multi-family residences].

Explanatory Note: This revision is designed to implement Plan of Conservation and Development goals, objectives and recommendations associated with establishing appropriate residential densities based on site characteristics and not the nature of the dwelling unit.

19. Revise Article X. Section A.5.e, A.6.f and A.7.e.2. (Special Provisions for the Age-Restricted Housing (ARH), Design Multiple Residence (DMR) and Planned Residence District ((PRD)) Zones) to read as follows:

Distance Between Structures

Except as noted below, the distance between any two structures shall be no less than the average height of both, but in no case, less than [30]fifty (50) feet. The Commission may vary this spacing requirement when it determines that such variations will enhance the design of the project without [detrimentally] significantly affecting either emergency or solar access.

Explanatory Note: This revision updates existing provisions and is designed to enhance emergency and solar access in higher density residential projects.

20. Revise Article X. Section A.5.h, A.6.i and A.7.e.4 (Special Provisions for the Age-Restricted Housing (ARH), Design Multiple Residence ((DMR)) and Planned Residence ((PDR)) Zones) to read as follows:

Courtyards

[Unless specific designs acceptable to the Mansfield Fire Marshal are approved by the Commission, courts enclosed on all sides shall not be permitted and no open court shall in the least dimension be less than 40 feet.]

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

Explanatory Note: This revision updates existing provisions and is designed to enhance emergency and solar access in higher density residential projects.

21. Revise Article X. Sections A.5.g and A.6.h (Special Provisions for the Age Restricted Housing and Design Multiple Residence Zones) to read as follows:

Open Space/Recreational Facilities

[All multi-family developments shall provide suitable open space and recreation facilities for adults and children. At least 600 square feet of open space and/or recreational area shall be required for each

dwelling unit in the proposed development. Detailed plans and specifications for open space and recreational improvements shall be required with all applications in an ARH zone. Wherever possible, any appropriate active recreational facilities shall be screened from residences, driveways, streets and parking areas.]

All residential developments shall provide appropriate open space and recreation facilities as determined by the Commission. At least 600 or more square feet of open space and/or recreational area shall be required for each dwelling unit in the proposed development. The appropriateness of the proposed open space and the degree of required improvement shall be tied to the size and nature of the development. For example, for projects with fifty (50) or more dwelling units, swimming pools, club houses, multi-use ball fields, tennis courts, and/or playgrounds may be required by the Commission. For smaller projects, trails, garden areas, and multi-use lawn areas may be considered adequate to meet this requirement. Detailed plans and specifications for proposed or required open space and recreational improvements shall be shown on project plans. Whenever possible and appropriate, active recreational facilities shall be screened from residences, driveways, streets, and parking areas.

Explanatory Note: This revision updates existing provisions and is designed to provide more direction regarding open space and recreational requirements to prospective developers of higher density residential projects.

22. Revise existing Article X, Section A.6.b (Special Provisions for the Design Multiple Residence Zone) to read as follows:

b. Density Requirements

The proposed DMR site shall contain [at least 20,000 square feet for each single-family dwelling, at least 40,000 square feet for each two-family dwelling and] at least 5,000 square feet of area; exclusive of watercourses, waterbodies, inland wetland soils and slopes of fifteen (15) percent or more for each proposed dwelling unit [in multi-family residences].

Explanatory Note: This revision is designed to implement Plan of Conservation and Development goals, objectives and recommendations associated with establishing appropriate residential densities based on site characteristics and not the nature of the dwelling unit.

23. Revise existing Article X, Section A.6. (Special Provisions for the Design Multiple Residence Zone) to add a new subsection j. to read as follows:

j. Housing Unit Mix Requirements

In addition to addressing the design standards of Article X, Section S, all residential development subject to this provision are encouraged to provide for a mix of housing types, sizes, and designs. Although, two-family, multi-family and a limited number of single family dwellings may be authorized within any development or sub-phase thereof due to Mansfield's limited availability of public sewer and water service, no more than twenty (20) percent of the units shall be in two-family and single family dwellings. Row houses or townhouses with more than two dwelling units per structure shall be considered multi-family dwellings. In addition, no more than twenty-five (25) percent of the dwelling units shall exceed 2,400 square feet of livable floor area.

Explanatory Note: This revision is designed to promote Plan of Conservation and Development goals, objectives and recommendations associated with establishing appropriate residential densities and an appropriate mix of unit types and sizes.

24. Revise existing Article X, Section A.6. (Special Provisions for the Design Multiple Residence Zone) to add a new subsection k. to read as follows:

k. Affordable Housing Requirements

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

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

- Two-family or multi-family units with one bedroom-800 square feet of livable floor area
- Two-family or multi-family units with two bedrooms-1,200 square feet of livable floor area
- Two-family or multi-family units with three or more bedrooms-1,400 square feet of livable floor area
- Single family dwelling unit with one or two bedrooms- 1,200 square feet of livable floor area
- Single family dwelling unit with three or more bedrooms- 1,400 square feet of livable floor area

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

Explanatory Note: This revision is designed to promote Plan of Conservation and Development goals, objectives and recommendations associated with promoting affordable housing for low and moderate income persons. The revision is designed to minimize enforcement issues. All unit size provisions are based on existing developments in Mansfield.

25. Revise existing Article X, Section A.8 (to be re-lettered to A10) to delete "Industrial Park (IP) and" in the title line of this subsection and to delete references to "IP or" in line 1 of subsection 8a and 8c.

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

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

8. Special Provisions for the Pleasant Valley Residence/Agriculture (PVRA) zone

a. Water and Sewer Facilities

Except as noted below, all proposed developments in the PVRA zone must be served by public water and sewer facilities or must be readily connected to such services. "Readily connected" is defined as that point in time when contracts have been let for construction of public sewer and water facilities requested for connection. A Certificate of Compliance shall not be issued until

the site is connected to public water and sewer facilities. Article VII Section K.2.b. authorizes the commission to waive this requirement.

b. Agricultural Land Preservation Requirements

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

- Land immediately south of Pleasant Valley Road approximately 750 feet west of Mansfield City Road and immediately east of a significant curve in Pleasant Valley Road.

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

c. Compliance with provisions for the Design Multiple Residence Zone (See Article X. Section A.6)

All proposed developments in the PVRA zone shall comply with the density, building height, floor area, distance between structures, parking, open space/recreational facilities, courtyards, housing units mix and affordable housing provisions for the Design Multiple Residence Zone (see Article X. Section A.6.).

d. Student Housing Restrictions

Housing designed primarily for student occupancy shall not be authorized in this district due to potential neighborhood compatibility issues.

e. Age Restricted Housing

Due to the proximity of commercial and health care services in southern Mansfield and the adjacent Town of Windham and due to the physical characteristics of the Pleasant Valley Residence Agriculture Zone, the Commission encourages Age Restricted Housing developments within this district. For age restricted developments the special density and floor area provisions for the Age Restricted Housing Zone shall apply (see Article S. Section A.5.b. and i.).

Explanatory Note: These revisions are associated and tied to the proposed zoning map revisions listed in A above. This section proposes new provisions consistent with the intent for the PVRA zone as described in item 7 (proposed Article VII, Subsection K).

27. Add a new Article X, Section A.9 to read as follows:

8. Special Provisions for the Pleasant Valley Commercial/Agriculture (PVCA) zone

a. Water and Sewer Facilities

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

b. Building Height Requirements

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

c. Distance Between Structures

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

d. Courtyards

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

e. Parking

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

f. Agricultural Land Preservation Requirements

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

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

To ensure the permanent preservation of designated agricultural land, conservation easements, approved by the Commission, shall be filed on the Land Records. In addition, the Commission

shall have the authority to require the agricultural land to be transferred in title to the Town of Mansfield or an acceptable organization dedicated to agricultural preservation. Agricultural easement areas shall be monumented with iron pins and Town Conservations easement markers shall be placed every 50 to 100 feet around the perimeter boundary of the easement area. The Town Markers shall be placed on trees, fences, four (4) inch cedar posts or other structures acceptable to the Commission.

g. Buffer from Agricultural Land

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

Explanatory Note: These revisions are associated and tied to the proposed zoning map revisions listed in A above. This section proposes new provisions consistent with the intent for the PVCA zone as described in item 8 (proposed Article VII Subsection U).

Pleasant Valley Road Area Land Use/Zoning Analysis

(Prepared by R. Favretti and G. Padick)

July 2, 2007

Pursuant to Planning and Zoning Commission discussions during the spring of 2007, the Pleasant Valley Road area, west of Mansfield City Road and bordering Mansfield Avenue, was reanalyzed with respect to:

- Site and neighborhood characteristics
- Existing and potential zone classifications and associated regulations
- Priority agricultural/open space areas for potential Town acquisition and/or preservation through land use regulations
- Plan of Conservation and Development goals, objectives and recommendations
- Potential impacts on Town services
- Potential impacts on neighboring land uses

A site/area analysis map was prepared and will be available for review by Commission members and other interested persons. The following land use information and recommendations have been prepared for further consideration:

OVERALL LAND USE CONSIDERATIONS

- The entire area, which is about 165 acres in size, is relatively flat and within a designated stratified drift aquifer area. Significant portions of the area (about 25%) contain inland wetland soils and watercourses including a segment of Conantville Brook which is a designated flood hazard area.
- Non-wetland portions of the area, (about 125 acres) have soils that are considered prime agricultural soils. Actively tilled areas exist west of Mansfield City Road and south of Pleasant Valley Road to the east of Conantville Brook and to the west of Mansfield Avenue. Areas east of Mansfield Avenue and west of Conantville Brook are of an open field character and periodically mowed. Two single-family homes and two large poultry houses (previously used agriculturally) exist in this area. An additional single-family home exists on the west side of Mansfield Avenue and a single-family home with a commercially used outbuilding exists at the corner of Mansfield City Road and Pleasant Valley Road.
- The entire area is within a designated potential public water and sewer service area. Existing sewer and water lines exist on Mansfield City Road and a sewer force main exists between Route 6 and this area. Existing land uses in Windham along Mansfield Avenue are served by public sewer and water. Except for the sewer force main, the capacity of other existing utility lines is uncertain. To serve the subject area significant alterations of existing lines may be necessary.
- Based on Plan of Conservation and Development mapping, there are no significant historic structures or sites in the area.
- The subject area is not served by existing or planned public transit services.
- Pleasant Valley Road has limited width and numerous curves. Mansfield City Road, particularly north of Independence Drive (Freedom Green) is of similar character. There are no current plans to widen or alter these roads. Mansfield Avenue was widened and upgraded in the 1990's.
- All roadways in the subject area are actively used by pedestrians and bicyclists. Pleasant Valley Road and Mansfield City Road are Mansfield designated bicycle routes.
- Significant portions of the area have noteworthy scenic character. In particular, areas abutting Pleasant Valley Road are within a significant viewshed area which extends south of Stearns Road and west of Mansfield City Road.

SUB-DISTRICT LAND USE CONSIDERATIONS

Based on existing land uses and site/neighborhood characteristics, the overall review area, can be considered as four distinct sub-districts. The following land use considerations are organized by sub-district.

1. Land immediately west of Mansfield City Road; currently zoned PO-3; about 45 acres in size.

- Large wetland system (25 +/- acres) distinctly separates Mansfield City Road frontage from Pleasant Valley Road frontage.
- Existing tilled agricultural land along Mansfield City Road (10 +/- acres) abuts existing multi-family housing (Freedom Green) and ECSU ball fields. This area is adjacent to existing public sewer and water services. This area is not proximate to other agricultural areas.
- An existing house and commercially used barn on a 2 acre lot at the corner of Mansfield City Road and Pleasant Valley Road are non-conforming with respect to existing zoning.
- Existing tilled agricultural land south of Pleasant Valley Road (5 +/- acres) abuts other existing agricultural land. This area is not adjacent to existing water and sewer lines.

2. Land south of Pleasant Valley Road, east of Conantville Brook; currently zoned IP; about 40 acres in size.

- This area is bordered by wetlands to the east, south and west which provide a significant buffer or separation from existing and potential residential or commercial uses.
- Existing tilled agricultural land south of Pleasant Valley Road (15 +/- acres) abut existing agricultural land to the north and northeast. This area does not abut existing residences and has significant scenic value.
- 1934 aerial maps indicate that portions of the forested areas to the south of the tilled agricultural land (20 +/- acres) were historically used for active agricultural purposes.
- This area is not adjacent to existing sewer and water lines.

3. Land south of Pleasant Valley Road, east of Mansfield Avenue and west of Conantville Brook; currently zoned IP; about 60 acres in size.

- Northern portions of this district contain two existing houses and are proximate to areas with existing low density residential and existing agricultural uses. Undeveloped areas are of an open field character that has scenic value.
- Central portions of this district contains two large poultry houses no longer in agricultural use. Undeveloped areas are of an open field character and, in general this area is less visible from adjacent streets and is more distant from existing residential and active agricultural areas. This area is adjacent to the existing sewer force main and proximate to potential extensions of public water and sewer along Mansfield Avenue.
- Southern and eastern portions of this area have extensive wetlands.

4. Land south of Pleasant Valley Road, west of Mansfield Avenue; zoned IP; about 20 acres in size.

- Northern portions of this district contain tilled agricultural land (9 +/- acres) and are adjacent to other agricultural land and low density residential uses. This area is not adjacent to existing sewer and water lines.
- Southern portions of this district contain an existing single family home on a 1 acre lot and extensive wetlands.

RECOMMENDATIONS

The following recommendations have been prepared based on the land use considerations noted in this report and further consideration of potential land use impacts on Town services, potential impacts on neighboring property owners and the goals, objectives and recommendations contained in Mansfield's Plan of Conservation and Development. If zoning related recommendations are considered appropriate by the Planning and Zoning Commission, the Regulatory Review Committee should be asked to work with staff to prepare draft revisions to the Mansfield Zoning Map and Zoning Regulations.

1. Rezone existing PO-3 zone to a new multi-family housing/agricultural and open space preservation classification that incorporates provisions similar to the previously proposed Pleasant Valley Design District.

Rationale: Areas along Mansfield City Road are most appropriate for multi-family residential uses due to the nature of abutting uses and the proximity of public sewer and water service. Areas along Pleasant Valley Road are most appropriate for agricultural preservation.

2. Town ownership or purchase of development rights should be considered for existing agricultural areas immediately south of Pleasant Valley Road, particularly the areas east of Conantville Brook.

Rationale: This area is considered the highest priority area for potential agricultural preservation based on existing agricultural use, scenic character and separation from existing or potential residential or commercial uses. If not purchased by the Town these areas should be the highest priorities for protection/preservation through new regulatory provisions.

3. Rezone existing IP area east of Mansfield Avenue to a new non-retail commercial zone classification with regulatory provisions designed to cluster commercial uses in the central and south western quadrant of this area in the vicinity of the existing coops. Similar to the previously proposed Pleasant Valley Special Design District, regulations should require signification portions of agricultural land to be preserved with the highest priority to be given to existing tilled land south of Pleasant Valley Road and other areas south of Pleasant Valley Road adjacent to existing low density residential uses. Permitted uses, authorized by Special Permit, should be oriented toward office and research uses and should not allow high traffic generating uses. Consideration should be given to allowing automotive service uses and contractor storage uses which are not allowed in other Mansfield zones.

Rationale: This recommendation is based on the proximity of an existing sewer line, the lack of similar non-retail oriented commercial zones in Mansfield and the ability of this area to be buffered and screened from existing residential and agricultural land uses. It is noted that the Plan of Conservation and Development includes other potential locations for higher density housing including the Storrs Downtown area and mixed use areas in the Storrs/Conantville Road area and in the Four Corners area that are served by public transit and within existing or potential public sewer and water service areas.

4. Rezone existing IP area west of Mansfield Avenue to RAR-90.

Rationale: This area abuts existing agricultural land and low density residential uses and it is not adjacent to existing public sewer and water services. Existing RAR-90 zoning would authorize the PZC to require clustering on 1 acre lots and preservation of a portion of the existing tilled agricultural land.

Pleasant Valley Road Area Land Use/Zoning Analysis

(Prepared by R. Favretti and G. Padick)

July 2, 2007

**PRELIMINARY
OR DISCUSSION**

**PRELIMINARY
FOR DISCUSSION**

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A site/area analysis map was prepared and will be available for review by Commission members and other interested persons. The following land use information and recommendations have been prepared for further consideration:

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- Non-wetland portions of the area, (about 125 acres) have soils that are considered prime agricultural soils. Actively tilled areas exist west of Mansfield City Road and south of Pleasant Valley Road to the east of Conantville Brook and to the west of Mansfield Avenue. Areas east of Mansfield Avenue and west of Conantville Brook are of an open field character and periodically mowed. Two single-family homes and two large poultry houses (previously used agriculturally) exist in this area. An additional single-family home exists on the west side of Mansfield Avenue and a single-family home with a commercially used outbuilding exists at the corner of Mansfield City Road and Pleasant Valley Road.
- The entire area is within a designated potential public water and sewer service area. Existing sewer and water lines exist on Mansfield City Road and a sewer force main exists between Route 6 and this area. Existing land uses in Windham along Mansfield Avenue are served by public sewer and water. Except for the sewer force main, the capacity of other existing utility lines is uncertain. To serve the subject area significant alterations of existing lines may be necessary.
- Based on Plan of Conservation and Development mapping, there are no significant historic structures or sites in the area.
- The subject area is not served by existing or planned public transit services.
- Pleasant Valley Road has limited width and numerous curves. Mansfield City Road, particularly north of Independence Drive (Freedom Green) is of similar character. There are no current plans to widen or alter these roads. Mansfield Avenue was widened and upgraded in the 1990's.
- All roadways in the subject area are actively used by pedestrians and bicyclists. Pleasant Valley Road and Mansfield City Road are Mansfield designated bicycle routes.
- Significant portions of the area have noteworthy scenic character. In particular, areas abutting Pleasant Valley Road are within a significant viewshed area which extends south of Stearns Road and west of Mansfield City Road.

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- Existing tilled agricultural land along Mansfield City Road (10 +/- acres) abuts existing multi-family housing (Freedom Green) and ECSU ball fields. This area is adjacent to existing public sewer and water services. This area is not proximate to other agricultural areas.
- An existing house and commercially used barn on a 2 acre lot at the corner of Mansfield City Road and Pleasant Valley Road are non-conforming with respect to existing zoning.
- Existing tilled agricultural land south of Pleasant Valley Road (5 +/- acres) abuts other existing agricultural land. This area is not adjacent to existing water and sewer lines.

2. Land south of Pleasant Valley Road, east of Conantville Brook; currently zoned IP; about 40 acres in size.

- This area is bordered by wetlands to the east, south and west which provide a significant buffer or separation from existing and potential residential or commercial uses.
- Existing tilled agricultural land south of Pleasant Valley Road (15 +/- acres) abut existing agricultural land to the north and northeast. This area does not abut existing residences and has significant scenic value.
- 1934 aerial maps indicate that portions of the forested areas to the south of the tilled agricultural land (20 +/- acres) were historically used for active agricultural purposes.
- This area is not adjacent to existing sewer and water lines.

3. Land south of Pleasant Valley Road, east of Mansfield Avenue and west of Conantville Brook; currently zoned IP; about 60 acres in size.

- Northern portions of this district contain two existing houses and are proximate to areas with existing low density residential and existing agricultural uses. Undeveloped areas are of an open field character that has scenic value.
- Central portions of this district contains two large poultry houses no longer in agricultural use. Undeveloped areas are of an open field character and, in general this area is less visible from adjacent streets and is more distant from existing residential and active agricultural areas. This area is adjacent to the existing sewer force main and proximate to potential extensions of public water and sewer along Mansfield Avenue.
- Southern and eastern portions of this area have extensive wetlands.

4. Land south of Pleasant Valley Road, west of Mansfield Avenue; zoned IP; about 20 acres in size.

- Northern portions of this district contain tilled agricultural land (9 +/- acres) and are adjacent to other agricultural land and low density residential uses. This area is not adjacent to existing sewer and water lines.
- Southern portions of this district contain an existing single family home on a 1 acre lot and extensive wetlands.

RECOMMENDATIONS

The following recommendations have been prepared based on the land use considerations noted in this report and further consideration of potential land use impacts on Town services, potential impacts on neighboring property owners and the goals, objectives and recommendations contained in Mansfield's Plan of Conservation and Development. If zoning related recommendations are considered appropriate by the Planning and Zoning Commission, the Regulatory Review Committee should be asked to work with staff to prepare draft revisions to the Mansfield Zoning Map and Zoning Regulations.

Rezone existing PO-3 zone to a new multi-family housing/agricultural and open space preservation classification that incorporates provisions similar to the previously proposed Pleasant Valley Design District.

Rationale: Areas along Mansfield City Road are most appropriate for multi-family residential uses due to the nature of abutting uses and the proximity of public sewer and water service. Areas along Pleasant Valley Road are most appropriate for agricultural preservation.

- Town ownership or purchase of development rights should be considered for existing agricultural areas immediately south of Pleasant Valley Road, particularly the areas east of Conantville Brook.

Rationale: This area is considered the highest priority area for potential agricultural preservation based on existing agricultural use, scenic character and separation from existing or potential residential or commercial uses. If not purchased by the Town these areas should be the highest priorities for protection/preservation through new regulatory provisions.

- Rezone existing IP area east of Mansfield Avenue to a new non-retail commercial zone classification with regulatory provisions designed to cluster commercial uses in the central and south western quadrant of this area in the vicinity of the existing coops. Similar to the previously proposed Pleasant Valley Special Design District, regulations should require significant portions of agricultural land to be preserved with the highest priority to be given to existing tilled land south of Pleasant Valley Road and other areas south of Pleasant Valley Road adjacent to existing low density residential uses. Permitted uses, authorized by Special Permit, should be oriented toward office and research uses and should not allow high traffic generating uses. Consideration should be given to allowing automotive service uses and contractor storage uses which are not allowed in other Mansfield zones.

Rationale: This recommendation is based on the proximity of an existing sewer line, the lack of similar non-retail oriented commercial zones in Mansfield and the ability of this area to be buffered and screened from existing residential and agricultural land uses. It is noted that the Plan of Conservation and Development includes other potential locations for higher density housing including the Storrs Downtown area and mixed use areas in the Storrs/Conantville Road area and in the Four Corners area that are served by public transit and within existing or potential public sewer and water service areas.

- Rezone existing IP area west of Mansfield Avenue to RAR-90.

Rationale: This area abuts existing agricultural land and low density residential uses and it is not adjacent to existing public sewer and water services. Existing RAR-90 zoning would authorize the PZC to require clustering on 1 acre lots and preservation of a portion of the existing tilled agricultural land.

TOWN OF MANSFIELD
 PROPOSED BUDGET REVIEW CALENDAR
 BY TOWN COUNCIL
 2008/2009

DATE	SUBJECT	LOCATION
Feb. 19 (Tues.) 6:00 PM	Financial Overview	Mansfield Public Library Program Room
Mar. 24 (Mon.) 6:00 PM	Budget Presented to Town Council Issues and Options General Government	Council Chambers
Mar. 26 (Wed.) 6:00 PM	Town-Wide Public Safety Revenues Operating Transfers Out Debt Service Internal Service Funds	Council Chambers
Mar. 31 (Mon.) 6:00 PM	Public Works Solid Waste Capital Projects CNR Town Aid	Council Chambers
Apr. 2 (Wed.) 6:00 PM	Mansfield Board of Education Daycare	Council Chambers
Apr. 7 (Mon.) 7:00 PM	Public Information Session	Mansfield Comm Ctr Arts and Crafts Room
Apr. 16 (Wed.) 6:00 PM	Library Area Agency Contributions Community Development Recreation	Location TBD
Apr. 17 (Thurs.) 6:00 PM	Public Hearing Health and Social Services Community Services	Council Chambers
Apr. 21 (Mon.) 6:00 PM	Adoption of Budget and Recommended Appropriations	Mansfield Comm Ctr Arts and Crafts Room
Apr. 23 (Wed.) 6:00 PM	Adoption of Budget and Recommended Appropriations (if necessary)	Council Chambers
May 1 (Thurs.) 7:00 PM	Public Information Session	Council Chambers
May 5 (Mon.) 7:30 PM	Region #19 Annual District Meeting	E.O. Smith High School Media Center
May 6 (Tues.) 8:00 PM	Town Meeting	Mansfield Middle School
May 6 (Tues.)	Region #19 Budget Referendum	

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TOWN OF MANSFIELD, CONNECTICUT

REQUEST FOR PROPOSAL (RFP)

Development of a Residential Facility for Independent and Assisted Living for Seniors

SUBMISSION DEADLINE: March 28, 2008

SUBMISSION CONTACT AND ADDRESS:

Mr. Kevin Grunwald
 Director of Social Services
 Town of Mansfield
 4 South Eagleville Road
 Mansfield, Connecticut 06268-2599
 (860) 429-3314
 grunwaldk@mansfieldct.org

Proposals will be accepted in print and/or electronic format.

I. Purpose

The Town of Mansfield is seeking written proposals from experienced developers, organizations, or teams of such organizations, who have demonstrated interest through a process of a Request for Qualifications in developing and operating a "stand-alone" Independent/Assisted Living facility for seniors. For purposes of this project, the developer should use the term "assisted living" to encompass services as defined by the State of CT, Department of Public Health.

II. Background

The Town of Mansfield, Connecticut has a population of approximately 25,000 and is located in the northeastern corner of the state, approximately 25 miles east of Hartford. The town operates under the provisions of its Charter and the General Statutes of the State of Connecticut. Since 1970, when the town established the council/manager form of government, the legislative power of the town has been vested in a nine-member Town Council, elected at large for terms of two years, and the annual town meeting. The Mayor is elected by majority vote of the Council. The Town Council also appoints the Town Manager, who serves as the chief executive officer of the town.

Home to the University of Connecticut (UConn), Mansfield offers all the cultural attractions of a major university within a rural setting. With over 5,000 employees, many of whom are residents of Mansfield, UConn is a major employer for the town and the region.

Mansfield is a community that experiences slow, but stable residential growth. The town's commercial and industrial sectors are limited. However, in partnership with the university, local business and its residents, the town has established a non-profit corporation (the Mansfield Downtown Partnership, Inc.) that is charged with facilitating the development of a \$220 million project to construct a mixed-use village center that will offer many additional amenities to the community.

Mansfield is an attractive place for senior and older adults to reside, and the town has a strong interest in encouraging senior residential options and opportunities beyond what the community currently has to offer.

III. Current Status of the Project

In 2005 the Town of Mansfield contracted with Brecht Associates Inc. to conduct a market study to evaluate the potential for developing various types of senior housing communities in the Town. That study indicated that based on qualitative interviews, site analysis, and results of the demand analyses for active adult, independent and assisted living, the conditions are favorable for the development of such projects. This study should be referenced in your proposal.

On February 12 of 2007 the Mansfield Town Council passed a resolution in which they indicated their interest in recruiting and selecting a qualified developer to construct and operate an independent/assisted living facility within the Town of Mansfield. The resolution provided for the formation of an advisory committee to release an RFQ, develop a "short list" of developers, develop and release an RFP, and to refer a qualified developer to the Town Council who will select a preferred developer for the project. This advisory committee has been meeting regularly since March of 2007, and has done an extensive review of national and regional developers of senior residences. At this time the committee has identified a "short list" of developers, and is releasing this RFP to those developers that have demonstrated both an interest in this project and an operating philosophy that is consistent with that of the committee.

The Town will assist the preferred developer in identifying and acquiring an appropriate site for the project. Preliminary work has already taken place regarding identification of land with access to university sewer and water. At this point, the town sees itself only as a potential facilitator, and not a developer, of an Independent/Assisted living project in Mansfield.

IV. Selection of the Successful Proposer

This Request for Proposal seeks to identify a firm capable of working with the Town of Mansfield to assess our project feasibility and to assume full responsibility for planning, developing, marketing and managing the Project. The Town is interested in partnering with a developer who is innovative, will maximize coordination with the University of Connecticut and develop a facility that meets the needs of residents in the area. If desired, respondents may include other firms undertaking any component of the services on a joint venture basis. However, such other firms should be clearly identified, including experience and credentials, and the allocation of duties and responsibilities among the participants in any such joint venture should be clearly indicated.

The Town Council shall be solely responsible for selecting the successful respondent. Criteria for selection will include the following, among other factors:

- a) The responsiveness of the proposal (see components of Section V.);
- b) The demonstrated knowledge, experience and ability of the respondent to finance the project and provide the services required;
- c) The experience and track record of the respondent in providing similar services for similar projects;
- d) The experience and track record of the specific individuals identified in the proposal as being primarily responsible for the delivery of services for the Project;
- e) The demonstrated commitment of the respondent to work closely with key stakeholders including elected officials, the Advisory Committee, representatives of the University of Connecticut and the staff of the Town of Mansfield;
- f) The strength of references from similar sponsoring organizations for which the respondent (including the individuals identified as provided in d) above) has provided similar services; and
- g) The priority and commitment to the success of the Project given by the respondent, as evidenced by its responses to this Request for Proposal, and by personal interviews;
- h) The overall merits of the proposal relative to the needs of the community.

It is expected that one or more firms responding to this Request for Proposal will be invited to meet with representatives of the Advisory Committee, the Town Council and staff of the Town of Mansfield.

V. Proposed Project Concept

Please use this section of the proposal to describe in detail the project that you would propose to build in Mansfield. Be as specific as possible, and please be sure to address the following issues:

- An overview of the project.
- Your overall philosophy and approach to senior residence development and management.
- Your experience in working with municipalities.
- Site selection, facility design, and utility needs for this specific project.
- Experience with "green building" approaches and plans for energy conservation methods and overall design focused on environmental sustainability.
- How the project would be financed.
- Key components of your approach to the process of developing this project.
- Findings of any market feasibility studies that you have conducted, including demographic research, competitive analysis, and any comments regarding the findings of the Brecht report.
- The unique needs of a senior residence in this town, as you understand them.
- Anticipated services to be offered to residents, and a proposed pricing structure.
- Proposed staffing model for this facility.

- Alliances or partnerships that you would propose with existing providers in the area, including skilled nursing facilities, physicians, the Mansfield Senior Center and the Mansfield Community Center.
- A plan to provide a continuum of care for residents who would require a higher level of care than the services available through the facility.
- A plan to develop relationships with the University of Connecticut, including utilizing this facility as a site for practicums and internships for students. How would you assist the residents in accessing the educational and cultural offerings of the university?
- The role of a local advisory committee relative to this facility.

VI. Experience

Please respond, as appropriate, to the following items in your proposal:

A. Expertise/Management

1. Provide the name, address, phone and fax numbers, and email address of the principal client contact(s) at your firm, as well as a brief resume of the contact(s) including years of service with your firm.
2. Provide a brief summary of your firm's experience in the senior residential services industry and any other information that would assist the Town in evaluating the expertise of your organization and its ability to deliver the services described in this RFP.
3. Provide a list of recently completed assignments and your current retirement community and active adult community clients, as well as related contact information.
4. What experience do you have in establishing and managing the architectural, construction, engineering and design of similar projects?
5. What is your experience in providing management services? Please provide references for all facilities that you are currently managing.
6. What is your experience in completing your projects within the costs outlined in the construction contract?
7. What experience do you have in developing an overall program for the design and engineering of a community from information derived from the planning process? Given what you know about this community, what are some key elements that you would want to integrate into your planning for this facility?
8. Please provide information on key staff with particular focus on financing, management, construction costs, design and resident programs.
9. What staff training programs do you provide? How do you handle the initial staff training?
10. What are the rates of staff turnover at facilities that you currently operate?
11. What professional licenses does your management staff maintain?

B. Financing

1. What experience do you have with various financing methods?
2. Have any of your projects gone into default on debt? Please explain.
3. What are your company's measures of financial stability/growth?
4. Please provide a copy of your company's most recent audited financial report.

C. Marketing

1. Give examples of similar project and the time taken to reach marketing objectives.

2. Please outline your marketing program: How would you customize this for a project located in a university community?
3. Describe your role in developing collateral material, advertising, etc.
4. Describe your services for training marketing personnel.
5. Identify the roles you assume in establishing a marketing office.
6. Please identify any unique and sophisticated programs and/or software that you utilize in your marketing programs.

VII. Other

Please include any additional information that you believe would be of value in the assessment of your firm's capabilities.

Summary

The developer should submit a letter of interest responding to the items enumerated in the Scope of Proposal to Mr. Kevin Grunwald, Director of Social Services, not later than 12:00 p.m. on Friday, March 28, 2008 (see address and contact information on page 1).

The town will evaluate responding firms based on technical competence, the capacity to perform the work within a reasonable time, past record of performance and demonstrated knowledge. The selected firm must be able to meet all town, state and federal affirmative action and equal employment opportunity practices and guidelines.

The town does not expressly state or imply any obligation or intent to reimburse responding firms for any expenses incurred in preparing submissions in response to this request. The town reserves the right to reject any or all submissions, to select a firm in a manner that is advantageous to the town and to waive all formalities in the bidding.

The Town of Mansfield is proud to be an equal employment opportunity employer.

Please address any questions related to this RFP to Kevin Grunwald at (860) 429-3314 or via email at grunwaldk@mansfieldct.org.

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**TOWN OF MANSFIELD
PUBLIC SAFETY COMMITTEE**

Wunderley Stauder, Chair

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

February 7, 2008

Joint Standing Committee on Judiciary

The Honorable Andrew J. McDonald, State Senate, Co-chair

The Honorable Michael P. Lawlor, State Representative, Co-chair

Joint Standing Committee on Public Safety and Security

The Honorable Eileen M. Daily, State Senate, Co-chair

The Honorable Stephen D. Dargan, State Representative, Co-chair

Re: Annual Report for 2007

Dear Co-chair and Committee members:

In accordance with Section 18-81h of the Connecticut General Statutes, the Public Safety Committee of the Town of Mansfield hereby submits its report due for 2007.

As set out within the statute, the mission of Mansfield's Public Safety Committee is to review safety and security concerns related to our local correctional facility, the Donald T. Bergin Correctional Institution. The membership of our Public Safety Committee is comprised of Warden Eileen Higgins of Bergin CI, as well as eleven citizen representatives appointed by the Mayor of the Town of Mansfield. Our committee meets on a quarterly basis during the months of January, April, July and October.

The current capacity of Bergin CI is 962 inmates, and the population has consistently remained close to that level over the past few years. However, for much of 2007 we retained an overflow population that pushed the overall capacity to 1,090.

2007 accomplishments of the Committee included:

- Notified citizens that the emergency notification phone system would be tested;
- Approved fence design and installation of additional razor wire around the perimeter of the facility; presented proposal to Town Council, whom endorsed the design and installation proposal;
- Toured the DBCI facility twice; observed programming and interacted with staff and inmates;
- Maintained a good working relationship between the community and DBCI; the Committee appreciates and supports the outreach program;
- Streamlined meetings by having Public Safety Committee absorb agenda topics previously conducted during Correctional Facility Liaison Committee meetings;

- and no escapes occurred from DBCI.

For the coming year, the committee plans to focus on monitoring the overflow inmate population, with regard to its impact upon the community and Bergin CI. Also, we do have a functional community notification system in place, but it may be time to look at upgrading that system to a newer technology, such as reverse 911.

Another concern that we face every year is the Department of Correction's continued ability to maintain an appropriate level of staff, including educational personnel, at Bergin CI. Warden Higgins and her staff are very careful to adhere to the appropriate admission criteria. The educational programming at Bergin CI is of good quality, and it is important to our Committee to maintain this level of programming to encourage restorative justice and to facilitate the development of skills necessary to deter recidivism.

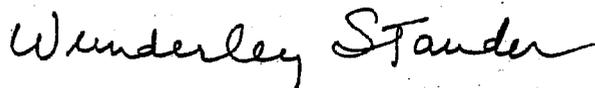
2008 initiatives will include:

- Touring the DBCI facility;
- Re-testing the emergency notification phone system;
- Drafting an interest article for town residents, to be published in the "Mansfield Record Online";
- and introducing new DBCI command staff to the Public Safety Committee.

In closing, I wish to emphasize that the Department of Correction and the Town of Mansfield enjoy a productive working relationship. Bergin CI has often demonstrated its willingness to be a "good neighbor," and has frequently donated the services of a community outreach work detail to assist with tasks such as roadside clean up. We do our best to work collaboratively to address issues of concern and to continue Bergin CI's reputation as a pre-release model for the State of Connecticut.

Please contact Ms. Maria Capriola, Assistant to Town Manager, at (860) 429-3336 with any questions or concerns regarding this report.

Sincerely,



Wunderley Stauder
Chair

CC: Matthew W. Hart, Town Manager
Ms. Maria Capriola, Assistant to Town Manager
Mansfield Public Safety Committee
Mansfield Town Council
State Senator Donald E. Williams
State Representative Denise W. Merrill
Commissioner Theresa C. Lantz, Department of Correction
Deputy Commissioner Brian K. Murphy, Department of Correction
Warden Eileen Higgins, Donald T. Bergin Correctional Institute

UPCOMING EVENTS

Please take the time to review our upcoming events for
the new year ahead of us.

February 2008	Wednesday, February 6 – BWP @ Swift Water Artisans Wednesday, February 20 – Annual Board Meeting @ Eastern CT State University's Student Center Wednesday, February 27 – BWP hosted by Hebron Business Professional Association @ Hebron Travel
March 2008	Saturday & Sunday, March 1-2 – Home & Business Expo Wednesday, March 26 – BWP @ Wireless Zone of Windham
April 2008	Thursday, April 17 – General Cable Legislative Plant Tour @ 8 AM
May 2008	Tuesday, May 13 – Business Awards (Location TBD) Wednesday, May 14 – BWP @ Windham Area Arts Collaborative Saturday, May 17 – RiverFest
June 2008	Wednesday, June 11 – BWP @ Windham Community Memorial Hospital
September 2008	Wednesday, September 10 – 20 th Annual Golf Tournament Sunday, September 28 – Antique Car & Motorcycle Show
November 2008	Friday, November 7 – 4 th Annual Beer & Wine Tasting
December 2008	Tuesday, December 9 – Holiday Party

Please contact the Chamber at 423-6389 for any information regarding these events or visit our website @ www.windhamchamber.com



THE CHAMBER OF COMMERCE, INC.
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