



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, April 14, 2008
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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ROLL CALL	
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EXECUTIVE SESSION

40. Open Space Aquisition

ADJOURNMENT

REGULAR MEETING-MANSFIELD TOWN COUNCIL
March 24, 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: Blair, Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer

II. APPROVAL OF MINUTES

Mr. Clouette moved and Ms. Duffy seconded to approve the minutes of the March 10, 2008 as presented.
Motion passed with all in favor except Mayor Paterson who abstained.

III. MOMENT OF SILENCE

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

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mike Sikoski, Woodland Road, asked that the following questions be addressed during the presentation on the Housing Inspection Programs:

- What types of violations occur?
- Where do most of the violations occur, apartments, single family or 2 family homes?
- Could these violations be discovered any other way?

Mayor Paterson stated that if these questions were not answered in the presentation this evening the Director of Building and Housing Inspection would make sure Mr. Sikoski got the answers.

V. OLD BUSINESS

1. Community/Campus Relations

The Town Manager reported he, SGT Kennedy and members of the UConn police force have met with Aspen Management to discuss security plans for the spring. Aspen Management is planning to hire private security for Thursday, Friday and Saturday nights this spring.

March 24, 2008

2. Community Water and Wastewater issues

The Town Manager also reported on the March 20th meeting of the UConn Water and Wastewater Policy Advisory Committee. Ms. Koehn asked how much of the Central Plant usage is cogent. The Town Manager will inquire.

Ms. Blair left the meeting at 8:30 p.m.

VI. NEW BUSINESS

3. Presentation on Housing Inspection Program

Mike Ninteau, Director of the Department of Building and Housing Inspection, accompanied by Derek Debus, Housing Code Official, updated the Council on the progress and results of both the Housing Inspection and Landlord Registry Programs.

Council members noted the record keeping of the programs is oriented to implementation of the code but the process makes it difficult for the Council to review the details of the program.

Ms. Koehn requested a list of the referrals made to the Zoning Department. Mr. Nesbitt asked for the cost of inspection per unit. The Director of Housing will supply that information.

4. Parks and Recreation, Co-Sponsorship Policy Revision

Mr. Clouette moved and Mr. Schaefer seconded, effective March 24, 2008, to adopt the Co-sponsorship Policy dated March 24, 2008, as endorsed by the Recreation Advisory Committee.

Curt Vincente, Director of Recreation, summarized the proposed changes to the Co-Sponsor Policy. Councilors Schaefer and Haddad expressed some concerns with the wording of the changes. The Recreational Advisory Committee will be meeting this Wednesday and will review the suggestions in Mr. Schaefer's e-mail and those presented tonight.

Mr. Paulhus moved and Mr. Clouette seconded to defer the motion to the next regular Town Council meeting.

Motion passed unanimously.

5. Fair Housing Policy and Proclamation

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

March 24, 2008

Whereas, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and
Whereas, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and homeowner opportunities, and be allowed to make free choices regarding housing location; and
Whereas, The town of Mansfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW, THEREFORE, BE IT RESOLVED, That the Town Council of the Town of Mansfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all person to rent, purchase, and obtain financing for adequate housing of their choice on a non-discriminatory basis; and BE IT FURTHER RESOLVED, That the Town Manager of the Town of Mansfield, or his designated representative is responsible for responding to and assisting any person who alleges to be the victim of illegal discriminatory housing practices in the Town of Mansfield.

Move, effective March 24, 2008, to adopt the attached Fair Housing Statement.

Move, effective March 24, 2008, to adopt the attached Compliance With the Title VI Of The Civil Rights Act of 1964 Policy.

Move effective March 24, 2008, to authorize the Mayor to issue the attached proclamation designating the month of April as "Fair Housing Month" in Mansfield.

Mr. Clouette moved to amend the motion to include the Fair Housing Policy in the Town Council's Policy Document. Seconded by Mr. Paulhus the motion passed.

The motion as amended passed unanimously.

6. Town Manager Goals, March 2008

Mr. Haddad moved and Ms. Koehn seconded, effective March 24, 2008, to endorse the Town Manager's Goals, dated March 2008.

Motion passed unanimously.

VII. DEPARTMENTAL AND COMMITTEE REPORTS

March 24, 2008

No comments

VIII. REPORTS OF COUNCIL COMMITTEES

Ms. Duffy, Chair of the Committee on Committees, offered the following recommendations as appointments to the Communication Advisory Committee:

One Year Terms: Richard Pellegrine and Bill Powers

Two Year Terms: Patrick McGlamery and Leila Fecho

Three Year Terms: Aline Booth, Toni Moran and Joyce Crepeau

Ms. Duffy also moved to correct the enabling resolution to reflect the terms as proposed and to authorize the Mayor or her designee to call the first meeting of the Communication Advisory Committee to order and to preside until a chair is elected.

Motion passed unanimously.

Ms. Duffy also noted that the Committee on Committees is planning to advertise the current committee vacancies by placing the information on the web and issuing a press release.

Mr. Clouette reported the Town Gown Committee discussed a new location for the compost facility, the expansion of playing fields at the former Training School and the Agronomy Road issue.

IX. REPORTS OF COUNCIL MEMBERS

Mayor Paterson attended the National League of Cities conference in Washington D.C. She reported that the mood of the participant was rather grim as a result of the bad economic situation.

X. TOWN MANAGER'S REPORT

Attached

Mr. Schaefer moved and Mr. Clouette seconded to authorize the Mayor and Town Manager to express the condolences of the Council regarding the death of Officer Matthew Morelli of Norwalk.

Motion passed unanimously.

The Council discussed the septic problems at White Oak Condominium and the possible ultimate liability of the Town. Ms. Koehn asked staff to investigate whether the Town could insist the apartments use low flow appliances. Mr. Hultgren stated that since it is Town property the Town could set conditions.

XI. FUTURE AGENDAS

March 24, 2008

Mr. Paulhus requested that at future budget meetings there be a defined opportunity for public comment at the end of the meeting in addition to the one at the beginning. By consensus the Council agreed.

XII. PETITIONS, REQUEST AND COMMUNICATIONS

7. CCM re: The Impact of the President's FY 09 Federal Budget Proposal on Connecticut
8. Chronicle, "April Opening Set for Alternative School" - 03/06/08
9. Chronicle, "Attorneys Hired in Sewer Plant Fight" - 03/15/08
10. Chronicle, "Communication Board Seeks Members" - 03/08/08
11. Chronicle, "Editorial: We Offer These Threads, Needles" - 03/08/08
12. Chronicle, "Feds Clear School of Wrongdoing" - 03/08/08
13. Chronicle, "Forum Examines Teenage Drinking" - 03/07/08
14. Chronicle, "Goodbye Tears" - 03/12/08
15. Chronicle, "Grant Aids Mansfield School" - 03/19/08
16. Chronicle, "Growth Slow in Mansfield's Grand List" - 03/12/08
17. Chronicle, "It Takes More Than Paper Plates to Save Watershed" - 03/10/08
18. Chronicle, "IWA OKs Sewer Plant Application" - 03/15/08
19. Chronicle, "Little Leprechauns" - 03/18/08
20. Chronicle, "Mansfield Forum Deals With Local Water Issues" - 03/06/08
21. Chronicle, "Mansfield Seeks Nominees to Fill PZC Vacancy" - 03/10/08
22. Chronicle, "Report Outlines Plan for Sewers at Four Corners" - 03/12/08
23. Chronicle, "The Changing Face of Vo-Ag" - 03/15/08
24. Chronicle, "Three Charged After Carriage House Crimes" - 03/11/08
25. Chronicle, "UConn Police Net DUI Grant" - 03/13/08
26. Daily Campus, "E.O. Smith Hosts Forum on Underage Drinking" - 03/07/08
27. J. DeStefano, Jr. re: Invitation to Dedication Ceremony
28. A. Epling re: Bake Sales

March 24, 2008

29. M. Hart re: Downtown Mansfield Revitalization and Enhancement Project, Small Town Economic Assistance Program (STEAP) \$500,000
30. M. Hart re: Reappointment to Mansfield Conservation Commission
31. Hartford Courant, "CT Stats: Eight Counties, 169 Towns, 643 Villages" - 03/11/08
32. Planning and Zoning Commission Referral, Estate of N. S. Green, Sr.
33. Planning and Zoning Commission Referral, Quiet Meadow
34. G. Padick re: Notice of 4/10 Scoping Meeting
35. Windham Region Chamber of Commerce Upcoming Events
36. Windham Region Council of Governments re: SB 289 - An Act Increasing Funding for the Town Aid for Roads (TAR) Program
37. Windham Region Council of Governments re: HB 5286 - An Act Increasing Payment in Lieu of Taxes to Municipalities
38. Windham Region Council of Governments re: WINCOG Roundtable Roster

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

Motion passed unanimously.

XIII. EXECUTIVE SESSION

Labor Relations and Personnel

Present: Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer.

Also included: Matt Hart, Town Manager and Maria Capriola, Assistant to the Town Manager.

XIV. ADJOURNMENT

Mr. Paulhus moved and Mr. Schaefer seconded to adjourn the meeting at 10:45 p.m.

Motion passed unanimously.

March 24, 2008

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

March 24, 2008

Town Manager's Office
Town of Mansfield

Memo

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Town Employees
Date: March 24, 2008
Re: Town Manager's Report

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

- As reported in the news, Officer Matthew Morelli, a veteran Norwalk police officer, was shot and killed on Friday, March 21, 2008 while investigating what authorities described as a suspicious incident. This tragic event serves to remind us of the risks that our sworn officers face in their profession, and the debt of gratitude that we owe to them. I wish to send our deepest condolences to Officer Morelli's family and colleagues, and the greater Norwalk community.
- **Mansfield 2020 (Strategic Planning) update:** At its meeting last week, the Mansfield 2020 Steering Committee determined that the draft report is not yet ready for submission to the Town Council. Steering committee members decided that additional work on the individual action plans is in order, and also expressed a desire to revise the format of the plan document. The committee will move the project forward by creating nine subcommittees; one for each of the vision points. Each subcommittee will be assigned one or more steering committee members to serve as facilitators, as well as one member of town staff to assist the group with its work. The committee will target June 30, 2008 as the completion date for the report.
- **Mansfield Community Center Management Study:** The Enterprise Group is making progress on the management study, and I will meet tomorrow with staff and the consultants to discuss their findings. I will then ask the team to finalize its report for submission to the Council.
- **Four Schools Renovation Project:** The School Building Committee met on March 12th and agreed following a competitive selection process to retain Newfield Construction as the construction manager for the project. Newfield comes to us with a great deal of experience and strong references. Later this spring, the committee plans to present its project proposal to the Town Council and the Mansfield Board of Education.
- **Town Council Policy Index:** At the last meeting, the Town Council authorized the creation of an index for Council policy. What we did not discuss was whether to add current policy to the index, and, if so, what policies should be included. Consequently, I propose that staff, for Council's review and approval, prepare a list of policy statements and documents recommended for inclusion within the index. Please let me know if you are comfortable proceeding in this manner.
- **White Oak Condominium Septic System:** Earlier today I met with staff and representatives from the condominium association and the Department of Environmental Protection to review the proposal to locate a leaching field on town-owned land adjacent to the condominiums. The association will now finalize a proposal to be submitted to the Town Council for your review and consideration. As part of your review, I would recommend a referral to the Planning and Zoning

Commission, the Conservation Commission, the Eastern Highlands Health District as well as the Open Space Preservation and Parks Advisory Committees.

- **Upcoming meetings:**

- Mansfield Advisory Committee on the Needs of People with Disabilities, 2:30 PM, March 25, 2008, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, 6:00 PM, March 26, 2008, Council Chambers, Audrey P. Beck Municipal Building
- Solid Waste Advisory Committee, 7:30 PM, March 27, 2008, Conference Room C, Audrey P. Beck Municipal Building
- Town Council, 6:00 PM, March 31, 2008, Council Chambers, Audrey P. Beck Municipal Building
- Town Council, 6:00 PM, April 2, 2008, Council Chambers, Audrey P. Beck Municipal Building
- Assisted/Independent Living Advisory Committee, 9:00 AM, April 3, 2008, Conference Room C, Audrey P. Beck Municipal Building
- Town Council, 6:00 PM, April 7, 2008, Arts and Crafts Room, Mansfield Community Center
- Planning and Zoning Commission, 7:00 PM, April 7, 2008, Council Chambers, Audrey P. Beck Municipal Building
- Town/University Relations Committee, 4:00 PM, April 8, 2008, Council Chambers, Audrey P. Beck Municipal Building
- Historic District Commission, 8:00PM, April 8, 2008, Conference Room C, Audrey P. Beck Municipal Building
- Traffic Authority, 10:30 AM, April 10, 2008, Conference Room B, Audrey P. Beck Municipal Building
- Board of Education, 7:30 PM, April 10, 2008, Council Chambers, Audrey P. Beck Municipal Building
- Finance Committee, 6:00 PM, April 14, 2008, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, 7:30 PM, April 14, 2008, Council Chambers, Audrey P. Beck Municipal Building

SPECIAL MEETING-MANSFIELD TOWN COUNCIL
March 24, 2008

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

Present: Blair, Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer.

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

No comments

III. NEW BUSINESS

1. Budget Presented to Council

Mayor Betsy Paterson suggested the Council use the same method to review the budget as has been used in previous years. Members agreed that any item needing additional information or review would be flagged in the minutes.

Town Manager Matt Hart presented his budget to the Council commenting that although this is a challenging year he is certain that by working together we will present a budget that works well for the Town of Mansfield. He also asked Council members to look the budget material to make sure it is clear to the voters what steps can be taken at the Town meeting.

2. Issues and Options

The Town Manager reviewed the Issues and Options contained in his budget.

3. General Government

The following items were flagged by Council members:

- o Page 65 – Comptroller Cherie Trahan will check the calculation of number of full time equivalents.
- o Page 73 and 77 – Town Council will have additional discussions with a the Registrars of Voters regarding the amount budgeted for election workers in light of the significant changes to the voting system and their increased responsibilities.

- Page 83 – Changes will be made to the page to more correctly reflect the total salary structure of the Finance Director's salary. The page will include Region 19's portion.

IV. ADJOURNMENT

Changes will be made to Wednesday night's agenda to reflect the items not addressed at this meeting.

Mr. Paulhus moved and Ms. Duffy seconded to adjourn the meeting at 7:35 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

SPECIAL MEETING-MANSFIELD TOWN COUNCIL
March 26, 2008

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Council Chambers of the Audrey P. Beck Building.

Mayor Paterson asked for a moment of silence in memory of Bob Cook who passed away on Monday. The Mayor noted that Mr. Cook was an active member of the community and was the type of person you want active in your town.

I. ROLL CALL

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

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

No Comments

III. NEW BUSINESS

Jeff Smith, Director of Finance, reported that at last evening's Region 19 Board meeting the Board requested the superintendent decrease the budget by \$200,000 to \$250,000.

Cherie Trahan, Comptroller, distributed and reviewed the changes to the following budget document pages: 65, 83, 98, 99, 113, 117, 121 and 145.

The following budget items were discussed:

1. General Government
2. Public Safety
3. Town-wide
4. Revenues

Flag – Page 40, Revenue Budget Summary by Object- License and Permits

Information will be updated in the third quarter financial statements.

Flag – Page 46, Revenue Budget Summary by Object – Miscellaneous

Prior to passage of the budget the to-date interest income will be provided to the Council.

5. Operating Transfers Out
Flag- Page 165, Expenditure Budget – Other Financing Uses

The report from the Downtown Partnership itemizing all town contributions to the project is expected to be completed sometime in April and will be presented to the Council.

The draft report of the Management Study for the Community Center is currently being reviewed by staff.

6. Debt Services

7. Internal Service Funds

Flag- Page 218, Internal Service Funds – Health Insurance

An update on the status of this fund will be included in the third quarter financial statements.

IV. OPPORTUNITY FOR THE PUBLIC

Betty Wassmundt, Old Turnpike Road, asked questions regarding the percentage of health care premiums paid by employees of the Town and how the amount of employee benefits listed in the budget are calculated for individuals. Comptroller Cherie Trahan explained the methodology to her.

Mr. Paulhus moved and Ms. Blair seconded to adjourn the meeting at 8:30 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

SPECIAL MEETING-MANSFIELD TOWN COUNCIL
March 31, 2008

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

Present: Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

Betty Wassmundt, Old Turnpike Road, asked since programs are going to be important in this budget process that a clear definition of what constitutes a program be provided. The Town Manager, Matt Hart, stated that programs are defined starting on page 21 of the budget manual.

Wilfred Bigl, 17 Hill Pond Road, read a statement outlining the demographics and needs of the seniors in Mansfield, now and in the future. The statement also outlined possible solutions and suggestions.

(Statement attached)

The Mayor thanked Mr. Bigl for the information and will include the subject on an agenda of a future meeting.

III. NEW BUSINESS

Mayor Paterson requested the presenters at the Town Meeting reiterate the important point that just because there is no increase in the budget of a program it does not mean that there is not a loss to that program.

1. Public Works

Flag as a reminder - Page 123, Equipment Maintenance
Council members asked that if there is an unexpected increase in the revenues this year they would like to reexamine the fourth mechanic position.

2. Solid Waste

3. Capital Project

Flag – Page 172, Capital Project Fund, Southeast Park Improvements

Council members wish to review options available regarding the storage/ bathroom/concession building under construction at Southeast Park.

Flag – Page 173, Capital Improvement Program Narrative

Provide Council members with narrative outlining the Council Media Project.

Flag – Page 181, Proposed Capital Improvement Program

Correct the heading to read, Hunting Lodge Road Walkway/Other Priority Walkways

4. CNR

Flag – Page 183-184, Capital and Nonrecurring Fund

Council members wish to further discuss the \$50,000 for Park and Recreation (Teen Center & Bicentennial Pond) in the CNR Fund.

5. Town Aid

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Betty Wassmundt, Old Turnpike Road, presented the Director of Finance with a list of questions regarding actual cost to the taxpayers of various Recreation Programs. Ms. Wassmundt spoke in support of the idea expressed earlier in the meeting regarding contracting out for the use of a chipper in a regional agreement. She also suggested the Council look at the Southeast building project as a learning experience.

Mike Sikoski, Wildwood Road, questioned the need for Professional and Technical Services for the Storrs Center Project. He asked what services could not be provided in house. The staff explained the purpose is to bring a real estate and development legal expert to the Town's side to review the agreements.

V. ADJOURNMENT

The Town Manager announced the addition of two items to the April 2 agenda, a review of the League of Women Voters of Hospitality at Annual Town Meeting and an Executive Session.

Mr. Schaefer moved and Mr. Paulhus seconded to adjourn the meeting at 8:28 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

Tomorrows

Mansfield Senior Center

Demographic aging, the graying of the baby boomers, increase in longevity, and low fertility rates are changing the age structure of the United States. These trends are projected to cause the population age 65 and older to double and to increase from 12 percent to nearly one-fifth of the U.S. population by 2030.

The 2000 United States Census interim projections for Connecticut, shows the change in selected age groups between 2010 and 2030 to be;

0-4	2.2%	5-13	3.8%
14-17	-5.6%	18-24	-14%
25-44	.07%	45-64	-14%
65+	54%		

The above projected change in age 65 and older for the State of Connecticut is mirrored in a University of Connecticut's State Data Center's Population Projections for the Town of Mansfield. Their projections are also based upon the United States 2000 census. However, they excluded the population of group quarters like Uconn Dormitories, Bergin Prison, Natchaug Hospital, & Mansfield Nursing and Rehabilitation Center etc.... This in effect shows total town households only. They indicate a 70.5% increase in the 65 and older population for the town between the years 2005 and 2030.

Their projections indicate the following increase/decrease in population for the town between the years 2010 and 2030 to be

00-19	Years of age =	-10%
20-24	"	-2.5%
25-29	"	-30%
30-64	"	+2.6%
64-Older	"	+65%

Taking this projection of 64 and older into account, we are not only required, but we are commanded to take a real hard look at the expected needs of Mansfield's future seniors.

In a copy of a memo from Mansfield Senior Center Coordinator, Patricia Hope, dated October 11, 2006 to the Mansfield Senior Center Executive Board, she points out where much needed additional space is needed, and why the need is there. Along with this memo is a copy of the Mansfield Senior Center Room Utilization Report which breaks down the rooms activities for a given week.

You will see by these reports, the Senior Center is being utilized beyond its maximum potential and we are literally bursting at our seams. We are in dire need of an expansion of the facility.

In a memo from John Brubacher, Mansfield Senior Center President, to Town Manager Matt Hart, John lists the overall recommendations that the members of the MCS Association, the MCS Executive Board, and the Senior Services Coordinator made for the architect's analysis of allocating additional space at the existing center.

The Center of tomorrow must provide a multi-service, be multi-lingual, with a wide range of programs for young, old, frail, retired, and working members of our senior population. We need a place for mature adults to interact with others of their own lifestyle.

We need to have extended hours beyond the Monday to Friday daytime hours to include nights and weekends. Hopefully this will attract and accommodate the growing number of those who have a desire to keep working past traditional retirement age and to still enjoy the many benefits that our center offers.

There would be a need for an employment assistance program to assist those who have decided to continue working after they retire. This program in effect would offer support to those who may have lost their interviewing skills, or may have to only brush up on them. It would also assist those who may be in need of a resume, or just have their old one updated.

There is also a need to have at least one monthly senior event, i.e. dancing, pot luck supper, catered meal with entertainment, etc. This event should be held on a Saturday night so as to satisfy those younger seniors who decided to continue in the work force by filling their requirements and their need for social intercourse with others who require the same.

With the University of Connecticut close by we could offer college credit programs to those who have not yet completed college but have a desire to.

We could also offer a high school GED program for those who have not yet obtained high school diploma.

These programs would be in a setting with students of their peers, learning in a relaxed atmosphere. There the pace would be set by instructors who would be able to focus on a smaller student population.

We have to seriously start looking into the need to build a new senior center that will not only accommodate all those projected needs, but also with an eye beyond the year 2030.

The answer could be as easy as attaching a new Senior Center onto the already constructed Community Center, or obtaining the land from the University of Connecticut that is earmarked for the new assisted living facility should the land not be used for that project, is another option that should be explored.

If the new Senior Center were to be located within the area of the now erected Community Center it will be approximately half way between the existing center and the new to be completed Downtown Partnership Project. The existing bus service which now serves the existing center would have to institute an additional stop at the Community Center to make the new Senior Center available to those who require transportation.

The University of Connecticut's Population Projections also show that the total population of the Town of Mansfield will grow at the approximate rate of 4% between the years 2005 and 2030. Along with this growth rate will mean that town government offices will need to be increased as more and more services will be demanded from the town. Our present town hall is overflowing and space is at a premium as with that of our senior center. The building of a new Senior Center will free up the old center for use by our town government for the much needed office space that will be required, thereby relieving the pressure on our existing town hall.

Let us not forget our Senior Community, who has worked hard to help make the Town of Mansfield, the Great State of Connecticut, and the United States of America what it is today.

There have been many changes over the years, the majority of which has had a positive effect in our everyday lives. Some of the changes that the younger population take for granted were instituted by our now senior community. We should not leave them behind in our visions of Mansfield's future.

Sustainable Food Program Used More Than Thought

I am writing in response to the recent commentary ("Students Should Push for Sustainable Food," March 27) by George Maynard. As an Area Assistant Manager for the Department of Dining Services, I have coordinated the Local Routes program for the past four years. I was surprised by the absence of any reference to the Local Routes program in Maynard's column. Allow me to share what is happening on the UConn campus in regards to sustainable foods. At Whitney Dining Hall we source ingredients from several local farms and producers, including: Mountain Dairy in Storrs, River's Edge Sugar House in Ashford, Pumpkin Paul's Farm in Tolland, High Hill Orchard in Meriden, Beaverbrook Farm in Lyme, UConn's Egg Farm, UConn Dairy Bar and the Bridge Tofu in Middletown. Our produce vendor, The Fowler & Hunting Co., in Hartford has a strong commitment to supporting local and regional growers. We currently source many regionally grown winter produce items from them. In the fall the variety is considerably more diverse, of course, but Fowler supplies us year round with regional produce for the Local Routes program at Whitney. Our salad bar features organic baby spinach and mesclun greens which we toss into our salad mix. Whitney features at least one organic salad dressing on the salad bar daily. During the fall semester,

you will find fresh produce from the UConn's own student run EcoGarden. UConn Dairy Bar yogurt and ice cream are available daily at Whitney. The chicken used in Whitney's recipes is Coleman Ranch Organic. We serve naturally raised beef from Wolfe's Neck Farm in Maine, Turkey from Plainville Farm in New York State (where they use wind generated energy to help power their farming operation), and Nature's Tradition pork from Leidy's in Pennsylvania. The liquid eggs we use at Whitney are Certified Humane and cage free (and they come from SYSCO). Our shell eggs, used for fried eggs and boiled eggs, come from just up the hill at UConn's cage free chicken facility. The Local Routes program is partnering with the EcoHusky Student Group to host this year's Earth Day Spring Fling on April 22. This collaborative event will feature a barbecue of local hamburgers and hot dogs from Four Mile River Farm in Old Lyme, CT. Connecticut grown salad greens and tomatoes, organically grown produce, Mountain Dairy milk and UConn Dairy Bar ice cream will all be served at this festival. The University Of Connecticut Department Of Dining Services Local Routes Program is privileged to support many sustainable food advocacy groups in the State of Connecticut. These organizations include the CT Buy Local Steering Committee, The Working Lands Alliance, and Connecticut Farmland Trust. Managers and chefs from Whitney Dining Unit participate in the Connecticut Department of Agriculture's Farm to Chef Program. In January 2008, Whitney Dining

Hall hosted a National Association of College and University Food Services (NACUFS) workshop to share ideas about how to menu local sustainable foods during the winter months in our climate. This workshop was attended by chefs, culinary managers and food service administrators from across the Northeast Region. Should students push for sustainable food? Absolutely! Student led progressive influence will help strengthen the momentum we are building as the Department of Dining Services provides the University of Connecticut with food gleaned from local businesses, sustainable producers and neighboring farms. I agree that students, and all consumers for that matter, should care deeply about where the food they eat comes from and how it is raised and processed. How do the food choices we make affect the local economy? What are the social impacts of our food choices? How is the world affected environmentally by the foods we buy and consume? These are the questions we have started to ask in the Department of Dining Services. We realize our responsibility to the State of Connecticut, our student population and the entire UConn community. The Department of Dining Services has taken steps to become a leader in the vibrant local, sustainable food system in Connecticut and New England.

— Rebecca Gorin,
Area Assistant Manager
Local Routes Program Coordinator
Department of Dining Services.

SPECIAL MEETING-MANSFIELD TOWN COUNCIL

April 2, 2008

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

Present: Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

No Comments

III. NEW BUSINESS

1. Mansfield Board of Education

Mayor Patterson welcomed the members of the Board of Education and Staff. Present for the Board were Min Lin, Martha Kelly, Shamin Patwa, Mark LaPlaca, Christopher Kueffner, Katherine Paulhus and Mary Feathers. Staff present were Gordon Schimmel, Superintendent of Schools, Fred Barruzzi, Assistant Superintendent of Schools, James Palmer, Principal of Annie E. Vinton, Jeffrey Cryan, Principal Mansfield Middle School, Norma Fisher-Doiron, Principal of Southeast School, Debra Adamczyk, Principal of Goodwin School and Candace Morell, Asst. Principal of Mansfield Middle School.

Mr. Schimmel noted that he was aware of the Town Manager's request for a reduction of the budget to a 5.5 percent increase. Mr. Schimmel and the Board are quite confident they will be able to accomplish this without compromising any programs. They will present their options at the next Board of Ed meeting on April 10th.

In order to reduce the budget Mr. Schimmel feels the support of the District's share of the partnership with the Neag School of Education for a proposed "Teacher-in-residence position will need to be postponed.

In addition, restoration of funds for on-going technology and computer infrastructure that were transferred last year to a source outside the current budget will not be done this year.

Members also discussed Early Retirement, Administrators Salaries, medical benefits between the Town and the Board of Education, Energy costs and MERS.

In closing, Mr. Schimmel thanked the Town Council for all the support they have received from the Council and welcomed members to visit at anytime.

2. Daycare

- Page 194 – Mr. Smith will check with Bill Hammon on why the energy costs have declined.

After much discussion, the Council suggested that Mary Jane Newman, Director of the Mansfield Discovery Depot come before the Council to answer questions members have regarding the demographics of the center.

3. League of Women Voters Offer of Hospitality at Annual Meeting

Members have agreed to have the League of Women Voters arrange a dessert social prior to the annual meeting.

Matt Hart noted that the Region voted on reducing their budget by \$200,000.

The Public Information Budget meeting will be held on April 7, 2008, the next Council Meeting on April 14, 2008.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Betty Wassmundt, Old Turnpike Road, had questions regarding the grant from the University of Connecticut to the Mansfield Discovery Depot and expressed concerns that some residents cannot afford to send their children to the center.

She also voiced her concern about discussions previously held regarding funds being appropriated for the Southeast Park Improvements in comparison to the excess amount of funds being appropriated to the Community Center.

At Ms. Wassmundt's request information from the finance department regarding the Community Center will be provided shortly.

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

V. EXECUTIVE SESSION

Issue: Personnel

Present: Matt Hart, Town Manager, Jeff Smith, Director of Finance, Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer.

VI. ADJOURNMENT

Mr. Schaefer moved and Mr. Paulhus seconded to adjourn the meeting at 8:00 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Christine Hawthorne
Assistant Town Clerk

A handwritten signature in black ink that reads "Christine Hawthorne". The signature is written in a cursive style with a large initial "C".



TOWN OF MANSFIELD
MANSFIELD TOWN COUNCIL

Elizabeth C. Paterson, Mayor

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

April 1, 2008

Board of Education
Regional School District #19
Edwin O. Smith High School
1235 Storrs Road
Mansfield, Connecticut 06268-2287

Re: Proposed FY 2008/09 Budget

Dear Board Members:

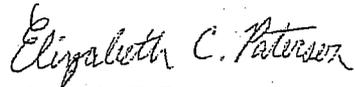
On behalf of the Town of Mansfield, we wish to thank you for your continued support and leadership of Regional School District #19. E.O. Smith High School enjoys a well-deserved reputation for academic excellence that is in no small way attributable to the work of the Board and the Region's professional staff.

We would like to take this opportunity to comment on the Superintendent's Proposed FY 2008/09 Budget. As you know, the Superintendent has proposed an overall budgetary increase of 6.5 percent. Mansfield's proportionate share under this budget would increase by \$924,411 or 9.9 percent. We do recognize that quality education requires money and resources. However, the Town of Mansfield also faces budgetary pressures from municipal departments as well as the Mansfield Board of Education. When Mansfield's share of the Region's proposed budget is added to the Town Manager's proposed municipal budget, the Town is looking at an overall increase of \$2,624,830 or 6.3 percent. This would translate to a tax increase of 1.91 mills or a 7.99 percent increases in taxes. As this increase considerably exceeds the rate of inflation, we feel that the proposed budget would impose an excessive burden on Mansfield taxpayers.

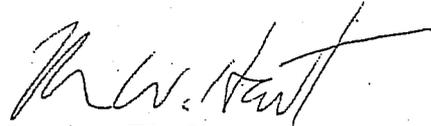
On behalf of the Town of Mansfield, we recommend that the Region 19 Board reduce the Superintendent's proposed budget by \$200,000. We will be asking the Mansfield Board to reduce its budget by a similar amount relative to their budget. These cuts would allow the Town Council to bring Mansfield's overall budget more in line with the rate of inflation while still providing strong financial support to the schools.

We greatly appreciate your consideration of our request. Please feel free to contact Matt Hart with any questions regarding this matter.

Sincerely,



Elizabeth C. Paterson
Mayor



Matthew W. Hart
Town Manager

CC: Mansfield Town Council

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager
Date: April 14, 2008
Re: Community/Campus Relations

Subject Matter/Background

I recently attended meetings of the Mansfield Community-Campus Partnership and the Town-University Relations Committee, and will be able to report on these meetings on Monday night. I will also report on plans for Spring Weekend and the rest of the semester.

In addition, I have attached the following items of interest to the Town Council:

- Off-Campus Community Leaders Program – this is a new and exciting program sponsored by the University's Office of Off-Campus Student Services as well as private student apartment complexes in the area. This program will establish a network of students living in various private apartment complexes, who will be responsible for serving as a resource to off-campus students, promoting communication between property owners and student tenants, and building community among students living off-campus. I commend the Office of Off-Campus Student Services and participating landlords for undertaking this initiative, and I wish the sponsors and the participating students great success.
- Prevention Summary Report for University Spring Weekend 2004-08 – this piece, prepared by the University's Department of Alcohol and Other Drug Services, provides a concise overview of prevention initiatives employed during the past several spring weekend events.
- "From Students, For Students...Have a Safe Spring Weekend '08" – this brochure was prepared by University students and is designed to serve as a positive peer influence, providing safety tips and other information pertaining to the upcoming spring weekend.

Off-Campus Community Leaders Program



Off-Campus Student Services



University of
Connecticut

The Division of Student Affairs
One Division. Multiple Services. Students First.

Off-Campus Community Leaders Program Overview

The Off-Campus Community Leaders Program is a network of students who live off-campus and assist with executing the mission of the Office of Off-Campus Student Services. In their role, the Off-Campus Community Leaders increase communication with off-campus students, serve as a resource to off-campus students and build community among off-campus students. Students are hired based, in part, on living in an identified priority area (see *Areas Identified for OCL Program*).

Program Goals

The Off-Campus Community Leader (OCL) Program general goals are:

- Increase information dissemination to students living off-campus;
- Provide resources for students living off-campus in designated areas and/or apartment complexes;
- Build community among students living off-campus in designated areas and/or apartment complexes;
- Communicate off-campus student concerns to the University administration through the Off-Campus Student Services Office;
- Promote communication between property managers/owners and tenants; and
- Reduce problems directly related to lack of information regarding town laws/ordinances, property management policies, University expectations and good neighbor practices (noise violations, trash violations, housing code violations, Student Code, etc.).

Off-Campus Community Leader Position Description

Off-Campus Community Leaders are undergraduate or graduate students hired, trained and supervised by the Off-Campus Student Services Office. The Off-Campus Community Leader is responsible for acting as a resource, disseminating information, helping solve problems, and coordinating programs for off-campus students within a designated neighborhood or apartment complex. The OCLs promote and staff programs and events sponsored by the Off-Campus Student Services Office. OCLs are not in a position to either set rules or guidelines for his/her residents nor enforce *The Student Code*, property rules or lease terms and local or community laws. OCLs will serve as advisors on student opinion to the Off-Campus Student Services staff.

Responsibilities

The following is a summary of the significant expectations for which Off-Campus Community Leaders are responsible:

Student Relationships

Off-Campus Community Leaders strive to help each student develop to his/her full potential as a person, a student, and a member of their residential and University communities. In their multiple roles (i.e. peer, educator, and administrator), Off-Campus Community Leaders model appropriate respect for the health, safety, welfare and rights of all members living in the designated off-campus neighborhood or apartment complex. Each Off-Campus Community Leader is expected to:

- Meet and maintain reasonable contact with the residents in the assigned neighborhood and/or apartment complex;
- Assist students with resolving general concerns or refer students to other University, town, and/or community resources when appropriate;
- Spend sufficient time communicating with students in the assigned neighborhood and/or apartment complex to assess student needs, and ensure that this information is accurately transmitted to the Off-Campus Student Services Office in a timely manner;
- Continually model appropriate academic and personal behavior;
- Maintain confidentiality of information when ethical and appropriate;

- Maintain a caring, concerned, and approachable demeanor in order to facilitate communication and establish positive relationships with neighbors.

Student Conduct

An Off-Campus Community Leader is not responsible for setting rules or guidelines for their designated neighborhood and/or apartment residents and/or enforcing university policies, lease terms, property management policies or federal, state, and local laws. An OCL is expected to:

- Be familiar with the *The Student Code*, federal, state, and local laws in order to help students know their rights and responsibilities as a student, tenant, and community member; and
- Role model behavior by abiding by the *The Student Code*, property/lease regulations, federal, state, and local laws.

Programming

In order to help create a sense of community among the residents in the designated neighborhood or apartment complex, Off-Campus Community Leaders are expected to:

- Develop at least one social program each semester for the residents of the neighborhood or apartment complex with assistance from the Off-Campus Student Services Office;
- Promote programs sponsored by the Off-Campus Student Services Office; and
- Provide staff support of Off-Campus Student Services Office sponsored programs and events.

Administration

An Off-Campus Community Leader is responsible for helping to execute the mission of the Off-Campus Student Services Office and is expected to:

- Attend individual supervision meetings with the Director of the Off-Campus Student Services, as needed;
- Complete weekly updates thoroughly, accurately, and on time;
- Serve two (2) hours per week in the Off-Campus Student Services Office;
- Participate at Off-Campus Community Leader staff meetings; and
- Attend other meetings, as needed.

Communication

An Off-Campus Community Leader plays a crucial role in providing information to students living off-campus. OCLs should strive to represent the University and the Off-Campus Student Services Office positively to students, parents, and the general public. An OCL is expected to:

- Inform residents, in designated neighborhood and/or apartment complex, of his/her availability as a resource;
- Maintain regular contact with individual residents and groups within the designated apartment complex or neighborhood, to explain rights and responsibilities, promote programs, and learn of concerns;
- Check email daily and respond in a timely manner, as needed;
- Maintain regular contact with the Director of the Off-Campus Student Services Office and discuss job-related, as well as, personal concerns relative to job performance.

Professional Development

An Off-Campus Community Leader is expected to be a knowledgeable resource for students in the designated neighborhood and/or apartment complex and therefore will:

- Complete training seminars, as stipulated by supervisor;
- Engage in a annual formal performance evaluation, by the Director of the Off-Campus Student Services to determine eligibility to continue employment; and
- Be evaluated by residents of the designated neighborhood and/or apartment complex through the use of the evaluations conducted by the Off-Campus Student Services Office.

Qualifications for Selection:

- A University of Connecticut student enrolled full-time at the Storrs Campus in an undergraduate or graduate degree program;
- Availability for the entire employment period;
- A 2.50 cumulative grade point average must be maintained for hiring and continued employment;
- Students who are on University Probation at the time of application review, are not eligible to interview. Students with any conduct history, other than University Probation, will be subject to review by the Director of Off-Campus Student Services. The review includes all decisions such as University Warning, Letter of Warning, etc.
- Students must live off-campus and in an area (neighborhood and/or apartment complex) designated by the Off-Campus Student Services Office to have an Off-Campus Community Leader for the academic year hired. Qualified applicants will be given additional consideration based on the order of the priorities listed in the *Areas Identified for the OCL Program* section. Priority 1 will be given the highest consideration and 3 the lowest consideration. (**NOTE: OCLs are not placed in housing, but are selected in part by where they will be living during the employment period**);
- Satisfactory completion of training is required for employment;
- Candidates must be able to demonstrate:
 - An understanding of the needs of and interest in working with college students who live off-campus;
 - An understanding of, sensitivity to, and willingness to work with a diverse student population;
 - A desire to serve as a resource to and provide assistance to students;
 - Experience working autonomously, one-on-one and as a member of a team;
 - An ability to communicate clearly and effectively;
 - Leadership potential as evidenced by previous leadership experiences and recommendations;
 - High level of maturity exhibited in sound judgment, flexibility, and willingness to accept responsibility; and
- Students must meet the following Special Restrictions Regarding Work Eligibility:
 - International Students - Per U.S. Citizenship and Immigration Services regulation, failure to comply with the following policy is a violation of the student's F-1 visa status that could ultimately result in removal from the United States.
 - During the fall and spring semesters, international students may not work more than twenty (20) hours per pay week, Friday through Thursday, in all jobs combined (including graduate assistantships).
 - During intersession, spring break and summer, if the international student is eligible and intends to register for courses for the next semester, the student (maintaining F-1 visa status) may work full time, up to, but not more than, forty (40) hours per pay week, in all jobs combined.

Training

Fall Semester seminars will be conducted and are required to train and educate Off-Campus Community Leaders. Ongoing training may be required.

Program Assessment

The program will be assessed by evaluating Off-Campus Community Leader's individual performance, comparing code violations with previous years, and qualitative feedback from University staff, town staff, property managers, students, and community members.

Compensation

Off-Campus Community Leaders receive \$1,200 per semester for the Fall and Spring semesters. OCLs are expected to work between six to eight (6-8) hours per week—two (2) of the hours will be served in the Off-Campus Student Services Office.

Areas Identified for the OCL Program

The apartment complexes and neighborhoods, listed in the table below, were identified as having a high concentration of student tenants and therefore could benefit from having a designated Off-Campus Community Leader. The number of Off-Campus Community Leaders dedicated for each apartment complex or neighborhood was determined by the number of units and student tenants in an area. Qualified applicants will be given additional consideration based on the order of the priorities listed in the *Areas Identified for the OCL Program* section. Priority 1 will be given the highest consideration and 3 the lowest consideration. Apartment complexes that have OCLs assigned for coverage are not endorsed or recommended by the Off-Campus Student Services Office or the University of Connecticut. Applications will be weighted based on placement priority as outlined below:

Neighborhood / Apartment Complex	Number of OCLs	Number of Units
Priority 1		
Hunting Lodge Rd./N. Eagleville Rd. (Houses)	1	21
Celeron Square Apartments	3	160
Carriage House Apartments	2	65
Hunting Lodge Apartments	1	40
Clubhouse Apartments	1	44
Priority 2		
Knollwood Apartments	2	136
Willington Oaks Apartments	2	128
Cedar Ridge Apartments	2	100
Orchard Acres Apartments	1	96
Priority 3		
Other Areas (Based on Qualified Applicants)	TBD	Concentration of Student Tenants

Budget

8 Off-Campus Community Leaders

Off-Campus Community Leader Stipends*	\$ 19,500
Programming**	\$ 4,500
Training	\$ 500
Total	\$ 24,500

*\$1,200 a semester, includes worker's compensation (Community Assistant- \$2,000/semester, plus room)

**\$250 per semester, per OCL x 2 semesters, plus some additional for office sponsored programs

Property Manager/Owner Relationship

If a property manager and/or owner is concerned about the performance or behavior of a OCL, they are instructed to contact the Director of Off-Campus Student Services. The Director will determine what action is needed to address the issue. Property managers and/or owners may provide support (financial or in-kind) to enhance programs or events organized by the OCL, but the means of support must be approved by the Director of Off-Campus Student Services. **Disclaimer:** Property managers and/or owners do not have oversight of the Off-Campus Community Leader assigned to their property. OCLs do not have a responsibility or expectation to report to or take direction from the property manager and/or owner.

Prevention Summary Report
for
The University of Connecticut
Spring Weekend 2004 – 2008
prepared by the
Department of Alcohol and Other Drug Services

The University of Connecticut's annual tradition of Spring Weekend has had a dual purpose. The distinct weekend is to give students an opportunity to celebrate their accomplishments as another year closes through events such as the Oozeball competition or the Spring Concert. This event has also been affiliated with many negative behaviors due to the "spontaneous" unsanctioned gathering of thousands of people with the interest of standing around together for three consecutive nights and drinking alcohol. Over the years this event has been approached from a safety standpoint and numerous varied prevention initiatives. Overall the feeling of many of the people involved in Spring Weekend initiatives was that of despair that the culture of the weekend would never change until a tragedy occurred. Beginning in 2004 the University of Connecticut in partnership with the Mansfield Community began a planned prevention initiative that built upon its' successes each consecutive year. This report is written to explain the concepts behind this initiative and identify the culmination of this cultural shift to healthy behavior.

BACKGROUND

In 2004 Spring Weekend had already been in effect for over a decade. Many of the people involved in safety and prevention had been doing so for years and despite their efforts, they had seen the event grow in size and increase potential trauma for those in attendance. EMT's and the police in the practice of securing safe environments found themselves managing 25,000+ people imbibing alcohol with comparatively few personnel. University personnel would address the risk with university buildings to the students and property. There was no goal of what Spring Weekend could become and secretly most people involved in the endeavor wished that it would be ended.

Due to the spontaneous nature of Spring Weekend there has been no feasible way to close down the event without causing a riot that could be potentially disastrous to the safety of all involved. The first step in the strategic plan of graduated prevention was to define the goal of the totality of the prevention initiatives. The first phase of the plan developed was crisis management, the most high risk issues were identified and targeted in an effort to change unhealthy, risky behavior to safer more manageable behavior.

2004

Prevention elements of 2004 addressed two main areas:

- a. Limiting glass bottles due to the fact that as the night wears on glass bottles typically would get thrown by attendees into the crowds causing lacerations and other injuries. The broken glass on the pavement would cause subsequent injuries to the feet of students not dressed appropriately.

- b. Prevention statements were disseminated to the student body.

2005

Students voiced concern that the administration may want to take away their weekend of celebration. This was an impediment to joint efforts at prevention due to the perception that two separate groups had differing goals regarding prevention efforts. The university clarified for the students that the concerns all centered around safety for the students. Stories of past injuries and close calls were shared with the student body to help their understanding of the risks inherent in the event. Due to the magnitude of the event it would take the equivalent of a military operation to shut it down. Students were incorporated into the solution and challenged to define the way the student body wants out of the Spring Weekend events. A joining of forces was developed between the Students, Campus and Community officials. A partnering toward the common goal of prevention was secured between these three entities through a philosophy of transparency. Discussions were opened regarding the injuries and situations that had occurred in years past of which the student body had no idea. The student body supported and advocated for safe behavior among their peers. Prevention messages were complimentary of each other and alternative issues to be spotlighted were identified. Theme prevention messages began.

The Mansfield Community in collaboration with the University of Connecticut began a comprehensive media campaign to advertise the prevention efforts developed regarding Spring Weekend. Historically the media has glamorized the unsanctioned events and potentially added to the numbers of attendees. The prevention media campaign was the first to inform the public of the collaborative efforts by the community, university students and administration to minimize any high risk behavior associated with these events.

2006

The first Spring Weekend survey was completed to give the students and the university an understanding of what the greater student body wanted from their Spring Weekend. Students named numerous prevention initiatives that they were interested in having present during the weekend of events. A focus was placed on additional alternative programs. Students expressed their dissatisfaction with the high risk events of the unsanctioned Spring Weekend events. The partnership between community, campus and students toward a common goal of safety was secured. People involved in safety and prevention for years began to see the cultural shift among the student body and become re-energized to maintain their involvement in prevention.

2007

Prevention initiatives became part of the University fabric and expectation for the Spring Weekend event. Additional alternatives were offered and the events were all easily located on the Spring Weekend website, which was now in its second year. Students took it upon themselves to identify people at risk or in need of medical services and viewed the fire fighters and police as people on their side willing to assist. Tension seen

in the past between the safety professionals and the students was greatly reduced. Evidence of change began to surface, for example;

- a. During the large unsanctioned gatherings in the past police would escort EMT's into the crowds to assist in parting the crowd, locating the person in need of assistance and prevent injury to the EMT's. This year it was noted by safety professionals that students were parting the crowds on their own. Students saw safety professionals as present to assist.
- b. The Daily Campus student paper, which used to publish articles regarding how much alcohol and sex would be present on the weekend, published articles regarding safety and positive behavior.
- c. The University Student Government Pep Rally focusing on safe behavior and expectations was moved from the lobby of the Student Union to the Jorgenson Theater to accommodate the numbers of students in attendance. SUBOF partnered with them on this event.

2008

The Spring Weekend symposium for Connecticut Universities was launched. The symposium brought the risk of unsanctioned Spring Weekend events to the attention of all the Connecticut Universities to demonstrate the need for all universities to work together to minimize risk to our students. The second Spring Weekend survey was completed. The Department of Education federal grant awarded to the University of Connecticut assisted our prevention efforts. Prevention efforts continue to expand.

In conclusion, many constituents are working on prevention for this annual event at the University of Connecticut. The community is engaged and working toward a common goal of safety for the community and a healthy celebration. Students have become more aware and knowledgeable of the risks inherent in the weekend and safe behavior is being spoken about and implemented. The Prevention Initiatives of Spring Weekend are comprehensive and multi-faceted addressing many areas of risk simultaneously. Due to the comprehensive nature of the prevention it can only be accomplished through the dedication and work of an entire community. The Mansfield and University of Connecticut community is such a community and is now beginning to see the change of culture as a result of their efforts. The continuity and comprehensiveness of the prevention initiatives needs to be continued so the trajectory of efforts maintains momentum.

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
1	Letter to the area USG/Programming Board	Students reaching out to students to increase activities on other campuses	USG President	X				
2	Letter to Northeast region Chief Student Affairs Officers	Attempt to have the area universities make prevention attempts to keep their students away	Dean of Students Office	X	X	X	X	X
3	Letter sent to Mansfield area parents and school districts	To explain risks of weekend in attempt to have parents keep High School students away (letters sent to the local High Schools	State PD, Smith Superintendent, SHS Director, USG Pres, DOS	X	X	X	X	X
4	Letter to UConn students	Outlines behavior that is expected and acceptable in an attempt to have students be responsible during the weekend.	Res Life	X	X	X	X	X
5	Letter to students	Outlining acceptable behavior and how not to have a problem over the weekend	Chief of Police	X	X	X	X	X
6	Letter to students	Outlining what is acceptable and expected by the university	VPSA	X	X	X	X	X
7	Additional programming	Programming to be offered for Saturday afternoon	Campus Activities	X	X	X	X	X
8	Food supplied	Provide free food to slow down intoxication rates '04 – Thurs ngt only '05-'08 – Thurs and Fri ngts	Area Religious Council	X	X	X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
9	Area Package stores contacted	Attempt to limit the number of glass containers sold during Spring Weekend to limit the broken glass that injures people	Safer Spring Weekend Committee members	X	X	X	X	X
10	Lighting in Celeron Parking lot	Safety measure	Celeron and Carriage House Management	X				
11	Safety Walk	Identify blue lighted emg. phones, ensure operation of phones and lights	USG and UConn Police	X			X	
12	Plastic Cups	Replace glass bottles with plastic cups to minimize broken glass and injuries associated. '04 – handed out by SA staff '05 – ordered but not handed out – discussion around adding BAC chart to the cup '06 – ordered but not handed out – discussion around having a lid on the cup to prevent additives in the cup	USG	X			X	X
13	t-shirts	Prevention message on shirt '05 – top ten ways to stay safe '06 – top ten ways to stay safe '07 – student designed graphic with all things to be concerned about on the weekend '08 – '?'	USG	X	X	X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
14	Themes introduced	'05 – 'Take Back Spring Weekend' – to get the student body to understand this is their weekend and 'crashers' are trashing the UConn reputation. '06 – 'I am UCONN – You are UCONN!' – university spirit and pride '07 – 'Our Campus, Our Weekend, Our UConn!' – University pride and ownership – making it clear that this is not a party for the state or nation. Non-affiliated people tend to be the ones who vandalize the campus and do not care about the university reputation '08 – 'Pride in Our tradition, Pride in Our campus, Pride in Our Legacy, UCONN Pride	Committee and USG		X	X	X	X
15	Saturday Concert	Group brought in each year to provide an alternative to X-lot. Police try to end X-lot prior to the concert letting out.	SUBOG & Police	X	X	X	X	X
16	RHA Carnivals	Organized around Res Life complexes during the day on Saturday to provide alternative recreation. Some yrs larger than others	RHA	X	X	X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
17	EMT services	Organized through the town since the inception of Spring Weekend. To provide necessary medical services to students. Mash unit set up outside the unsanctioned event for triage and students needing hospital services are sent to one of 5 area hospitals. Full report on numbers serviced is an Addendum to this report	Volunteer town EMT's and SHS RN's	X	X	X	X	X
18	Bracelets	'05 & '06 - 8,000 for students and 12,000 for friends of students. Goal was to assist students in seeing who is affiliated with the weekend and who is not. Build pride in their university. Byproduct – helped SHS identify students and therefore people with insurance to assist in processing. Students spoke more of the bracelet program in the DC than they did of plans to drink – so it replaced the buzz about alcohol for the weekend. '07 – friends bracelets no longer bought.	SW Comm., USG, Res Life		X	X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
19	Pep Rally	'05 – student run, speeches regarding safety issues of the weekend, encouraged responsible behavior and how the weekend effects the reputation of their school. Occurred mid April. (approx 500 in attendance – occurred at Student Union) '06 – Occurred at Student Union – approx 5,000 showed – lines out the door. Huge buzz on campus about the rally. SW t-shirts handed out at event each yr. '07 – Event moved to Jorgenson – filled main floor. SUBOG brought in a musical act.	'05 – USG, UConn PD, SHS '06 – USG, Student Affairs, UConn PD '07 – USG, SUBOG, Student Affairs		X	X	X	X
20	Advertising	Publicity for events advertised on specific posters and through the Daily Campus so students will know all of the alternative events occurring	USG		X			
21	Website	'06 -Spring Weekend Website developed to have one location for all of the events scheduled for the weekend (positive and sanctioned events) '07 – maintained through campus activities – events and prevention initiative added '08 – minutes to SW committee added, history of prevention added, community prevention added	'06 SUBOG, SAIT and Dept of AOD '07 Campus activities, Dept AOD, SAIT '08 Dept AOD, SAIT			X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
22	Alcohol Safety Team	Collaborative effort to train nursing students in recognizing alcohol poisoning. They are then assigned to Res Halls and assist CA's in obtaining assistance for students in medical need. Nursing students gain academic credit through this project. See addendum '05 - 39 students '06 - 80 students '07 - 37 students '08 - ? students	AOD, SHS, Nursing, Res Life, Comm. Police		X	X	X	X
23	Community Policing Programs	In dining halls re:staying safe, calling 911, using blue phones and how to report a crime.	UConn Community Police		X			
24	DUI checkpoints	'05 - In place three weeks in advance '06 - secured a grant to fund/ given fake ID checkers '07 - introduced on location processing center to speed up process	State Police		X	X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
25	Police Officer presence	'05 – increased number of officers	State Police		X		X	X
26	Safety Pledge	Students sign a pledge to adhere to safe behavior and are entered into a raffle to win a prize. Promotes safe behavior and defines what it is. Educates on BAC and other risk issues	Bacchus n Gamma (peer group), Res Life, Dept of AOD		X			X
27	TKE 5K run	Fundraiser for Alzheimer's research – organization asked to hold the event during the Saturday of Spring Weekend	TKE fraternity		X	X		
28	Campus Cable TV	Three separate shows regarding risks of alcohol use. Each presented for a month for the three months leading up to Spring Weekend	UCPTV – student Amanda – made this her semester project against the advice of her station advisor		X			
29	CPTV	President of student prevention group – Bacchus n Gamma, Dan Murphy was interviewed by Connecticut Public Television regarding all of the student driven prevention that has been occurring on campus and in the community regarding Spring Weekend.	CPTV, Bacchus n Gamma		X			

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
30	Press Conference	Press conference held to address the press before they advocate for the problems of Spring Weekend. This conference highlights all the prevention initiatives	News Stations, Community Town Hall, UConn Pres, Chief of Police (state and UConn police), students in prevention		X	X	X	X
31	Night Court	UConn Community Standards Office set up business in the UConn PD the nights of Spring Weekend in an attempt to address unacceptable behavior immediately among students being arrested.	UConn PD, Community Standards Office		X	X		
32	BAC Late Night	Prevention programming held during 'UConn Late Night' a week before Spring Weekend to increase student awareness '06 – another group on campus performed 'mocktails' during late night – may have been counter-productive	Dept of AOD, Campus Activities		X	X		
33	Late Night	Increased programming in the Student Union, late night activities continued for this weekend	UConn PD, Student Activities, SUBOG				X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
34	Community Center late night	Town Community Center partnering with volunteers from Hartford Hospital to provide a late night event on the Friday of Spring Weekend from 8 to midnight as an alternative.	Community Center, Town Manager, Mayor, Dept of AOD, Hartford Hospital					X
35	Local cable network	Interviews held with local cable channel on prevention efforts over Spring Weekend and on the local radio station	MCCP and AOD (Mayor and Director interviewed)			X		
36	'Don't be that Student'	Campaign based on true stories expressing the horrors of Spring Weekend and how students came so close to very serious harm. Tag line of the campaign was 'don't be that student'. Objective was to get students to look down upon poor choices and therefore be more likely to make positive choices. '06 Stories received from SHS and PD, written up by AOD and distributed by CA '07 - recruited stories directly from students	Dept of AOD, SHS, Res Life			X	X	

Spring Weekend progression of prevention initiatives from 2004 to 2008

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
37	Oozeball	'04 – same as the 20 yrs previous '05 – added a Student Affairs professionals team – get involved with students where they are at '06 – Oozeball recess – added inflatable apparatus around location (not attended well). Added another food vendor. Dining Services opened Whitney Hall for breakfast to compete against the local bar “Ted’s” Kegs and Eggs breakfast. '07 – administrative team returns '08 – increase in # of courts and Dining services to give food on location and taking swipe card	Alumni Assoc event	X	X	X	X	X
38	Arts Festival	Student run from College of Fine Arts – Festival held in the Student Union all day on Saturday	College of Fine Arts Student			X		
39	Social Norm Campaign	'06 – based on survey results, marketed key prevention messages '07 – “Find Something Better Campaign” '08 – Fed Dept of Ed Grant – third campaign on prevention rolled out (see addendum)	Dept of AOD			X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
40	Survey	First survey of student attitude toward Spring Weekend completed. Found out 40% of students could care less if the event went away. Majority of students attending are Freshmen. This was an enormous prevention tool for the administration – gave the confidence needed to implement far reaching prevention. Discussion happened all the way to the president's office '08 – second version completed	Dept of AOD, Center for Student Research			X		X
41	Programming	Organized efforts with Cultural Centers to add programming for the weekend. In addition student activities increased programming as well	Cultural Centers, Student Activities				X	X
42	Helpful Packs	Mansfield Apartments CA developed packs for residents including NECASA Cards, AOD Pens, and info on the law and safety at parties	Res Life CA				X	
43	Community	Discussion on adding some community prevention to the web page	MCCP and AOD				X	
44	Symposium	Connecticut university symposium held at UConn to review our progress and how area universities can assist – held in Nov '07. 9 different universities showed up – approx 30 in attendance.	AOD, Community Standards, DOS, VPSA, Student Activities					X

Spring Weekend progression of prevention initiatives from 2004 to 2008:

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
45	Lifestar	Bringing Lifestar Helicopter to campus the week of Spring Weekend to allow students to tour the copter and learn the prevention elements put into place to keep them alive	AOD, Fire Dept, Lifestar, PD					X
46	Reduce Underage Drinking Grant	Town and University grant to reduce underage drinking, held a 'Take It Back' event for High Schoolers and Parents to raise the awareness of the risk and made it clear that Spring Weekend is not for High School students	Community, EO Smith HS, Dept of AOD					X
47	'Message in a Bottle'	20 ounce plastic Water bottles to be distributed across campus to students to promote safety measures of knowing what is in your drink (if alcohol measure just one shot), plastic so no broken glass or lacerations, covered – so no one can add a drug or substance to your drink.	Dept of AOD					X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
48	EMT services	Town volunteer fire department has a "pre-weekend" review with all volunteers to explain the system of providing services to ill or injured students. 2007- Uconn students attended for the first time to see all of the work involved in keeping them safe during the weekend. 2008 - same presentation was given to the students involved in the Alcohol Safety Team project.	Volunteer Fire Departments - Town of Mansfield				X	X
49	Helicopter	Helicopter scans the area with a heat sensitive laser in order to identify any passed out bodies in the woods. 2007 - first year no students were passed out in the woods		X	X	X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				2004	2005	2006	2007	2008
50	Ph.D. student Survey	Evaluating prevention initiatives among the student body	Graduate student				X	
51	Residence Hall programs	Provide alternative social activities to residence hall students; such as movie marathons, day trips to New York City and Boston, sporting activities and competitions, craft nights, acoustic band performances, and video gaming competitions.	Residential Life	X	X	X	X	X
52	Residential Hall Game Rooms	Provide alternative social activities to residence hall students by promoting and utilizing residence hall game rooms; including extended hours over Spring Weekend.	Residential Life	X	X	X	X	X
53	Car Smash	Purpose of this philanthropy is to give students a mechanism to release frustrations at the end of the school year that is appropriate. This fraternity has partnered with the Office of Alcohol and Other Drug Services to use their event as a vehicle to get the prevention message out to students.	ZBT, Department of Alcohol and Other Drug Services		X	X	X	X

Spring Weekend progression of prevention initiatives from 2004 to 2008.

	Prevention Initiative	Objective	Responsible Parties	Year Initiative held				
				'04	'05	'06	'07	'08
54	3 part series	topics scheduled to speak of laws, responsible drinking and safe sex practices	IFC					X
55	Southpalooza	Three residential halls are collaborating to provide a large carnival alternative program on Saturday during the day for Uconn students. Entertainment and prevention programs available	South, Shippee, Buckley RHA, Dept of AOD					X

Supporting Documentation:

1. EMT report
2. SHS report
3. Alcohol Safety Team report
4. AST – ppt from ACPA
5. Social Norm Campaign for '06, '07, '08.
6. Survey '06 - '08
7. Safe Pledge
8. NECASA Card

**QUICK TIPS TO STAY SAFE
DURING SPRING
WEEKEND**

Think about what your wearing; dress for the weather...it gets cold at night. You may want to have long pants and a long sleeve shirt.

Flip-flops and high heels are not safe choices, because you may get stepped on and broken glass is everywhere. Chances of tripping and falling are much lower with shoes/sneakers on.



Go with, stay with, and leave with your friends. You don't want to be alone in an unfamiliar place with unfamiliar people. Cell phones may not work in crowded areas like Celeron, X-lot, and Carriage House.

Use your water bottles- "Keep it Close, Keep it Covered, Keep it Safe"

Measure your own drinks, don't let others pour them for you.

Be mindful of sexual assault and acquaintance rape. Watch out for friends and remember that alcohol is the #1 date rape drug.

Be aware, many people who are not UConn students come to spring weekend. Gangs, drug dealers, and others with bad intentions have caused trouble in the past.

Police are there for your safety, use them as a resource.

Health Services is open 24/7 to students wearing bracelets and with their ID's.

Recognize the signs of alcohol poisoning, and PLEASE do not hesitate to seek help if someone is unresponsive. **Save a life, don't wait until it's too late.**

People may be driving under the influence. Remember this when crossing the streets.

If you don't feel comfortable attending the big parties then don't; there are great events in the union, and the Mansfield community center will be open on Saturday from 8pm--midnight

Additional Information and Services:

Department of Alcohol and Other Drug Services
860-486-9431
<http://www.aod.uconn.edu>

Department of Residential Life
860-486-3430
<http://www.reslife.uconn.edu>

Dean of Students Office
860-486-3426
<http://www.dos.uconn.edu>

Student Health Services
860-486-4705 (After Hours: 860-486-3427)
<http://www.cmhs.uconn.edu/>

Women's Clinic
860-486-4837
<http://www.shs.uconn.edu/wcp2.html>

Women's Center, Student Union, 4th Floor
860-486-4738
<http://www.womenscenter.uconn.edu/vawpp.htm>

University Police
Police Headquarters, 126 North Eagleville Road
860-486-4800 (911 For Emergency)
<http://www.police.uconn.edu/>

For more information regarding Spring Weekend

programming and events please visit:

<http://www.springweekend.uconn.edu>

**UNIVERSITY
OF CONNECTICUT**

Department of Alcohol & Other Drug Services
626A Gilbert Road, Unit 1059
Storrs, CT 06269-1059
Phone: 860-486-9431
Fax: 860-486-9366

UNIVERSITY
OF CONNECTICUT

From students, For students..

Have a Safe Spring Weekend
'08



Enjoy your friends

Enjoy all of the fun events

Want to stay safe?

....Here are some TIPS



Things to Keep in Mind

The water bottles provided to you have small openings and lids making it difficult to slip anything into the bottle. They are also shatter proof to help alleviate the dangers of broken glass. It is our intention for students to.....

-Keep it Close

-Keep it Covered

-Keep it Safe



When you choose to drink keep track of what you are drinking

Drinking games make it hard to keep track of how much alcohol you have consumed. In reality, drinking games increase the likelihood of alcohol poisoning, by shortening the time of consumption and increasing the amount consumed.

Signs and Symptoms of Alcohol Poisoning

Slow breathing (less than ten breaths per minute)

Vomiting while asleep

Low body temperature

Eyes rolling in back of head

Blue/clammy skin

What doesn't work : putting others in the shower, letting them sleep it off, giving them water, coffee, or bread.
What does work : Get help, call 911.

Be aware of intoxicated drivers. Pay attention to where you are walking and do not get into a car with someone who has been drinking.



Safety Tips From UConn Police:



- ◆ Always carry your identification
- ◆ Walk in Pairs
- ◆ Be aware of your surroundings
- ◆ Know your location
- ◆ Carry your cell phone
- ◆ Trust your instincts
- ◆ Lock your doors and keep valuables secure

Don't:

- ◆ get into a car with anyone who has been drinking alcohol
- ◆ go to a party where you don't know anyone
- ◆ rely on strangers to take you home

Go only where you want and with people you know well

Call 9-1-1 when:

- ◆ You feel in danger.
- ◆ Someone else appears in danger
- ◆ ANY CRIME OCCURS!

Create a buddy system:

- ◆ Keep tabs on each other
- ◆ Don't let friends go with people they don't know
- ◆ Don't let friends drink & drive

*Arrests are made to keep everyone safe, they are not made to threaten or cause problems for students.

*Police are there to ensure your safety.

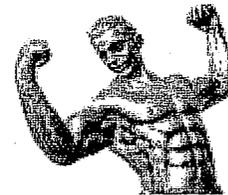
They help to keep the community safe from sexual predators, uncontrollable violence, gangs, drug use and visitors with unpleasant intentions.

KEEP IT SAFE



Remember: Keep it close, Keep it covered, Keep it safe

- Alcohol is the #1 date rape drug.
- GHB, otherwise known as the date rape drug, is colorless, odorless, and tasteless making it easy to slip into drinks. So cover your drink!
- If your friends are acting extremely intoxicated after a few drinks, they may have been drugged; seek medical attention immediately.
- Free confidential help offered to those who think they may have been assaulted (# on back).
- Perpetrators look for victims, especially when their judgment is impaired. Be aware!
- If you are in a place you are not familiar with, with people you don't know, be mindful of your safety.



- Don't encourage fights. If an intoxicated person tries to start something, walk away or get help.
- There's a higher risk of violence in large groups where alcohol is being consumed. There are more aggressive behaviors and lack of care for others' safety. The combination of mob mentality and alcohol is always risky.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M & H*
CC: Maria Capriola, Assistant to Town Manager; Curt Vincente, Director of Parks and Recreation; Jay O'Keefe, Assistant Director of Parks and Recreation; Jeffrey Smith, Director of Finance
Date: April 14, 2008
Re: Mansfield Community Center: Review, Analysis and Recommendations

Subject Matter/Background

Attached please find the Community Center management study prepared by Enterprise Consulting. As the Council is aware, this study was commissioned to review and analyze the operations of the Community Center, with a particular focus upon the Center's financial performance.

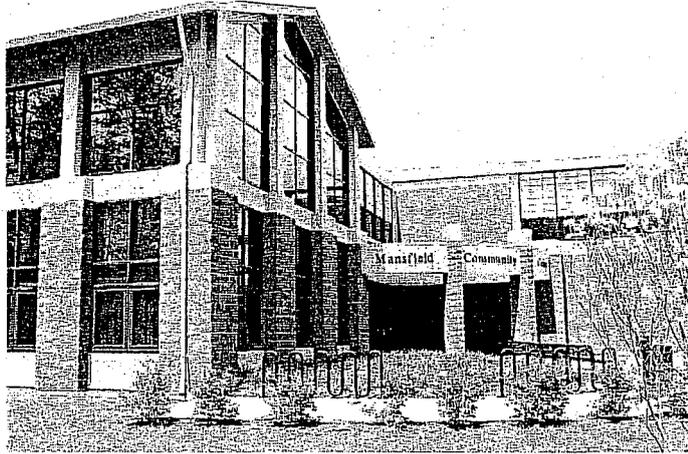
Over the past few years, we have implemented a number of measures to reduce expenditures (e.g. staffing reductions, energy initiatives). We have also introduced initiatives such as the Member Services position and the Business Partnership Program designed to enhance revenue growth. The management study finds that while these measures have for the most part proven beneficial, there is more we can do to both increase revenues and control expenditures.

Staff has worked collaboratively with the consultant team to provide much of the data needed to conduct the study, and the Enterprise Group has presented us with a number of recommendations. Many of these recommendations (e.g. new fees, fee increases) concern policy decisions that would need to be made by the Town Council. As a starting point, I have challenged staff to review the report carefully, and to come back to us with a plan to implement the most viable of the proposals. Once we have settled upon an implementation plan, I recommend that we provide regular status reports to the Town Council. This practice would enable the Council to better track our progress and financial performance, and provide you with the information you need to set policy in a timely manner.

Steve Capezzone from the Enterprise Group, as well as staff, will be available at Monday night's meeting to present the report to the Council and to otherwise assist in your discussion of this topic.

Attachments

1) Mansfield Community Center: Review, Analysis and Recommendations



**Mansfield Community Center
Review, Analysis and Recommendations
March 2008**

Prepared by Steve Capezzone
© Enterprise Consulting 2008
April 3, 2008

Executive Summary

After a thorough review of all available and appropriate sales, expense and membership reports to date and in depth meetings with the Parks & Recreation management staff, we have developed several recommendations for consideration in the areas of cost management and revenue enhancement.

These recommendations include:

1. Development of the following reports for management review on a monthly basis:
 - a. Financial statement showing revenue and expenses against budget
 - b. Payroll summary showing each departments payroll against budget
 - c. New member sales and cancellations against budget
 - d. Member profile showing changes in membership by type, average dues, additional family members and average tenure
 - e. Low/no use report to identify at risk members
 - f. Up for renewal report showing members expiring over the next 30-60 days
2. Research is important and staff should reach out to former members to determine what the primary reason(s) were for them to leave - and then respond accordingly
3. Aggressively build the Corporate Membership effort
4. Limit the three-month membership to students and eliminate for the general public
5. Increase non-resident fees gradually over the next few years
6. Consider instituting a modest membership fee for the Teen Center
7. Consider beginning to charge an enrollment fee for new memberships
8. Eliminate the off-peak membership
9. Institute new Center membership agreement that will automatically shift to a month-to-month after the first 12 months
10. Consider developing an area for "tweeners"
11. Implement a sales plan to increase personal training and birthday parties.
12. Be pro-active in improving payroll metrics.
13. Enhance the current Management Committee's effectiveness by using the new reports recommended in this analysis.

Overview

In November of 2005, after completing its second full year of operation, the Community Center had 2500 memberships and 5439 members. While these numbers far exceeded initial projections, they dropped after the exceptional inaugural year. That membership base represented a very robust core for a facility in a small market such as Mansfield, CT.

By November 2007 the Center's membership base had slipped to 2003 memberships and 4470 members. While it may be impossible to determine exactly, it is apparent that increased competitive pressures in the market along with compaction within the Center are significant factors.

Still, over the past four years the Center, with its current membership levels, has proven that it fills a valuable need in the community. In 2007 the Center serviced over 249,000 visits (+7% year on year) proving that without a doubt that the Center has become an integral part of the community's fiber.

The Center has connected with an increasing number of corporations (including Windham Hospital) who have recognized the economic benefits of exercise, and have begun to see the physician community refer patients, recognizing the health benefits of the Center can provide their patients.

It is clear in the health and fitness industry that facilities no longer have a "one size fits all" mentality. Consumers may go to a facility for exercise, but how they want exercise to be delivered to them differs widely. The Center is responding with highly diversified programs and services that make it unique in the market place.

In spite of the obvious success the Center has had, this report will take an objective view of recent trends and align these with similar trends in the for-profit health and wellness industry. Mixed in with the comparative trend analysis, we will also evaluate the outcomes of past recommendations that were designed to enhance the financial success of the Center.

This report gives consideration and respect to the differing missions of a community-based facility and a for-profit facility, while providing a balanced set of recommendations that will enhance profitability while fulfilling the Center's mission.

Methodology

The information referred to in this analysis was extracted from a variety of reports generated by the Parks & Recreation department using RecTrac and manually managed reports along with information developed through detailed interviews with the Center management team.

The for-profit health and wellness industry comparisons referenced in this analysis do not represent an absolute standard for an individual facility's performance. Instead, it references averages compiled by the International Health Racquet and Sportsclub Association (IHRSA), an international trade organization that supports the for-profit health and wellness industry in the US and internationally. This information is intended to provide a perspective on how a commercial health or sports club of similar size and amenities might behave as a business. The health and wellness industry remains very entrepreneurial and one individual business may deviate dramatically from any specific benchmark and still be very successful. Local market conditions or a facilities unique business model may account for such differences.

The Community Center at a Glance

Memberships

Four years ago, in its first full year of operation, the Community Center enrolled 2900 memberships and over 6000 members. Two years ago, membership had declined by 13% to 2500 memberships and 5439 members. Today, roughly four years after opening, the membership has dropped to 2003 memberships and 4470 members - about a 20% drop since 2005.

In 2005, the US health and wellness industry topped 41 million members at more than 29,000 facilities across the country. With every state reporting growth in total number of facilities compared to the previous year. Despite this gain in market share, the total number of facility members stayed the same, year on year. The health and wellness industry has not experienced a plateau like this in more than 10 years and it is apparent that intense competition is a major factor.

Competitive Pressures Increasing

The Community Center has experienced new competition within its market and has been impacted to a degree by these market pressures. Riverside Athletic Club and Curves were not active when the Center opened. Super Future Fitness has become much more aggressive in its pricing and marketing and has siphoned off some of the free weights and low monthly cost members. With Cardio Express scheduled to open in the spring, competitive pressures will continue to play a role in the Center's ability to gain and maintain members.

Other factors will be discussed in subsequent sections of this report; however, one that makes a facility vulnerable to increased competition for the fitness-driven member is not having enough space and equipment to serve that market segment.

Attendance

While the Center has experience a drop in memberships over the past three years, the demand on the facility has in fact increased significantly. The number of Center visits has increased 14% over a two year period (2005-2007). In 2005 total Center visits were 213,000 for the year and in 2007 visits grew to 249,000 - an increase of 35,600 annually - or nearly 3,000 per month. That is a substantial increase when you consider the membership base and the size of the facility.

Usage Continued to Grow Despite Membership Decline

From a monthly perspective visits have grown from an average of 17,800/month to 20,800/month in the past two years. On busy days the Center can register over 800 visits. Interestingly, this trend, on the surface, is a paradox in light of the decrease in membership over the same period. In 2005 visits by paying members were 177,288, or 83% of overall visits. In 2007, member visits remained static at 178,178, but as percentage of overall visits dropped to 71.5%.

How can this occur? The answer seems to lie in the emergence of teen memberships. Teen membership has grown 26% over a two-year period from 434 teens to over 586. As we will see later in this report, the biggest decrease in membership has come from the family segment, yet the largest growth has come from teens, which are a non-paying entity. While the cost to service this group is the same as a paying member, the Center has experienced a shift from paying family memberships to non-paying families

Demographics

As mentioned previously, since 2005 more teens have joined the Center than any other demographic. Over the past two years family memberships have dropped by 339 (-26%) and single memberships have dropped by 189 (-18%) and adult/child memberships have maintained a core level over the time period.

A family membership averages 2.3 members. The health and wellness industry average is just 1.5, representing strength of the Center as a family facility despite the decline in memberships. The percentage of family memberships has dropped from 52.5% of the overall core in 2005 to 48% in 2007. The percentage of single and adult/child memberships each grew by 2% over the same period. However, this growth was not because of the number of memberships increasing. It simply reflected the fact that they experienced a smaller decrease than family memberships.

Shift in Gender Memberships

An interesting shift also occurred between male and female members. In 2005 females made up 54% of the total memberships with men comprised 46%. Two years later the percentage of female members had dropped 2% while men increased to 48%. This appears to be contradictory to national health and wellness facility trends. Over the past 10 years the number of women members increased by 130%. This can be attributed in part to the increased number of women's oriented facilities (Curves etc) that offer privacy, quality group fitness classes and convenient services for children.

Member Services

Since 2005 the Center's membership base has experienced continual erosion. The establishment of the Member Services position two years ago was aimed at mitigating the risk of continued erosion by proactively managing the member experience. Based on the fact that it costs 4-5 times more money to bring in a new member than it does to keep an existing one, the Member Services Coordinator would take responsibility for developing and managing a variety of on-going strategic retention initiatives.

The majority of cancellations are members with low or zero usage patterns. The Member Services Coordinator's most important responsibility is to flag the most likely to cancel segment of the member base and take appropriate action.

In spite of all the recent positive efforts being made, the Center did not benefit from having someone to fill this role. In 2007 management came to the conclusion that the initial hire wasn't a good fit and that a change would need to be made.

New Coordinator a Positive Move

The new Member Services Coordinator was put in place recently and has been doing an excellent job launching new members, identifying low/no users, following up with phone calls and working to re-invigorate those members. Management has also elevated its role in prioritizing the inspection and supervision of this position. In addition to the responsibility of launching and follow-up to keep members active, the Member Services Coordinator has engaged in a series of existing and new initiatives designed to improve retention. These initiatives include: developing a customer service training module for support staff, pro-active early renewal campaign, member service phone calls, a member comment and response program, an expired member marketing effort, special rate programs, renewal incentives, quarterly newsletters and a monthly tracking system that is shared with the management team to create awareness of current trending.

In addition to efforts on the retention side, the Member Services Coordinator has initiated new systems to attract and enroll new members. These efforts include: a series of promotions designed to attract new members, a business partnership program, mailings to new area residents, advertising on the UConn campus for faculty/staff/grad student/student members, a kiosk to display outside events, a follow-up system for non-joiners that tour the Center, database and follow-up systems for guest pass users, and a tracking system that measures performance goals and outcomes.

Research Is Important

Although it would be deemed unsuccessful in the first year, the current trends are positive with the Members Services Coordinator position. It is strongly suggested that, in addition to the tasks already identified, that a concentrated effort needs to be made to reach out to the roughly 900 former members to find out what caused them to leave the Center, and design programs and incentives around re-marketing to this group of potential members.

Tracking and a series of focus groups over the past few years have indicated that "moving out of the area" and "non-use" were the two most often noted reasons for leaving. While we can't influence the move factor, we can exert some influence on the low/non-use segment of the market.

Membership Pricing

In the three years from 2004 through 2007, the Center raised its membership prices 13% cumulatively (5%, 5%, and 3%). This is consistent with the health and wellness industry nationally, which reports 45% of the facilities raised rates an average of 4% per year.

For profit health and wellness facilities reported that when they did offer advertised discounts, they typically provided a savings of 50% on the cost of their enrollment fee. The majority of gyms and clubs reported that they never offered a discount on the price of their membership dues. Offering a discount on the enrollment fee was the top incentive most facilities use to drive potential new member traffic. The Community Center does not charge an enrollment fee and therefore does not have this proven incentive tool at its disposal.

National Averages

IHRSA also reports the medium price for a single membership of \$53.48/month and medium price of \$104/month for family memberships. (Note: the industry does not report pricing on adult/child or three month memberships.) The Community Center, after pricing increases over a three period, offers a single membership at \$28.33/month and a family rate of \$50.64/month. In comparison to IHRSA's benchmark measures, both Community Center pricing points are substantially (approximately 50%) lower than comparable for-profit multi-purpose facility memberships.

Corporate Memberships

In an effort to make employees more productive and to decrease the amount of sick time and absenteeism, many employers are now offering a health club benefit. In many cases this benefit is the result of a health/wellness facility contacting local businesses and creating a corporate membership package. This helps to strengthen ties between the facility and local businesses. Facilities report that the typical discount offered is 50% of the price of enrollment and 10% off the price of the monthly dues. The Community Center does have a Business Partnership Program that offers local businesses a 10-25% discount on dues depending on the level of subsidy provided by the company. This is a positive program for the Center and it is recommended the Center increase efforts to market this even more aggressively to the business community.

Membership Pricing continued

Three-month membership impacts attrition

The Center offers a three-month membership option in which 17% of the membership currently selects. This membership pricing is approximately 25% higher than a traditional annual membership. Although the price is higher, the industry has typically stayed away from this type of option because it forces a member to make a buying decision four times a year, and depending on usage patterns, will invariably lead to higher attrition rates, and more administrative time, energy and costs.

Recommendation: Keep only for student members

Non-resident membership fees could be increased

Non-residents (including Ashford and Willington) make up 41% of the total membership base. Although they pay slightly more than Mansfield residents, their prices are still 50% below market value when compared to a full-service for profit facility. While it is understood that Mansfield taxpayers should enjoy a reduced rate, it is recommended a more aggressive position be taken with pricing for all non-residents.

Recommendation: Increase fees gradually over the next few years

Teen center has an impact

In a two-year period teen center membership has grown 26%. Teen membership is free and they do have access to more of the Community Center than just the teen center. This represents a double-edged sword in that there are costs (labor) to manage this group, but they also take space that could be used to provide added benefits to paying family members. This age group can also be a deterrent to the enjoyment of the Center by adult members as well as being an intimidating factor.

At a minimum it is recommended that a fee schedule (\$10/month) be created to be a teen member. The Center obviously provides a benefit to teens and the community in general. This potential revenue, while modest on a per person basis, could generate nearly \$70,000 to help offset operating costs. It could also swing families back to becoming members since the free Teen membership may be negatively impacting families joining decisions...and ultimately their retention.

Recommendation: Consider charging a modest membership fee

Enrollment fee could be a big benefit

It is also recommended that the Center add an enrollment fee as an upfront charge at joining. The fee would provide revenues (assuming 500 new members in the coming year at \$50 would generate \$25,000) to offset and cover the administrative costs to "launch" a new member, provide a vehicle to promote incentives to "join now", and a deterrent for members to cancel, as they have to repay the enrollment fee to rejoin in the future.

Recommendation: Consider instituting an enrollment fee for new members

Off-peak memberships

Finally, it is recommended that all off-peak memberships be discontinued. Although we understand that consumers want choices to meet their health and fitness needs, the base rates at the Center are 50% below market, and it seems unnecessary to have reduced rates for this option.

Recommendation: Discontinue off-peak memberships

Center Membership Agreements

In the industry 76% of the facilities offer a month-to-month plan, 47% offer a 12-month agreement that converts to a monthly plan upon the 13th month, 48% offer a 12-month plan can be renewed as a 12-month term, and 21% offer plans longer than 12 months?(2 and 3 year agreements).

Need to offer automatic renewal

The Community Center does not offer a month to month plan because it offers a three-month membership, which is considered to negate the need to offer a month to month. On annual memberships, as well as the three-month memberships, there is no automatic conversion. Simply put, every member, at the end of their term, must make another buying decision to remain a member. Although approved in Connecticut, the Center does not offer a plan longer than 12 months

It is recommended that the Center offer a 12 month plan that automatically converts to a monthly plan upon the 13th month. This is an area that's been studied extensively throughout the industry, and proven to be economically beneficial to the facility because it avoids members having to make a new purchase decision every year. Converting to a month-to-month agreement after 12 months offers total flexibility for the member, allowing them to cancel at any time, but increases retention dramatically because the decision to stay or leave may impact as much as 20% of the membership, if at the time of renewal, they aren't using the facility as much as expected.

Recommendation: Offer automatic conversion to month-to-month at 13 month

Programs and Facilities

Industry data reports that the average non-membership revenue per facility is 34% of total revenue. This has grown by 4% in the past seven years due in part to more aggressive marketing of services including member and non-member programming, personal training, food, beverages, supplements, workout gear, etc.

The Community Center has increased non-membership revenues from 2005 to 2006 by \$49,608 or a percentage increase of 19.5% to 22.6%, which is much lower than the national average in the for-profit market.

Perhaps the largest growth sector in the for-profit industry has been personal training, which has seen dramatic increases over a 5 year period. Some elite facilities have reported revenue as high as \$1 million as year while it is not unusual to see average facilities generate \$200-300,000 per year.

The Community Center finished 2007 with approximately \$35,000 in personal training revenue and although this grew by over \$4000 from the previous year, there is substantial potential from this service.

The largest area in programming growth occurred in public swim lessons, which grew \$45,060 year on year. Private swim lessons remained flat at \$10,600. The other improvements came in childcare (+\$9324), after school program (+\$4965), and adult education (+\$3872). Increasing birthday parties is a revenue opportunity within non-member programs. The facilities are designed to offer various activities for children (court sports, pool, etc) and parties are very profitable when considering the low cost to run. In addition, they are great marketing tools as they can bring non-members into the facility, providing exposure for potential family memberships.

Pool availability is critical

A recent member survey indicated a concern with "tweener" programs and the pool schedule. Both of these can have a direct impact on family memberships. Members have been vocal about their inability to use the pool at convenient times. They feel pool classes, swim lessons and lap swimming take too much time away from open swim. Pools are popular with families and an inconvenience in this area can directly impact retention. As a side note, a recent trend in the for-profit industry is to expand their pool facilities; many of them are doing it with great success. Many New England facilities have added indoor or outdoor pools with zero entry, sprays and water slides just for families with kids. They report these changes have transformed their business. **At a minimum, it is suggested that programming be done to add convenience for families with a payback coming in added memberships.**

Member Discounts and Program Options

In addition, member discounts are only offered for fitness programs and aquatics, not music, arts and crafts, after school and gymnastics programs. Area residents can even opt out of membership if they want to utilize programs. **This option should be eliminated and replaced with added incentives to become a member.** Membership should have its privileges if the Center wants to recover the members it has lost.

Maintenance and energy are strong

The Center's facilities continue to be well maintained. Over the past year air conditioning has been added in the gymnasium and track for added member comfort. In light of what is going on in the world regarding energy consumption and costs, the Center has undertaken many energy related initiatives. These initiatives include energy efficient lighting, a pool cover project, and the installation of solar panels on the Center roof. With additional projects on the drawing board, the Center has been diligent in its efforts to manage energy costs and move toward a more "green" facility. Many for profit centers have been seeing the benefit of this approach and are moving more in this direction.

Fitness area still a limitation to membership growth

From a member's perspective, the undersized fitness floor and studio present a significant drawback to maintaining a more robust membership base. In November and December, 60% and 63% of the total visits used the fitness area, which makes up only 10% of the total building footprint. Because space is limited, as well as limitations on the pieces of equipment that can be placed in the allotted space, it presents very real impediment to higher retention. **Although no easy solution presents itself, one sure-fire way to grow the core would be to add additional fitness amenities.**

Parking not an issue

In a recent member survey, the lowest scoring category was parking. Unlike fitness space, adequate parking is available. There are 372 available spaces for members and guests to park. However, the perception is that many of the spots are inconvenient. Because it entails a longer walk to the Center, the 124 spots in the high school lot present the biggest challenge. Since so many spots are available, parking should not be a high priority area for action.

Develop an area for "tweeners"

An area of high return would be to create a 1000sf area for "tweeners" (8-14 year olds). New developments are being made in interactive equipment for this age group. **Exercising but having fun, an investment in this area would reap significant benefits in the family market.**

Center Payroll and Staffing

Based on Center reports, staffing levels decreased in 2005/2006 relative to the prior year. In actual dollars, payroll dropped from \$853,951 in 2004/05 to \$824,372 in 2005/06. Based on recommendations in our 2005 analysis and review, a full-time fitness and a full-time pool employee were eliminated, as well as a full-time maintainer. Minor reductions were also made in childcare and receptionist hours. These savings were supposed to create a budget for a new weekend manager as well as a full time member's services director.

In 2006/07, compensation increased by \$55,376, up to \$879,798. This increase was spread primarily over management and supervisory level positions. A smaller percentage of this increase was in the aquatics department, as a result of higher swim lesson revenue.

In the health and wellness industry the medium number of full-time equivalents - the number of employees a facility would have after dividing the total number of hours of operation in a week by 40 hours, actually reduced since 2005 - from 30 down to 25. The Community Center is operating at 34.75 full-time equivalents (this assumes one-half FTE for the director). Much of this is due to the additional labor required for community programs at the center, which a for-profit facility wouldn't have.

IHRSA reports that a facility between 35,000 and 59,999sf averages \$676,543 in taxable earnings, before payroll taxes and employee benefits. The Community Center anticipates that in 2008/09 taxable earnings will be \$838,300 (counting half of the director). The primary difference is the need for more FTEs to service the additional community visits, as well as handling town recreation department responsibilities. The more pertinent opportunity that will improve payroll metrics is to generate more member and non-member revenue from the centers' payroll.

While the average for-profit facility spends approximately 38-40% of revenues on labor, the Community Center will spend approximately 69% on each dollar of revenue on labor. Again, although a significant difference, the additional costs to service community programs make the two operations incomparable.

There are only two ways to improve payroll metrics. Either raise revenues without increasing staff or lower the number of employees in the staffing model.

Increasing Revenues a Priority

Our initial action should be to increase revenue expectations within each department, making each director responsible for the creation of new revenue generation. There are realistic opportunities in membership, fitness, **personal training, private swim lessons**, and programs.

Secondly, test a more austere model in the service areas. Less front desk, lifeguard and fitness hours would be manageable when comparing the model to for profit facilities. Look in these areas to reduce head count by 1 to 1.5 FTE's, or \$50K. If considerable push back occurs, add payroll back in.

Third, develop an attrition plan that replaces staff positions at a lower pay scale when turn-over occurs. This, over time, will bring average wages down to a more affordable level for the center.

These three steps will help reduce payroll in the short term. In addition, a stringent payroll approval process should be put into place to curb "payroll creep" in the future.

Conclusions

It is clear by the high level of participation in the Community Center programs and activities that it is perceived as a valuable and integral part of the greater Mansfield community. With the number of visits growing every year, the community is voting with its feet and re-affirming that the decision to build the Community Center was the right thing to do.

It is also clear that the Town cannot fund the significant deficits created by the operation and needs to find ways to reduce deficit funding commitments. Prior to the budget adjustment made this past December, the Community Center appeared to be headed for a (\$122,000) cash shortfall in fiscal 2007/08. This is before a realistic capital reinvestment budget and any rent that a typical for-profit facility would be subject to. Factoring those two expenses would increase the potential deficit to nearly \$650,000 a year in the for-profit industry.

The recommendations noted in this analysis and review could improve the bottom line by \$200,000 - \$50K in payroll, \$50K in energy (already underway...see page 12) and \$100K on the revenue side. If this can be accomplished, the Center can at least pay its own way, covering operational expenses, as well as some funds for capital reinvestment. This should be the goal. Specifically, the Centers' multi-year goal should be to get revenues to \$50/sf and keep payroll, with taxes and benefits closer to 50% of revenues.

In preparing this report we found that all necessary information and data are available through the existing software that the Center currently uses. RecTrac member management software as well as the accounting software used by the town is both adequate to provide all the necessary information needed to proactively manage the Center. It is recommended, however, that certain reports are run and reviewed on a more frequent basis.

The following reports should be reviewed monthly:

1. A detailed financial statement showing detailed revenue and expenses against budget
2. A payroll summary showing each department's payroll against budget.
3. New member sales and cancellations against budget.
4. A member profile report showing changes in membership by membership type, average dues, additional family members and average tenure.
5. A low/no use report identifying at risk members.
6. A "up for renewal" report showing members expiring over the next 30-60 days.

It is recommended that this information be reviewed by the management committee (Jeff Smith, Curt Vincente, Jay O'Keefe, Sharon Glasson, and Matt Hart) each month. These reports will enhance their efforts to develop appropriate responses to trends and market influences. The team needs to react to trends early on so that the Center can make adjustments.

Finally, and for the record, it needs to be mentioned that the Parks and Recreation staff does an excellent job of representing the town in the most professional manner. With a difficult job managing so many visits and the multitude of issues that arise in dealing with the public, this staff is dedicated, cooperative and committed to provide a first class service in all respects. They deserve to be recognized for this.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MwH*
CC: Maria Capriola, Assistant to Town Manager; Jaime Russell, Director of Information Technology
Date: April 14, 2008
Re: Town Council Media Project Presentation

Subject Matter/Background

The meetings of elected local bodies in Connecticut are open for public attendance. Additionally, some towns have chosen to broadcast their Town Council meetings (or equivalent elected body) on a local government access channel.

To further explore this topic, a study group of town staff was formed to gather information about this subject. The group included William Hammon (Director of Facilities Management), Mary Stanton (Town Clerk), Maria Capriola (Assistant to the Town Manager), Jaime Russell (Director of Information Technology), and myself.

The study group sought information from contacts that could speak to this topic. Forms of input included phone calls, phone conferences, and a site visit. Input was provided by other towns, by our local cable company, and by relevant vendors. The process included a site visit to West Hartford, Connecticut to view their equipment setup and operations as well as to discuss this process.

Additionally, it became clear in gathering information that towns frequently combine installing broadcast equipment with a concurrent installation of assistive hearing technology in a Council Chambers room because the two installations have similar features.

A summary of this input will be provided in a presentation to the Town Council at the April 14th, 2008 meeting. The presentation will also speak to specific types of equipment and potential costs that would be considered for a project of this nature.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: April 14, 2008
Re: WPCA, FY 2007/08 Willimantic Sewer Budget

Subject Matter/Background

The Finance Committee will be meeting on April 14th to review the attached proposed Willimantic Sewer Budget for 2007/08. The Town of Mansfield pays the Town of Windham for the sewer service for those Mansfield residents connected to the Willimantic system. Mansfield bills the users a fee that is appropriate to fund the budget.

Financial Impact

The proposed budget anticipates approximately a 38 percent increase in revenue to the fund and will result in an estimated operating income of \$14,976. Based on this budget, we estimate that retained earnings will increase from \$716,277 at July 1, 2007 to \$731,253 at June 30, 2008.

Recommendation

If the Finance Committee wishes to recommend the acceptance of the proposed Willimantic Sewer Budget for 2007/08, then it is respectfully requested that the Town Council, acting as the Water Pollution Control Authority (WPCA), adopt the budget as proposed. If the Council concurs, the following motion would be in order:

Move, effective April 14, 2008, to adopt the Willimantic Sewer Budget for 2007/08 as endorsed by the Finance Committee.

Attachments

1) Proposed Willimantic Sewer Budget for 2007/08

TOWN OF MANSFIELD
WILLIMANTIC SEWER ENTERPRISE FUND ESTIMATED BUDGET

	<u>2006/07</u> <u>Actual*</u>	<u>2007/08</u> <u>Proposed</u>
OPERATING REVENUES:		
Sewer Charges	\$116,000	\$160,000
Other Revenues	<u>1,001</u>	<u>1,000</u>
Total Operating Revenues*	<u>117,001</u>	<u>161,000</u>
 OPERATING EXPENSES:		
Sewer Billings	65,054	58,589
Purchased Services & Supplies	51,247	72,435
Depreciation	<u>14,273</u>	<u>15,000</u>
Total Operating Expenses*	<u>130,574</u>	<u>146,024</u>
 Operating Income	 (13,573)	 14,976
Retained Earnings/(Deficit), July 1	<u>729,850</u>	<u>716,277</u>
Retained Earnings/(Deficit), June 30	<u>\$716,277</u>	<u>\$731,253</u>

* Agrees with Exhibit H of 2006/07 CAFR

Sewer Billing Expense Estimate

Actual July-December 2007	26,788
Est Jan-June 2008 (PY 14.59M/GALS at CY \$2179.65)	<u>31,801</u>
	58,589

Purchased Services & Supplies Estimate

Actual through December 18, 2007	44,935
Estimated Legal Fees Jan-June 2008	25,000
Miscellaneous	1,000
Lan/Wan	<u>1,500</u>
	72,435



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: April 14, 2008
Re: WPCA, FY 2007/08 UConn Sewer Budget

Subject Matter/Background

The Finance Committee will be meeting on April 14th to review the attached proposed UConn Sewer Budget for 2007/08. This budget is based on actual water/sewer billings from NEWUS for the period May 1, 2007 to January 8, 2008, as adjusted.

Financial Impact

The proposed budget anticipates a revenue increase of \$44,510 and will result in an estimated operating income of \$6,080. Based on this budget, we estimate that retained earnings will increase from \$356,906 at July 1, 2007 to \$362,986 at June 30, 2008.

Recommendation

If the Finance Committee wishes to recommend the acceptance of the proposed UConn Sewer Budget for 2007/08, then it is respectfully requested that the Town Council, acting as the Water Pollution Control Authority (WPCA), adopt the budget as proposed. If the Council concurs, the following motion would be in order:

Move, effective April 14, 2008, to adopt the UConn Sewer Budget for 2007/08 as endorsed by the Finance Committee.

Attachments

- 1) UConn Water/Sewer Enterprise Fund Estimated Budgets
- 2) Comparison of Proposed Water/Sewer Billing by Customer 07/08 vs. Actual 06/07

TOWN OF MANSFIELD
UCONN WATER/SEWER ENTERPRISE FUND ESTIMATED BUDGETS

	<u>2006/2007</u> <u>Actual*</u>	<u>2007/08</u> <u>Proposed</u>
OPERATING REVENUES:		
Water/Sewer Charges	<u>\$80,000</u>	<u>\$124,510</u>
Total Operating Revenues*	80,000	124,510
OPERATING EXPENSES:		
Water/Sewer Billings	68,225	101,430
Purchased Services & Supplies ⁽¹⁾	5,370	7,000
Depreciation	<u>9,563</u>	<u>10,000</u>
Total Operating Expenses*	<u>83,158</u>	<u>118,430</u>
Operating Income/(Deficit)	(3,158)	6,080
Retained Earnings, July 1	<u>360,064</u>	<u>356,906</u>
Retained Earnings, June 30	<u><u>\$356,906</u></u>	<u><u>\$362,986</u></u>

⁽¹⁾Primarily electricity for sewer pumps

*Agrees with Exhibit H of 2006/07 CAFR

UCONN WATER/SEWER FUND
 COMPARISON OF PROPOSED WATER/SEWER BILLING
 BY CUSTOMER 07/08 VERSUS ACTUAL 06/07

	06/07 Actual	07/08 Proposed	Increase (Decrease)	%
Wrights A - Sewer Only	\$4,540	\$5,640	\$1,100	24.2%
Wrights B - Sewer Only	290	1,520	1,230	424.1%
Holinko - Sewer Only	2,180	16,060	13,880	636.7%
Senior Center - Water and Sewer	2,500	3,120	620	24.8%
Total Town of Mansfield	9,510	26,340	16,830	177.0%
Wrights A - Water Only	4,320	5,400	1,080	25.0%
Wrights B - Water Only	280	1,500	1,220	435.7%
Holinko - Water Only	2,080	15,340	13,260	637.5%
Total Mansfield Housing Authority	6,680	22,240	15,560	232.9%
Mansfield Retirement Comm. (Juniper Hill) Water and Sewer	22,980	27,430	4,450	19.4%
Mansfield Retirement Co-op (Glen Ridge) Water and Sewer	14,690	17,310	2,620	17.8%
Center for Rehabilitation and Nursing Water and Sewer	26,140	31,190	5,050	19.3%
	<u>\$80,000</u>	<u>\$124,510</u>	<u>\$44,510</u>	55.6%

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; Gregory Padick, Director of Planning
Date: April 14, 2008
Re: Proposed Amendment to the Code of Ordinances, Land Use Fee Schedule

Subject Matter/Background

The current schedule for land use fees has not been updated since September 23, 2002. The proposed April 1, 2008 draft revisions to the land use fee schedule have been proposed to more accurately reflect the actual cost of application processing, particularly for larger land use projects. The proposed schedule is designed to fully cover the costs of required legal advertisements and more closely reflect staff review, processing and inspection time. An effort has been made to retain lower costs for smaller/more routine projects, such as sheds, decks and minor additions. Of importance, a new section has been proposed to authorize, at the applicant's expense, consultant assistance deemed necessary by the Planning and Zoning Commission, Inland Wetland Agency or Zoning Board of Appeals. The draft schedule has been reviewed and endorsed by the Planning and Zoning Commission and Inland Wetland Agency. An earlier draft was referred to the Zoning Board of Appeals and identified issues have led to the current draft. The current draft has been referred to the ZBA Chairman.

Financial Impact

The proposed fee schedule will increase Town revenues but the amount of the increase is difficult to project due to uncertainty regarding the number and type of applications submitted for approval. The proposed 2008/2009 budget estimates for affected revenue line items assumes approval of the revised schedule.

Legal Review

A 2007 draft revision was reviewed by the Town Attorney and subsequently a few revisions were incorporated to address potential legal issues. The current draft has been forwarded to the Town Attorney and a report is expected prior to a required public hearing on the draft proposal.

Recommendation

In keeping with our usual procedure, staff recommends that the Town Council schedule a public hearing to solicit public comment regarding the proposed fee amendments. The following motion is recommended:

Move, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on April 28, 2008 to solicit public comment regarding the proposed April 1, 2008 draft revisions to the Town's fee schedule for various land use permits.

Attachments

- 1) April 1, 2008 Draft Planning and Zoning/Inland Wetland Agency/Zoning Board of Appeals Fee Schedule
- 2) Current PZC/IWA/ZBA fee schedule

TOWN OF MANSFIELD
 PLANNING AND ZONING FEE SCHEDULE
 effective 10/18/02

<u>Revenue Source Code</u>	<u>Description</u>	<u>Fee</u>
111 51100 40210 00	Subdivision/Resubdivision appl. where <u>all lots</u> are <u>on existing roads</u>	\$250.00 plus \$75.00/lot
	Subdivision/Resubdivision appl. where <u>some lots</u> are <u>on proposed roads</u> plus \$750.00 for approved subdivision, to cover post-approval processing	\$750.00 plus \$75.00/lot
111 51100 40211 00	Zone Change	\$250.00
	Regulation Change	\$250.00
	<u>SPECIAL PERMIT/SITE PLAN:</u>	
	for multi-family housing projects	\$750.00 plus \$20.00 unit
	for hospitals, sanitoriums, etc.	\$750.00 plus \$10.00/bed
	<u>SAND & GRAVEL</u> removal/filling involving:	
	A. less than 1,000 CY	\$300.00
	B. between 1,000 & 50,000 CY	\$500.00
	C. between 50,000 & 100,000 CY	\$1,000.00
	D. more than 100,000 CY	\$2,000.00
	<u>Commercial/industrial or other nonresidential projects involving new construction:</u>	
	*A. up to 1,000 SF of gross floor area	\$300.00
	*B. between 1,000 and 10,000 SF of gross floor area	\$750.00
	*C. 10,000 SF or more of gross floor area	\$750.00 plus \$20.00/1,000sq.ft
	<u>*plus, for post-approval processing:</u>	
	less than 1,000 SF	\$250.00
	between 1,000 and 5,000 SF	\$500.00
	over 5,000 SF	\$750.00
	<u>for mixed-use projects involving commercial and residential land uses:</u>	
	fee required above for gross sq. footage of commercial construction + fee for multi-family housing projects	
	<u>All other special permits/site plans</u>	\$250.00
	S & G renewals	\$100.00
	for home occupations:	\$50.00
	renewal	\$25.00
	for live music permit renewals	\$50.00
	for special permit/site plan <u>modifications</u>	
	approved <u>WITHOUT</u> PZC action	\$25.00
	approved <u>WITH</u> PZC action	\$50.00

TOWN OF MANSFIELD
 PLANNING AND ZONING FEE SCHEDULE
 effective 10/18/02

<u>Revenue Source Code</u>	<u>Description</u>	<u>Fee</u>
111 51100 40210 00	Mobile homes & trailers:	
	Temporary storage	\$10.00/unit
	Temporary construction (office or residential)	\$25.00
	Agricultural residence	\$50/2-yr. permit
	Temporary agricultural & non-conforming use	\$25(\$10 renew)
	State Fee where applicable	\$10.00
	Signs subject to Zoning Permit	\$25.00
111 51100 40211 00	<u>ZONING PERMITS</u>	
	Residential/commercial additions, decks, sheds, pools, accessory structures costing:	
	less than \$1,500.00	\$15.00
	between \$1,500 and \$5,000	\$25.00
	over \$5,000	\$50.00
	New single-family residences	\$100.00
	“ multi-family “	\$100/bldg. or \$25/unit
	New commercial buildings	\$100.00
111 51100 40663 00	<u>REGULATIONS AND MAPS:</u>	
	Zoning/Wetlands maps	\$2.00*
	Plan of Development	\$25.00*
	Zoning Regulations	\$8.00*
	Subdivision Regulations	\$5.00*
	Wetlands Regulations	\$5.00*
		*or actual cost of reproduction, whichever is greater
111 51100 40214 00	<u>INLAND WETLAND PERMITS:</u>	
	Unregulated	\$25.00
	Application <u>with</u> Public Hearing	\$350.00
	“ “ <u>without</u> Public Hearing	\$100.00
	Permit modifications	\$35.00
	State fee (where applicable – only <u>new</u> perms – not modifs.)	\$10.00 30.00
	Orders:	
	For each staff visit required by non-compliance with the conditions of an Order issued by the Agency	\$35.00

ZONING BOARD OF APPEALS

Variance from Zoning Regulations	ZBA 7/1/04 120.00
Appeals of Zoning Agent error	ZBA 7/1/04 120.00
Special Exceptions	ZBA 7/1/04 80.00
Motor Vehicle related	ZBA 7/1/04 130.00

4/1/08 Draft Revisions

**TOWN OF MANSFIELD
PLANNING & ZONING/INLAND WETLAND AGENCY/ZONING BOARD OF APPEALS
FEE SCHEDULE**

<u>Revenue Source Code</u>	<u>Description</u>	<u>Fee</u>
111 51100 40210 00	<u>SUBDIVISION/RESUBDIVISION</u>	
	where all lots are on existing roads	\$500.00 plus
	Plus \$500 for approved subdivision (for post-approval work)	\$150.00/lot
	where some lots are on proposed roads	\$1,500.00 plus
	plus \$2,000.00 for approved subdivision (for post-approval work)	\$150.00/lot
	Subdivision revisions (including building or development area envelope revisions)	\$75.00
111 51100 40211 00	<u>ZONE CHANGE</u>	\$500.00
	<u>REGULATION CHANGE</u>	\$500.00
	<u>SPECIAL PERMIT/SITE PLAN:</u>	
	<u>multi-family housing projects</u> \$50.00/ unit	\$1,000.00 plus
	<u>hospitals, sanitoriums, etc.</u>	\$1,000.00 plus \$50.00/bed
	<u>sand and gravel removal/filling involving:</u>	
	• less than 5,000 CY	\$500.00
	• between 5,000& 100,000 CY	\$1,000.00
	• more than 100,000 CY	\$2,000.00
	• permit renewal	\$250.00
	<u>Commercial/industrial/mixed use (commercial/residential)</u> <u>or other projects involving new construction:</u>	
	• * up to 2,000 SF of gross floor area	\$500.00
	• * between 2,000 and 10,000 SF of gross floor area	\$1,000.00
	• *10,000 SF or more of gross floor area	\$1,000.00 plus
		\$25.00/1,000 SF over 10,000 SF
	*plus , for post-approval work:	
	• less than 2,000 SF	\$250.00
	• between 1,000 and 10,000 SF	\$500.00
	• over 10,000 SF	\$1,000.00
	<u>All other special permits/site plans</u>	\$300.00
	live music permit renewals	\$100.00
	special permit/site plan <u>modifications</u>	
	• approved WITHOUT PZC action	\$50.00
	• approved WITH PZC action	\$250.00

4/1/08 Draft Revisions

<u>Revenue Source Code</u>	<u>Description</u>	<u>Fee</u>
111 51100 40211 00	<u>ZONING PERMITS</u>	
	Residential/commercial additions, decks, sheds, pools, accessory structures costing:	
	less than \$5,000.00	\$25.00
	over \$5,000	\$50.00
	New single-family residences	\$150.00
	New multi-family residences	\$50.00/unit
	New commercial buildings	\$150.00
	Property line revisions	\$50.00
	Signs subject to Zoning Permit	\$25.00
	Temporary trailers (office or residential)	\$25.00
	Letters of Zoning compliance	\$50.00
	Home Occupation	\$75.00
	Home Occupation renewals	\$50.00
	Other Zoning Permits	\$25.00
111 51100 40663 00	<u>REGULATIONS AND MAPS:</u>	
	Zoning/Wetlands maps	\$5.00*
	Plan of Development	\$30.00*
	Zoning Regulations	\$20.00*
	Subdivision Regulations	\$10.00*
	Wetlands Regulations	\$10.00*
	*or actual cost of reproduction, whichever is greater	

4/1/08 Draft Revisions

111 51100 40214 00 INLAND WETLAND PERMITS:

Wetland permit modifications	\$50.00
For each staff visit required by non-compliance with the conditions of an Order issued by the Agency	\$50.00
Petitions for revisions to Wetland Map or Wetland Regulations	\$500.00
Permit renewals	\$100.00
<u>Agent issued permits</u> (applicant must advertise issuance of permit at their expense as per statutory provisions)	\$25.00
<u>Application without Public Hearing</u> (if a Public Hearing is subsequently required, a supplemental fee shall be paid pursuant to the "Application with Public Hearing" schedule below)	
• Residential/Commercial additions, decks, sheds, pools, accessory structures	\$125.00
• Single family, multi-family or commercial buildings, subdivisions having 1 or 2 new lots, other activities not covered by specific category	\$250.00
• Subdivisions having three or more new lots	\$250.00 plus \$50.00 per lot over 2 but not more than \$500.00
<u>Application with Public Hearing</u>	
• Activities on 1 or 2 residential lots or activities not identified below in other Public Hearing categories	\$500.00
• Proposed subdivision of 3 or more lots on existing streets or commercial/industrial/multi-family housing and other non residential projects involving between 1,000 and 10,000 SF of gross floor area of new construction	\$750.00
• Proposed subdivision of 3 or more lots with some or all of the lots on new streets or commercial/industrial/multi-family housing and other non-residential projects involving more than 10,000 SF of gross floor area of new construction	\$1,000.00

4/1/08 Draft Revisions

111 51100 40212 00

ZONING BOARD OF APPEALS

Fee for applications or requests to the Zoning Board of Appeals, \$400.00
including but not limited to: variances, special exceptions and
appeals of Zoning Agent orders, decisions or requirements.
(includes legal notice costs)

Fee for repeat Hearing legal notices due to application deficiencies \$250.00
or applicant requests

111 51100 _____ 00

TECHNICAL OR PROFESSIONAL CONSULTANT FEE

In processing any application, if it is determined by the Planning and Zoning Commission, Inland Wetland Agency or the Zoning Board of Appeals that it is reasonable and necessary for it to engage the consultant services of one or more technical or professional experts to aid the Commission, Agency or Board in evaluating or determining the application, the Commission, Agency or Board may retain such outside assistance and charge the applicant for all such expenses reasonably and necessarily incurred, as an additional fee. The Commission, Agency or Board shall select, in its sole discretion, the persons or entities who are to be the outside consultant(s). In all such situations, the Commission Agency or Board is the sole client of the outside consultant

Upon determination that such expertise is required, the Planning and Zoning Commission, Inland Wetland Agency or Zoning Board of Appeals Chairman with staff assistance, is authorized to create and implement whatever procedures are determined to be reasonable and necessary to charge and collect any such technical or professional consultant fees from an applicant. Any such procedure may include the requirement of a deposit paid by the applicant at or soon after the time of application submission and prior to the retention of any such technical or professional consultant so as to ensure payment by the applicant of such reasonable and necessary fee. If the applicant fails or refuses to deposit the actual or estimated fee for consultant services, the Commission, Agency or Board may determine that the application is incomplete which shall be sufficient grounds for denial of the application. If Town expenditures for consultant assistance exceed applicant deposits, the applicant shall submit additional funds within five (5) days upon receipt of notice from the Town. Any consultant fee deposits remaining after the application review shall be returned to the applicant.

111 00000-21416-00

STATE OF CONNECTICUT LAND USE FEE

\$28.00

(where applicable, only new permits, not modifications)

(or current statutory amount)

111 51100-40231-00

STATE OF CONNECTICUT LAND USE FEE

\$2.00

(where applicable, only new permits, not modifications)

(or current statutory amount)



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant to Town Manager; Mary Stanton, Town Clerk
Date: April 14, 2008
Re: Historic Documents Preservation Grant

Subject Matter/Background

Attached please find an application in the amount of \$7,000.00 to the state's Historic Documents Preservation Grant Program. As explained in the application, the grant funds would be used to hire Peter Bartucca of Document Management Consultants to assist with the continued implementation of the records management plan for the town and completion of a record inventory.

The state funds the grant program via a specific \$3.00 filing fee charged with the filing of land records, in which the town retains \$1.00 and remits the \$2.00 balance to the state. The State Library's Office of the Public Records Administrator oversees the fund and coordinates the grant program for Connecticut municipalities.

Financial Impact

The grant program does not require a local "match" or contribution from the town.

Recommendation

Staff recommends that the Council authorize the Town Manager to submit the grant application on behalf of the town. If the Town Council supports this recommendation, the following resolution is in order:

Resolved, effective April 4, 2008, that Matthew W. Hart, Mansfield Town Manager, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for an Historic Documents Preservation Grant.

Attachments

1) Proposed Historic Documents Preservation Grant Application



This form may be completed and printed for submission at www.cslib.org/publicrecords/histdoc/grantforms.htm.

Name of Municipality: Mansfield
 Title and Name of Municipal CEO: Matthew W. Hart
 Name of Town Clerk: Mary Stanton Check if Designated Applicant
 Mailing Address: 4 South Eagleville Road
 Mansfield, CT 06268
 Phone: 860-429-3302 FAX: 860-429-7785 Email: stantonml@mansfieldct.org

Grant Application Deadline: Cycle 1 April 30, 2008
 Cycle 2 September 30, 2008

Grant Period: The grant period begins after July 1, 2008 AND receipt of the signed contract.
 All grants must be completed by June 30, 2009.

Maximum Grant Allowed: \$ 7,000 Small Municipality (population less than 25,000)
 \$12,000 Medium Municipality (population between 25,000 and 99,999)
 \$17,000 Large Municipality (population 100,000 or greater)

Amount Requested: \$7000.00

Grant Category(ies):
 Inventory and Planning Organization and Indexing
 Program Development Storage and Facilities
 Preservation/Conservation

Budget Summary	Grant Funds (A)	Local Funds (B)	Total Funds (A+B)
1. Consultant(s)/Vendor(s) (Total cost for consultants or vendors)	\$7,000.00	\$	\$7,000.00
2. Equipment (Total cost for approved items, i.e. shelving)	\$	\$	\$
3. Supplies (Total cost for approved items, i.e. archival supplies)	\$	\$	\$
4. Town Personnel Costs (Total cost, staff hired for project or added hours for existing staff)	\$ ¹	\$ ² 4,000.00	\$4,000.00
5. Printing	\$	\$	\$
6. Other (please identify on a separate sheet)	\$	\$	\$
TOTAL	\$7,000.00	\$4,000.00	\$11,000.00

Detailed Budget: On a separate sheet provide an itemized list of expenses to be paid for by the grant. Group by the budget areas listed in the above table with a total for each. Also attach copies of any vendor quotes.

¹ Base pay only for personnel hired directly by the municipality. (Personnel costs for vendors should be listed under Consultants/Vendors).
² Personnel taxes and benefits paid by the municipality if grant funds used for base pay.

Narrative Description (On a separate sheet, please answer the following):

1. Describe the project(s). Identify the specific records involved (include the type, volumes and dates), what will be done and why. (*A vendor prospectus may not be used in place of the applicant's own words.*)
2. Identify the vendor(s) or employee(s) to be involved in the project. (For individuals, include job title(s) and estimated number of work hours.) Describe the duties assigned to each person.
3. Describe what the town hopes to accomplish with the grant and how it will impact the records, the office and the town.

Designation of Town Clerk as Applicant

This section to be completed only if the MCEO wishes to designate the Town Clerk to make the application for the grant.

I hereby designate, _____, the Town Clerk, as the agent for making the above application.

Signature of MCEO

Date

Typed name and title of MCEO

Certification of Application

This section must be signed by the applicant.

If the Town Clerk has been designated above, the Town Clerk must sign. If the Town Clerk is not designated, the MCEO must sign.

I hereby certify that the statements contained in this application are true and that all eligibility requirements as outlined in the *FY 2009 Targeted Grant Guidelines* have been met.

Signature of Applicant (MCEO or Town Clerk if Designated)

Date (*must be same as or later than above date*)

Matthew W. Hart, Town Manager
Typed name and title of Applicant (MCEO or Town Clerk if Designated)

State Library Use Only

Grant Disposition:

Approved
Denied

Grant Award: \$ _____

Grant Number: _____

Signature of Public Records Administrator

Date

1. Describe the projects. Identify the specific records involved, what will be done and why.

As a result of a competitive grant awarded to Mansfield last year we have made incredible progress in the implementation of our Record Management Plan. The compact mobile storage units purchased largely with grant funding and additional land record shelving purchased by the Town have allowed us to reorganize our vault. We have eliminated more than 85 cubic feet of records that have exceeded their retention period, removed old file cabinets and shelving, and have begun an inventory of all record material. With shelving storage now available in the vault the next step in our plan is to remove documents stored inappropriately in the town hall basement, sort them and store all record material in a safe organized environment. The personnel records have recently been removed from the basement reorganized and properly archived. More will be done during the current grant period. Records still needing attention are those of public works, capital projects, town manager files and social services. As we review each set of documents we will be assigning custodianship in accordance with our plan. Additionally we will continue to inventory all record material with the goal of making the inventory available electronically to town staff. During this grant period we will be reviewing our Record Management Plan which was originally written in 2005, updating it where needed. The elections section has just recently been revised to reflect the changes in the Municipal Record Retention Schedule-M6. We will also schedule review sessions with department representative in order to assure that all policy and procedures are clear.

2. Identify the vendors or employees to be involved in the project.

As in previous years we plan to use the services of Peter Bartucca of Document Management Systems. Peter has worked with Mansfield since 2004 and is an integral part of our project. Under his tutelage the town has developed and instituted a Record Management Plan that continues to be implemented. Peter has earned the respect of the entire town hall staff and his advice is sought whenever there are questions regarding the storage and organization of records. In this project Peter will assist with the review and organization of the records in the basement, continue with the completion of the inventory and conduct the training of department representatives.

The 2 Assistant Town Clerks and I will continue to devote 5-8 hours of work a week to the project. Additionally those departments who have record material that needs to be addressed will spend time sorting and organizing that material in order to prepare it for storage in the vault. The amount of time this endeavor will require for these departments depends on the amount of material currently stored in the basement and the degree of disorganization. All department representatives will spend the time necessary for continued review and inventory of their records.

3. Describe what the town hopes to accomplish with the grant and how it will impact the record, the office and the town.

With this grant Mansfield hopes to finish up the record management project first started in 2004. The impact on the workings of this Town has been significant. Instead of random records filed in all sorts of containers in wire cages, the Town now has attractive compact mobile storage units filled with archival records that are labeled and properly stored. High density shelving means the storage needs of the Town have been addressed for at least the near future. This project will allow us to address those records still stored inappropriately and complete the training and inventory necessary to make this a truly functional record management system.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M Hart*
CC: Maria Capriola, Assistant to Town Manager
Date: April 14, 2008
Re: Proclamation Designating Wednesday, April 16, 2008 as National Start!
Walking Day in Mansfield

Subject Matter/Background

The American Heart Association has designated April 16, 2008 as the second annual National Start! Walking Day. Start! is a movement designed to help employers and employees Start! walking more, eating better and living longer.

Most have heard the alarming statistics – cardiovascular disease, including heart disease and stroke, is Connecticut's number one killer, claiming more than 10,000 lives in Connecticut each year. Nearly 60 percent of the Nutmeg state's adults are overweight or obese, a major modifiable risk factor for cardiovascular disease. Though physical inactivity doubles one's risk of heart disease and stroke, nearly half of state's adults have no regular physical activity.

To get Americans up and moving, the American Heart Association is encouraging people to walk as part of its Start! movement. The movement focuses on walking as an activity because it's accessible, free, and has the lowest dropout rate of any exercise.

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 April 14, 2007, to authorize the Mayor to issue the attached Proclamation Designating Wednesday, April 16, 2008 as National Start! Walking Day in Mansfield.

Attachments

- 1) Proclamation Designating Wednesday, April 16, 2008 as National Start! Walking Day in Mansfield



Town of Mansfield
Proclamation Designating Wednesday, April 16, 2008 as
National Start! Walking Day in Mansfield

Whereas, each year 1.2 million Americans suffer a new and recurrent coronary attack, and cardiovascular disease is the nation's leading cause of death with direct and indirect costs estimated to be \$448.5 billion in 2008; and

Whereas, more physical activity can help improve these statistics; and

Whereas, adults may gain up to two hours of life expectancy for every hour of regular, vigorous exercise; and

Whereas, in addition to increased life expectancy, regular walking has many proven benefits for an individual's overall health. Brisk walking for at least 30 minutes a day can lower both bad cholesterol (LDL) levels and high blood pressure. It can also help individuals who are overweight achieve and maintain weight loss, and reduce their risk of stroke; and

Whereas, the Centers for Disease Control and Prevention estimate that physically active people save \$330 per year in direct medical expenditures; and

Whereas, on National Start! Walking Day, April 16, the American Heart Association's Start! movement calls on all citizens of Mansfield to walk at least 30 minutes today; and

Whereas, the purpose behind National Start! Walking Day is to get Americans to become more physically active by walking.

NOW, THEREFORE, BE IT RESOLVED, that I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, in recognition of the importance of regular physical activity, do hereby proclaim April 16, 2008 as National Start! Walking Day in Mansfield and urge all citizens to show their support for walking and the fight against heart disease and commemorate this day by walking at work. By increasing awareness of the importance of physical activity to reduce the risk for cardiovascular disease, we can save thousands of lives each year.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Mansfield this 16th day of April 2008.

Elizabeth C. Paterson
Mayor, Town of Mansfield



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M. Hart*
CC: Maria Capriola, Assistant to Town Manager; Kevin Grunwald, Director of Human Services; Patricia Michalak, Youth Services Coordinator
Date: April 14, 2008
Re: Proclamations Recognizing Senior and Youth Service Program Volunteers

Subject Matter/Background

In honor of National Volunteer Week, the attached proclamations have been requested to recognize volunteers who work in our Senior and Youth service programs. National Volunteer Week (NVW) is about engaging individuals in service, inspiring communities to join a movement for change, and recognizing deserving volunteers with meaningful signs of thanks. NVW encourages individuals and communities to be at the center of social change discovering their power to make a difference. Volunteer recognition is an extremely effective retention and recruitment tool. Volunteers want to feel valued, and recognition has proven to be the best way to convey this appreciation. Research has revealed that recognition not only motivates volunteers, but also brings needed public attention to service in local communities. Eventually we would hope to see this become a town-wide initiative to recognize all of our volunteers.

Recommendation

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

If the Town Council concurs with this recommendation, the following motions are in order:

Move, effective April 14, 2007, to authorize the Mayor to issue the attached Proclamation Acknowledging the Volunteer Community of Mansfield Youth Services.

Move, effective April 14, 2007, to authorize the Mayor to issue the attached Proclamation Acknowledging Senior Center Volunteers.

Attachments

- 1) Proclamation Acknowledging the Volunteer Community of Mansfield Youth Services
- 2) Proclamation Acknowledging Senior Center Volunteers



***Town of Mansfield
Proclamation***

Acknowledging the Volunteer Community of Mansfield Youth Services

Whereas, students working as community volunteers in the Youth Service Bureau have been instrumental in the success of many programs; and

Whereas, the work of these volunteers has had a significant and lasting positive impact on the lives of countless Mansfield youth and families; and

Whereas, these volunteers function as “invisible pillars” of our community; and

Whereas, they consistently go above and beyond the call of duty in ensuring these services to youth and families; and

Whereas, their willingness to donate their time, energy, resources and talents enhances the lives of families and provides services that would not otherwise be possible; and

Whereas, the Mansfield Town Council wishes to publically recognize their invaluable work.

NOW, THEREFORE, BE IT RESOLVED, that I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, do hereby issue this proclamation acknowledging the volunteer community of Mansfield Youth Services for their meritorious and dedicated service.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Mansfield this 29th day of April 2008.

Elizabeth C. Paterson
Mayor, Town of Mansfield



***Town of Mansfield
Proclamation
Acknowledging Senior Center Volunteers***

Whereas, this week has been designated as National Volunteer Week; and

Whereas the entire community can inspire, equip and mobilize people to take action that changes the world; and

Whereas, volunteers can connect with local community service opportunities through many organizations; and

Whereas, volunteers working at the Senior Center have been instrumental in the success of many programs and services; and

Whereas, during this week, all over the nation, service projects will be performed and volunteers recognized for their commitment to service; and

Whereas, the giving of oneself in service to another empowers the giver and the recipient; and

Whereas, experience teaches us that government by itself cannot solve all of our nation's social problems; and

Whereas, volunteers are vital to our future as a caring and productive community; and

Whereas, the Mansfield Town Council wishes to publically recognize your invaluable work.

NOW, THEREFORE, BE IT RESOLVED, that I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, do hereby issue this proclamation in recognition of your dedicated service to the Town of Mansfield.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Mansfield this 16th day of April 2008.

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*
CC: Maria Capriola, Assistant to Town Manager
Date: April 14, 2008
Re: Proclamation in Support of Pay Equity

Subject Matter/Background

According to statistics released in 2007 by the U.S. Census Bureau, year-round, full-time working women in 2006 earned only 77% of the earnings of year-round, full-time working men, indicating little change or progress in pay equity. At the request of Council Member Schaefer, the attached proclamation in support of Pay Equity is being brought to council for endorsement.

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 April 14, 2007, to authorize the Mayor to issue the attached Proclamation in Support of Pay Equity.

Attachments

- 1) Proclamation in Support of Pay Equity



***Town of Mansfield
Proclamation
In Support of Pay Equity***

Whereas, according to statistics released in 2007 by the U.S. Census Bureau, year-round, full-time working women in 2006 earned only 77% of the earnings of year-round, full-time working men, indicating little change or progress in pay equity; and

Whereas over a working lifetime, this wage disparity costs the average American woman and her family \$700,000 to \$2 million in lost wages, impacting Social Security benefits and pensions; and

Whereas, although women's earnings have been slowly catching up to men's over time, the National Committee on Pay Equity (NCPE) tells us that this reduction in the wage gap is in part due to a fall in men's earnings rather than an increase in women's earnings; and

Whereas, despite the fact that women make up almost half of the Connecticut workforce, women in the state on average still earn only 71.5% of men's earnings; and

Whereas, a vast majority of households depend on wages of a working mother and working families are often just one paycheck away from hardship.

NOW, THEREFORE, BE IT RESOLVED, that I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, do hereby proclaim Tuesday April 22, 2008 as Pay Equity Day.

BE IT FURTHER RESOLVED, that Mansfield urges its citizens to recognize the full value of women's skills and significant contributions to the labor force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Mansfield this 22nd day of April 2008.

Elizabeth C. Paterson
Mayor, Town of Mansfield

ARTS ADVISORY COMMITTEE
 Meeting of Tuesday, 5 February 2008
 Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was called to order at 7:14p by Acting Chair Jay Ames. Members present: Jay Ames, Leon Bailey, Scott Lehmann. Members absent: Anita Bacon, Kim Bova, Joan Prugh, Blanche Serban. Others present: Jay O'Keefe (staff).

2. The minutes of the 08 January 08 meeting were approved with minor editorial corrections, to be made by Scott.

3. High School arts. Jay A. thinks it will take persistence to get E.O. Smith ceramics and jewelry instructors to organize an exhibit of student art for the display cases in the Spring. He will coordinate follow-up with Kim.

4. Art Display policy. The AAC's proposed art display policy was on the agenda for the 28 Jan 08 Town Council meeting. Jay A., Kim, & Scott attended and answered a few questions from Council members. The Council scheduled a public hearing on the proposal for 11 Feb. Scott and Jay A. will be there to answer questions. Leon observed that the display policy does not cover performances – they were not included in the Council's charge to the AAC – and that we may want to consider drafting some guidelines for them.

5. MCC art displays.

- a. Eric Roy has proposed displaying local minerals & crystals, jewelry incorporating them, and possibly handcrafted staffs and helmets. Though mineral collections would not qualify as art, Mr. Roy's jewelry looks suitable, judging from the photos he submitted; how many pieces does he have? Staffs and helmets might be OK, but the AAC needs to see photos. Jay A. will contact Mr. Roy to explain that the AAC arranges art displays only, and to ask for photos of the staffs and helmets and for an indication of how many pieces he'd like to display.
- b. Scott will ask John Manfred whether he would like to show some of his Toddy Pond photos in the hallways during the Spring period (15 Apr – 15 Jul), as no one else has applied for that space. There is room for about 16 prints in 16-by-20 frames.

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

6. Membership. Anita Bacon has attended just one meeting (09 Oct 07) since being appointed; is she still interested? Jay A. will ask Joan to find out, as there is someone else who has expressed interest in joining.

7. Adjourned at 8:06p. Next meeting: Tuesday, 04 March, 7:00p.

Scott Lehmann, Acting Secretary, 08 February 08
 Approved: 01 April 08

ARTS ADVISORY COMMITTEE
Meeting of Tuesday, 04 March 2008
Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was called to order at 7:08 p.m. by Acting Chair Jay Ames. Members present: Jay Ames, Anita Bacon, Joan Prugh, and Blanche Serban. Members absent: Leon Bailey, Kim Bova, Scott Lehmann. Others present: Jay O'Keefe (staff).
2. The minutes of the 05 February 08 meeting were approved as written.
3. **Art Display Policy.** The Committee noted that the Town Council approved a slightly modified version of the art display policy at its February 25 meeting; Scott attended the meeting to answer questions. Scott, Jay A. & Kim attended the earlier public hearing on February 11 and answered questions from Council members.
4. **High School arts.** Jay Ames reported that there was no answer from the art teachers at E.O. Smith. Thus, there is no definitive commitment for a student exhibition at the MCC this spring. Jay A. will contact two persons in the art department to inquire if they are still interested in a student show for spring.
5. **Earth Day show.** Irmgard Rees inquired about using the display cases for show of objects made by various artists from used and recycled materials in conjunction with Earth Day. The group is interested in the week before April 22 (International Earth Day). As the High School did not agree yet for a show, the AAC discussed the possibility of offering the glass cases for an Earth Day show from April 15 to April 30, or even May 15. Jay O. will contact Ms. Rees about this.
6. **MCC art displays.**
 - a. **Betty Stern** inquired about a possible display advertising the summer concert program in July.
 - b. **Sylvia Smith** has applied to exhibit water media; Joan will contact her to ask for photos of everything. She will also contact **Eric Roy** to ask how many pieces of jewelry he wants to show.
 - c. Blanche will contact **Judith Meyers** to remind her to prepare for the installation of her show on April 15th.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper	Lower	Long (5)	Short (2)
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>Earth Day Show?</i> <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 8:15p.m. Next meeting: Tuesday, 01 April, 7:00p.m.

Blanche Serban, Acting Secretary

Mansfield Board of Education
Special Meeting
February 13, 2008
Minutes

Attendees: Mary Feathers, Chair, Shamim Patwa, Vice-Chair, Dudley Hamlin, Martha Kelly, Mark LaPlaca, Min Lin, Shamim Patwa, Katherine Paulhus, Board Clerk, Celeste Griffin,
Absent: Gary Bent, Chris Kueffner

- I.** Call to Order
The meeting was called to order at 5:00 p.m. by Ms Feathers, Chair.
- II.** Superintendent Search Consultant Appointment - **MOTION** by Mrs. Paulhus, seconded by Dr. Patwa to accept the Personnel Committee's recommendation to hire Goens and Esparo, LLC. **VOTE:** Unanimous in favor.
- III.** Adjournment - **MOTION** by Dr. Patwa, seconded by Ms Lin to adjourn at 5:05pm. **VOTE:** Unanimous in favor.

Celeste N. Griffin, Board Clerk

Mansfield Board of Education Meeting

March 13, 2008

Minutes

Attendees: Mary Feathers, Chair, Shamim Patwa, Vice-Chair, Chris Kueffner, Secretary, Gary Bent, Mark LaPlaca, Min Lin, Katherine Paulhus, Superintendent
Gordon Schimmel, Board Clerk, Celeste Griffin

Absent: Dudley Hamlin, Martha Kelly

I. Call to Order

The meeting was called to order at 6:38 p.m. by Ms Feathers, Chair.

II. Executive Session - MOTION by Dr. Bent, seconded by Dr. Patwa to move into Executive Session with the administrators and counsel to discuss communications privileged by the attorney-client relationship at 6:38 p.m.: **VOTE:** Unanimous in favor. **MOTION** by Mr. LaPlaca, seconded by Dr. Bent to return to regular session at 7:37 p.m.: **VOTE:** Unanimous in favor.

III. Approval of Minutes - MOTION by Dr BENT, seconded by Mrs. Paulhus to approve the minutes of the 2-7-08 meeting: **VOTE:** Unanimous in favor.

IV. Hearing for Visitors - Mr. Steve Tucker, Mr. Michael Romeo, Mrs. Lisa Drzewiecki, and Mr. John Vampatella, parents of 3rd grade students at Vinton School asked the Board to consider adding a 3rd fourth grade classroom for the 08-09 school year.

V. Communications - A letter from the Mansfield Instructional Assistants Chapter 1112 inviting the Board to attend the "Walk A Day in My Shoes" program at Mansfield Middle School. A letter from Susan G. Kaeser, Vinton parent, requesting a 3rd classroom for 08-09 fourth grade.

VI. Addition to Present Agenda - None

VII. Committee Reports - Ms Feathers reported that the Superintendent Search Personnel Committee has retained the services of Goens/Esparo, LLC to conduct the search. There will be a parent focus group with Dr. Goens on March 24th at 6:30 p.m. and a community focus group on March 27th at 7:00 p.m. Ms Feathers also reported that the School Building Committee has hired Newfield Construction Company as construction manager for the project. The final public workshop offered by Lawrence Associates will be in mid-May.

VII. Report of the Superintendent:

- A. Town Planning Update -** Mr. Greg Padick, Director of Planning, discussed zoning permits and potential building in Mansfield.
- B. Mobile Dentist -** Mrs. Karen Molloy and Mrs. Carol Lavigne, Mansfield Middle and Goodwin School nurses reported on the Mobile Dentists/Smile Program an in-school dental prevention program. **MOTION** by Mr. Kueffner, seconded by Dr. Patwa, to endorse a trial of the program pending clarification of liability issues. **VOTE:** Dr. Patwa, Mr. Kueffner, Ms Lin, Mrs. Paulhus, and Mr. LaPlaca in favor. Dr. Bent opposed.
- C. Issues in Regional School Finance -** Mr. Jeff Smith, Director of Finance, discussed the concept of common assessment for the sending towns to Region 19.

D. **Financial Report 12-31-07 - MOTION** by Mr. Kueffner, seconded by Ms Lin to accept the Financial Statements dated December 31, 2007. **VOTE:** Unanimous in favor.

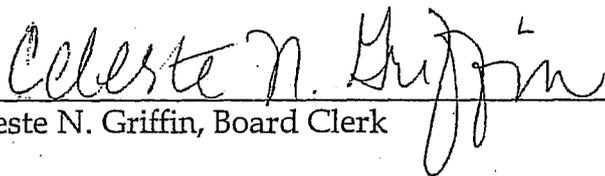
E. **Personnel - MOTION** by Mr. Kueffner, seconded by Dr. Bent to accept the retirement of Laura Toffenetti, Grade 8 Language Arts and Social Studies Teacher and resignation of Dana Gnesdilow, Grade 6 Science and Reading Teacher at Mansfield Middle School effective the end of the 2007-2008 school year. **VOTE:** Unanimous in favor.

VIII. Hearing for Visitors - Steven Tucker, a 7th grade student at Mansfield Middle School shared his concern about the condition of the classrooms during June and September when the weather is very warm.

IX. Suggestions for Future Agenda - Dr. Patwa requested a class size history report and to revisit the topic of redistricting.

X. Executive Session: **MOTION** by Mr. Kueffner, seconded by Dr. Patwa to move into Executive Session at 9:35 p.m. to discuss negotiations. **VOTE:** Unanimous in favor. **MOTION** by Mr. Kueffner, seconded by Dr. Patwa to return to regular session at 10:00 p.m. **VOTE:** Unanimous in favor.

XI. Adjournment - **MOTION** by Dr. Bent, seconded by Mr. Kueffner to adjourn at 10:00 p.m. **VOTE:** Unanimous in favor.



Celeste N. Griffin, Board Clerk

Approved 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.

(Approved) Mansfield Commission on Aging Minutes

10:00 AM – Senior Center

Monday, February 11, 2008

PRESENT: K. Grunwald (staff), J. Quarto, C. Pellegrine (Vice-Chair), B. Goulsbrough, M. Thatcher, S. Gordon, M. Ross, Rob Miller (Guest, Eastern Highlands Health District), P. Hope (staff), Stephanie Woodruff (Intern/Guest), C. Phillips, Will Bigl
REGRETS: T. Quinn, J. Kenny, A. Holinko

- I. **Call to Order:** Vice-Chair C. Pellegrine called the meeting to order at 10:00 AM.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes:** the minutes of the **January 22, 2008** meeting were accepted as written.
- IV. **Correspondence – Chair and Staff:** C. Pellegrine circulated a get well card for Tim Quinn. She will follow-up on appointment letter for Mark Ross to the Committee on Committees.

V. **New Business**

-Robert Miller: Director of Health for the Eastern Highlands Health District; local regional health department for the area. The Health District has a staff of 10; health inspectors and educators. Their primary function is to provide public health services including environmental health (restaurant inspection, etc.), communicable disease control and education, health education including employee wellness and safe routes to school. The District recently received a grant to promote healthy behaviors and activity among seniors, and will be forming a coalition to determine how the money will be allocated and spent. The coalition will consist of Ande Bloom of the Health District and representatives of the local senior centers. www.ehhd.org is their website. Rob distributed copies of their annual report. He explained that they have formed a regional health district because it is more efficient than doing this for individual towns; this also makes them eligible for additional grant funding. The district is focusing on public health emergency preparedness, which is being funded by the CDC to improve preparedness for public health emergencies. They have formed a partnership of local healthcare providers. They are currently focused on pandemic flu. Rob distributed a pamphlet on pandemic flu as part of their health education component. They have developed a database of volunteers and a local health network that identifies all providers in the area. One of the challenges is in targeting special needs populations. They have created a “file of life” which collects healthcare information for seniors in one location. Restaurant inspections vary depending on the classification of the restaurant. They are required to respond to complaints. C. Pellegrine asked how they are intending to get this information out to seniors. Dissemination includes WAM Horizons, Senior

Sparks, public presentations, radio talk show, cable access, etc. W. Bigl invited Rob to speak at Jensen's. B. Gouldsbrough suggested using Sparks more to get information out. They will also make more materials available to distribute at the Senior Center. P. Hope asked about the district being able to pay for health prevention services at the Senior Center. Some health districts obtain grant funding to support those services. A work plan was approved as part of the funding proposal, which identified items such as exercise equipment, medical screening devices, etc. M. Ross asked how the special needs population is defined? This question has not been answered adequately by the health district. The health district is looking to establish an ongoing advisory committee that will emerge from some of the new grant activities focused on public health and educational promotion. Members thanked Rob for his presentation.

- Agency Funding Requests (K. Grunwald/Commissioners): K. Grunwald asked commissioners to report on agencies they reviewed.
- R. Gouldsbrough: Windham Regional Transit District: requesting slightly over \$41,000 for Dial-A-Ride services. Recommend that the agency be funded as requested. Moved and seconded; approved unanimously.
- J. Quarto: McSweeney Regional Senior Center: have requested \$6500 to support the dental clinic. She reported that while a small number of residents used the service, this appears to be an important service. Recommended approval of the funding. 126 Mansfield residents used the service in the past year. Moved and seconded; approved unanimously.
- C. Phillips: TVCCA: Delivered meals-on-wheels to 42 residents. Requesting an increase in funding from \$1460 to \$4840, reflecting increased costs of food and fuel. This is the first increase in nine years. C. Phillips feels that state and federal funding should be increased, along with client donations. She recommends funding as requested. Moved and seconded; approved unanimously.
- A. Holinko: Community Companion and Homemaking Service: not present, no report.
- C. Pellegrine asked that members attend the Town Council meeting to support these agency funding requests.
- "Other": B. Gouldsbrough mentioned the funding request for the No-Freeze shelter; some discussion regarding this service.

VI. Optional Reports on Services/Needs of Town Aging Populations

A. Health Care Services

Wellness Center and Wellness Program – J. Kenny was not present; copies of her monthly report were distributed. J. Quarto noted that the date needs to be corrected.

Mansfield Center for Nursing and Rehabilitation – J. Kenny was not present; no report.

B. Social, Recreational and Educational

Senior Center – P. Hope distributed copies of her report. The Center has been closed some days due to weather. The bi-annual townwide copy of Sparks was distributed; the copier needed to be replaced when this was being produced. Staff are slated to receive new computers, which will allow them to send directly to the copier, improving quality of the publication. Some new programs are starting; a presentation was done on the cardiac rehabilitation program, which is covered by Medicare. The Association purchased 16 new armchairs and three computer carts. Tax Assistance is being offered on Monday and Wednesday. Two undergraduate students are doing internships here. P. Hope met with Generations Connect at UConn to attempt to access more volunteers to work with seniors.

Senior Center Association – J. Brubacher (for Tom Rogers) was not present; no report.

C. Housing

Assisted Living Advisory Committee: K. Grunwald gave a brief presentation on the work of this committee. An RFP is being released.

Wrights Way: no report.

Juniper Hill: distributed 110 copies of the transportation survey.

Jensen's Park, Other: no reports.

D. Related Town and Regional Organizations such as:

Advisory Committee on the Needs of Persons with Disabilities: M. Ross is looking at suggesting something for new sound system for the Council Chambers.

Senior Resources of Eastern CT: no report.

VII. Old Business

- Long Range Plan for 2007- 2010: Action Plans – Small group discussion W. Bigl reported that he, C. Phillips and T. Quinn completed the strategic planning process. He read their vision statement for the year 2020. Adrienne Parks and Joan Pinney joined the three members working on this. Action points include a new senior center, transportation, information dissemination, Mansfield Board of Seniors, similar to Board of Education, to oversee concerns of seniors. The other action point was to work with UConn to bring the Senior Olympics to the Town of Mansfield. There will be an open house for the Vision Fair at the Senior Center on Feb. 27 at lunch time, and in the evening at the Community Center.
- K.Grunwald reported that Dial-A-Ride is going to be piloting a trip to the library from Glen Ridge, Juniper Hill, and Wrights Way. This will be publicized once the schedule has been determined. B. Gouldsbrough raised the issue of liability for volunteer drivers. C. Pellegrine stated that at one point volunteers were certified to drive municipal vehicles, but this may no longer be the case. B. Gouldsbrough said that there is insurance coverage available for volunteer drivers. K. Grunwald will get information about this to

B. Gouldsbrough. He will draft a letter to Rep. Denise Merrill on behalf of the Commission to waive insurance requirements for volunteers.

IX. Adjournment: meeting adjourned at 11:30 AM.

Next meeting: **Monday, March 10, 2008** at 10:00 AM at the Senior Center

Respectfully submitted,
Kevin Grunwald

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 20 February 2008
Conference B, Beck Building
MINUTES

Members present: Robert Dahn, Quentin Kessel, Scott Lehmann, Frank Trainor. *Members absent:* Peter Drzewiecki, Rachel Rosen, John Silander. *Others present:* Greg Padick (Town Planner), Matt Hart (Town Manager), Jennifer Kaufman (Parks Coordinator), Grant Meitzler (Wetlands Agent); Hank Torcellini (Gardner & Peterson Associates), Scott Glennon (President, White Oak Condominium Association); Sue Harrington, Cindy Weiss, & Jean Haskell (Parks Advisory Committee); Joan Stevenson.

1. The meeting was **called to order** by Chair Quentin Kessel at 7:34p. The agenda was re-ordered to make discussion of the White Oak septic problem the first item of business.

2. **White Oak Condos Sanitary Easement.** Background: Pursuant to discussion at the Commission's 16 Jan 08 meeting, a statement objecting to granting a sanitary easement on 7.6 acres of the Town-owned in Dunhamtown Forest to the White Oak Condominium Association was drafted, circulated to Commission members by e-mail, revised, and e-mailed on 22 Jan 08 to Town Planner Greg Padick and Town Manager Matt Hart. Mr. Padick responded immediately, suggesting that the Commission "may not have been fully informed about this proposed easement issue" and asking that it hold off submitting the statement to the PZC and Town Council until it had heard a presentation on the matter at this meeting. The Commission agreed to do so.

Mr. Padick sketched the history of the issue. The White Oak complex was approved in an era when the Town did not have the kind of review to which it now subjects applications for development; because the site does not have adequate septic capacity, such a development would not be approved today. In 2004, Eastern Highlands Health District and the DEP responded to a history of septic problems at the complex by threatening to issue an order making the Town legally (and perhaps financially) responsible for fixing the system. After investigating, Town staff concluded that no on-site fix was possible and that the most feasible location for a rebuilt system was on adjacent Town-owned land. The Town gave the White Oak Condominium Association permission to test this location, and a proposal based on this information has been developed by Gardner & Peterson Associates. If Town staff determines that this plan is the only feasible one, it will be presented to the Council for referral and review, at which time the Commission will be invited to comment. Mr. Padick said he did not believe that granting the septic easement would set a bad precedent, since the situation is (in his view) unique.

Hank Torcellini of Gardner & Peterson displayed a map of the complex and proposed off-site system. The site cannot handle the volume of septic waste generated by the complex; some septic systems are now located in wetlands, and the capacity of soils to accept waste is very limited throughout. Adjacent Town land is the only area that meets DEP's requirements, in his view. About 2.5 acres would be cleared for the leaching field; a construction road would be built to haul in the required fill. Asked whether an engineered on-site solution was possible, if money were no object, Mr. Torcellini said no: there just isn't enough land that's not wetland. Asked whether reducing the number of residents at the complex would enable an on-site solution, Mr. Torcellini again said no: the site is so poor that at most one single-family home should have been

approved for it.

Scott Glennon of the White Oak Condominium Association expressed the hopes of residents that a solution to the complex's septic problems can be worked out with the Town.

Mr. Torcellini and Mr. Glennon then left the meeting.

Town Manager Matt Hart asked Mr. Padick what would happen in a similar situation where DEP issued an order but no Town land was available. Mr. Padick replied that the Town would have to deal with it. The only alternative to condemnation might be pumping effluent to some private land off-site; if no willing seller could be found, the Town could consider taking private property for reasons of public health by eminent domain.

Lehmann commented that the Town could have avoided misunderstandings by being more open about what was going on and informing the Commission and other relevant committees at the outset about the septic problem and its likely solution. Mr. Padick replied that the matter had been discussed at meetings of the Town's Land Committee, to which the Commission had failed to send a representative. The existence of such a committee was news to the Commission, and Kessel asked to be informed of future meetings.

Mr. Padick then left the meeting, along with the visitors from the Parks Advisory Committee.

3. Administrative Procedures. Matt Hart noted that the updated Administrative Procedures for the Commission submitted to him may conflict with a legal opinion that Town boards, commissions, and committees may not take public positions at odds with Town policy. (The update carries over original language permitting the Chair to "speak publicly or carry on correspondence in the name of the commission" on matters about which the Commission has taken a position.) Kessel agreed that there is a conflict, suggesting that the legal opinion overlooks language in Sec.7-131(b) of the Connecticut General Statutes, which empowers the Commission to make recommendations to the PZC, IWA, and other municipal agencies on various matters. Mr. Hart also noted (and the Commission agreed) that the Disqualification section should reference the Town's ethics rules.

Finally, Mr. Hart asked about procedures for nominating prospective Commission members. He indicated that he would like a resumé and an opportunity to speak with a nominee before deciding whether to appoint him or her. Mr. Hart then left the meeting.

4. White Oak statement. The Commission agreed that its statement on the White Oak Sanitary Easement needs revision, but decided to defer submitting a comment until it receives a referral from PZC. The Commission remains unhappy about learning about this project only now, when it appears to be so far along as to be a "done deal", and agreed that the Town should insist on compensation, in payment or in kind, for any septic easement in Town open-space.

5. Since the Commission agreed not to send its White Oak statement to the PZC and Town Council at this time, the draft **minutes of the 16 January 08 meeting** were amended to unattach the statement and to delete the last sentence ("It is attached.") of item 5. As amended, the minutes were approved unanimously.

6. The Town will **honor early members of the Conservation Commission** at the Town Council's next meeting (7:30p, Monday, 25 February). Commission members were urged to attend.

7. Wildlife Habitat Incentive Program. The Town is applying to USDA for financial assistance (under the Wildlife Habitat Incentive Program) in controlling invasive plants along

Schoolhouse Brook. The Commission unanimously agreed (motion: Lehmann, Trainor) to support the application.

8. Proposed Zoning changes for Pleasant Valley. The PZC has proposed changes in zoning for the Pleasant Valley area, which are advertised as providing more protection for prime agricultural land and water resources. Kessel observed that some of uses permitted in the PVCA area off Mansfield Av. do not appear to be consistent with the goal of protecting the underlying aquifer; he suggested that a comment from the Commission cite the Gibbons Report in making this point. The hour being late, Lehmann volunteered to look at the Gibbons Report and to draft a brief comment for circulation by e-mail. PZC has scheduled a public hearing on the proposed zoning change is on 17 March, just before the Commission's next meeting.

9. Adjourned at 9:35p.

Scott Lehmann, Secretary
21 February 08
Approved 19 March 08



Mansfield Downtown Partnership

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

April 1, 2008

Board of Directors
Mansfield Downtown Partnership

Re: Item #3 - Meeting Minutes

Dear Board members:

Attached please find the minutes for the Board meeting held on March 4, 2008.

The following motion would be in order:

Move, to approve the minutes of March 4, 2008.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia van Zelm".

Cynthia van Zelm
Executive Director

Attach: (1)

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Tuesday, March 4, 2008
Mansfield Downtown Partnership Office
1244 Storrs Road**

4:00 PM

Minutes

Present: Chair: Philip Lodewick, Steve Bacon, Tom Callahan, Bruce Clouette, Barry Feldman, Matt Hart, Janet Jones, Frank McNabb, Betsy Paterson, Steve Rogers, Kristin Schwab

Staff: Cynthia van Zelm

1. Call to Order

Philip Lodewick called the meeting to order at 4:05 pm

2. Opportunity for Public to Comment

There were no comments from the public.

3. Approval of Minutes

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

4. Viewing of Storrs Center DVD

Cynthia van Zelm introduced the Storrs Center DVD, noting that it was a collaboration between the Partnership and the University of Connecticut School of Fine Arts. The students in the School of Fine Arts put together the DVD including the filming, editing and music. The DVD was funded through a grant from the Connecticut Commission on Culture & Tourism, and LeylandAlliance.

Ms. van Zelm said the DVD has been shown thus far to the Town Council, the Town/Gown Committee and the Partnership Advertising and Promotion Committee.

Dean David Woods has offered to make hard copies of the DVD and they will be distributed to such places as University Publications, the Mansfield Public Library, and the Mansfield Historical Society.

Dean Woods has also offered to host a link to the DVD which can be accessed through the Partnership/Town website.

The Board viewed the DVD.

Janet Jones asked if the DVD could be updated to include new UConn President Mike Hogan. Ms. van Zelm said she will check with LeylandAlliance to see if this could be done (*subsequent conversation with Leyland indicated that it may be cost prohibitive to do so but there would be an intention to update the DVD for promotional purposes and include President Hogan*).

On a separate note, Mr. Lodewick indicated that President Hogan had said he could speak at the Partnership's Annual Meeting, and would serve on the proposed Board of Advisors.

5. Director's Report

Ms. van Zelm said that she submitted two grants on behalf of the Town – one was to the State Small Town Economic Assistance Grant program for \$500,000 for infrastructure for the town square. The other request is through the federal appropriations process for \$3.8 million for additional infrastructure related to the interior streets of the project.

Ms. van Zelm said the Partnership has also submitted an application to the CT Main Street program for its Community Consensus-Building award.

Ms. van Zelm said that Partnership Board member and Town Manager Matt Hart had sent a letter to Ms. van Zelm requesting a written report and presentation to the Town Council on the status of the project and what public funding sources are needed (*letter was in Board packet*). She has started to work on the report and presentation with LeylandAlliance.

Frank McNabb asked how much has been received in public funding. Ms. van Zelm said it was over \$7 million in external funds for planning and Storrs Road.

Mr. Hart explained that he had initiated a conversation with the Town Council on the Dog Lane-1 building. In order for the Council to make a decision on potential assistance for that building, the Council needed a comprehensive view of all public funding. Mr. Hart asked the Partnership for a status report, in particular, on the parking garages, Storrs Road, Dog Lane-1, and relocation. In addition, his letter asked for a recommendation from the Partnership on funding for all public components. Ms. Paterson and fellow Town Council member Bruce Clouette agreed that having this dialogue with the Council will be important. Tom Callahan said it is important to update the Council on what needs to happen in the next 6 to 12 months to move the project forward.

Mr. Callahan said that he, Ms. van Zelm, Mr. Hart, and Board member Barry Feldman had spoke with people associated with Street Works, the group that developed Blue Back Square in West Hartford to review how they put together their development agreement together with the City of West Hartford.

Mr. Callahan said the Partnership will need to put resources together to assist with reviewing some of Leyland's work related to financing, the parking garages, etc. The Town has already begun this peer review with its parking consultant.

Mr. McNabb asked for models of towns that have created a downtown where none exists. Ms. van Zelm said there are not too many great models (*there are models of good college towns but not ones that are being created*). Ms. Paterson said that none of the towns or cities she has worked with as part of her role with the National League of Cities have taken on a new downtown project such as Storrs Center. Many have existing downtowns that they are trying to revitalize.

Mr. Callahan said an important piece of the revisions to the development agreement between the Partnership and Leyland, and any bilateral agreements Leyland has with the Town or University, will be to establish triggers before commitments are made by any of the parties.

6. Review and Approval of Bylaws Changes

Mr. Clouette made a motion to approve the recommended Bylaws changes. Mr. Hart seconded the motion. The Bylaws changes were approved unanimously and will be recommended to the Partnership membership for approval at the Board's annual meeting in June. The Bylaws changes are noted below.

Bylaws Article III, Sec 7. Cancellation of Membership. Failure to pay dues within thirty days following receipt of a written notice that sixty days have passed since dues were payable, will result in cancellation of membership.

Deleted: Reinstatement of canceled membership shall require reapplication and submission of past unpaid and present annual dues.

Bylaws Article VI, Section 1, Executive Committee.

Deleted:

(a) Composition. There shall be an Executive Committee of the Board of Directors, the membership of which shall not exceed eight in number. Five of the members of the Executive Committee shall be the Partnership's President, Vice President, Treasurer and Secretary, and the Chair of the Finance and Administration Committee, *ex officio*. If the Mayor of the Town of Mansfield is not one of the five *ex officio* members of the Executive Committee, the Mayor shall be entitled to appoint one member of the Executive Committee (who may be the Mayor himself or herself) to serve at the pleasure of the Mayor. If the Provost of the University of Connecticut is not one of the five *ex officio* members of the Executive Committee, the Provost shall be entitled to appoint one member of the Executive Committee (who may be the Provost himself or herself) to serve at the pleasure of the Provost. There shall be one member-at-large, who shall be nominated by the President and approved by the Board of Directors. If at any time the foregoing provisions of this section do not fill all eight seats on the Executive Committee, any vacancy shall be filled by the Board of Directors.

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(b) Powers. During the intervals between meetings of the Board of Directors, the Executive Committee shall possess and may exercise all the powers of the Board of Directors,

\\MANSFIELDSERVER\Townhall\Common Work\Downtown Partnership\Directors\Minutes\2008\03-04-08Minutes.doc

other than the power to add to, amend or repeal these Bylaws or any other powers withheld from the Executive Committee by specific resolution of the Board of Directors; provided, however, that no action of the Executive Committee shall be effective if disapproved by the Board of Directors. The Executive Committee shall have power to fill any vacancy in its own number, but any Director so chosen shall serve as a member of the Executive Committee only until the next meeting of the Board of Directors. The Executive Committee may establish its own rules of procedure, but shall meet at the request of the President or any three other members of the Executive Committee.

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(c) Quorum: voting. At every meeting of the Executive Committee, the presence of not less than five of its members shall be necessary to constitute a quorum for the transaction of business. All matters coming before the Executive Committee shall be decided by the affirmative vote of a majority of Executive Committee members present (including by telephone as provided in Article V, Sec. 12).

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EXHIBIT A

MANSFIELD DOWNTOWN PARTNERSHIP, INC. CONFLICT OF INTEREST POLICY

A conflict of interest may exist if a Board member of the Partnership, or a member of his/her immediate family, has a relationship with another person who, or organization which, does or seeks to do business with the Partnership as a vendor, grant recipient, or otherwise; or who or which reasonably could benefit in a way different from general public benefit from a decision of, or from an action taken by, the Partnership.

In order that Board decisions in such instances shall be the product only of Board members who are able to meet their unqualified duty to the Partnership, the following procedure shall be followed:

1. The involved Board member, immediately upon identifying a possible conflict or having the same called to his/her attention, shall disclose the same to the Board or the committee of the Board having responsibility for making the decision or recommendation in the particular matter;
2. Unless the remaining Board or committee members shall unanimously determine that a conflict of interest does not exist, the involved Board member shall avoid any attempt to influence other Board members or Partnership employees, directly or indirectly, pro or con, with regard to the matter and shall absent himself/herself from that portion of any meeting held to discuss and/or vote on such matter.
3. As part of its decision to enter into any matter involving a relationship to which the Partnership is a party, the Board or committee shall be required to find that the relationship is fair as to the Partnership. A relationship shall be presumed to be fair if it is made in the ordinary course of business at standard prices, or its terms are no less favorable to the Partnership than those offered by the person or organization to third parties.

On an annual basis, Board members shall disclose all business activities that may be in conflict with the Partnership's purpose.

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A failure to comply with the above policy shall be grounds for removal from office.

Janet Jones asked if the Executive Committee minutes could be sent to the entire Board. Ms. van Zelm said she would send these minutes to all Board members (*currently, all Committee chairs receive all the minutes directly*).

7. Report from Committees

Business Development and Retention

Ms. van Zelm reported that she will be meeting with Business Development and Retention Committee Chair Mike Gergler regarding updating the Committee on the progress with the Storrs Center project.

Festival on the Green

Ms. Paterson said the Festival Committee had a good meeting on Monday. She said the largest concern is raising money in a tough economic time. She said the Committee will be working on different benefits for sponsors.

Ms. Jones said the Committee is also looking at ways to save money.

Finance and Administration

Mr. Callahan said the Finance and Administration Committee met last week and discussed Storrs Center issues as discussed earlier in this meeting.

Membership Development

Ms. van Zelm reported, on behalf of Committee chair Betsy Treiber, that current paid membership is 331 with \$16,960 in dues. There are 94 outstanding renewals. Ms. van Zelm said the Committee is meeting this Monday.

Nominating

Mr. Lodewick said that Mr. Callahan, Mr. Hart, and Mr. Bacon's terms are ending but they can be re-appointed. All three are interested in serving again and they will be considered by their appointing agencies. The Town Council has recommended Mr. Hart to serve another three years. He said Dean Woods is the only elected member who would need to be voted on by the membership at the Annual Meeting.

Mr. Lodewick said that the officers had agreed to continue to serve.

Planning and Design

Steve Bacon said the Planning and Design Committee would be meeting on March 18 to review the latest draft of sustainability guidelines.

8. Executive Session – Personnel

Mr. Callahan made a motion to go into Executive Session to discuss Ms. van Zelm's annual evaluation. Ms. Paterson seconded the motion. The motion was approved unanimously. The Board entered Executive Session.

The Board approved coming out of Executive Session.

Mr. Hart made a motion to approve a 3 percent salary increase and a \$1,000 bonus for Ms. van Zelm. Ms. Paterson seconded the motion. The motion was approved unanimously.

9. Adjourn

Ms. Jones made a motion to adjourn. Mr. Clouette seconded the motion. The motion was approved unanimously. The meeting adjourned at 6:00 pm.

Meeting notes taken by Cynthia van Zelm.

MINUTES

MANSFIELD INLAND WETLANDS AGENCY Regular Meeting, Monday, March 3, 2008 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, P. Plante, B. Ryan,
Alternates present: M. Beal, L. Lombard, B. Pociask
Staff present: G. Meitzler (Wetlands Agent)

Chairman Favretti called the meeting to order at 7:00 p.m. and appointed alternate Beal to act.

Minutes:

2/4/08- Hall MOVED, Ryan seconded, to approve the minutes as written. MOTION PASSED with all in favor except Gardner who disqualified herself.

Communications:

The 2-20-08 minutes of the Conservation Commission and the 2-21-08 Inland Wetland Agent's monthly report were both noted.

Old Business:

None

New Business:

W1392- (W1320) -Knollwood Acres - Modification Request-building sewer connections

Goodwin MOVED, Holt seconded, to receive the application submitted by ING US Community Living Foundation (File W1320) under section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the installation of gravity sanitary sewers and manholes at Knollwood Apartments Rte 275 and Maple Road, on property owned by the applicant, as shown on a map dated January 2006 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED UNANIMOUSLY.

W1394 - Smith Farm Development Group - Modification Request-walking trail revision

Holt MOVED, Kochenburger seconded, to approve a minor modification request from the Smith Farms Development Group for Beacon Hill Estates altering trail locations in the vicinity of Lot #11, as shown on a plan depicting the changes, dated January 2008, sheets 1 and 2 of 2. MOTION PASSED UNANIMOUSLY.

W1393 - LaGuardia - Quiet Meadow Subdivision - Dodd Road - 9 lots

Holt disqualified herself. Goodwin MOVED, Gardner seconded, to receive the application submitted by Lynn LaGuardia (File W1393) under section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a nine (9) lot residential subdivision at Dodd Road and Warrenville Road, on property owned by the applicant, as shown on a map dated January 1, 2008 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment and to set a Public Hearing for April 21, 2008. MOTION PASSED with all in favor except Holt who disqualified herself.

W1395 - Green - Wormwood Hill Road - 11 lot subdivision

Goodwin MOVED, Holt seconded, to receive the application submitted by Victor Green, Executor of the Estate of N. S. Green, Sr. (File W1395) under section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for an eleven (11) lot subdivision at 737 Wormwood Hill Road, on property owned by the applicant, as shown on a map dated January 24, 2008 and as described in other application submissions, and to refer said

application to the staff and Conservation Commission for review and comment and to set a Public Hearing for April 7, 2008. MOTION PASSED UNANIMOUSLY.

W1396 - Kovarovics - Daleville Road - single-family house in buffer

Goodwin MOVED, Holt seconded, to receive the application submitted by Michael and Kim Kovarovics (File W1396) under section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a single family residence on Daleville Road near SNET pole #3015, on property owned by the applicants, as shown on a map dated December 20, 2007 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED UNANIMOUSLY.

W1397 -White Oak Condominiums

Application withdrawn

Reports of Officers and Committees:

Chairman Favretti noted a 3/13/08 field trip at 2:00 p.m.

Other Communications and Bills:

Noted

Adjournment:

The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD INLAND WETLAND AGENCY/PLANNING AND ZONING COMMISSION FIELD TRIP

Special Meeting
Thursday, March 13, 2008

Members present: R. Favretti, J. Goodwin (Items 2&3), R. Hall (Items 1, 2 & 3) K. Holt (Items 1 & 2), L. Lombard (Items 1, 2 & 3), B. Ryan (Items 1, 2 & 3)
Staff present: G. Meitzler (Wetlands Agent, Assistant Town Engineer), G. Padick, (Director of Planning), S. Lehman (Conservation Commission), J. Stevenson (Conservation Commission (Item 2))

1. KOVAROVICS PROPERTY, Daleville Road (between #28 and #52), IWA file W1396
Participants reviewed the site of a proposed single family house and septic system. Site characteristics, particularly the location and character of wetland areas were observed. No decisions were made.
2. GREEN PROPERTY, Knowlton Hill and Wormwood Hill Roads, IWA file W1395
Participants were met by project surveyor, R. Hellstrom and a property owner representative V. Green. The proposed house sites along Knowlton Hill and Wormwood Hill Roads were observed from the roadway edges except for Lot 3, where participants entered the subject property. Site characteristics, particularly site topography and general wetland locations, were observed. No decisions were made.
3. LAGUARDIA PROPERTY, 34 Dodd Road, IWA file W1393, PZC file 1108-2
Participants were met by M. Maynard, project engineer, Mr. and Mrs. LaGuardia and two other individuals. A proposed new road and 8 proposed lots were reviewed with respect to site characteristics, particularly topography and wetland areas. The site was observed from both open field areas and wooded areas. No decisions were made.
4. KNOLLWOOD APARTMENTS PROPERTY, off South Eagleville Road, IWA file W1392
Participants were met by M. Gaston, project engineer. The locations of proposed sewer connections to existing apartment buildings were observed with respect to site characteristics, particularly wetland areas. No decisions were made.

The field trip ended at approximately 3:15 p.m.

Respectfully submitted,

R. Favretti, Acting Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, March 17, 2008

Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, K. Holt, P. Kochenburger, B. Ryan
Members absent: R. Hall, P. Plante,
Alternates present: M. Beal, L. Lombard (arrived 7:20 p.m.), B. Pociask
Staff present: G. Padick (Director of Planning)

Chairman Favretti called the meeting to order at 7:04 p.m. and appointed alternates Beal and Pociask to act.

Minutes:

3/3/08- Gardner MOVED, Holt seconded, to approve the 3/3/08 minutes as written. MOTION PASSED UNANIMOUSLY.

3/13/08 Field Trip - Holt MOVED, Ryan seconded, to approve the 3/13/08 minutes as written. Goodwin, Favretti, Holt and Ryan in favor with all others disqualified.

Scheduled Business:

Zoning Agent's Report

Noted

Old Business:

1. Resubdivision application, 9 Proposed lots off of Dodd Road (Quiet Meadow),

L. LaGuardia o/a File #1108-2

Tabled due to a 4/21/08 scheduled Public Hearing.

New Business:

1. Four Corners Sewer Study

Padick summarized the information in the packet, and noted that a joint meeting with the Town Council for presentation of the Four Corner Sewer Study will be scheduled for in May.

2. New Special Permit Application, Request to approve the use of off-site parking to increase restaurant occupancy at the Thirsty Dog Pub, N. Eagleville Rd., File #930-7

Holt MOVED, Gardner seconded, to receive the Special Permit application (File #930-7), submitted by Graham Scelfo, for accessory off-site parking for the Thirsty Dog Pub & Grill, on property located at 134 N. Eagleville Road, owned by O.M. & F. Sanderson, as shown on plans dated 3-11-08, and as described in other application submissions, and to refer said application to the staff for review and comments, and to set a Public Hearing for April 7, 2008. MOTION PASSED UNANIMOUSLY.

3. Request for filing extension, Mulwood West Subdivision, File #1225-2

Holt MOVED, Beal seconded, that the Planning and Zoning Commission, pursuant to Section 6.5 of the Subdivision Regulations, grant a second ninety-day extension for filing final subdivision plans for the Mulwood West Subdivision (File #1225-2). MOTION PASSED UNANIMOUSLY.

Holt MOVED, Pociask seconded, to add to the agenda under New Business, the application of the Estate of N.S. Green, Sr. MOTION PASSED UNANIMOUSLY.

4. New 11 lot Subdivision Application, Wormwood Hill and Knowlton Hill Rds, Green o/a, File #1269

Gardner MOVED, Holt seconded, to receive the subdivision application (File #1269), submitted by the Estate of N. S. Green, Sr., for 11 lots, on property located on Wormwood Hill and Knowlton Hill Roads, owned by the applicant, as shown on plans dated January 24, 2008, and as described in other application submissions, and to refer said application to the staff, Town Council, Open Space Preservation Committee, Parks Advisory Committee, Conservation Commission, and Agriculture Committee for review and comments, and to set a Public Hearing for April 7, 2008. MOTION PASSED UNANIMOUSLY.

Reports of Officers and Committees:

Favretti noted the next Regulatory Review Committee Meeting will be scheduled later this month, and members will be notified. Holt noted that she resigned as Chair of the Regional Planning Commission, but remains a member representing the Town. Favretti noted that Zimmer's resignation has left an opening on both the Traffic Advisory Committee and the Town University Relations Committee. Beal volunteered to be a representative on the Town University Relations Committee and Gardner volunteered to be representative on the Traffic Advisory Committee. By consensus, the PZC designated them.

Communications and Bills:

Items were noted.

Public Hearing:

PZC-Proposed revisions to the Zoning Map and Zoning Regulations, File #907-30

Chairman Favretti opened the Public Hearing at 7:32 p.m. for the above application. Alternate Lombard disqualified himself. Members present were R. Favretti, B. Gardner, J. Goodwin, K. Holt, P. Kochenburger, B. Ryan, and alternates M. Beal and B. Pociask. Favretti appointed Beal and Pociask to act. Padick read the legal notice as it appeared in the Chronicle on March 4 and March 12, 2008. Padick read into the record a 3-6-08 letter from Kevin McDonald, Chairman of the Regional Planning Commission of the Windham Regional Council of Governments. Padick listed the following communications that have been received and distributed to all members of the Planning and Zoning Commission: a 3-4-08 letter from Joseph J. Morrone, 11A Heritage Square; a 3-13-08 memo with attachments from Gregory J. Padick, Director of Planning; a 3-13-08 letter from Dennis O'Brien, Mansfield Town Attorney; a 3-14-08 letter from C. Stearns, 440 Mansfield City Road; and a 3-16-08 letter from C. Pellegrine, 269 Clover Mill Road.

Padick summarized the 1/30/08 proposed revisions to the Zoning map and zoning regulations. He noted that copies of the proposed revisions and legal notice had been mailed to all property owners within the area of proposed rezoning and to all property owners within 500 feet of proposed areas of rezoning. His presentation focused on the key elements of the proposal: the rezoning of three parcels of land along Pleasant Valley Road and Mansfield City Road from Industrial Park and Professional Office-3 zones to Pleasant Valley Commercial/Agriculture, Pleasant Valley Residence/Agriculture and Rural Agricultural Residence-90 zones. He identified these areas on a display map, and he outlined the underlying reasons for drafting the proposed revisions. He specifically noted a 7-2-07 Pleasant Valley Road Area Land Use/Zoning Analysis report and map that he prepared with chairman Favretti, who is a registered landscape architect/site planner. Padick said that he has included additional information in Commission members' packets (also available to the public), such as portions of PZC minutes and meeting notes from 2006 and 2007 regarding previously proposed revisions for the subject area and minutes of the discussions held by the PZC with the Town Fire Marshal, Fire Chief, Resident State Trooper, Chairman of the Board of Education, Superintendent of Schools, and Jim Gibbons, a land use planner with UConn's Cooperative Extension Service; 2007 and 2008 PZC Regulatory Review Committee minutes; and portions of the 2006 Plan of Conservation and Development that are related to the 1/30/08 proposed revisions.

Chairman Favretti then asked for questions and comments from the public.

Alexinia Y. Baldwin, of 3 Charter Oak Square, asked for clarification on the current zoning and the proposed zoning on the parcel across from Freedom Green. Baldwin questioned if promoting public transportation in this area is part of this proposal. Padick responded that public transportation is not part of the proposed zoning revisions. Any public transportation or road issues would be addressed at the time of any application for development.

Jean Meddick, of 3a Charter Oak Square, expressed concern for traffic on the narrow roads in this area, and if public transportation were to serve the area, there would not be enough road-width to accommodate sidewalks, a feature of public transportation. She wondered who would pay for the road widening. She also asked Padick for clarification on some property lines and parcels, which he provided.

Michael Orenstein, of 11a Charter Oak Square, asked for clarification on the site map, and questioned what the change in zone would allow for uses in the area. He also wondered if development is to be set back from the road, back by the tree-line. Padick addressed his questions.

Dennis Flanagan, 205 Pleasant Valley Road, asked if there are any projects currently being considered for this area. Padick noted that he was not aware of any specific proposals.

Chairman Favretti asked for further questions and comments from Commission members and the public.

Kari L. Olson, from the Law Firm Murtha Cullina LLP, representing the Hussey family, submitted to the Commission a 3-17-08 Notice of Protest to Proposed Zoning Revisions. Olson also submitted a 3-17-08 letter outlining 8 reasons why the Husseys protest this proposal. Olson elaborated on each of the eight reasons cited in the 3-17-08 letter and added that the Husseys are willing to work with the Town to address their concerns.

Michael Orenstein, of 11a Charter Oak Square, expressed concern that additional multi-family housing would negatively impact the area by adding more strain to the road and school systems.

Sandy Dunnack, 220 Pleasant Valley Road, questioned whether existing 150 foot setback requirements from existing residential uses would apply in the proposed PVCA and RAR-90 zones. She asked if any negative impact would occur on the residential shallow wells from commercial activity. Padick agreed to respond to the setback issue in an update memo and related that potential impacts to surface and ground water are addressed by existing special permit approval criteria.

Noting no further comments or questions from the public, Padick explained to the Commission about the Notice of Protest submitted by attorney Kari L. Olson on behalf of the Hussey Family. It is his understanding that a 2/3 member vote would be needed to approve the proposed rezonings of the Hussey property. Olson noted that this Notice of Protest is new and pertains only to the current proposal, and that the Notice of Protest also would apply to the proposed rezoning of the Professional Office-3 zone.

A. Baldwin questioned if Freedom Green has to collectively submit a protest or if individuals can submit one. It was explained that the Husseys' Notice of Protest may apply to all 3 rezonings and that it may not be necessary for Freedom Green to submit a protest petition if they oppose the PO-3 rezoning. Padick related that he would be researching the protest petition and would report back to the PZC.

Gardner MOVED, Holt seconded, to continue the Public Hearing to April 21, 2008. MOTION PASSED, with all in favor and Lombard disqualified.

Adjournment:

Favretti declared the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

Mansfield YSB Advisory Board
Meeting Minutes
Tuesday, February 12, 2008
12 noon @ YSB Council Chambers

Attendees: Ethel Mantzaris, Frank Perrotti, Eileen Griffin, Sheila Riffle

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

Regrets: Mike Collins

- I. Call to Order
Ethel Mantzaris, Chair, called the meeting to order at 12:01PM
- II. Approval of Minutes – **MOTION** by Frank Perrotti, seconded by Eileen Griffin. Vote: Unanimous in favor of approving minutes as submitted.
- III. Kevin Grunwald, Director
 - Kevin handed out copies of the Social Service Quarterly Report, Underage Drinking Coalition Grant information, and event flyer.
 - Informed the Board about the Underage Drinking Coalitions sponsored program at EOS where Arik Bostick did a presentation to students and parents. Provided the Board with a copy of an article on Arik Bostick's presentation. Also advised Board there will be another presentation on March 6, at EOS at 6:00pm called "Take It Back".
 - Notified the Board that the NECASA funds will be split into mini-grants for alternative activities coordinated thru YSB
 - Kevin met with Mike Collins regarding the Business Plan and the decision was made to table it until Mike Collins returns
 - Informed the Board of the new staff member in Social Services will be starting February 18, 2008 and her name is Kathy Ann Easley

Pat Michalak – YSB Coordinator Update

Youth Services Update January 2008

- YSB coordinator participated in second stage weekend long strategic planning initiative for Mansfield 2020. Increased staff for YS was identified as a goal.
- Determining eligibility criteria and steps towards developing a more comprehensive collaborative Challenge Program.
- Developing a Leadership/Transition program for 7th and 8th students
- Co-facilitated Mansfield Middle School Special Education Dinner with students and parents.
- Multi-family group continues to expand bringing in new members with varied backgrounds. Families are finding this new format beneficial.
- Grandparents raising grandchildren group continues to be valuable resources to the community.

- Pat reported to the Board that she had met with MMS staff regarding Challenge and the program was being reviewed for expansion into alternative activities and a transition piece for students from MMS to EOS
- Multi-family Group was being reviewed to include EOS cases
- Pat shared with the Board that she meets with Special Needs Staff at MMS every two months. Sheila Riffle expressed interest in attending.

IV. Old Business:

- Letter to the Town Manager – Kevin advised the Board that he had spoken to the Town Manager and the matter of budgets cuts was reviewed and changes have been made.
- Subcommittee – Tabled until Mike Collins returns to the Board.

V. New Business:

Pat reported to the Board that she had compiled a comparative analysis of surrounding Youth Service Bureau staffing statistics and shared her findings.

A side discussion ensued regarding the lack of social workers in the Mansfield School System and the services that Mansfield Youth Services provides to the schools to meet the needs of the youth and families.

VI. Other

Frank Perrotti shared with the Board his commitment with the Grandparents Group and an upcoming activity on

A discussion ensued regarding the Youth Service Bureaus's Pilot Program, Kidtrac System. Kevin and Pat informed the Board that there are 8 Bureaus currently involved. The Board expressed interest in being a part of the Pilot Program. Kevin will followup.

Meeting adjourned at 12:50PM.

Respectfully submitted by:

Karen L. Taylor
Secretary

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING
MINUTES
FEBRUARY 13, 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

Absent: Members - Wright

Present: Alternates – Accorsi

Absent: Alternates – Clauson, Gotch

Singer-Bansal will be acting secretary for this meeting in the absence of Wright.

MICHAEL KOVAROVICS – 7:00 PM

To hear comments on the application of Michael Kovarovics, Daleville Rd, for a Variance of Art VIII A – Schedule of Dimensional Requirements, Front Yard Setback, for a variance of 35' from the required front-yard setback to construct a single-family residence.

Accorsi will act as voting member of the Zoning Board of Appeals for this hearing.

Mr. Ed Pelletier from Datum Engineering represented Michael & Kim Kovarovics. The lot was created in 1973 when wetlands regulations were less stringent. Placement of a house on this lot is made difficult by a brook on the north side and water run-off on the south side. To leave a 25' buffer between the wetlands and the house and due to restraints imposed by regulations regarding well and septic systems, the house needs to be placed closer to the road. The hardship here is that the parcel was created before the new wetlands regulations and the uniqueness of the lot.

There is about 3' from the edge of the pavement to the retaining wall at the front of the property. The house will be raised almost level with the road. The house will not be in keeping with surrounding houses, which are generally placed further back from the road.

Applicant was referred to Zoning Board of Appeals by the Inland Wetlands Agency.

A Neighborhood Opinion Sheet, showing no objections was received along with a copy of the Public Hearing Notice which was mailed to abutters. Certified receipts were also received. There was no response from one abutter, Joseph & Mary Lent.

Quentin Kessel, current Chairman of the Conservation Commission, who advises the Inland Wetlands Agency on wetland issues, urged the Zoning Board of Appeals to approve the application, moving the house closer to the road and further from the wetlands.

BUSINESS MEETING

Katz made a motion to approve the application of Michael Kovarovics, Daleville Rd, for a Variance of Art VIII A – Schedule of Dimensional Requirements, Front Yard Setback, for a variance of 35' from the required 60' front-yard setback to construct a single-family residence, as shown on submitted plan.

Katz commended the applicant for submitting a thorough application.

Members agreed that concern for the wetlands was more important than the concerns about the house being too close to the road and not in keeping with the neighborhood. Also the recommendation expressed by the Conservation Commission and the Inland Wetlands Agency was recognized.

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

Reasons for approval:

- Topography is a hardship
- Lot is a legal lot of record

APPROVAL OF MINUTES FROM JANUARY 9, 2008

Fraenkel moved to approve the minutes of January 9, 2008 as presented.

All in favor.

READING OF COMMUNICATIONS

The Zoning Board of Appeals received a complimentary newsletter from the Connecticut Federation of Planning and Zoning Agencies. It was agreed that we would contact them regarding membership.

ADJOURNMENT

Meeting was adjourned at 8:48 p.m.

Respectfully Submitted,

Suzanne Singer-Bansal
Acting Secretary

Number 08-30

March 27, 2008



Legislative Update



THE VOICE OF LOCAL GOVERNMENT

PLEASE DELIVER IMMEDIATELY TO ALL CCM-MEMBER MAYORS, FIRST SELECTMEN, AND TOWN/CITY MANAGERS

Real Estate Conveyance Tax Bill Passes Finance

2-Year Extension Provided

This afternoon, the Finance, Revenue and Bonding Committee favorably reported H.B. 5885, to provide a 2-year extension of the municipal real estate conveyance tax. The bill was passed 29-21. (Please see enclosed Committee vote tally.)

Although H.B. 5885 was originally drafted to make the tax permanent, some Democrats wanted to have the opportunity to revisit the issue, because of their "commitment" to realtors. Almost all Republican legislators opposed preserving this municipal revenue source. However, CCM will continue discussions with legislative leaders to make the tax permanent.

The bill now goes to the Legislative Commissioners' Office (LCO) for a fiscal note and bill analysis.

CCM will keep you apprised of further developments.

If you have any questions, please call Gian-Carl Casa or Bob Labanara of CCM at (203) 498-3000.

Enclosure

For the most up-to-date news on legislative issues affecting municipalities —
see CCM's *Legislative Action Center* at www.ccmlac.org

**FINANCE, REVENUE AND BONDING COMMITTEE
VOTE TALLY SHEET**

Bill No.: HB-5885 Amendment Letter:

AN ACT CONCERNING THE MUNICIPAL SHARE OF THE REAL ESTATE CONVEYANCE TAX.

Chair: DAILY, E. Motion: LEBEAU, G. Second: O'BRIEN, T.

Action: Joint Favorable Substitute

Language "to extend 2 years to 2010"
Change:

TOTALS	Voting	Yea	Nay	Abstain	Absent and Not Voting	Voice Vote
	50	29	21	0	5	

	yea	nay	abstain	absent
Sen. Daily, E. S33	X			
Rep. Staples, C. 096	X			
Sen. Nickerson, W. S36		X		
Rep. Miner, C. 066		X		
Rep. Aldarondo, D. 075				X
Rep. Altobello, E. 082		X		
Rep. Aresimowicz, J. 030	X			
Rep. Barry, R. 012	X			
Rep. Bartlett, J. 002		X		
Rep. Berger, J. 073		X		
Rep. Butler, L. 072		X		
Rep. Christ, M. 011	X			
Sen. DeFronzo, D. S06	X			
Rep. Dyson, W. 094				X
Sen. Fonfara, J. S01	X			
Sen. Gaffey, T. S13	X			
Rep. Giannaros, D. 021		X		
Rep. Green, K. 001	X			
Rep. Hennessy, J. 127	X			
Rep. Keeley, R. 129	X			
Rep. Kehoe, T. 031	X			
Sen. LeBeau, G. S03	X			
Rep. Leone, C. 148	X			
Rep. McCluskey, D. 020	X			
Sen. McDonald, A. S27	X			
Rep. Moukawsher, E. 040	X			
Rep. Mushlinsky, M. 085	X			
Rep. O'Brien, T. 024	X			

	yea	nay	abstain	absent
Rep. Pawelkiewicz, W. 049	X			
Rep. Perone, C. 137				X
Rep. Relnoso, F. 130				X
Rep. Roldan, K. 004	X			
Rep. Shapiro, J. 144		X		
Rep. Sharkey, B. 088	X			
Sen. Stillman, A. S20	X			
Rep. Tallarita, K. 058	X			
Rep. Villano, P. 091	X			
Rep. Widlitz, P. 098	X			
Rep. Wright, E. 041	X			
Rep. Zalaski, B. 081	X			
Rep. Alberta, M. 050	X			
Rep. Caron, M. 044		X		
Rep. Carson, M. 108		X		
Rep. Floren, L. 149		X		
Rep. Frey, J. 111		X		
Rep. Gibbons, L. 150		X		
Sen. Guglielmo, A. S35		X		
Rep. Harkins, J. 120		X		
Sen. Herlihy, T. S08		X		
Rep. Hetherington, J. 125		X		
Rep. Klarides, T. 114		X		
Rep. Piacopo, J. 076		X		
Sen. Roraback, A. S30		X		
Rep. Ruwet, A. 065				X
Rep. Scribner, D. 107		X		

Vote date: 3/27/2008 12:49:00 PM

Correction date:

4/2

24 UConn students fall ill after banquet

By ZACHARY JANOWSKI
Chronicle Staff Writer

STORRS — About two dozen University of Connecticut students have been treated at the infirmary for vomiting and diarrhea with suspected links to a Saturday banquet attended by more than 100 students.

Maryann Lexius, director of health in Manchester, said a "common dining experience" in Manchester has been "strongly associated" with the illnesses.

She said the name of the restaurant would not be released unless it was determined there were further public health risks.

UConn spokesman Karen Grava said officials from the Connecticut Department of Public Health, Manchester Health Department and Eastern Highlands Health District are investigating the outbreak.

Grava said students have completed surveys and submitted stool samples.

She said the university did not suspect the contagion began on campus because the victims "live in different areas."

Robert Miller, director of Eastern Highlands Health District, said generally the first day of an investigation focuses on collecting information in the form of interviews with patients, staff at the establishment, an environmental survey of the premises and stool samples.

Miller said it would take a few days for the lab results to come in because they test for "a broad spectrum of pathogens," including viruses and bacteria.

He said sometimes a pattern of symptoms will lead investigators to suspect a specific pathogen. Miller added the onset date of symptoms will help authorities determine if the cause was a "single point source, or a single event, or an ongoing health risk."

According to Miller, different pathogens take different amounts of time between contact and the first sign of symptoms.

He said the Norovirus, as an example, can take anywhere from 12 hours to four days to cause symptoms, while others can take weeks.

"Obviously, we do have a suspected pathogen," Miller explained, saying authorities are waiting for "pending lab results to confirm that."

Although he declined to identify the suspected pathogen, Miller said the Norovirus is a common cause of food poisoning.

Miller said it is "too early to say for sure" whether the illnesses will have any long-term or serious consequences beyond the current symptoms. He said some pathogens pose little threat to healthy adults, while others can be deadly for anyone.

"If you have the symptoms, the best thing to do is go to the health clinic," Grava said.

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Auditor ^{3/21} raises red flags with university

By ZACHARY JANOWSKI
Chronicle Staff Writer

STORRS — A special state audit report paints an unflattering picture of the University of Connecticut's construction accounting practices and raises concerns the university may still have legal and financial liabilities to address.

The report, requested by Gov. M. Jodi Rell in December and released Thursday, highlighted five items of concern.

- Accounting entries did not always have appropriate approvals.
- Entries were intentionally assigned to unrelated projects.
- University staff and legal counsel must review disclosures to ensure they comply with applicable laws.
- Auditors and staff cannot determine if the North Campus Renovation exceeded its budget because of unclear accounting.
- The university needs to review the handling of bond proceeds for the South Parking Garage.

Earlier audits identified the first two findings, but the other three appear to be new.

Charles Urso, a Rell appointee to the construction management oversight committee, publicly requested further investigation of millions of dollars of inappropriate journal entries in December.

Despite opposition from other members of the committee, including several university trustees, Rell requested state auditors to complete an audit according to Urso's specifications.

The audit report, completed by the state auditors of public accounts, gives one example of inappropriate accounting.

"We noted that an account established for the 'New Pharmacy Building' project contained charges in excess of \$2,800,000 for payments related to the 'Babbidge Library Walkway' project," the report said.

The audit report blames two former university officials for allowing the practice.

According to the report, the officials apparently "chose to direct expenditures to accounts where budgeted funds existed rather than request a reallocation."

This audit raised the specter that the illegitimate transfers may still have remaining consequences and recommended a more in-depth review by university lawyers.

The auditors point out a statement from current outside legal counsel "seems inconsistent with advice received from former outside legal counsel."

Current counsel said the use of bond funds to pay for unauthorized projects is "not an event of default," while a previous statement said "such spending is not

(Auditor, Page 4)

Auditor raises red flags

(Continued from Page 1)

legal."

The audit showed \$1,042,720 spent on the North Campus Renovation was charged to the Towers Renovation Project.

The report further stated university employees are "unable or unwilling" to determine if total expenditures on the North Campus project exceeded the approved budget.

Finally, the audit report showed bond proceeds intended for the South Parking Garage may have been used inappropriately as working capital, the funds were invested and either or both could result in the violation of laws governing tax-exempt bonds.

"The Report makes only three

recommendations. One suggests that our staff review the North Campus Renovation project. Two recommendations focus on legal interpretations within the purview of bond counsel. The University will pursue these matters and report back to the Board," said UConn President Michael Hogan in a statement. "I'm pleased the Report points out that the conditions that gave rise to the problems are no longer in place. The Report details the changes already implemented in the University's control structure, which were designed to prevent the conditions cited in the Report and all prior audits."

Officials with the state auditors of public accounts and Rell's office could not be reached for comment this morning.

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Conference to look at alternative energy

STORRS — The 2008 Sustainable Energy Symposium on Monday and Tuesday at the University of Connecticut campus will allow visitors to explore alternative energy sources via intensive limited-registration, subject-matter workshops.

UConn President Michael Hogan will introduce Monday's convocation and present welcoming remarks.

Three of Connecticut's U.S. representatives will highlight their efforts to energize renewable fuel development and balance energy sources in our state.

U.S. Rep. Rosa DeLauro, D-3rd District, is a strong and consistent proponent of fuel technical development, and U.S. Rep. John Larson, D-1st District, is a longtime supporter of the UConn Fuel Cell Center.

U.S. Rep. Joe Courtney, D-2nd District has advocated for cheaper fuel and more equitable distribution of existing resources.

All Connecticut congressmen co-sponsored the Energy Independence and Security Act in December 2007.

The second morning session features state senators and representatives.

State Senate President Pro Tempore Donald Williams, D-Brooklyn, and state Sen. John Fonfara, D-Hartford, co-sponsored a bill in 2007 to raise awareness in Connecticut of our energy uses and cost structure.

This bill requires the state to follow existing Energy Star standards for all future construction, provides incentives and tax breaks for citizens to replace old furnaces and air conditioners and extends a sales tax exemption for energy efficiency.

State Speaker of the House James Amann, D-Milford, and state Rep. Lawrence Cafero, R-Norwalk, also contributed to Connecticut's 2007 Energy Bill, creating the Energy Conservation Management Board (ECMB) and the Clean Energy Fund to evaluate and recommend energy technologies.

The state Energy and Technology Committee has just reported out a bill to fund Fuel Cell use in public transit.

Afternoon breakout sessions will be led by sustainable energy innovators.

In "Biofuels," the discussion will range from second generation biodiesel and biofuel quality to recycled cooking oils and the interface between biofuels and solar energy.

The talk on solar energy leadership will describe emerging technologies including catalysts, nanomaterials and organic photovoltaic devices.

Private enterprise engineers and UConn researchers will describe

advances in the use of fuel cells with alternate fuels and in new applications.

How agriculture supports alternative fuels has been a hot topic recently.

A panel at UConn will debate the seed crops for Connecticut and evaluate proposed cellulose sources naturally arising or with genetic mediation.

In the second afternoon session on bioenergy feedstock, panelists will lead discussions on the economic consequences of bioenergy agriculture and how it can improve Connecticut's economic future.

The second set of breakouts features sustainable economics.

Vincent Caprio, executive director of the New York NanoBusiness Alliance, leads a four-panelist discussion on investment opportunities in sustainable energy.

William Leahy, director of Eastern Connecticut State University's Institute for Sustainable Energy, will host a panel with Connecticut policy leadership; Elliot Ginsberg, president of the Connecticut Center for Advanced Technology; Don Downes, chairman of the state's Department of Public Utility Control; Paul Michaud, regulatory director of the Connecticut Clean Energy Fund and Ray Wilson of the state Office of Policy Management's policy development and planning division.

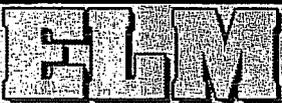
On Tuesday, the UConn Biofuel Consortium leadership has organized six workshops.

Professor Richard Parnas will produce a 50-gallon batch of biodiesel fuel in his biofuel lab, describing required equipment, chemical reactions and safety precautions.

James Stuart and Paul Hoar will describe existing industry standards and demonstrate spectrometry and gas chromatometry testing equipment. In the fuel cell workshop, Ugur Passaogullari will present the basic electrochemistry and thermodynamics of fuel cell operation. He will promote low temperature fuel cells with polymer based electrolytes and describe innovation in this field.

Participant fee for Monday is \$50 for adults, \$20 for non-UConn students and free to UConn students. Most Tuesday workshops cost \$100, while the fuel cell assembly workshop costs \$150. For more details, visit <http://>

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Courtney walks in educators' shoes

Congressman works as paraeducator for a day at local middle school

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — U.S. Rep. Joe Courtney, D-2nd District, turned job shadowing on its head Thursday at Mansfield Middle School.

Instead of more traditional arrangements where students follow him around for the day, Courtney spent the day with students acting as an instructional assistant.

"Walk a Day in My Para Shoes," an event sponsored by the Connecticut State Education Association and its Service Employee International Union affiliates throughout the country, puts elected leaders in schools working directly with students.

Mansfield Middle School has 26 instructional assistants — also known as paraeducators or paraprofessionals — who support teachers with one-on-one instruction, aiding students with special needs and clerical work.

The three elementary schools have another 60 IAs, all represented by CSEA/SEIU.

After a tour of the school, Courtney visited a life-skills classroom where he helped write about a great day.

Instructional assistant Janice Wilcox had three students working on different stages of the project.

Wilcox introduced Courtney to pupil Tanya Rojas Rivera and asked him to help her revise her first draft.

Rivera had her first draft with the necessary corrections written on it, but she needed to make the changes on the computer.

"Scroll back up. Start at the top," Courtney suggested.

It took Rivera a few minutes to warm up to his help, but after she finished looking for pictures to add to her paper, the pair got into a rhythm and efficiently made all the changes.

Courtney encouraged her along the way.

"That first line is great," he said.

With Courtney and Rivera hard at work, Wilcox turned her attention to another student at an earlier stage of the project, still trying to plan out what to do on her perfect day.

Wilcox helped her decide how many activities could fit in a single day.

She also pointed out it was unlikely to shovel snow and play basketball on the same day.

Not long after Courtney and Rivera completed their assignment, there was a near disaster: the newly updated

paragraph had disappeared from the computer screen.

However, Ellen Paul, Courtney's constituent services coordinator in Norwich and a graduate of Mansfield Middle School, came to the rescue by manipulating computer keys and undoing what made the paragraph vanish.

Debra Breault, an instructional assistant who works in the life-skills classroom, said the people in the room are constantly moving around.

She said between three and 10 students spend parts of the day in the room with any of the five IAs who support them at different times.

Breault said she has worked with the physically and mentally challenged, both children and adults, since her teenage years.

She said her work at Mansfield Middle School ranges from helping with lessons to providing one-on-one physical assistance for students.

Next, Courtney moved to a resource room where two eighth-graders were working with IA Carlos Figueroa to compare the advantages and disadvantages of different energy sources for the middle school as part of a science project.

Kyle Smith did most of the talking while Courtney nodded along, adding in where he could.

Smith said biodiesel had the advantage of being renewable, but still polluted the air. He ruled

out coal because it was not renewable and caused air pollution.

Smith came out strongly in favor of hydroelectric, despite the problem of finding a local source.

"This sounds a lot like what we talk about in Washington," Courtney said.

Smith's fellow student, Colton DuBois, said Courtney surprised him.

"I thought he was just going to sit here and watch for a little bit because I thought he was pretty important," he explained.

Another eighth-grader in the resource room, Jordan Dodge, rushed to call his mom when Courtney left the room.

"Mr. Courtney has my essay," he told her in his brief conversation.

Dodge said he hoped Courtney would give him some feedback on his essay, which was about leadership.

Figueroa, who is also a part-time student, said he could relate to the students he helps in the resource room because he "fell off the track" in high school.

He said he has found his job very rewarding. "It has helped my decisions outside of the job," he explained. "It's a role to live up to."

Courtney said the IAs "make this place run."

He said the flexibility and versatility of the IAs really contributes to the education of indi-

vidual students.

"I can understand that you've got to have patience and be sensitive, not jumping in and doing

too much," he explained. "What happens in the classroom is really how you deal with the education gap."

Fatal crash investigation questioned

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — The brother of a fatal accident victim is criticizing police for their lengthy investigation, alleging police may have been influenced by a friendly relationship between the other driver and local officers.

Michael Smith wrote a letter to Gov. M. Jodi Rell and Commissioner of Public Safety John Danaher expressing his concerns. He forwarded the letter to the media.

Smith's brother, Patrick Smith of Storrs, died Dec. 5, 2007 after his car was struck by Wilfrid Lebeau, of Beech Mountain Road, Mansfield. The accident occurred at the intersection of routes 195 and 32. Lebeau, heading north on Route 32, struck Smith as he crossed the intersection traveling northbound on Route 195.

Michael Smith criticizes police for their handling of what happened next. Lebeau's Dodge Dakota pickup continued traveling along Route 195 until it struck a guardrail.

"My brother was left to die by the side of the road because Mr. Lebeau left the scene and failed to render assistance," Smith writes.

He goes on to say that although initial reports referred to the accident as a hit-and-run, "all subsequent reports failed to mention that fact."

Smith also raised concern about the propriety of the police investigation. He claims Lebeau attended Tuesday night card games with police officers as a member of the Willimantic Elks Club.

State police spokesman Trooper William Tate said the accident investigation is ongoing. "We don't comment on ongoing investigations," Tate explained.

He said it is not uncommon for accident investigations to take 12 weeks or longer to complete.

"We handle investigations in a professional manner," Tate added.

He said each investigation is reviewed by "several levels of authority," including a scene supervisor, troop and district commanders, the state police accident reconstruction unit, the state's attorney and ultimately, a judge.

Tate said investigating officers remove themselves from investigations of people they know.

"I've had that done to me and I've done it myself," he said.

Tate said the state's attorney's office would determine what charges, if any, would be filed against Lebeau at the conclusion of the investigation.

When asked if a driver could be charged for evading responsibility if a medical condition was involved, Tate said the state's attorney would determine if the criteria for that charge were met based on the report. Police who responded to the scene hypothesized Lebeau suffered from a medical condition that caused the accident.

Smith said in his letter a police officer told him Lebeau left the scene "and for some reason he volunteered some medical information about Mr. Lebeau."

Initial reports also said Lebeau may have run a red light.

Smith and a lawyer representing his brother's estate have both reported Lebeau's license has been suspended.

Robert Smith, Patrick's father, filed a wrongful death suit against Lebeau in Tolland Superior Court in January. The suit alleges Lebeau was traveling unreasonably fast for conditions, speeding, driving recklessly and evaded responsibility.

The lawsuit — filed by Brian Prucker of American Legal Services in Vernon — seeks monetary damages, costs, punitive damages, double or triple damages and attorney fees.

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The Andover Volunteer Fire Department, School Road, Andover, sponsors its annual Easter Plant Sale from 10 a.m. to noon. Includes lillies, tulips, azaleas, mums, hycinths, hydranges, daffodils, more. Information: 742-0850.

EASTER SERVICES

The First Congregational Church of Coventry, 1171 Main St., Coventry, holds its Easter Communion service at 8 a.m. and family worship service at 10:30 a.m. All welcome.

EASTER SUNRISE SERVICE

The Windham Center Congregational Church holds its Easter Sunrise Service at 22 Myers Road, off Jerusalem Road, Windham Center at 6:30 a.m. Rain location is at the church, routes 14 and 203, Windham Center. Information: 423-7197.

SPRING PLANT SALE

The Hebron Fire Department, 44 Main St., Hebron, sponsors its spring plant sale from 8 to 11 a.m. Includes a wide variety of perennials. Information: 228-3022.

EASTER SERVICE

St. Paul's Episcopal Church, 27 Plains Road, Windham Center, holds its Easter Sunday Holy Eucharist with Choir and Brass at 9:30 a.m.

MEDITATION

Meditation in the tradition of Thich Nhat Hanh takes place from 6 to 7:30 p.m. at the Knight House on the Eastern Connecticut State University campus, 83 Windham St., Willimantic. Continues weekly. Information: 423-3859.

EASTER SERVICE

St. Mary's Ukrainian Catholic Church, 70 Oak St., Willimantic, holds its Easter service at 7 a.m. a Blessing of Easter Food follows in the church hall.

Monday March 24

BLOOD DRIVE

A blood drive takes place from 1 to 6 p.m. at the Eastford Elementary School, 12 Westford Road, Eastford. Walk-ins welcome. Also at the Willimantic Elks Club, 198 Pleasant St., Willimantic, from 1 to 5:45 p.m. Donors eligible for weekly drawing for \$200 savings for home heating. Appointment: (800) GIVE-LIFE or www.bloodct.org.

RECREATION RESCUE

The Mansfield Parks and Recreation Department sponsors its Recreation Rescue program for children in grades K to 8 from 7:30 a.m. to 5:30 p.m. at the Mansfield Middle School. Creative games, activities and more. Price: \$39 resident, \$49 others. Registration requested by calling 429-3015.

For more calendar, visit www.thechronicle.com

Input sought on next Mansfield school chief

By **ZACHARY JANOWSKI**
Chronicle Staff Writer

MANSFIELD — The board of education will gather input Thursday on what to look for in a new superintendent.

The retirement of Superintendent Gordon Schimmel, announced last September, has the board looking for a new school leader for the first time in 21 years.

The search firm Goens/Esparo LLC of West Hartford will lead the focus group in the Mansfield Middle School Cafeteria at 7 p.m.

"As a board of education, we need the input of the community about what kind of superintendent should be selected to lead our schools," said board of education Chairman Mary Feathers. "This is a very important decision for Mansfield and we want to involve the community in the process.

We hope many people will participate."

This event, like similar ones planned for staff, students and other groups, will allow parents and residents to weigh in on the philosophy, experience, skills, and personal qualities to look for in a candidate for superintendent.

Board members hope to have the new superintendent in place by July 1. The board will announce its selection in early May.

"We're asking the community open-ended questions," said board chairman Mary Feathers.

Feathers said school board members have opinions about what to look for in a superintendent, but they want to hear other opinions before sharing theirs.

Once the board assembles all the input, Feathers said, it will order the priorities and use them to

select a candidate.

She said the next superintendent wouldn't necessarily serve as long as Schimmel has, although the board would look for someone "willing to invest their energy in this community, not for a short period of time.

"While our school system may be small compared to others, it is a big part of our town," she added.

Feathers said Goens/Esparo will advertise in some national publications to reach a wide variety of applicants and "the deepest pool, the one with the highest qualifications."

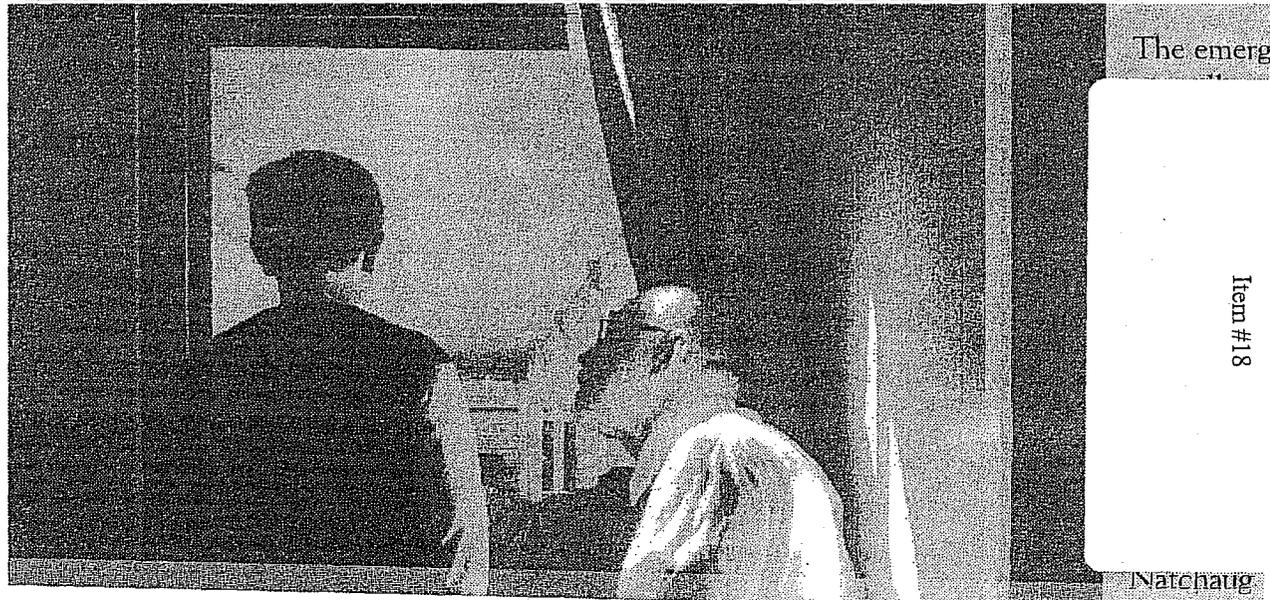
She said the board is confident it can have a candidate in time to replace Schimmel.

"According to our consultant, yes it's an entirely reasonable timeline," she said.

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EASTERN
WILLIMANTIC
Willimantic, acclimated, will visit State University part of a two-week tour. During the tour, a poetry workshop for students, parents, and answer questions with a writer and teacher. Addonizio's lecture series is at 3 p.m. in the Theater. They attend. Admitted. Her latest is entitled "Called Love." Addonizio's Visit to University Wednesday and educational information 465-5245.

The emergence

Item #18

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Mansfield budget 4/8 gets mixed reviews

Item #19

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — Town officials presented the proposed budget to residents Monday, with the audience critical, but not hostile of the spending plan.

The public information session coincided with a citizen's effort to educate other residents about the budget through the web site www.savemansfieldct.org, established by a group of dissenting taxpayers.

A brochure available for download at the web site bills it as "a web site for the Mansfield taxpayer." The web site currently has information about the budget approval process, proposed increases and how to participate.

César Cormier, the spokesman designated by the taxpayer group, called the meeting "an educational experience."

He said he hopes the web site helps people understand. "If you simplify, people listen," he added.

"Right now it's budget season, so that's what we're working on," said Michael Sikoski, a resident and member of the group.

Town Manager Matthew Hart presented a general fund budget of \$44,075 million, which includes town operations, Mansfield Board of Education expenses and the town's share of the Region 19 budget.

If the proposed budget is approved, the mill rate would increase 1.78 mills to 25.65. The owner of a \$200,000 home would pay \$5,130 or \$356 more in taxes this year.

The general government budget would increase 2.2 percent to \$12,689,640. The education budget would rise 7.2 percent to \$21,268,310, while the town's share of the Region 19 budget will go up 8.7 percent to \$10,117,705, although the regional budget only increased by 5.23 percent.

Mansfield's share grew faster because its enrollment is declining more slowly than Willington's and Ashford's.

The town has suggested the region create a taxing district in the future to replace the current system of billing based on the proportioned Oct. 1 enrollment of the previous year.

Hart said he asked the Mansfield Board of Education to reduce its budget to a 5.5 percent increase, a decrease to the proposed budget

of \$337,510, but still a \$1,091,179 increase over the current year.

Where is the leadership on the board of ed in this town when they can think we can afford this kind of increase?

- resident Charles Eaton

Some at the meeting were critical of the increase, citing affordability issues.

"Where is the leadership on the board of ed in this town when they can think we can afford this kind of increase?" resident Charles Eaton asked.

Eaton asked Deputy Mayor Gregory Haddad whether the town council had pressed the board of education to keep its budget flat. "I can't say that we have," Haddad replied.

Hart also proposed a capital fund budget of \$2,626,300 and a capital and nonrecurring fund budget of \$688,085. The CNR fund budget includes a \$223,085 transfer to the capital fund.

The CNR fund is the destination for Mashantucket Pequot and Mohegan grant funds, the town's share of state slot machine revenues.

The town has used the grant funds, which peaked at just over \$3 million, for capital and one-time expenses to avoid building them into the operating budget.

The town received \$385,429 this year and expects a slight decrease next year.

Betty Wassmundt tried to understand the town's practice of segregating the grant funds from the general fund.

"You did not put it into general income, so that it wouldn't show up on our tax bill," she said.

Hart replied the town could have become dependant on the state grants if they were used for operations.

He explained that before the grant windfall, the town used a combination of bonding and tax revenue to fund capital expenditures, so spending the grants on capital projects did reduce taxes.

According to Hart, the capital fund will require a \$75,000 contribution from the general fund for the first time in years.

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Mansfield budget plan includes 1.91-mill hike

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — The town manager proposed a 6.3-percent increase in the town's budget Monday, an increase of \$2.62 million, which will require an additional 1.91 mills.

Matthew Hart's proposed budget totals \$44.19 million. Excluding the proposed District 19 budget, his budget amounts to \$33.96 million and increases \$1.7 million, or 5.3 percent.

Hart made a budget presentation to a special meeting of the town council.

The budget increases largely stem from the education side of the budget.

The general government budget increases 2.2 percent, rising to \$12.69 million. The Mansfield Board of Education budget proposes a 7.2 percent increase to \$21.27 million and Mansfield's

share of the proposed Regional School District 19 budget is \$10.23 million, a 9.9-percent increase.

With the 1.91-mill rate hike, Mansfield taxpayers face paying an extra \$191 in taxes this year per \$100,000 in assessed property value. A \$200,000 home would create an additional \$382 in taxes.

Enrollment in District 19 is declining, but the Mansfield student population is shrinking more slowly than Willington or Ashford. As a result, the increases fall disproportionately on its taxpayers.

The Mansfield budget includes a proposal for future considerations about creating a regional taxing district that would tax residents in all three towns directly with a separate mill rate to fund E.O. Smith High School in Storrs.

(Mansfield, Page 4)

Mansfield budget plan includes 1.91-mill hike

(Continued from Page 1)

Currently, the towns are charged a flat share of the District 19 budget based on the number of students they send to high school.

Hart said the council should take extra care to provide a clear explanation for the budget and allot more time for discussion at the town meeting because this will be the first budget meeting under the charter revision.

Finance Director Jeffrey Smith said the town would use short-term financing for the first time to spread the cost of some capital purchases over multiple years.

Meanwhile, the District 19 Board of Education will conduct its budget hearing tonight at 7 in the E.O. Smith library.

District 19 Superintendent Bruce Silva said he will give a brief presentation and there will be an opportunity for public comment.

Silva said the proposed budget totals \$18.51 million after a \$1.11 million, or 6.4 percent, increase.

After the public hearing, the board's finance committee will discuss changes to the budget.

"At the meeting next Tuesday, the board will adopt a budget," Silva said.

The budget will go to referendum the first Tuesday in May.

The town council began discussing the proposed budget after Hart's presentation.

The discussions will continue Wednesday and on Monday, March 31. Both meetings are at 6 p.m. in the Audrey P. Beck Municipal Building.

On April 2, the Mansfield Board of Education will formally present its budget to the council.

The town will hold public information sessions on April 7 and May 7. The council will adopt the budget on April 21 or April 23.

Mansfield residents will then vote on the budget at the May 13 town meeting, though that could be petitioned to a referendum per recent charter changes.

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Norovirus ID'd in UConn illnesses ^{4/14}

By ZACHARY JANOWSKI
Chronicle Staff Writer

STORRS — Health department officials have identified norovirus as the food-borne pathogen plaguing more than 30 University of Connecticut students since a formal banquet last Saturday at the Adam's Mill Restaurant in Manchester.

The norovirus is a contagious group of viruses that causes the stomach flu and is known for causing outbreaks on cruise ships and in other confined environments.

Thirty UConn students have been treated by student health services at the Storrs campus for vomiting and diarrhea, symptoms

associated with norovirus.

Director of Student Health Services Michael Kurland said he knew some affected students had been treated elsewhere, but did not know how many.

The students came into contact with the virus while at the event organized by a UConn sorority held at the Manchester restaurant.

University officials, the state Department of Public Health, the Manchester Health Department and the Eastern Highlands Health District have participated in the investigation.

Kurland said norovirus has "a high risk of transmissibility," but
(Norovirus, Page 4)

Norovirus ID'd in UConn illnesses

(Continued from Page 1)

there won't be any serious health consequences for young and healthy individuals.

"People are going to be pretty miserable for a couple days, but that should be about it," Kurland said.

He said the university is working to prevent further spread of the virus.

"On cruise ships it spreads like wildfire," Kurland said.

He said the university, with 11,000 students

on campus living in close quarters with communal bathrooms, has similar risks.

Kurland said norovirus can spread through food, touching contaminated surfaces, especially in bathrooms, and close contact.

UConn spokesman Karen Grava said university buildings are being cleaned with bleach-based products strong enough to kill the virus. She said conventional cleaners cannot kill it.

Grava said the Centers for Disease Control and Prevention advises washing one's hands

for 20 seconds with soap and running water to prevent contracting the virus.

Officials from Adam's Mill could not be reached for comment this morning. The restaurant is open for business.

For more information on the virus, visit the Centers for Disease Control web site at <http://www.cdc.gov/ncidod/dvrd/revb/gastro/norovirus.htm>. UConn students who have medical concerns should call student health services at 486-0751.

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the Chronicle, Willimantic, Conn., Wednesday, April 2, 2008 3



Roxanne Pandolfi

Now that's a ride to school

Nathan Paulhus, 7, received a birthday surprise when a Mansfield Fire Department truck showed up in his driveway Friday morning to take him to Dorothy C. Goodwin Elementary School. His mother, Katherine, won a raffle prize for a ride to school in a police cruiser or fire truck at a silent auction held during last May's Fun Fair benefit. Nathan opted for a fire truck ride, but over time didn't know if or when it would be happening. It was also Nathan's birthday and his classmates in Janet Pagoni's first-grade class all sang 'Happy Birthday' outside the school after he got off the truck. Here, Nathan is all smiles while Mansfield Firefighter Gerry Schaffer holds the door open for him while he is greeted by classmates.

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CRUISIN' CALENDAR LAST FRIDAY EVERY M

LEBANON: BUDGET DELAY

MANSFIELD: SPENDING UPDATE

WILLIMANTIC: GUN

the Chronicle

An Independent Newspaper Since 1877

Vol. 126 No. 84

Tuesday, April 8, 2008

New

N.Y. investor buys East Brook

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — A New York investor purchased the East Brook Mall for \$30,112,000 last month, adding to his holdings which include the “largest kosher supermarket in the world.”

Thomas Klein, of Monsey, N.Y., has a controlling interest in each of the three limited liability companies that purchased the mall as a group from Mansfield-Eastbrook Development Corp. and its controlling partner, George Lee & Associates LLC of Windsor.

According to the Journal News, a local newspaper in the Lower Hudson Valley, Klein owns Rockland Kosher Supermarket, which he

described as the largest supermarket of its kind in a February 2006 article.

The previous owners purchased the mall Jan. 18, 2000 from Twain Operations Inc.

The state of Connecticut collected \$301,120 in conveyance tax on the purchase, while Mansfield earned \$78,280.

The East Brook Mall is currently assessed at \$10,000,000, according to property cards in the assessor's office.

Town Manager Matthew Hart said he hopes the new mall owners can build on its recent successes.

“It is an important part of our local economy. We want to see it thrive,” he added.

East Brook W LLC, a Delaware company,

purchased a 45 percent share in the mall.

The company is owned by 204 Wallabout LLC, owned by Thomas Klein Limited Partnership of New York, which is owned by Thomas Klein Real Estate Inc.

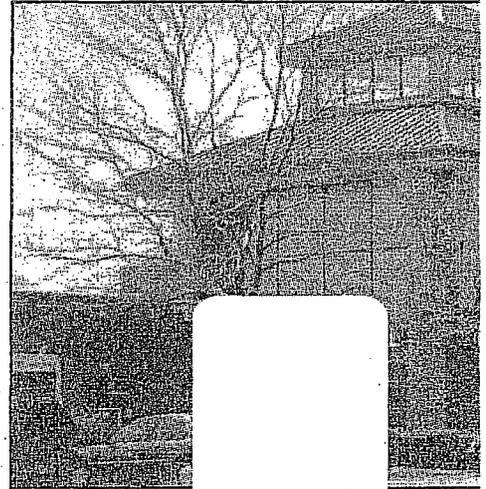
Thomas Klein is the president of Thomas Klein Real Estate, Inc.

East Brook T LLC, a Delaware company that purchased a 39 percent stake, is also owned by Thomas Klein Limited Partnership.

East Brook F LLC, another Delaware company, owns the remaining 16 percent.

Flushing Again LLC, of New York, is the sole member of East Brook F LLC and Thomas Klein is the sole member of Flushing Again.

(N.Y. investor, Page 4)



A New York inv
in Mansfield fo

Item #23

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Inside
National
China denounces
Olympic torch run

Troop
Wind

N.Y. investor buys mall

(Continued from Page 1)
LLC.

According to the Mansfield land records in the town clerk's office, where the sale is recorded, Northeast Retail Leasing and Management (NRLM) Co. will manage the East Brook Mall.

Individuals connected to the pre-

vious owning partnership are also connected to NRLM, including George Lee and Richard Korris, who is the managing member of NRLM.

Klein and Lee could not be reached for comment this morning.

Public preschool programs lead to reduced enrollments

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — The call for public schools to provide free preschool to increase academic performance has grown louder in recent years as school districts are evaluated, for better or worse, by their test scores.

The move toward free, publicly provided preschool, often referred to as “universal” preschool may, however, have unintended consequences.

In America, Montessori education has found a niche in early childhood education, but its practitioners and advocates worry it could become a lost art — to the detriment of society in addition to the private preschools that offer it — if preschool becomes free to everyone.

This concern has to be balanced with the advantage students receive from a preschool education.

“By definition it’s only partially successful because not every-

one can afford it,” said Mansfield Superintendent Gordon Schimmel, a supporter of universal preschool.

Maria Montessori, an Italian doctor and educator, developed the educational philosophy closely associated with her name in the early years of the 20th century.

Her methods — which emphasize individual education methods based on a child’s development and ability — gained traction in many places worldwide, including India, where she was forced to remain for the duration of World War II.

Public schools have already begun to push into Montessori territory by offering full-day kindergarten and early intervention preschool programs.

The Montessori schools that operate as small businesses and non-profits have begun to feel the pinch of reduced enrollment from more competition with free public school

programs.

Mount Hope Montessori School, located on Bassett Bridge Road in Mansfield, is feeling the impact of this trend after 50 years in town.

Kathleen Krider, director of Mount

Hope, said falling enrollments have forced the school to run at a deficit for the past few years.

“In basic checkbook, homeowner language, we’ve used up our sav-

(Montessori, Page 6)

Continued from Page 1)

Krider explained. Krider said tuition should cover school's costs, but with small-rollments, tuition revenues t enough. e're living year to year," Kri-aid, like some families live eck to paycheck. said the school has taken nd-raising to "ensure our e." Sports Bar in North Wind-ill host a benefit concert ht at 6 featuring Shaky son and Stickman Boomerang ee food with the purchase of) ticket. there more to Krider's con- than mere self-preservation? mifer Weinland and Dan myer, a brother and sister send their children to Mount e, are emphatic there is. nt Newmyer unknowingly ed a family tradition when ecided to send his children to nt Hope.

w, two of his grandchildren d the school while two oth- have already moved on to sfield Public Schools. n Newmyer remembers nstance, taking a college se many years later, where Montessori education made a rence.

seemed that everybody ld take verbatim what the essor was spooning out to a," he explained.

recalled a psychology lec- when a professor "said in a f instance that the nerves can- ell the difference between hot cold in sensation."

hereas other students accept- the proposition, Newmyer embers asking how that state- t was compatible with his rience of drawing a bath.

said Montessori education ourages students to test theo- presented by their teachers.

think that Montessori students er let that go," he added.

any adults who have not expec- ed a Montessori classroom nder how 18 children ages 3 5 can self-direct their own- ning without deteriorating chaos.

practice, the classroom at ant Hope is an environment structured freedom. Rather i lecture, the teachers act as ned observers and students e around the classroom to the rials that interest them.

ne pair of students sat on the r with a Montessori learning that gives them a "bird's- view of the decimal system," ording to their teacher, Donna uette.

"We like to do numbers," Anja rhan, age 5, said.

lorhan explained how the nning tool worked, but then ted showing off her slippers.

I have cupcakes on my slip- s, see," she said, pointing to feet.

he described her fuzzy foot- r as "purplish-raspberryish" color.

the teachers easily regain con- of the free-ranging students



Roxanne Pandolfi photos

ABOVE: Five-year-olds Anja Morhan and Olivia Reynolds-Breen learn to count at the Mount Hope Montessori School in Mansfield recently. BELOW: Donna Clouette, a teacher at Mount Hope, talks to 4-year-old Cormac Nocton about his drawings of continents.

with the ring of a bell, provoking instant silence and causing them to stop speaking seemingly mid-word.

"It's given them a love for learning and also the confidence," Clouette said, explaining the value of the Montessori approach. "It isn't at all a coercion thing. Children at this age want to be independent."

Jennifer Weinland, the Mount Hope graduate whose son, Spencer, now attends the school, said she has two oddly distinct memories from her preschool days.

"I remember how to make ice cream," she said. "The other thing I remember is how to identify skunk cabbage."

Now Weinland has the pleasure of receiving a hand-drawn picture from Spencer every day after school.

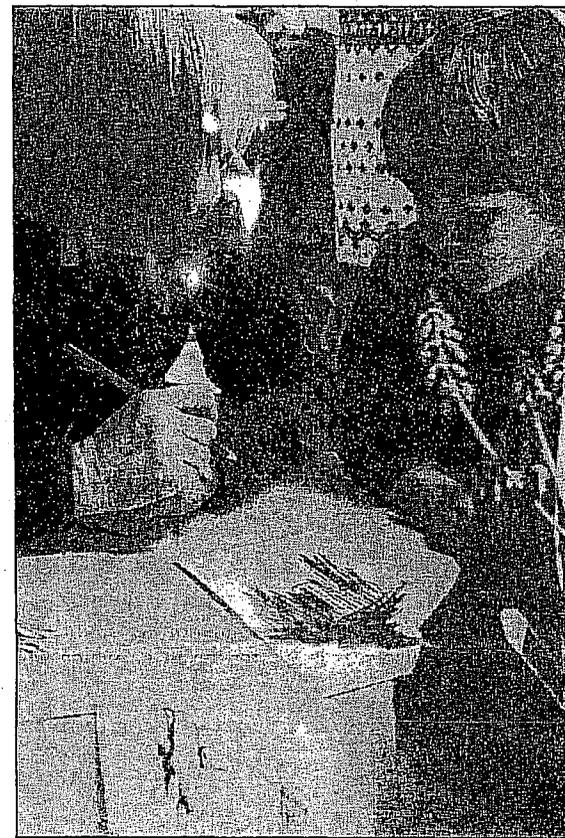
Dan Newmyer said he chose to send his son Timothy to a third year at Mount Hope after watching his daughter transition to public school after two years at Mount Hope.

"We saw her kind of settle into the program of the school," he explained. "She was more conforming to the way they were trying to route her rather than pursuing what interested her."

Newmyer said his son would have the added opportunity of teaching the younger children, an important component of multi-age Montessori classrooms.

For this reason it is impossible to talk to many students in Clouette's class without hearing about Dylan Corsini, who, at almost 6, is one of the oldest students in the class.

"It's fun helping the other kids and it just makes you feel good because you're helping other peo-



ple," Corsini said. "They look up to some of us older kids. They just see what we do to be good."

When pressed, Corsini said sometimes being a role model for the other students is only "kind of good" while it is usually "really good."

With tuition at Mount Hope for 2008-09 costing \$7,198 a year for

the five-day program, the question remains how many families would be able to choose Montessori over a free, public education.

Proponents of Montessori education, at Mount Hope and beyond, worry that less Montessori means less curiosity and independence in adults.

"At the very least you lose choice," Krider said.

Storrs man chosen to serve on museum group 414

STORRS — Gov. M. Jodi Rell has appointed Stephen Rhodes of Storrs as a member of the Advisory Committee for the William Benton Museum of Art.

Rhodes is currently executive assistant to University of Connecticut President Michael J. Hogan. Rhodes also served as the director of the Blanden Art Gallery in Fort Dodge, Iowa, for

five years. "Stephen's experience as an art gallery director will serve him well as a member of the Advisory Committee," Rell said.

"We want to continue to instill and cultivate an appreciation of works of art among the UConn student body as well as the general public. The advisory committee helps to enhance the Benton's

reputation as a museum of significance, a vital part of the university environment and an important art venue in the Northeast. Stephen will be a great addition to the panel."

The Advisory Committee for the William Benton Museum of Art advises UConn's president with respect to policies, collections, programs, activities and operations of the state museum of art located at UConn's main campus in Storrs.

Rhodes' appointment runs along with Rell's term or until a successor is appointed and has qualified, whichever is longer.

The Benton opened officially in 1967, but its roots go back to the early 20th century and the days of the Connecticut Agricultural College, which evolved into UConn.

For more information about serving on a state board or commission, visit www.ct.gov/governor-rell and click on "Forms."

**PAGE
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Students prepare for the trip of a lifetime

Middle-schoolers learn Chinese for journey to Beijing

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — If you were having a mediocre day, you might say you felt somewhere between a horse and a tiger.

Then again, maybe not unless you were learning Chinese in preparation for a school trip to China in April.

According to Cynthia Kao, who is teaching Mansfield Middle School students, the Chinese expression for “so-so” is pronounced “ma ma who who.”

The literal translation is “horse, horse, tiger, tiger.”

“The tiger is very strong and aggressive and the horse is more gentle, not as strong as the tiger,” Kao explained.

A group of 16 students and two teachers will leave April 9 for Beijing, four months before the world’s best athletes converge on the city to test their prowess in the 2008 Olympic Summer Games.

The students will visit Tian’an men Square, the Forbidden City and the Great Wall.

After some sightseeing, the group will attend its sister school in Tai’an for six days. A group of students from Tai’an visited Mansfield last fall.

Kao taught the various tones that differentiate Chinese words with enthusiastic physical demonstrations.

Whenever the same tone comes up, she makes the same motion. One tone prompts her to put her right arm straight out, another to stomp her foot and a third looks like she is asking a trucker



Teacher Cynthia Kao prepares Mansfield Middle School students to be able to converse during an upcoming trip to China. From the left are Hannah Roda-McNaboe, Ben Watson and Eva Allison.

Al Malpa

to blow his air horn.

Seventh-grader Eva Allison, 12, said the tones make Chinese challenging. She said some words are identical except for their tone, like the words for teacher and rat.

“So if you say it wrong you could be calling your teacher a rat,” she ex-

plained.

Allison said she is learning how to introduce herself and “do a little chit chat.”

She said she looks forward to seeing the Great Wall, which she has already learned a lot about.

“People who died while building it

were buried in it as filler,” Allison said, “I bet it smelled pretty bad for a while.”

Pupils admitted that learning basic Chinese is no easy task.

“It’s challenging, but we are learning,” said Riley Clark-Long, a 13-year-old

(Students, Page 4)

Students prepare for the trip of a lifetime

(Continued from Page 1)

eighth-grader.

Clark-Long, who went to Germany last year, said knowing some German doesn't help with Chinese.

"They're totally different languages," he explained.

Kao, an instructor at the Chinese Language School of Greater Hartford at Trinity College, said she was pleased with her students.

"They are perfect," she said. "They have the motivation because they are going to China."

"I think they realize it's going to be a huge cultural difference

and they want to be ready for that," said Dena Mehalakes, a science and reading teacher who will accompany the students.

"It's definitely not a trip to take lightly," she added.

Kao rewarded the students with homemade bookmarks decorated with practice expressions and zodiac signs written on them.

"You can try to collect all 12 zodiac signs," she said.

Thirteen-year-old Robert English, an eighth-grader, said he was excited to visit Tian'an men Square.

"I know it from watching 'West

Wing' episodes," said English, who was born six years after the tragedy of the 1989 democracy protests and subsequent Communist government crack-down.

"It's an important part of the history of freedom," added Clark-Long.

Principal Jeff Cryan said the schools have worked to develop a relationship before sending students. He has already visited Tai'an twice and Mehalakes once.

"There's certainly more interest in going because of the Olympics," he added.

Cryan said Tai'an is located near a mountain visited by Confucius.

"They're very proud of their city and they'll be showing that off to us," he said.

"I think it's really exciting that you can be on the other side of the world," said Natalie Armstrong, a 12-year-old seventh-grader.

Armstrong, who has also traveled to England, Wales, Scotland and France, said she expected China to be more shocking than Europe.

"It's still the same alphabet (in Europe). China is a different universe," she said.

UConn ed school ranked 21st in the U.S. 4/1

By ZACHARY JANOWSKI
Chronicle Staff Writer

STORRS — The Neag School of Education at the University of Connecticut received high marks in this week's edition of U.S. News and World Report's college rankings.

The national news weekly ranked the Neag school in the nation's top 25 graduate schools of education.

It is ranked number 21 this year, up 10 places since last year. Neag is the top-ranked program at a public school in the northeast and in the top 10 percent of the 278 ranked programs.

"It's just one indicator, but it's one that shows national recognition," Neag Dean Richard Schwab said.

Schwab said increased grant funding has improved Neag's national reputation. He said the almost \$12 million in grants the school receives fund 40 to 50 programs that allow faculty to work in schools.

He said the in-school programs directly affect how deans of education and district superintendents rank the Neag School in the

reputation survey that factors into the U.S. News rankings.

"It's broader than just our teacher preparation programs here," Schwab explained.

Schwab said one program, the National Research Center for Gifted Education and Talent Development, attracts more than 1,000 teachers to campus from around the world each summer.

Another program provides coaches to guide district school reform efforts.

U.S. News also individually ranked four Neag specialties, elementary education, secondary education, curriculum and instruction and special education, in the top 20 nationwide.

In order to achieve these rankings, Schwab said Neag dropped some programs that weren't in line with its mission.

He said he could remember when UConn's school of education was unranked.

Schwab said Neag faculty members do more than teach and write for publication.

"They are working in partnership with class-

room teachers to conduct research, consult and share information about best practices," he explained.

According to Schwab, Neag rose from 50th place on the U.S. News rankings in 2003 because of investments in top faculty, increased scholarship funding and top education technology.

He said the high quality of Neag's faculty and students provide "both pieces of the puzzle."

Schwab said the \$21 million gift from UConn alum Ray Neag, along with \$3.4 million in state matching funds, made the improvements possible.

"We look at the schools ranked ahead of us like Harvard, Michigan State and Ohio State and see that we're in very good company," he added.

UConn also has top-ranked graduate programs in speech pathology, 25th ranked, audiology, 31, primary care medicine, 43, public affairs, 49, and environmental engineering, 50.

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UConn, DEP probe 4/2 milky white substance

STORRS — The state Department of Environmental Protection is investigating the potential impact of runoff from painted ice scraped from the university ice rink and left outside to melt.

According to University of Connecticut Director of Environmental Policy Richard Miller, the DEP spills unit responded to campus last week after receiving a tip runoff was discoloring a stream.

"The investigation is simply trying to piece together the facts to see if any other enforcement is warranted," Miller explained.

He said white pigment is mixed with water and frozen to form the bottom layer of ice at the rink, which is only scraped up once a year.

Miller said the concern is whether the pigment would negatively affect aquatic life. He said even something humans could drink, like milk, could potentially harm aquatic life. "We don't expect at this point that it had much of an impact," Miller said. "It's something we can look for ways to do it better and ways that are safer for the environment."

Miller said UConn officials contacted the DEP and submitted a written report after becoming aware of the issue. He said his office would work with athletics to identify alternatives within a month and they would be submitted to the DEP for input.

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University has 4/7 lawyers probing financial audit

By ZACHARY JANOWSKI

Chronicle Staff Writer

STORRS — University of Connecticut officials are consulting outside lawyers for advice on how to react to recommendations of state auditors in their report on UConn 2000 construction bonding and accounting practices.

The latest audit, completed in March by the Connecticut Auditors of Public Accounts, delved into unjustified accounting entries reported in previous audits to determine if the university had any remaining liability.

In particular, the auditors made three recommendations:

- Consult bond counsel to determine if any Internal Revenue Service or Securities and Exchange Commission regulations were violated.
- Re-account all North Campus renovation expenditures to determine if the project went over budget.
- Seek legal and tax advice whether bond proceeds intended for the South Parking Garage were used improperly between the bond offering and payment for expenses related to the garage project.

"Those are issues the CFO (chief financial officer) needs to resolve," said UConn audit chief K. Michael Walker. "I

(University, Page 4)

University has lawyers probing financial audit

(Continued from Page 1)

would expect administration to develop an action plan to address the recommendations."

The Construction Management and Oversight Committee, made up of university trustees and appointed representatives of the governor, discussed the audit results late last month.

CMOC member Charles Urso, an appointee of Gov. M. Jodi Rell, requested the audit at a meeting in December.

Despite efforts of several university trustees to avoid revisiting the past, the audit went forward after Rell instructed the auditors of public accounts to complete the audit in a letter.

Lorraine Aronson, UConn vice president and chief financial officer, said the administration did not know if the North Campus renovation went over budget yet, but it was being looked into.

"There may be adjustments that go up and adjustments that go down," Aronson said.

She added UHY, the New Haven

audit firm hired to probe UConn 2000 finances, had not raised any issues with this project in their audit, completed in September 2007.

Urso asked Walker at the CMOC meeting why UHY didn't discover these issues.

"I can't comment on that until I speak with UHY," Walker said last week.

He said he would "address these with UHY and provide UHY with an opportunity to respond."

Aronson said university officials will be meeting with bond counsel and tax bond counsel to resolve the two other recommendations.

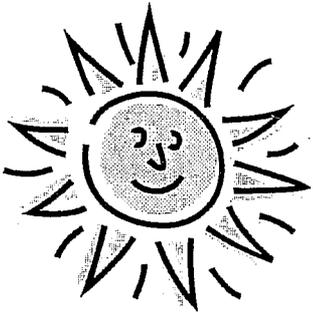
"I am not going to speculate either way," she added.

She said the questions are technical and must be resolved by experts in each particular case.

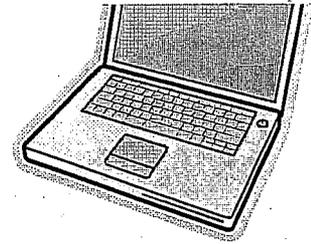
Walker said in his opinion the audit was "a restatement of issues previously raised."

"I don't think there were any surprises there," he said.

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The Mansfield Community Center is a Free Wireless Internet Hotspot!



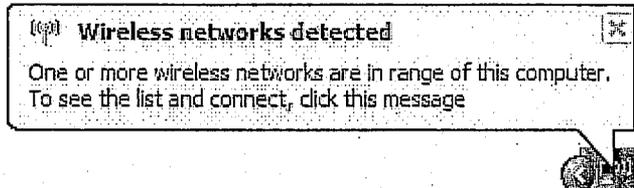
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Your device might connect to it automatically or it may give you a pop-up window at the bottom or top of your screen asking you to click on it to connect.

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2. Start your Internet Browser.



Click on the icon for the software that you use to go on the Internet. This might be Internet Explorer, FireFox, Safari, or any of a dozen different Internet browsers. If you have a proxy setting entered into your browser, you will need to turn it off.

3. Review the Acceptable Use Text.

Don't forget to read the acceptable use text box on the screen. Remember as well that wireless Internet is less secure than wired Internet so do not use it to send confidential or financial information.

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4. Create a Username and Password.

Click on the "Register as Guest" button to create a free username and password. It will ask you to choose a username and password, and to provide your first and last name (you can provide your initials if you prefer).



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Next time you can use the username and password you already created in step #4 above (you do not need to re-register every time). Eventually your username will expire and you will need to re-register.

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FAQs! (*frequently asked questions*)

Q: Is this really free for me?

A: Yes!

Q: What areas are included in the wireless coverage?

A: While it can vary depending on your device and time of day, generally all indoor areas are covered except for the pool and locker rooms. Additionally, most of the surrounding outdoor grounds are covered as well as the Mansfield Town Hall and its surrounding outdoor grounds.

Q: Is there technical support available for public wireless users?

A: Because this is a free service, we do not have technical support available nor public printing.

Q: Am I guaranteed privacy when using your public wireless Internet?

A: No. Wireless connections are less secure than wired connections. You are advised not to use wireless to transmit confidential information such as unencrypted passwords, credit card numbers, financial records, or any other personal, private, or sensitive information. We do not provide encryption.

Q: Does your Internet connection protect me from viruses?

A: No. While the Internet is a wonderful resource, there are some people who use it for malicious purposes to spread viruses, spyware, and malware. We highly recommend that you run anti-virus and security software on your device and keep your software up-to-date to reduce your risk.

Q: Do you use content filtering software?

A: Yes, it is the same filtering software as on the public computers at the MCC. The software attempts to block websites that are likely to be inappropriate for general use in a public setting and by multiple age groups. But, some inappropriate content will still get through so we advise you to be selective in the information that you access. Parents/guardians are responsible for monitoring access by their children. Public wireless users are responsible for adhering to relevant portions of the MCC Policy on Access to Electronic Equipment (copies are posted at the public computer terminals at MCC).

Q: Is the wireless Internet connection guaranteed to work?

A: No. We are proud to provide a reliable wireless network, but we can not guarantee that it will work with all equipment and there may be unexpected outage times. We apologize for any inconvenience.

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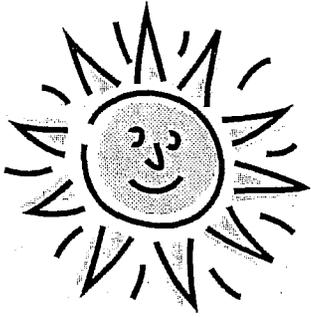
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Q: Is wireless technology a health risk?

A: We are not aware of definitive studies that have found wireless Internet access to pose a health risk, but users are advised to make their own health decisions and to discontinue use if they feel it is a risk.

Q: Can I use the public wireless Internet for whatever I want?

A: No. Wireless users are individually responsible for adhering to Federal, state, and local regulations, laws, and copyright. We may refuse wireless access to users who violate laws, regulations, the acceptable use text, or to any users' whose activity disrupts the wireless network or is an inappropriate behavior in this facility or its grounds. We are not liable for misuse of the wireless connection.



The Mansfield Town Hall and its Outdoor Areas are Free Wireless Internet Hotspots!



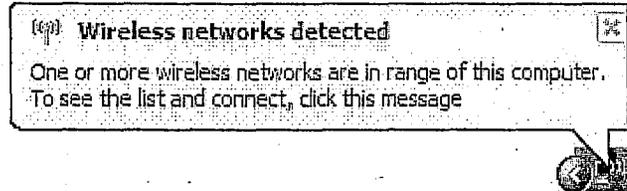
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A: No. We are proud to provide a reliable wireless network, but we can not guarantee that it will work with all equipment and there may be unexpected outage times. We apologize for any inconvenience.

Q: Where can I read the Acceptable Use text for your wireless service?

A: The Acceptable Use text appears on the login webpage for the wireless service or you can view it at your convenience at <http://www.mansfieldct.org/town/wifiau.pdf>. You should read the acceptable use text as you are consenting to it when you log into the public wireless.

Q: Is wireless technology a health risk?

A: We are not aware of definitive studies that have found wireless Internet access to pose a health risk, but users are advised to make their own health decisions and to discontinue use if they feel it is a risk.

Q: Can I use the public wireless Internet for whatever I want?

A: No. Wireless users are individually responsible for adhering to Federal, state, and local regulations, laws, and copyright. We may refuse wireless access to users who violate laws, regulations, the acceptable use text, or to any users' whose activity disrupts the wireless network or is an inappropriate behavior in this facility or its grounds. We are not liable for misuse of the wireless connection.



Item #31

2008 GOVERNMENT RECEPTION

Please join the MetroHartford Alliance and the Hartford Region's business, civic, academic, and political leaders as we gather for our annual Government Reception.

Wednesday, April 30, 2008

5:00 - 7:00 p.m.

Autorino Great Hall at
The Bushnell

\$45 per person

R.S.V.P. by April 23, 2008

(Heavy hors d'oeuvres served)

Andy Bessette, Chairman
MetroHartford Alliance

Carol Clapp, Chair
Legislative Affairs Council

Yvon Alexandre, Chairman
Hartford Chamber of Commerce

Mickey Herbert, Chairman
Economic Development Council

Oz Griebel
President and CEO

Katie Bailey, Vice President
Government Relations and Public Policy

Register online at
www.metrohartford.com
or fax this form to 860-293-2592

Name _____

Company _____

Address _____

City _____ ST _____ Zip _____

Phone _____ E-mail _____

Please reserve: _____ places at \$45 per person,

R.S.V.P. by April 20, 2006

Please charge my: Mastercard, VISA, American Express

Account No. _____

Exp. Date _____

Name on Card _____

Billing Address: _____

Additional Attendees: _____



MetroHartford Alliance
31 Pratt Street, 5th Floor
Hartford, Connecticut 06103



PRSR STD
U.S. Postage

PAID

Hartford, CT

Permit No. 180

02 1A
0004615929

MAR 20 2006

MAILED FROM ZIP CODE 06103

Complimentary

Mr. Matthew Hart
Town Manager
Town of Mansfield
4 South Eagleville Rd.
Storrs, CT 06268

By mail: 31 Pratt Street, Hartford, CT 06103

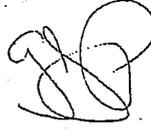
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TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Mansfield Town Council
Mansfield Planning and Zoning Commission
From: Gregory Padick, Director of Planning
Date: Monday, March 31, 2008
Re: Notice of 4/10 scoping meeting: Relocation of UConn Hazardous Waste Storage Bldg.



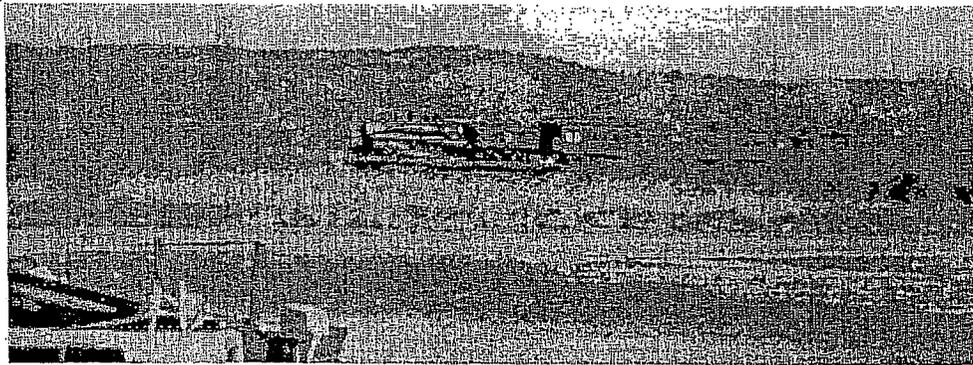
Please find attached information regarding an April 10th (6:30 PM) scoping meeting that has been scheduled regarding UConn plans for replacing its Hazardous Materials Storage facility, which is currently located off of Horsebarn Hill Rd. This replacement project was the subject of a comprehensive consultant and special committee review in 2004 but has been delayed in part due to the use of an identified preferred site for landfill testing and capping activities. An initial scoping meeting was held after the completion of the 2004 study but due to the delay in implementing this project the University decided to have a new scoping opportunity. The purpose of the scoping process is to identify issues which should be considered in the preparation of an Environmental Impact Evaluation (EIE).

Following the new scoping comment period, which ends April 25th, UConn will prepare a draft (EIE) and hold a formal public hearing pursuant to CT. Environmental Policies Act (CEPA) requirements. The draft EIE could be completed by mid summer 2008. I will be attending the April 10th scoping meeting and will forward any staff recommendations to the TC for consideration at its April 14th meeting and the PZC at its April 21st meeting. Any comments/recommendations from Conservation Commission members will be forwarded to the TC and PZC.

As a Mansfield representative in the 2004 study of this issue, I am pleased that this project is now moving forward. My initial review comments regarding the current proposal are:

1. The identified preferred location is readily accessible and appears to be physically appropriate for the subject use.
2. The identified preferred location is expected to have minimal impact on neighboring land uses.
3. Relocation from the current site, which is within a public drinking water watershed and close to the DEP approved level A Aquifer area for UConn's Fenton River wellfield, will help address many public health and safety concerns.

Connecticut Council on Environmental Quality



ENVIRONMENTAL MONITOR

The official site for project information under
the Connecticut Environmental Policy Act

March 18, 2008

Scoping Notices

-
1. **NEW!** UConn Less Than 90-Day Hazardous Waste Storage Facility Siting, Storrs
 2. Naugatuck Renaissance Place, Naugatuck
 3. Route 7/ Merritt Parkway/ Main Avenue Interchange, Norwalk.

Environmental Impact Evaluations

1. Middlebury Water System Expansion

State Land Transfers

There are no state land transfers posted for public notice or comment in this edition.

The next issue will be published on April 8, 2008.

Subscribe to e-alerts to receive an e-mail when The Environmental Monitor is published.

Scoping Notices

Scoping Notices have been issued for the following state projects. These projects are in the earliest stages of planning. At the scoping stage, detailed information on a project's design, alternatives, and environmental impacts does not yet exist. Sponsoring agencies are asking for comments from other agencies and from the public as to the scope of alternatives and environmental impacts that should be considered for further study. Send your comments to the contact person listed for the project by the date indicated.

-
1. Notice of Scoping for the UConn Less Than 90-Day Hazardous Waste Storage Facility Siting Environmental Impact Evaluation

Municipality(ies) where proposed project might be located: Storrs, CT

Address(es) of Possible Project Location(s): See Project Maps

Project Description:

The Proposed Action is the construction of a new Less Than 90-Day Hazardous Waste Storage Facility (HWSF) and the decommissioning of the existing Less Than 90-Day HWSF at the University of Connecticut Main Campus in Storrs. The existing HWSF is located off Horsebarn Hill Road within the Willimantic Reservoir Watershed and near the Level A Aquifer Recharge Area for the Fenton River wellfield. The University is proposing to decommission the existing facility and construct a new state-of-the-art facility in the northwest portion of campus. Previously, a Siting Study was conducted in 2004 to determine suitable locations on campus for the new facility. Further analysis of the recommended sites in the Siting Study has resulted in a new preferred site (site 7) for the facility located southeast of the landfill and immediately north of the Wastewater Treatment Plant (WWTP).

Project Map(s):

Candidate Sites Map (link) - *Copy attached*
Preferred Site Map (link) - " "

→ Written comments from the public are welcomed and will be accepted until the close of business on: April 25, 2008.

There will be a Public Scoping Meeting for this project at:

→ **DATE:** Thursday, April 10, 2008

TIME: 6:30-8:30 PM

PLACE:

Merlin D. Bishop Center, Room 7, One Bishop Circle, Storrs CT

Written comments and/or requests for a Public Scoping Meeting should be sent to:

Name: Jason Coite, Environmental Compliance Analyst

Agency: University of Connecticut

Address: Office of Environmental Policy

31 LeDoyt Road, Unit 3055

Storrs, CT 06269-3055

Fax: (860) 486-5477

E-Mail: jason.coite@uconn.edu

If you have questions about the public meeting, or other questions about the scoping for this project, contact:

Name: Jason Coite, Environmental Compliance Analyst

Agency: University of Connecticut

Address: Office of Environmental Policy

31 LeDoyt Road, Unit 3055

Storrs, CT 06269-3055

Phone: (860) 486-9305

Fax: (860) 486-5477

E-Mail: jason.coite@uconn.edu

The agency expects to release an Environmental Impact Evaluation for this project, for public review and comment, in June 2008

Scoping map modified by G. Padick; Original in Color



0 100 200 400 Feet

Figure 2: Preferred Alternatives

Hazardous Waste Storage Facility
Environmental Impact Evaluation
University of Connecticut
Storrs, Connecticut

LEGEND

-  Candidate Sites 1, 1A, 2, 2A, 2B
-  7 Preferred Site

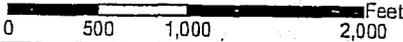


Figure 1: Existing HWSF Location and Alternatives

Hazardous Waste Storage Facility
 Environmental Impact Evaluation
 University of Connecticut
 Storrs, Connecticut

LEGEND

-  Candidate Sites 1, 2, 3, 4, 5, 6
-  Preferred Site

Memo

To: UConn Hazardous Waste Site Storage Study (HWS3) Advisory Committee

Glenn Warner, UConn Institute of Water Resources
Mike Callahan, Windham Waterworks Commission
Meg Reich, Willimantic River Alliance
Greg Padick, Town of Mansfield
Karla Fox, University of Connecticut
Jeffrey Smith, CT OPM
Pamela Schipani, UConn Department of Residential Life
Jennifer Kaufman, Mansfield resident

From: Rich Miller, Director, Office of Environmental Policy (OEP); Jason Coite,
Environmental Compliance Analyst, OEP *RAM JWC*

Date: April 3, 2008

Re: Status of UConn Hazardous Waste Storage Facility Site Evaluation;
April 10th Public Meeting

This is to update you on the status of our site evaluation process and provide you with background information about why UConn has had to deviate slightly from the prior recommendations and preferred site alternatives advanced in 2004.

As you know, during 2003 and 2004, UConn worked with an environmental and engineering consultant (SEA Consultants, Inc.) to comparatively evaluate various on-campus sites as potential new locations for the University's <90-day hazardous waste storage facility (HWSF). We greatly appreciated your collective advice and assistance throughout that process, as members of our Hazardous Waste Storage Site Study (HWS3) Advisory Committee. In August 2004, we initiated a formal Environmental Impact Evaluation (EIE) and held a public informational ("early scoping") meeting, as is required by the Connecticut Environmental Policy Act (CEPA).

Of the alternative sites considered, a southern portion of the UConn transfer station, immediately adjacent to the western fence line of our water pollution control facility (WPCF), was selected as the preferred option. However, shortly after the EIE was initiated, that parcel within the transfer station became the staging area for equipment and materials associated with the ongoing landfill closure project. That use delayed any further progress on the EIE. Then, based on its proximity to the existing WPCF,

UConn also determined that the much of the transfer station would need to be set aside as the most feasible location for potential future expansion of the sewage plant – this kind of planning for future WPCF growth is a standard practice when wastewater flows reach half the plant's design capacity. Thus, the transfer station site could no longer be considered as a possible site for relocation of the HWSF.

The comparative study also listed an area within the WPCF fence line as the next most suitable site. Available space in the WPCF consisted of the northeast embankment (see figures available with the CT Council on Environmental Quality notice, <http://www.ct.gov/ceq/cwp/view.asp?O=249438&a=987>). Upon review of a conceptual layout, it was revealed that the campus's main sewer line is buried directly under this area. A new waste facility at this location would require that the force main be reconstructed around the building footprint. Thus, this second preferred site was no longer a feasible option for relocation of the HWSF.

Alternatively, and in the spirit of consistency with the general objectives and recommendations of the site study and the HWS3 Advisory Committee, UConn then worked with our EIE contractor, Baystate Environmental Consultants, Inc. to consider alternative locations in the vicinity of the two preferred sites. We evaluated the inactive incinerator building located within the WPCF fence line. Three things made this location problematic:

1. Close proximity to a drainage swale that contributes to Eagleville Brook
2. Demolition or renovation of the incinerator building would be cost-prohibitive
3. Construction activity in that location would likely disturb the liner for the incinerator ash residue that extends over much of the adjacent F-Lot and down to the site.

Also, while both sites within the WPCF fence line could technically accommodate a large tractor trailer, the turning radius would be very tight and difficult to maneuver.

We then evaluated an undeveloped area immediately adjacent to, and north of, the Transfer Station and WPCF fence line. This area was not specifically addressed during the 2004 comparative site study. Initial considerations about this site include the following.

- There are storage cages used by UConn Facilities along the southeastern edge of the site (storage for masonry, utility piping, catch basin covers, etc.) which might have to be relocated.
- The site is accessible via the access roadway to the Transfer Station.
- There is sufficient square-footage to accommodate the proposed floor plan with tractor-trailer access and turning radius.
- Shallow bedrock is suspected beneath the western portion of the site.
- A 6"-sewer main from the landfill transects a portion of the site from east-to-west.

- The Celeron Trail bike path, which connects the main campus to Celeron Apartments and Hunting Lodge Road, runs along the northern perimeter of the site.

In June 2007, OEP invited DEP and OPM staff to the campus to review this site. Their comments included the following:

- OPM preferred the eastern portion of the preferred site because of the obvious signs of ledge outcropping on the western portion.
- Both departments recommended that consideration be given to relocating the storage cage in order to configure the HWSF further away from the Celeron Trail.
- Consideration should be given to either relocating the Celeron Trail or maintaining an adequate vegetated buffer along with other heightened security measures.
- The CL&P right-of-way for overhead lines that transects the site north-to-south needs to be evaluated for possible issues relating to site use or access.

As you know, given these changes and the nearly four years that have passed since the initial public meeting on this EIE, UConn has decided to conduct a second public scoping meeting, which is scheduled for 6:30 p.m., on April 10, 2008, at the Bishop Center, Room 7. Your presence and comments are welcome. Please contact me (486-8741) or Jason Coite (486-9305) if you have any questions or need more information.

CC: Lisa Troyer, UConn President's Office
 Barry Feldman, UConn VP/COO
 Tom Callahan, UConn VP A&O
 Robert Hudd, UConn VP Public & Env. Safety
 Jim Bradley, UConn AES
 George Kraus, UConn AES
 Jim Pietrzak, UConn AES
 Gene Roberts, UConn FacOps
 Mike Pacholski, UConn FacOps
 Ken Crowell, UConn FacOps
 Tim Tussing, UConn FacOps
 Dave Lotreck, UConn FacOps
 Ken Pelzar, UConn FacOps
 Stefan Wawzyniecki, UConn EH&S
 Martin Graham, UConn EH&S
 Quentin Kessel, Mansfield resident
 Denise Burchsted, Naubesatuck Watershed Council
 Steve Lecco, BayState Environmental Consultants, Inc.

APPLICATION REFERRAL

Mansfield Planning & Zoning Commission

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

The Planning and Zoning Commission has received a 6 lot subdivision application and will consider the application at a Public Hearing/~~regular meeting~~ on May 5, 2008 Please review the application and reply with your comments to the Planning Office before May 1, 2008*. For more information, please contact the Planning Office, 429-3330.

* If additional review time is needed, the public hearing can be continued.

APPLICATION INFORMATION

Applicant: R.F. Crossen Contractors, LLC

Owner: SAME

Agent(s): Gardner + Peterson - Engineering/Surveying

Proposed use: 6 residential lots - WINDWOOD ACRES

Location: Stars Road between Baxter + Cedar Swamp Pals

Zone classification: R1A-R90

Other pertinent information:

- Inland wetlands license application pending
- Common driveways proposed
- # of lots dependent on determination that yield plan is approvable
- 26 acre open space parcel proposed - to be deeded to the Town

Signed

Date 4/9/08

- Full sized maps available 483- Planning Office

file # 1229-2
filing date _____

**MANSFIELD PLANNING & ZONING COMMISSION
APPLICATION FOR SUBDIVISION OR RESUBDIVISION APPROVAL**

Name of subdivision Windwood Acres

Name of subdivider (applicant)
R.F. Crossen Contractors, LLC Phone # 870-1116
(please PRINT)

Address 174 Merrow Road Tolland CT 06084
(street) (town) (state) (zip)

Signature _____ (owner _____)
(optionee _____) Date _____

OWNER (IF OTHER THAN SUBDIVIDER)

Name Same Phone # _____
(please PRINT)

Address _____
(street) (town) (state) (zip)

Signature _____ Date _____

FEES

See Town Council-approved Fee Schedule & Eastern Highlands Health District Review Fee Schedule
(Subdivisions will not be reviewed by Eastern Highlands Health District unless an Application for Plan
Review has been submitted)

SUBDIVISION DATA

Location:
North side of Route 195 between Baxter Road and Cedar Swamp Road

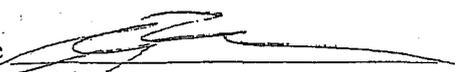
Zoning district RAR-90 Total # of acres 66.66
Total # of lots 6

EXTENSION OF TIME

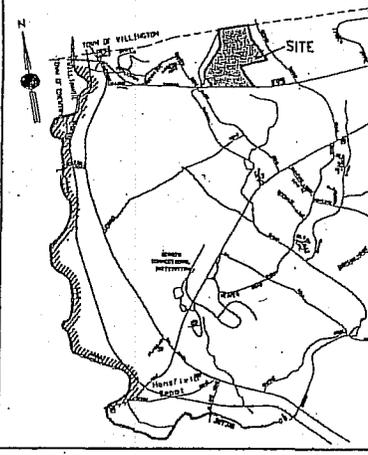
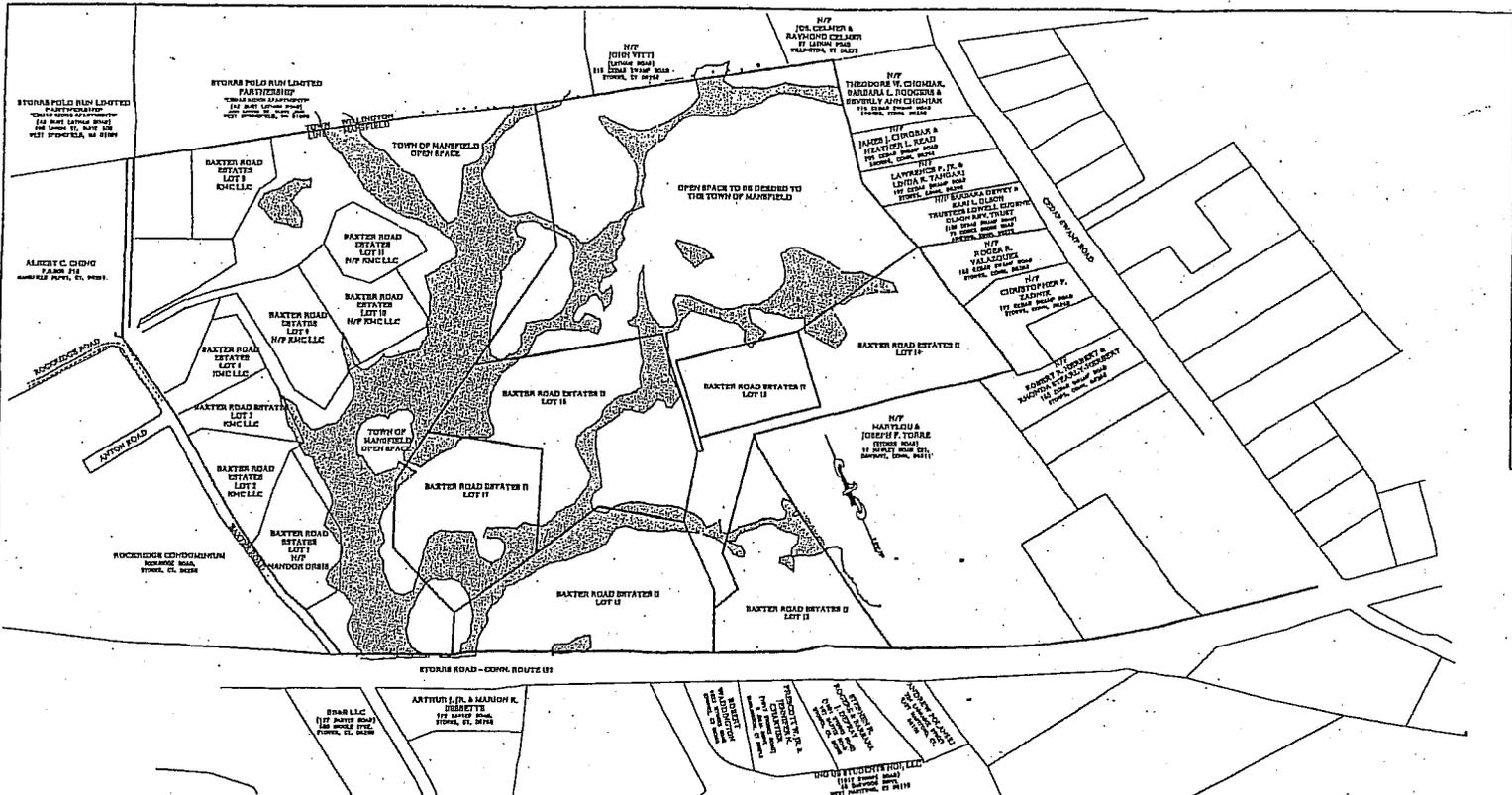
Pursuant to Section 8-26d, subsection (b) of the Connecticut General Statutes, the undersigned applicant hereby
consents to an extension of time within which the Planning and Zoning Commission is required by law to approve,
modify and approve or disapprove a subdivision plan known as

and located at/on Storrs Road / Route 195

It is agreed that such extension of time shall not exceed 65 days and it is understood that this extension of time is in
addition to the first 65-day period after the receipt of the application by the Planning & Zoning Commission.

Signature  Date 3/31/09
Posted: 2006 11 15 -184-

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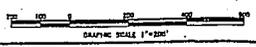


**RESUBDIVISION PLAN
WINDWOOD ACRES
BAXTER ESTATES II
STORRS ROAD - ROUTE 195
MANSFIELD, CONNECTICUT**

OWNER:
R.F. CROSEN CONTRACTORS, LLC
174 MERROW ROAD
TOLLAND, CT 06084

APPLICANT:
R.F. CROSEN CONTRACTORS, LLC
174 MERROW ROAD
TOLLAND, CT 06084

LAND SURVEYOR/ENGINEER:
GARDNER & PETERSON ASSOCIATES, LLC
178 HARTFORD TURNPIKE
TOLLAND, CONNECTICUT 06084

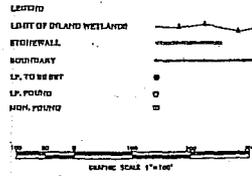
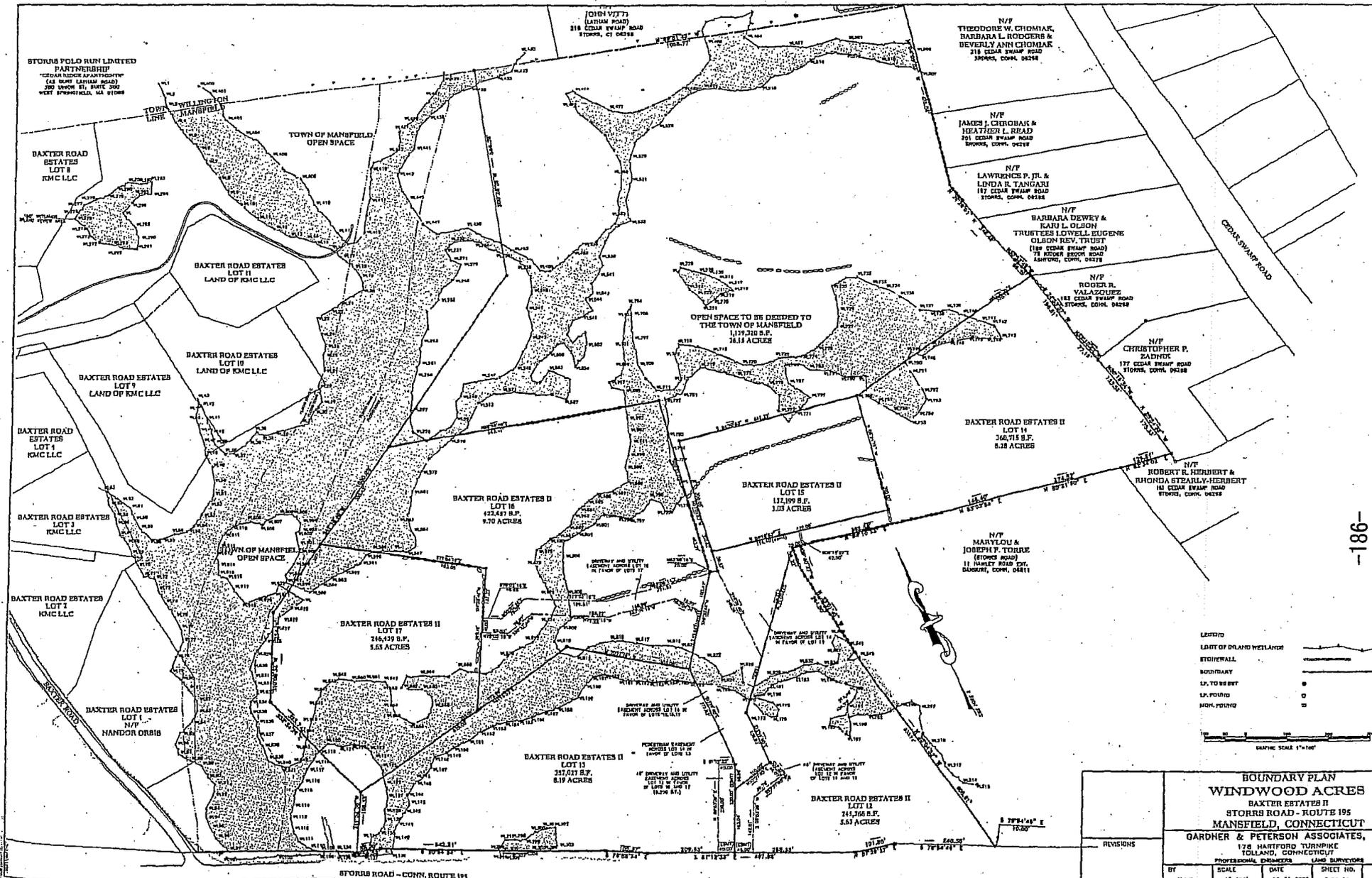


- NOTES**
1. THIS MAP AND SURVEY HAVE BEEN PREPARED IN ACCORDANCE WITH THE REGULATIONS OF CONNECTICUT STATE AGENCIES, STATUTES TO-NOTWITHSTANDING, INCLUDING BUT NOT LIMITED TO PUBLIC ACTS AND A FIRST SURVEY OF THE PROPOSED LOTS CONFORMING TO HORIZONTAL ACCURACY CLASS A-2.
 2. NEAREST POINTS ON THIS PLAN ARE BAXTER ROAD AND 195.
 3. PARCEL IS LOCATED IN EDGE AREA-10.
 4. PARCEL IS TO BE SUBDIVIDED AS SHOWN ON MAP 1, BLOCK 4, LOT 1.
 5. TOTAL AREA OF PARCEL IS 2.85 ACRES.
 6. THE PARCEL IS LOCATED IN TOWN OF MANSFIELD, CT. AREA OF ADJACENT PLATS FOR THE FIRST FLOOR RECORDING MAP 06018-002-C, PLAT 8 OF 10, TOWN OF MANSFIELD, DATED JANUARY 3, 1981.
 7. CONDUITS SHOWN ON THESE PLANS ARE FROM AERIAL SURVEY, FORTWORTH, MASSACHUSETTS, DATED 1981.
 8. LOTS ARE TO BE SERVED BY ON SITE WELLS AND SUBSURFACE SEWAGE DISPOSAL SYSTEMS. THE LATTER TO BE DESIGNED BY A REGISTERED PROFESSIONAL ENGINEER.
 9. MOVEMENTS ARE TO BE CONFORMED TO IN ACCORDANCE WITH TOWN ORDINANCES.
 10. DEVELOPMENT APPROX MUST BE FILED BEFORE A CERTIFICATE OF OCCUPANCY WILL BE ISSUED.
 11. TYPHOGRAPHY AND REMEDIATION CONTROL PLANS ARE TO BE SUBMITTED FOR EACH LOT DURING THE SEPTIC DISPOSAL SYSTEM PERMIT PROCESS.
 12. NO SPOKESTANDS OR FUEL TANKS SHALL BE INSTALLED WITHIN THIS SUBDIVISION.
 13. UNDERPINNING UTILITY, STRUCTURE AND FACILITY LOCATIONS REPORTED HEREON HAVE NOT BEEN OBTAINED IN PART FROM RECORD MAPS AND OTHER DATA SUBMITTED BY THE RESPECTIVE UTILITY COMPANIES, GOVERNMENTAL AGENCIES AND / OR OTHER SOURCES. THEIR LOCATIONS MUST BE CONFIRMED APPROPRIATELY BY SURVEY. ADDITIONALLY, THEIR EXISTENCE MUST BE CONFIRMED BY THE EXISTENCE OF WHICH ARE INDICATED IN RECORDS A PERSONAL OBSERVATION. THE EXISTENCE, SIZE AND LOCATION OF ALL SUCH FEATURES SHALL BE OBTAINED AND VIEWED IN THE FIELD BY THE APPLICANT/ENGINEER PRIOR TO CONSTRUCTION. CALL BEFORE YOU DIG 1-800-872-8229.
 14. AS APPROVED BY THE MANSFIELD PLANNING & ZONING COMMISSION ON NOVEMBER 1, 2006, LOTS 12, 13, AND 14 HAVE THE RIGHT TO BE AVOIDED BY THE CONDUIT PROVIDED ACCESS TO THE SUBJECT LOT IS FULLY MAINTAINED PURSUANT TO THE REGULATORY PROVISIONS, OR CONVEYED AS PER APPROVED PLANS. THIS CONDUIT SHALL BE NOTICED ON THE LAND RECORDS.
 15. LOTS 12, 13, AND 14 HAVE THE RIGHT TO BE AVOIDED BY THE CONDUIT PROVIDED ACCESS TO THE SUBJECT LOT IS FULLY MAINTAINED PURSUANT TO THE REGULATORY PROVISIONS, OR CONVEYED AS PER APPROVED PLANS. THIS CONDUIT SHALL BE NOTICED ON THE LAND RECORDS.
 16. PROPOSED DRIVEWAY OVER ALONG STORRS ROAD PROVIDE A WIDTH OF 10' TO THE WEST.
 17. LOTS 12, 13, AND 14 HAVE THE RIGHT TO BE AVOIDED BY THE CONDUIT PROVIDED ACCESS TO THE SUBJECT LOT IS FULLY MAINTAINED PURSUANT TO THE REGULATORY PROVISIONS, OR CONVEYED AS PER APPROVED PLANS. THIS CONDUIT SHALL BE NOTICED ON THE LAND RECORDS.
 18. THE RESUBDIVISION PROPOSED TO CONVEY 2.85 ACRES OF LAND TO THE TOWN OF MANSFIELD, CONNECTICUT, FOR THE PURPOSES OF A PUBLIC OPEN SPACE (CLASS A-2).
 19. ADDITIONAL WELL INSTALLATION SHALL FOLLOW RECOMMENDATIONS FROM THE CONNECTICUT DEPARTMENT OF PUBLIC HEALTH.

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

Richard J. Willescott
RICHARD J. WILLESOTT
REGISTERED P.E.

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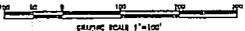


BOUNDARY PLAN			
WINDWOOD ACRES			
BAXTER ROAD ESTATES II			
STORRS ROAD - ROUTE 195			
MANSFIELD, CONNECTICUT			
GARDNER & PETERSON ASSOCIATES,			
178 HARTFORD TURNPIKE			
TOLLAND, CONNECTICUT			
PROFESSIONAL ENGINEER LICENSE 5430-0000			
REVISIONS	SCALE	DATE	SHEET NO.
BY	1"=100'	03-31-2008	3 OF 11
M.A.P.			

NOT TO SCALE

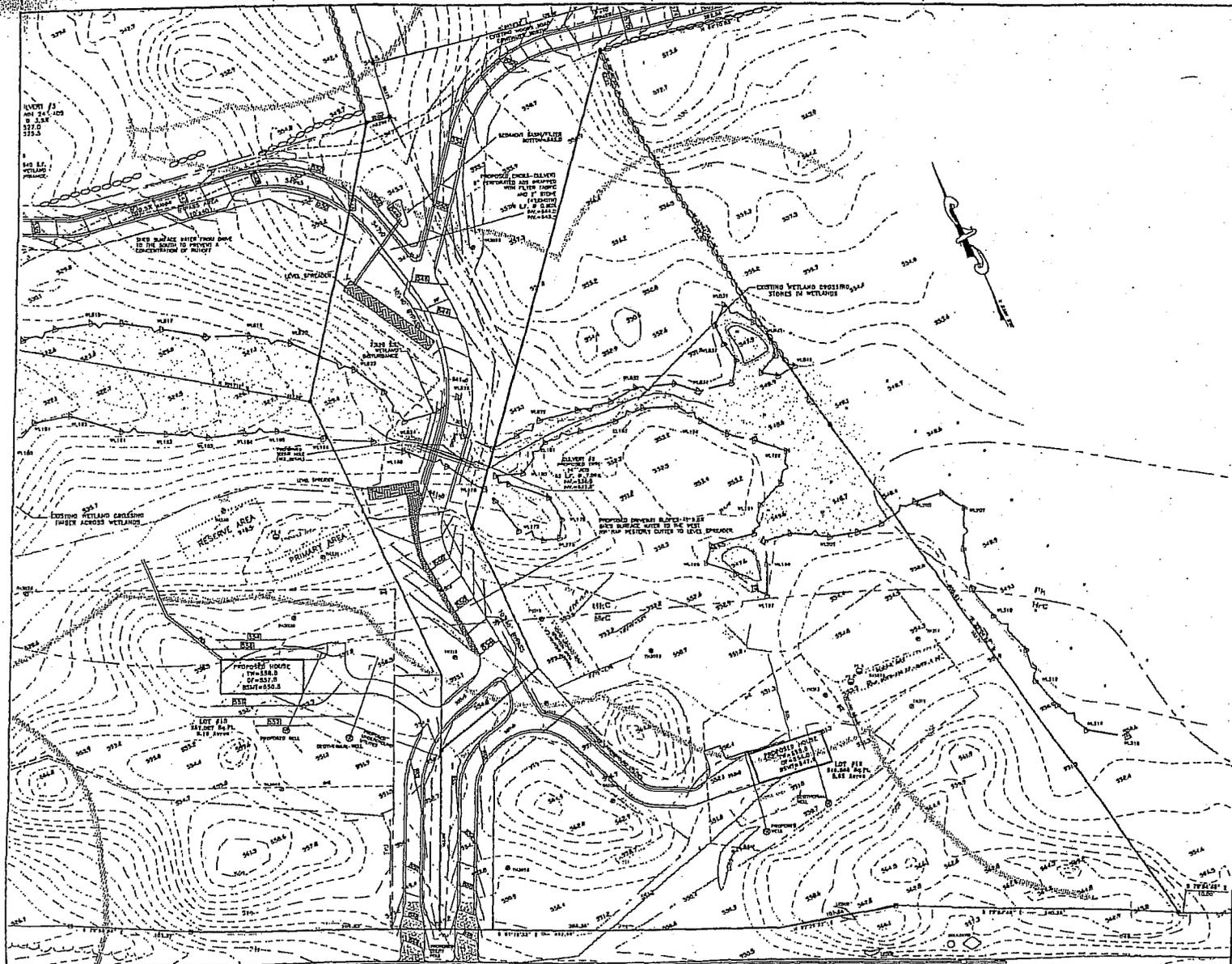


- LEGEND
- EXISTING CONTOUR
 - LIMIT OF WETLAND
 - BOUNDARY
 - BOUNDARY
 - SOIL LINE
 - FLOOD HAZARD LINE
 - REGULATED AREA
 - LEACHFIELD
 - WELL
 - DRIVEWAY
 - PROPOSED GRADING
 - PROPOSED HOUSE
 - TENTHOLE
 - EXISTING WALKING TRAIL
 - PROPOSED FOOTPATH
 - PROPOSED ROOF DRAIN LEADER
 - BUILDING AREA DEVELOPER - BAR
 - DEVELOPMENT AREA DEVELOPER - DAE



OVERALL SITE DEVELOPMENT PLAN
 WINDWOOD ACRES
 DAXTER ESTATE II
 STORRS ROAD - ROUTE 193
 MANSFIELD, CONNECTICUT
 GARDNER & PETERSON ASSOCIATES, LLC

NOT TO SCALE



LEGEND

EXISTING CONTOUR	
LOT OF WETLAND WETLANDS	
STONEWALL	
BOUNDARY	
SOIL LINE	
FLOOD HAZARD LINE	
REGULATED AREA	
LEACHFIELD	
WELL	
DRIVEWAY	
PROPOSED GRADING	
PROPOSED HOUSE	



SITE DEVELOPMENT PLAN
 WINDWOOD ACRES
 BAXTER ESTATES II
 STORRS ROAD - ROUTE 195
 MANSFIELD, CONNECTICUT
 GARDNER & PETERSON ASSOCIATES, LLC
 178 HARTFORD TURNPIKE

REVISIONS

**PAGE
BREAK**

280 Trumbull Street
Hartford, CT 06103-3597
Main (860) 275-8200
Fax (860) 275-8299
kbaldwin@rc.com
Direct (860) 275-8345

April 3, 2008

Michael L. Eldredge
First Selectman
Town of Willington
40 Old Farms Road
Willington, CT 06279

Re: **Submission of Technical Information Concerning Proposal to Construct a
Wireless Telecommunications Tower in the Town of Willington, Connecticut**

Dear Mr. Eldredge:

This firm represents Celco Partnership d/b/a Verizon Wireless ("Celco"). Celco intends to construct a wireless telecommunications tower at 343 Daleville Road in Willington. The proposed wireless telecommunications facility (the "Facility") will provide service to Celco customers in the southeasterly portion of Willington. This technical report is submitted pursuant to Connecticut General Statutes ("Conn. Gen. Stat.") § 16-50j(e), which establishes local input requirements for the siting of any facility under the jurisdiction of the Connecticut Siting Council (the "Council").

A copy of this report will also be forwarded to Matthew Hart, Town Manager for the Town of Mansfield. Conn. Gen. Stat. § 16-50j(e) requires the submission of technical information to the municipality where the Facility will be located and any other municipality within 2,500 feet of the proposed Facility location.

Correspondence and/or communications regarding the information contained in this report should be addressed to:

Ms. Sandy Carter, Regulatory Manager
Verizon Wireless
99 East River Drive
East Hartford, CT 06108
(860) 803-8219

A copy of all such correspondence or communications should also be sent to Celco's attorneys:



Law Offices
BOSTON
HARTFORD
NEW LONDON
STAMFORD
WHITE PLAINS
NEW YORK CITY
SARASOTA
www.rc.com

HART1-1442791-1

Michael L. Eldredge
April 3, 2008

Kenneth C. Baldwin, Esq.
Robinson & Cole LLP
280 Trumbull Street
Hartford, CT 06103-3597
(860) 275-8345

Cellco intends to submit an application to the Council requesting a Certificate of Environmental Compatibility and Public Need ("Certificate") for the construction, maintenance and operation of a wireless telecommunications facility at 343 Daleville Road. The proposed Facility would provide coverage along Route 44 and local roads in the area, particularly in those areas not currently served by Cellco's existing Ashford West cell site (an existing tower at 99 Knowlton Road, Ashford); Mansfield cell site (an existing tower at 497 Middle Turnpike, Mansfield); Storrs cell site (an existing tower at 82 North Eagleville Road, Storrs); UCONN East cell site (a facility at the Storrs Congregational Church at 2 North Eagleville Road, Storrs); UCONN cell site (an existing building façade installation at 855 Bolton Road, Mansfield); and Mansfield North cell site (an existing Town tower at 1725 Stafford Road, Mansfield). Coverage plots for Cellco's existing cell sites in the area and the proposed facility are included in Attachment 1. On these plots the proposed Facility at 343 Daleville Road is identified as the "Willington-Mansfield 4 Corners" cell site.

Cell Site Information

The proposed Facility would be located on a 22 acre parcel located at 343 Daleville Road in Willington. This site is located in Willington's Residential R-80 zone district.

At this site, Cellco proposes to construct a 100-foot telecommunications tower. Cellco will install a total of twelve (12) panel-type antennas at the top of the tower at the 97-foot level. Equipment associated with the Cellco antennas would be located in a 12' x 30' shelter located near the base of the tower. All site improvements associated with the proposed Facility would be located within a 100' x 100' leased area. Access to the cell site would extend from Daleville Road over a portion of an existing driveway, a distance of approximately 585 feet, then over a new gravel access driveway, a distance of approximately 610 feet to the cell site. Both the tower and leased area are designed to accommodate additional carriers. Project plans for the Facility are included in Attachment 2.



Michael L. Eldredge
April 3, 2008

Connecticut Siting Council

Municipal jurisdiction over the siting of the proposed telecommunications facility described in this report is pre-empted by provisions of the Public Utilities Environmental Standards Act ("PUESA"), Conn. Gen. Stat. § 16-50g *et seq.* The PUESA gives exclusive jurisdiction over the location, type and modification of telecommunications towers to the Council (Conn. Gen. Stat. § 16-50x(a); 16-50i(a)(6)). Accordingly, the Facility described in this report is exempt from the municipal land use regulations (e.g. zoning, wetlands, etc.), which may ordinarily apply to this type of site development. However, pursuant to § 16-50(e) of the General Statutes, municipal officials are entitled to receive technical information regarding the proposal at least sixty (60) days prior to the filing of an application with the Council. This technical information is provided to the municipalities in accordance with this provision.

Pursuant to Section 16-50(e) of the General Statutes, Cellco must provide a summary of the Town's comments and recommendations, if any, to the Council within fifteen (15) days of the filing of an application. Upon receipt of an application, the Council will assign a docket number and set a hearing date. At that time, the Town may choose to become a party in the proceeding. Other procedures followed by the Council include serving the applicant and other participants with interrogatories, holding a pre-hearing conference, and conducting a public hearing. The public hearing would be held at a location in Willington. Following the public hearing, the Council will issue findings of fact, an opinion and a decision and order. Prior to construction, the Council will also require the Applicant to submit a development and management plan ("D & M Plan") which is, in essence, a final site development plan showing the location of structures and details of site development. These procedures are also outside the scope of the municipality's jurisdiction and are governed by the Connecticut General Statutes, the Regulations of Connecticut State Agencies, and the Council's Rules of Practice. If the Council approves the Facility described in this report, Cellco will submit to the municipal Building Official an application for approval of a local building permit. Under Section 16-50x of the General Statutes, which provides for the exclusive jurisdiction of the Council, the building official must honor the Council's decision.

Public Need

The primary purpose of the Facility described above is to provide coverage to customers between Cellco's existing Ashford and Mansfield (Storrs) cell sites, particularly along the heavily-traveled Route 44 and local roads in the area. As



Michael L. Eldredge
April 3, 2008

depicted on the coverage maps included in Attachment 1, Cellco cannot currently provide reliable service to customers traveling along Route 44 from its existing sites in this area. The Facility described in this filing will provide coverage to a 2.15 mile portion of Route 44 at cellular frequencies; a 1.99 mile portion of Route 44 at PCS frequencies; and an overall area of approximately 3.2 square miles at cellular frequencies and 1.4 square miles at PCS frequencies.

Environmental Effects

From our experience, the primary impact of a wireless facility, such as the one proposed here, is visual. The visual impact of the proposed facilities will vary from place to place around each facility, depending upon factors such as vegetation, topography, distance from the tower, and the location of buildings in the sight-line of the Facility. (See Attachment 4 – Preliminary Viewshed Map).

There would also be no significant air, water, noise or other environmental impacts from the proposed Facility. The operations at the Facility would not pose any hazard to human health. No sanitary facilities are required and none are proposed. Finally, the leased area has been located so as to minimize the need to remove any significant trees in the area.

Power Density

The Federal Communications Commission (“FCC”) has adopted a standard (the “Standard”) for exposure of radio frequency (“RF”) emissions from telecommunications facilities like the proposed Facility. To ensure compliance with the Standard, Cellco has performed power density calculations for the site according to the methodology described in FCC Office of Science and Technology Bulletin No. 65 (“OST Bulletin 65”). This calculation is a conservative, worst-case approximation of RF power density levels at the closest accessible point to the antenna (i.e., the base of the tower), and with all antennas transmitting simultaneously on all channels at full power. The calculated power density level for Cellco antennas at the Facility would be 29.29% of the Standard (see Attachment 3).

Scenic Natural Historic or Recreational Impacts

To further assess the environmental impacts of the proposed Facility, Cellco has worked with Vanasse Hangen Brustlin, Inc. (“VHB”) to prepare a National Environmental Policy Act (“NEPA”) Environmental Screening Checklist (the “NEPA Checklist”) to determine if the Facility will have any significant adverse environmental effects. The NEPA Checklist includes information from the



Michael L. Eldredge
April 3, 2008

Environmental and Geographic Information Center of the Connecticut Department of Environmental Protection ("DEP"), the U.S. Fish and Wildlife Service ("USFWS") and the State Historic Preservation Officer ("SHPO"). The USFWS has already determined that the proposed Facility will not have an adverse impact on Federal endangered, threatened or special concern species or critical habitat.

Copies of the DEP, USFWS and the SHPO determinations will also be included in the Council Application.

Site Selection Process

Cellco's real estate representatives conducted a search for suitable cell site locations in the southerly portion of Willington. In addition to the proposed Facility location, Cellco investigated and considered other site locations in the area. The proposed Facility described above satisfied Cellco's coverage objectives in the area and resulted in significantly fewer environmental effects and was therefore preferred over the other alternative locations considered.

Tower Sharing

As stated above, Cellco intends to build a tower in Willington that is capable of supporting Cellco's antennas and those of additional wireless telecommunications providers. The provision to share the tower is consistent with the intent of the General Assembly when it adopted Conn. Gen. Stat. § 16-50aa. The availability of space on the proposed Facility tower may reduce, if not eliminate, the need for additional towers in the Willington-Mansfield area for the foreseeable future.

Conclusion

This technical report is submitted in accordance with Conn. Gen. Stat. § 16-50~~l~~(e), which requires Cellco to supply the Town with technical information regarding its proposed Facility. This report includes information regarding the site selection process, need for the Facility, and the potential environmental impacts of the Facility. Cellco submits that the proposed Facility would not have any significant, adverse environmental effects. Moreover, Cellco submits that the need for high quality wireless service, and a competitive framework for providing such service has been determined by the FCC to be in the public interest and that such public need far outweighs any perceived environmental effects of the proposed Facility.



ROBINSON & COLE_{LLP}

Michael L. Eldredge
April 3, 2008

Cellco expects to file an application with the Council for this site on or about June 4, 2008. Please contact me if you have any additional questions regarding the proposed Facility.

Sincerely,



Kenneth C. Baldwin

Enclosures

Copy to:

Sandy M. Carter



Cellco Partnership

d.b.a. **verizon** wireless

WIRELESS TELECOMMUNICATIONS FACILITY
WILLINGTON - MANSFIELD 4 CORNERS

PROJECT: 2005137329
PROJECT TYPE: BDGCO
LOCATION CODE: 169109
343 DALEVILLE ROAD
WILLINGTON, CT 06279

NOT INFORMATION

THE SCOPE OF WORK SHALL INCLUDE:

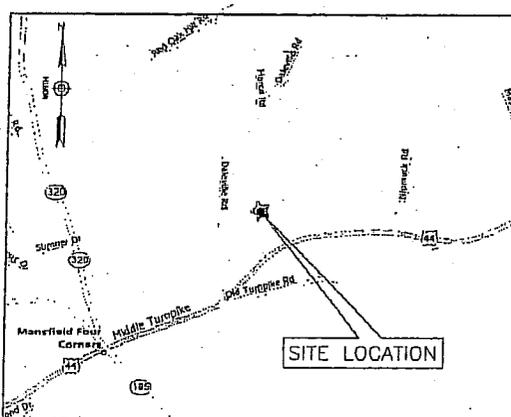
1. THE CONSTRUCTION OF A 50'x50' FENCED WIRELESS COORDINATION'S COMPOUND WITHIN A 100'X100' LEASE AREA.
2. SITE GRADING SHALL BE CONDUCTED, AS REQUIRED, WITHIN LEASE AREA AND ACCESS DRIVE FOR PROPER DRAINAGE. FINAL GRADING DESIGN SHALL BE PERFORMED AFTER COMPLETION OF SITE TOPOGRAPHIC SURVEY.
3. A TOTAL OF TWELVE (12) DIRECTIONAL PANEL ANTENNAS ARE PROPOSED TO BE MOUNTED AT A RAD CENTER ELEVATION OF 98'5" A.G.L. ON A 100' A.C.L. PROPOSED MONOPOLE LOCATED IN THE CENTER OF THE PROPOSED COMPOUND.
4. POWER AND TELCO UTILITIES SHALL BE ROUTED UNDERGROUND FROM EXISTING UTILITY POLE ON THE PROPERTY TO THE PROPOSED UTILITY BACKBOARDS LOCATED WITHIN THE PROPOSED FENCED COMPOUND. UTILITIES SHALL BE ROUTED UNDERGROUND FROM THE PROPOSED UTILITY BACKBOARDS TO THE PROPOSED 12'X30' EQUIPMENT SHELTER LOCATED WITHIN THE COMPOUND. FINAL UTILITY ROUTING WILL BE VERIFIED BY LOCAL UTILITY COMPANIES.
5. FINAL DESIGN FOR TOWER, TOWER FOUNDATION, AND ANTENNA MOUNTS SHALL BE DONE BY THE TOWER MANUFACTURER.
6. THE PROPOSED WIRELESS FACILITY DISTANCE SHALL BE DESIGNED IN ACCORDANCE WITH THE CURRENT CONNECTICUT STATE BUILDING CODE.
7. THERE WILL NOT BE ANY LIGHTING UNLESS REQUIRED BY THE FCC OR THE FAA.
8. THERE WILL NOT BE ANY SIGNS OR ADVERTISEMENTS ON THE ANTENNAS OR EQUIPMENT.

DRIVING DIRECTIONS FROM HARTFORD, CT:

TAKE I-84 EAST TO I-384 EAST.
TAKE I-384 EAST TO RT-44 EAST.
TAKE RT-44E AND CONTINUE UNTIL
1/2 MILE PAST RT-186.
TURN LEFT ONTO DALEVILLE RD.
RD. 343 IS ON RIGHT.

NOTICE:

1. THIS DOCUMENT WAS DEVELOPED TO REFLECT A SPECIFIC SITE AND ITS SITE CONDITIONS AND IS NOT TO BE USED FOR ANOTHER SITE OR UNDER OTHER CONDITIONS WITHOUT NOTICE OF THIS DOCUMENT IS AT THE SOLE RISK OF THE USER.



WILLINGTON, CT
SCALE: 1:2500
LOCATION MAP

PROJECT SUMMARY

SITE NAME: WILLINGTON - MANSFIELD 4 CORNERS
SITE ADDRESS: 343 DALEVILLE ROAD
WILLINGTON, CT 06279
PROPERTY OWNER: MARCEL KREUSCHER
343 DALEVILLE ROAD
WILLINGTON, CT 06279
(860) 428-3200
APPLICANT: CELLCO PARTNERSHIP
d.b.a. VERIZON WIRELESS
95 EAST RIVINGTON DR.
EAST HARTFORD, CT 06108
CONTACT PERSON: SANDY CARTER
CELLCO PARTNERSHIP
d.b.a. VERIZON WIRELESS
(860) 803-8218
COORDINATES: LATITUDE: N 41°-55'-11.05" (NAD 83)
LONGITUDE: W 72°-15'-17.85" W (NAD 83)
COORDINATES TAKEN FROM FAA 3C
SURVEY LETTER DATED FEBRUARY 8, 2008
AND DONE BY DAVID L. STEIN
OF STEIN SURVEY

PROJECT DESCRIPTION:

THE PROJECT CONSISTS OF THE INSTALLATION AND OPERATION OF 3 SECTORS OF 4 PANEL ANTENNAS PER SECTOR WHICH SHALL BE MOUNTED TO A PROPOSED ANTENNA FRAME ATTACHED TO A PROPOSED TOWER, AND INSTALLING A 12'X30' EQUIPMENT SHELTER. THIS SYSTEM WILL BOTH TRANSMIT AND RECEIVE RADIO SIGNALS.

SHEET INDEX

SHEET NO.	DESCRIPTION
1-1	TITLE SHEET
5-1	FLAT PLAN
5-2	SITE PLAN & ELEVATION
5-3	CONSTRUCTION DETAILS
5-4	EQUIPMENT SHELTER, PLAN & ELEVATIONS

Cellco Partnership
d.b.a. **verizon** wireless

Dewberry
Dewberry-Goodkind, Inc.
85 BELLA STREET
SUITE 100
NEW HAVEN, CT 06510
203.778.2277 PHONE
203.778.2208 FAX

NO.	DATE	BY	DESCRIPTION
2	03/20/08	CHS	REVISED TECH. REV.
1	02/14/08	CHS	REVISED TECH. REV.
0	01/28/08	CHS	FINAL TECH. REV.
A	01/25/08	CHS	TECHNICAL REVIEW

REVISIONS

WILLINGTON -
MANSFIELD
4 CORNERS

343 DALEVILLE ROAD
WILLINGTON, CT 06279

SITE NAME / ADDRESS

DRAWN BY: CHS

APPROVED BY: CKD

CHECKED BY: CKD

DATE: 01/25/08

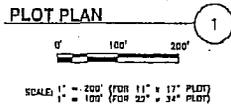
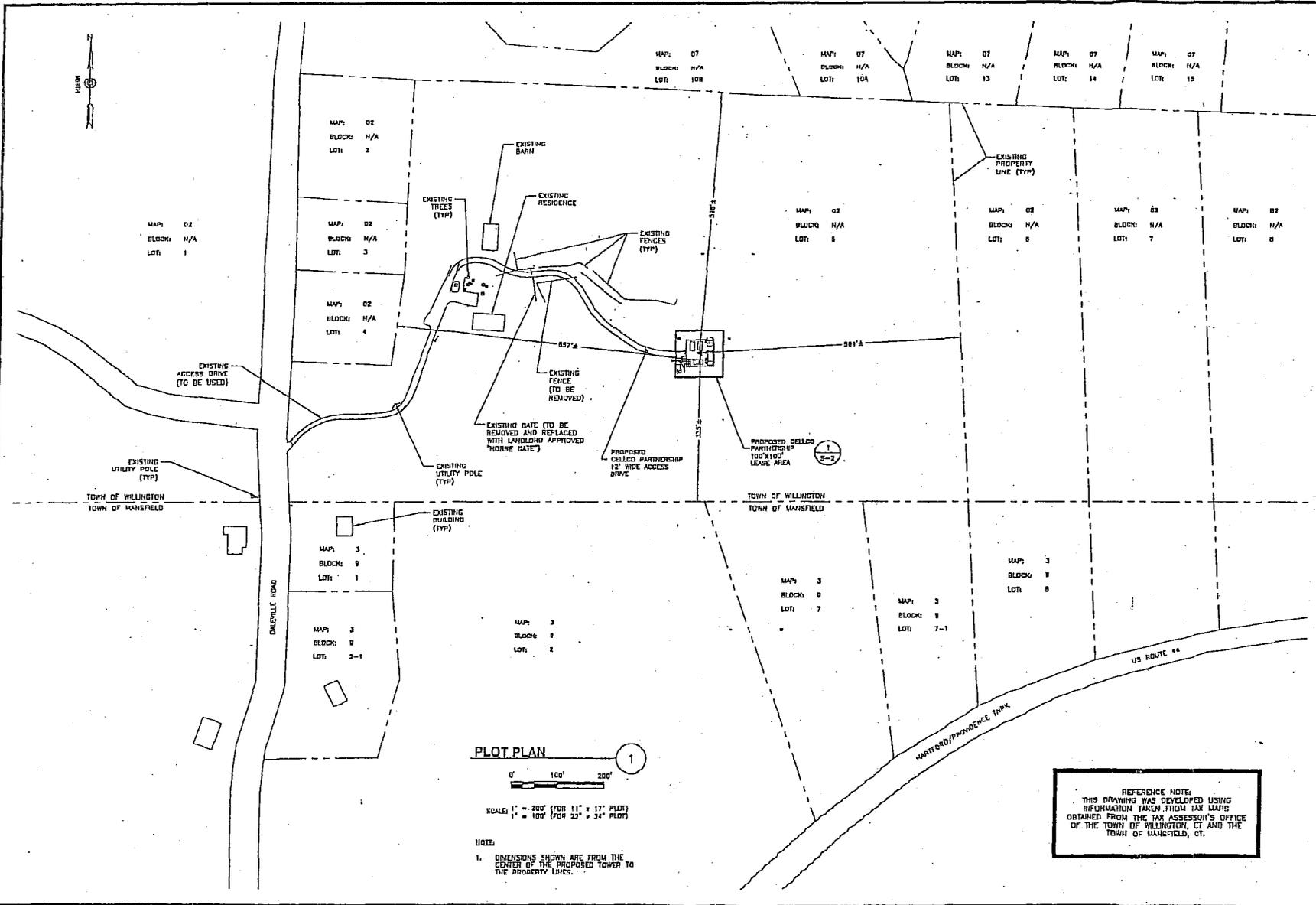
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TITLE SHEET

DEWBERRY P/L 50806047

T-1

SHEET NO.

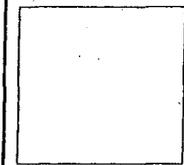


NOTE:
 1. DIMENSIONS SHOWN ARE FROM THE CENTER OF THE PROPOSED TOWER TO THE PROPERTY LINES.

REFERENCE NOTE:
 THIS DRAWING WAS DEVELOPED USING INFORMATION TAKEN FROM TAX MAPS OBTAINED FROM THE TAX ASSESSOR'S OFFICE OF THE TOWN OF WILLINGTON, CT AND THE TOWN OF MANSFIELD, CT.

Cellco Partnership
 d.b.a. **verizon** wireless

Dewberry
 Dewberry-Goodkind, Inc.
 30 ELM STREET
 SUITE 101
 NEW HAVEN, CT 06510
 203.778.2277 PHONE
 203.778.2289 FAX



No.	DATE	By	Description
2	03/20/09	CMS	REVISED TECH. REV.
1	02/14/08	CMS	REVISED TECH. REV.
0	01/29/08	CMS	FINAL TECH. REV.
A	01/25/08	CMS	TECHNICAL REVIEW

WILLINGTON-
 MANSFIELD
 4 CORNERS
 343 DALEVILLE ROAD
 WILLINGTON, CT 06279

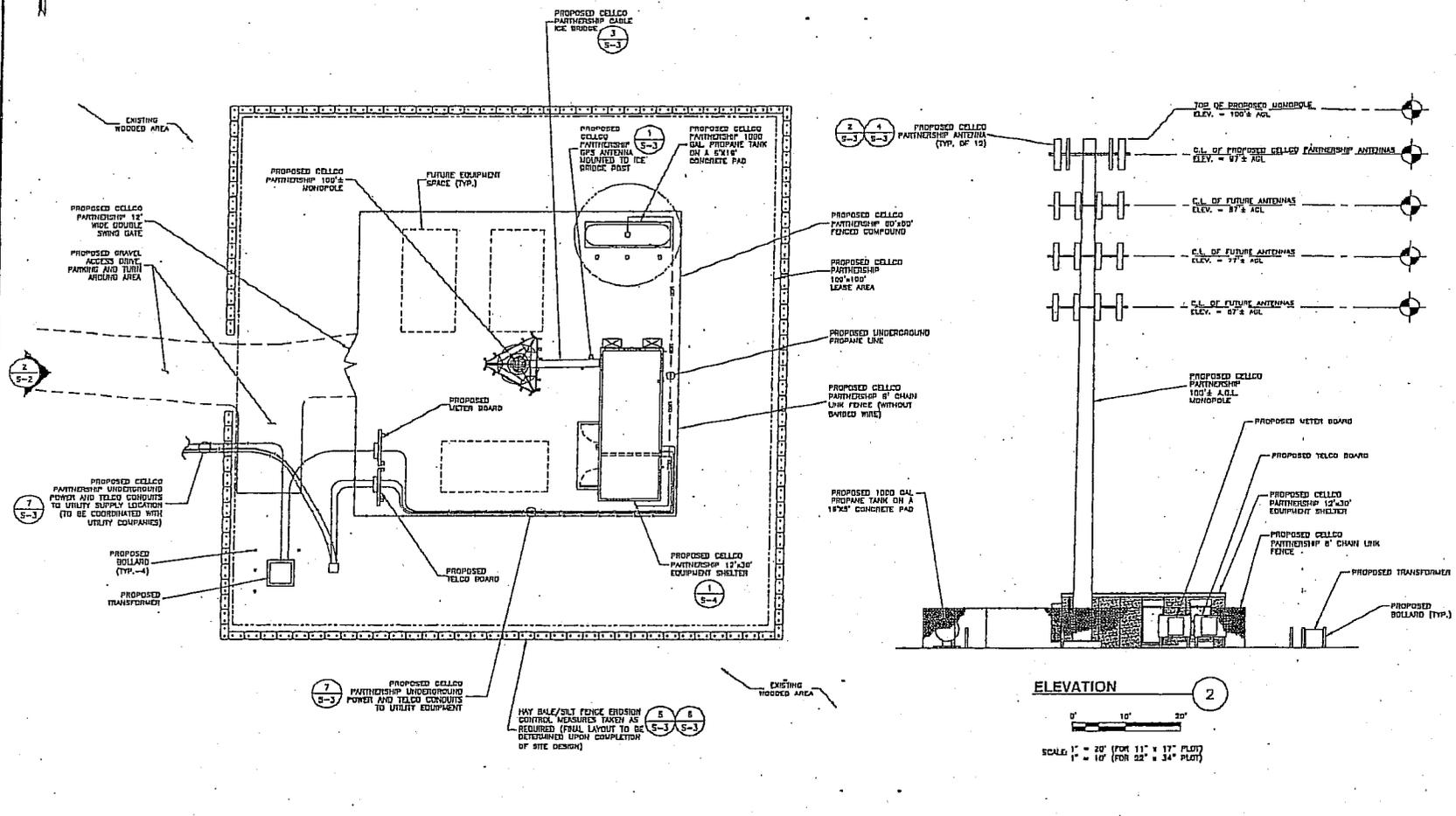
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 APPROVED BY: CRD
 CHECKED BY: CRD
 DATE: 03/25/09

SHEET TITLE:
 PLOT PLAN

Dewberry P/L 30002047

S-1
 SHEET NO.

200



SITE PLAN ①

0' 10' 20'

SCALE: 1" = 20' (FOR 11" x 17" PLOT)
1" = 10' (FOR 22" x 34" PLOT)

ELEVATION ②

0' 10' 20'

SCALE: 1" = 20' (FOR 11" x 17" PLOT)
1" = 10' (FOR 22" x 34" PLOT)

Cello Partnership
 d.b.a. **Verizon** wireless

Dewberry
 Dewberry-Goodkind, Inc.
 18 GEM STREET
 SUITE 101
 NEW HAVEN, CT 06510
 203.778.2277 PHONE
 203.778.2288 FAX

No.	DATE	By	Description
2	03/29/06	CMS	REVISED TECH. REV.
1	02/14/06	CMS	REVISED TECH. REV.
0	01/29/06	CMS	FINAL TECH. REV.
A	01/25/06	CMS	TECHNICAL REVIEW

REVISIONS

**WILLINGTON-
 MANSFIELD
 4 CORNERS**

343 DALEVILLE ROAD
 WILLINGTON, CT 06279

SITE NAME / ADDRESS

DRAWN BY: CMS
 APPROVED BY: CHD
 CHECKED BY: CHD
 DATE: 01/25/06
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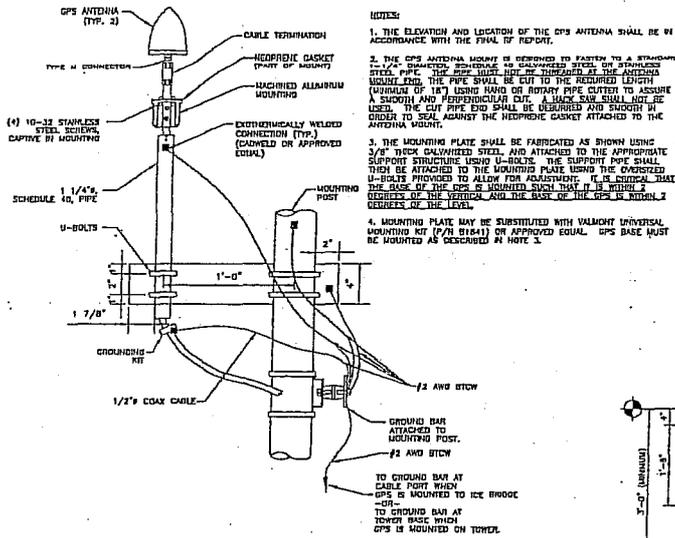
**SITE
 PLAN &
 ELEVATION**

DEWBERRY P.L. 3000047

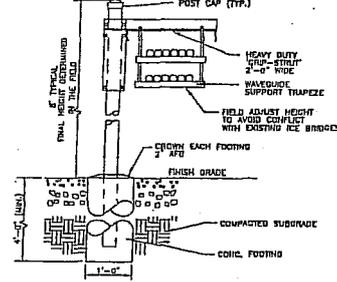
S-2

SHEET NO.

-102-

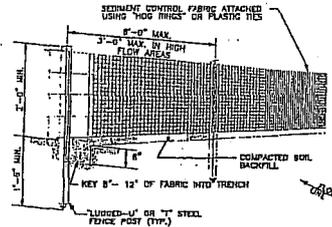


GPS ANTENNA DETAIL
SCALE: N.T.S.

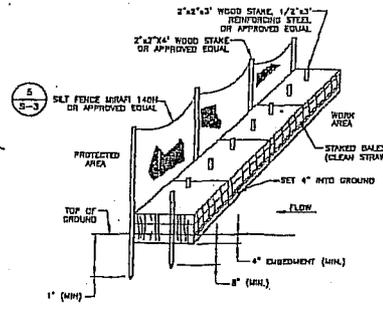


ICE BRIDGE DETAIL
SCALE: N.T.S.

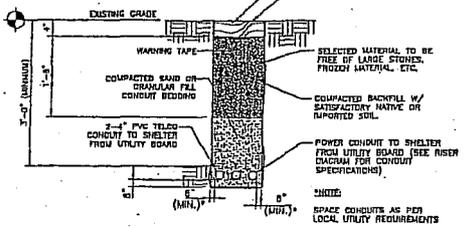
- NOTES:**
- ICE BRIDGE SHALL BE VALMONT CRIP STRUT TRANSMISSION LINE BRIDGE KIT (P/N: 82259) OR APPROVED EQUAL.
 - CABLE SUPPORT SHALL BE VALMONT DOUBLE LEVEL CHANNEL (P/N: 802284) OR APPROVED EQUAL.
 - ALL COMPONENTS SHALL BE INSTALLED ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
 - CONTRACTOR SHALL DETERMINE REQUIRED QUANTITY OF ALL ICE BRIDGE COMPONENTS.
 - SNIP-III HANGERS, SPlice KITS, BRIDGE KITS, EXTENSION KITS, STRUTTERS, AND OTHER MISCELLANEOUS HARDWARE SHALL BE PROVIDED BY THE CONTRACTOR AS REQUIRED.
 - ICE BRIDGE SHALL BE ROUTED TO ACCOMMODATE THE MINIMUM REQUIRED RADIUS OF THE CANAL CURVE.
 - ICE BRIDGE COMPONENTS SHOWN ARE SCHEDULED, CONSULT MANUFACTURER FOR EXACT AND CURRENT SPECIFICATIONS.



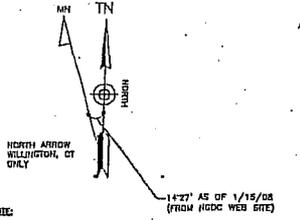
SILT FENCE DETAIL
SCALE: N.T.S.



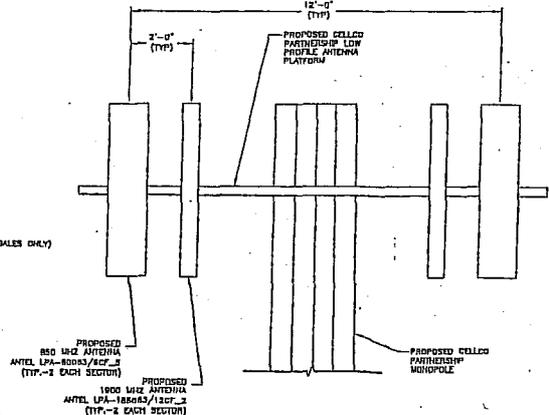
SILT FENCE/CLEAN STRAW BALE DETAIL
SCALE: N.T.S.



UNDERGROUND UTILITY DETAIL
SCALE: N.T.S.



ANTENNA AZIMUTH DETAIL
SCALE: N.T.S.



ANTENNA CONFIGURATION DETAIL
SCALE: N.T.S.

Cellco Partnership
d.b.a. Verizon Wireless
Dewberry
Dewberry-Goodkind, Inc.
89 ELAM STREET
SUITE 101
NEW HAVEN, CT 06510
203.778.2277 FAX
203.778.2288 FAX

NO.	DATE	BY	DESCRIPTION
2	03/25/08	CMS	REVISED TECH. REV.
1	02/14/08	CMS	REVISED TECH. REV.
0	01/29/08	CMS	FINAL TECH. REV.
A	01/23/08	CMS	TECHNICAL REVIEW

REVISIONS

WILLINGTON-MANSFIELD 4 CORNERS

343 DALEVILLE ROAD
WILLINGTON, CT 06279

BSITE NAME / ADDRESS

UTAWN BY: CMS
APPROVED BY: CMS
CHECKED BY: CMS
DATE: 01/25/08

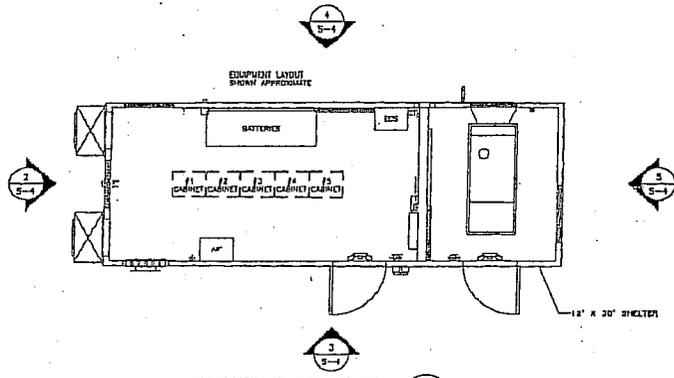
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CONSTRUCTION DETAILS

DESIGNER P.N. 0002047

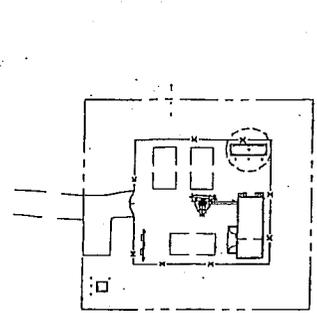
S-3

SHEET NO.

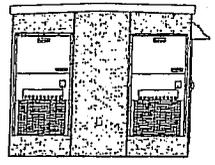


SHELTER FLOOR PLAN (1)

SCALE: 1/8" = 1' (FOR 11' x 17' PLOT)
 1/4" = 1' (FOR 22' x 34' PLOT)

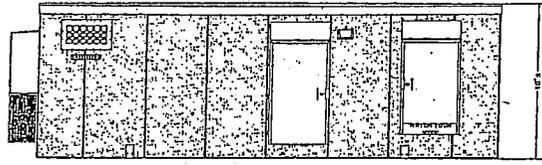


SHELTER LOCATION KEY PLAN
 SCALE: N.T.S.



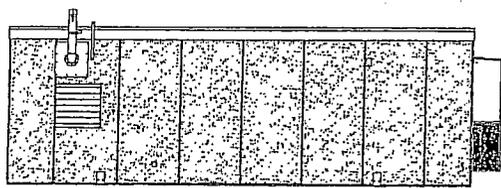
SHELTER LEFT ELEVATION (2)

SCALE: 1/8" = 1' (FOR 11' x 17' PLOT)
 1/4" = 1' (FOR 22' x 34' PLOT)



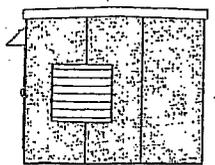
SHELTER FRONT ELEVATION (3)

SCALE: 1/8" = 1' (FOR 11' x 17' PLOT)
 1/4" = 1' (FOR 22' x 34' PLOT)



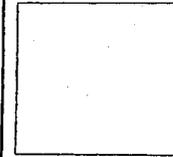
SHELTER REAR ELEVATION (4)

SCALE: 1/8" = 1' (FOR 11' x 17' PLOT)
 1/4" = 1' (FOR 22' x 34' PLOT)



SHELTER RIGHT ELEVATION (5)

SCALE: 1/8" = 1' (FOR 11' x 17' PLOT)
 1/4" = 1' (FOR 22' x 34' PLOT)



No.	DATE	By	Description
1	03/20/08	CMS	REVISED TECH. REV.
2	02/14/08	CMS	REVISED TECH. REV.
3	01/29/08	CMS	FINAL TECH. REV.
4	01/25/08	CMS	TECHNICAL REVIEW

REVISIONS

WILLINGTON-MANSFIELD 4 CORNERS
 343 DALEVILLE ROAD
 WILLINGTON, CT 08279

SITE NAME / ADDRESS

DRAWN BY: CMS
 APPROVED BY: CKD
 CHECKED BY: CKD
 DATE: 01/25/08

SHEET TITLE:
EQUIPMENT SHELTER PLAN & ELEVATIONS

DEWBERRY P/L 50000017

S-4

SHEET NO.

**PAGE
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STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES
AGING SERVICES DIVISION

25 SIGOURNEY STREET – HARTFORD, CT 06106

Memo

To: Municipal Agents
From: Roxanne Aaron-Selph
Subject: Connecticut Municipalities 2008 Special Funding Initiative

Greetings and Congratulations!

It is with great pleasure to inform you that your Request for Funds has been **Approved**.

We also want to announce that the amount of each award has been increased to **\$3,450.00** and the contract period has been extended. The contract period will **begin May 1, 2008 and end April 30, 2009**.

So that we can expedite your contract and payment in the most accurate and timely manner, please provide us with:

- 1) **a new budget as well as a new budget narrative and**
- 2) **the contact person (address and telephone number) who will be responsible for signing the contract.**

Please forward to Cheryl Jackson by April 7, 2008. If you have any questions, please contact Cheryl Jackson, Field Representative, by email at: Cheryl.Jackson@ct.gov or (860) 424-5640.

**PAGE
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STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES
AGING SERVICES DIVISION
25 SIGOURNEY STREET – HARTFORD, CT 06106

Memo

To: Senior Center Directors
From: Roxanne Aaron-Selph
Subject: Connecticut Senior Centers 2008 Special Funding Initiative

Greetings and Congratulations!

It is with great pleasure to inform you that your Request for Funds has been **Approved**.

We also want to announce that the amount of each award has been increased to **\$5,000.00** and the contract period has been extended. The contract period will **begin May 1, 2008 and end April 30, 2009**.

So that we can expedite your contract and payment in the most accurate and timely manner, please provide us with:

- 1) **a new budget as well as a new budget narrative and**
- 2) **the contact person (address and telephone number) who will be responsible for signing the contract.**

Please forward to Aging Services by April 7, 2008. If you have any questions, please contact Cheryl Jackson, Field Representative, by email at: Cheryl.Jackson@ct.gov or (860) 424-5640.

PAGE
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Matthew W. Hart

From: Susanna Thomas
Sent: Thursday, April 03, 2008 10:33 AM
To: Kevin Grunwald; George Cole; Gregory J. Padick; Jane Ann Bobbitt; John Brubacher; Nancy Sheehan; Matthew W. Hart; Town Mngr; Town Council
Subject: Fwd: Fw: [nectcoalition] Oppose the Lebanon Power Plant Project

To: nectcoalition@lists.riseup.net

Subject: [nectcoalition] Oppose the Lebanon Power Plant Project

Most folks must have heard by now about the monster power plant that CL&P is hoping to build on Card Street in Lebanon very near the Windham Town line. The Windham Board of Selectmen voted unanimously on Tuesday night to oppose the CL&P project. Of course the power company will do everything in its can to force this monster upon Eastern Connecticut, so all of us need to do everything in our power to fight it. The next opportunity to do so will be at the monthly meeting of the Windham Water Commission which will be held on Thursday April 10th at 6:30 p.m. in the Conference Room at the Windham Water Works, 174 Storrs Road (Route 195), Mansfield Center.

CL&P is seeking to obtain something like 500,000 gallons of water per day from Windham's domestic water supply for use at the proposed plant. A new, large water line would also have to be installed to supply this water. Although Windham is fortunate to have an excellent water supply from the largest watershed in the State, recent droughts events coupled with increased usage at UConn, the Storrs Downtown project, development in North Windham, etc. point out the wisdom of not squandering our water resources on unnecessary projects which will have a very negative effect on the environment and quality of life in our area.

If CL&P can't get the water, their plans for the plant will be very negatively impacted. It is strongly suggested that everyone who possibly can get to the Water Commission meeting does so and states clearly **NO WATER FOR THE CL&P PEAK POWER PROJECT!**

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Mansfield Downtown Partnership
Helping to Build Mansfield's Future

Item #38

April 10, 2008

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

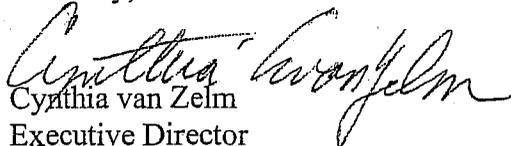
Dear Matt:

Thank you for your letter of February 22 requesting that the Mansfield Downtown Partnership provide the Town Council with an update on the Storrs Center project. We are pleased to provide an update and I have been working with the Partnership Board of Directors and the master developer LeylandAlliance on our presentation to the Council.

As you know, there are a few studies underway including updating the economic benefits of the project, and reviewing the financing and management of the parking garages. In order to provide a comprehensive report and set of potential recommendations regarding public funding, these studies need to be completed. We anticipate that the studies will be completed in the next few weeks and that we would be able to meet with the Town Council in late May.

We look forward to meeting with you and the Town Council. If you have any questions in the meantime, please do not hesitate to contact me at 429-2740.

Sincerely,


Cynthia van Zelm
Executive Director

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STATE OF CONNECTICUT
OFFICE OF THE STATE COMPTROLLER
HARTFORD, CONNECTICUT 06106-1775

NANCY WYMAN
COMPTROLLER

February 27, 2008

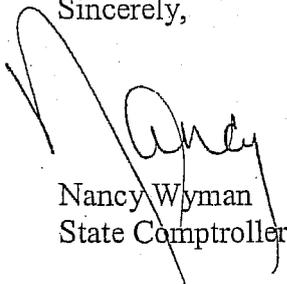
Jeffrey H. Smith
4 South Eagleville Road
Mansfield, CT 06250

Jeff
Dear Mr. Smith:

Congratulations on your recent reappointment to the Municipal Finance Advisory Commission. The people of the State of Connecticut, and their government, are fortunate that you have committed your time and energy to public service.

I look forward to working with you to make our state a better, stronger place to live and raise our families. Please call on me if I can provide any information and assistance.

Sincerely,


Nancy Wyman
State Comptroller

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