



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, September 22, 2008
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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CALL TO ORDER	
ROLL CALL	
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OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

FUTURE AGENDAS

EXECUTIVE SESSION

22. Town Manager's Performance Evaluation

ADJOURNMENT

SPECIAL MEETING-MANSFIELD TOWN COUNCIL
September 8, 2008

Deputy Mayor Gregory Haddad called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Council Chamber of the Audrey P Beck Building.

I. ROLL CALL

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

II. Presentation of Mansfield 2020: Unified Vision

Julia Novak of Management Partners, Inc. described the Mansfield 2020 strategic planning process, reviewed the priority vision points which are the result of the process and suggested some next steps for implementation. The priority vision points and action plans contained in the report indicate clear metrics so progress can be identified and measured. Ms. Novak indicated the next step would be for the Town Council to confirm priorities and to assign task teams for implementation. She noted that if existing groups already working on some of the issues are willing to take on the implementation of the action plans they would be a good source of knowledge and support.

Ms. Novak commented that Mansfield 2020: Unified Vision is a living document that will change over the years.

Town Manager Matt Hart and Council members recognized the members of the Mansfield 2020 Steering Committee and thanked them for their work. The members are Mayor Elizabeth Paterson, Francis Archambault, Mary Attardo, Alison Whitman Blair, Rudy Favretti, Dirk Fecho, Karla Fox, Mona Friedland, Norman Garrick, Jane Goldman, Matthew Hart, Lon Hultgren, Helen Koehn, Christopher Kueffner, Gregory Padick, Mark Paquette, Christopher Paulhus and Timothy Quinn.

The Council thanked Management Partners Inc. for leading the Town through the process and thanked all the citizens and staff who participated.

Mr. Clouette moved to adjourn the meeting at 7:00 p.m. Seconded by Mr. Nesbitt the motion passed unanimously.

Gregory Haddad, Deputy Mayor Mary Stanton, Town Clerk

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BREAK**

REGULAR MEETING-MANSFIELD TOWN COUNCIL
September 8, 2008

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

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Ms. Koehn moved and Mr. Schaefer seconded to approve the minutes of the August 25, 2008 meeting with corrections.

Motion passed with all in favor except Ms. Duffy who abstained.

III. MOMENT OF SILENCE

Mr. Haddad requested a moment of silence in observation of the service men and women who have died in service and in conflicts around the world.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUCIL

Michael Sikowski, 135 Wildwood Road, asked who is in charge of arranging the initial meeting of the Ethics Commission. It was agreed that Mr. Sikowski should contact the Town Manager's office to schedule a meeting. Mr. Sikowski also expressed concern that his e-mails to Council members were not being received. The Town Manager will ask the Director of Information Technology to check the system to make sure all is in order.

Rick Hossack, 432 Middle Turnpike Road, expressed appreciation for Mr. Nesbitt's use of the term "fiscal responsibility" at the last meeting and urged the Council to cut taxes next year.

David Freudmann, 22 Eastwood Road, urged the Council to relay to Region 19 the fiscal imposition the cost of a stand-alone referendum would have on the participating towns.

Betty Wassmundt, Old Turnpike Road, likened the recent actions regarding governmental intervention in the Frannie Mae – Freddie Mac bailout to the actions of the Council regarding the Community Center

and urged the Council not to do the same with the Storrs Center project.

Mr. Nesbitt moved and Ms. Koehn seconded to add, Resolutions to Establish Economic Development Advisory Committee and Standing Committee of the Town Council (item 7), as Item 6a on tonight's agenda.

Mr. Nesbitt explained his intention was to put the item on the agenda and then postpone discussion to the next meeting, thereby establishing a place on the agenda.

Motion passed unanimously.

Mr. Clouette moved and Ms. Koehn seconded to move Item 4 as the next item of business.

V. OLD BUSINESS

1. Community/Campus Relations

Town Manager Matt Hart reported on the recent Campus Community Partnership meeting which reviewed the off-campus housing visits by Town and University staff, the water issues at Willington Oaks Apartments, the UConn's Board of Trustee's review of Spring Weekend, the UConn Get Out the Vote effort and the Guard Dogs Program. Mr. Hart also updated the Council on the development of a protocol, initiated by the Director of Off Campus Housing, to make UConn aware of students who have disciplinary issues while off campus.

Ms. Koehn, referencing articles she has recently read, asked Mr. Hart to ask our legislators to make sure students who are covered by their parents' health plans do not risk the loss of their health insurance by registering to vote using their school address.

2. Community Water and Wastewater issues

Town Manager Matt Hart announced the next meeting of the Connecticut Water and Wastewater Advisory Committee would be held at 5:30 PM on Thursday, September 18, 2008.

3. Town Council Rules of Procedure

Ms. Koehn moved and Mr. Clouette seconded to adopt the Town Council Rules of Procedure as presented by the Personnel Committee in its draft dated August 25, 2008, as the rules of procedure for the Mansfield Town Council, to be effective from the next meeting of the Town Council through November 16, 2009.

Deputy Mayor Haddad discussed the process by which these rules were developed and opened the draft proposal for discussion.

Mr. Schaefer moved and Ms. Koehn seconded to amend the proposal by eliminating sections c,d,e,f,h,i and j of Section 7. Motion failed in a tie vote with Duffy, Haddad and Schaefer in favor and Clouette, Nesbitt and Koehn opposed.

The vote to approve the Rules of Procedure as amended by consensus was unanimous.

The revised approved Rules of Procedure are attached.

Mr. Nesbitt requested copies of CCM's reference sheet regarding the use of Robert's Rules of Procedure be made available to the Council and the public.

VI. NEW BUSINESS

4. Presentation – Natchaug Basin Conservation Action Plan

Holly Drinkuth from the Quinnebaug Highlands Project and Denise Burchsted from the Naubesatuck Watershed Council offered a presentation to the Council on the Natchaug Basin Conservation Action Planning process. They described the scope of the basin, the stakeholders and the regional conservation action planning methodology being used.

5. Four Corners Sewer Project

Mr. Clouette recused himself from all discussion on the Four Corners Sewer Project because of a potential conflict of interest.

Lon Hultgren, Director of Public Works, updated the Council on recent developments regarding this proposal including the need for legislative approval to allow UConn to accept the sewage, communicating with affected landowner that the sewer assessments would be due on all properties when the sewers are built and the referral of the Town's proposed contribution to the project to the Finance Committee.

By consensus the Council agreed to the actions as outlined.

6. Hillside Circle Quit Claim Deed

Mr. Nesbitt moved and Mr. Schaefer seconded, effective September 8, 2008, to refer the issue of the Hillside Circle Quit Claim Deed to the Planning and Zoning Commission for review under Connecticut General Statutes Section 8-24.

Motion passed unanimously.

6a. Mr. Nesbitt moved and Mr. Schaefer seconded to approve the three resolutions regarding Economic Development listed as Item 7 under Communications on the agenda. (Attached)

Mr. Clouette moved to postpone discussion to the next meeting. Seconded by Mr. Schaefer the motion passed unanimously. Town Manager Matt Hart requested the issue be continued to the October 14th meeting, as he will be unable to attend the next meeting. The Council agreed to do so.

VII. DEPARTMENTAL AND COMMITTEE REPORTS

Deferred to September 22, 2008 meeting.

VIII. QUARTERLY REPORTS

Deferred to September 22, 2008 meeting

IX. REPORTS OF COUNCIL COMMITTEES

Deputy Mayor Haddad, reporting for the Personnel Committee, informed members that the Committee has received Council members' Town Manager's evaluations and will be preparing a draft report.

X. REPORTS OF COUNCIL MEMBERS

No reports

XI. TOWN MANAGER'S REPORT

Attached

Ms. Koehn submitted information on the Connecticut Solar Lease Program to the Town Manager. Staff will review.

Ms. Koehn requested a report be given at the next meeting regarding the safety measures taken at this weekend's kayak rentals at the River Park dedication.

Mr. Hart asked members if they wished to hold an informational session on the CL&P Interstate Reliability Project. A meeting will be scheduled for September 22nd at 5:30 P.M.

XII. FUTURE AGENDAS

Mr. Schaefer distributed 2 motions that he would like as future agenda items. (Motions attached)

Mr. Clouette, noting that Westport recently banned plastic bags from the town, asked the Town Manager to investigate whether or not a municipality has the authority to do so. Mr. Hart reported the issue has been referred to the Town Attorney and he will report back.

The Town Manager reviewed the items currently identified as subjects for future agendas.

XIII. PETITIONS, REQUEST AND COMMUNICATIONS

7. G. Nesbitt and M. Hart re: Resolutions to Establish Economic Development Advisory Committee and Standing Committee of the Town Council, and Related Materials
8. Celebrate Mansfield Flyer
9. Chronicle, "Center's Fees to Remain the Same" - 08/26/08
10. Chronicle, "Editorial: We Offer These Threads, Needles" - 09/02/08"
11. Chronicle, "Letter to the Editor" - 08/27/081
12. Chronicle, "Mayor, UConn President Make Neighborly Visits" - 08/28/08
13. Chronicle, "Mansfield Seniors Seek Center Improvements" - 08/29/08
14. Connecticut Council of Small Towns Town Leaders' E-Bulletin
15. Elementary & Middle School - Building Project Public Workshop
16. K. Grunwald re: Mansfield Fire Department
17. Hartford Courant, "A Hearty Mansfield Welcome" - 08/28/08
18. Hartford Courant, "Eco-Friendly Guidelines OK'd for Storrs Center Plan" - 08/19/08
19. G. Padick re: CL&P Interstate Reliability Project

20. Reminder News, "Storrs Center Project Reaches New Milestone" - 08/22/08
21. H. Spottiswoode re: Mansfield Community Center
22. Town of Mansfield Cancer Awareness Ribbon Garden

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

Motion passed unanimously

XIV. EXECUTIVE SESSION

Present: Clouette, Duffy, Haddad, Koehn, Nesbitt, Schaefer
Included: Town Manager Matt Hart, Assistant to the Town Manager Maria Capriola and Director of Finance Jeffrey Smith

Issue: Strategy and Negotiations with Respect to Collective Bargaining

Present: Clouette, Duffy, Haddad, Koehn, Nesbitt, Schaefer
Included: Town Manager Matt Hart, Assistant to the Town Manager Maria Capriola and Director of Finance Jeffrey Smith

Issue: Strategy and Negotiations with respect to Storrs Center Development, and Related Commercial and Financial Information Given in Confidence.

XV. ADJOURNMENT

Ms. Duffy moved and Mr. Nesbitt seconded to adjourn the meeting.

Motion passed unanimously

Gregory Haddad, Deputy Mayor Mary Stanton, Town Clerk



TOWN OF MANSFIELD
TOWN COUNCIL RULES OF PROCEDURE
Approved September 8, 2008

BE IT RESOLVED, that under the authority of Section C302 of the Town Charter, the Town Council of the Town of Mansfield does hereby establish its Rules of Procedure as follows. These rules are in effect for the term of office of the Council and shall be adopted at the organizational meeting. Procedural matters not covered by the Town Charter or these Rules of Procedure will be determined by the Mayor, or by the Deputy Mayor in the absence of the Mayor, in accordance with "Robert's Rules of Order, Newly Revised."

Rule 1 – Organizational Meeting

Each newly elected Council shall meet for organization at the next regular meeting of the Town Council following the municipal election. During this Organizational Meeting the Town Council shall elect, by a majority vote of all Council members, one of their number to serve as Mayor, who shall preside at Council meetings, and one of their number to serve as Deputy Mayor, who shall serve in the Mayor's temporary absence. If both are absent, the Council may designate from its membership a temporary presiding officer. At this Organizational Meeting, the Council shall also fix by Resolution the time and place of its regular meetings for the following two-year period, which meetings shall be held at least once a month as required by the Charter. The appointment of a Town Attorney may also take place at this meeting, but said appointment shall take place no later than one month after the election of the Council.

Rule 2 – Meetings

- a) All meetings shall be held in compliance with the Connecticut Freedom of Information Act, Connecticut General Statutes sections 1-200, et seq.
- b) The presence of five members of the Council is necessary for a quorum. Each Council member is asked to notify the Mayor or the Town Manager as soon as possible if the member expects to be absent
- c) Special Meetings of the Town Council may be called by the Mayor, or on the written request of at least three members of the Council, filed with the offices of the Town Manager and Town Clerk not less than 36 hours (excluding Saturday, Sunday, legal holidays and any day on which the Office of the

Town Clerk is officially closed) in advance of such meeting, which request must specify the date, time and business to be transacted at any such Special Meeting. The Town Clerk shall post a notice in the Office of the Town Clerk indicating the time, place and business to be transacted, and copies of this notice shall be served by mail or personally upon each Council member and the Town Manager or left at their usual place of abode at least twenty-four (24) hours prior thereto. The notice shall be placed on the Town's website as soon as it is practicable.

- d) Emergency Special Meetings may be called by the Mayor or the Town Manager in case of an emergency with at least two hours notice given to Council members, without complying with the posting of notice requirement, but a copy of the minutes of every such Emergency Special Meeting shall be filed with the Town Clerk not later than 72 hours following the holding of such meeting in accordance with the Freedom of Information Act, C.G.S. section 1-225 (d).
- e) Work Sessions are by definition of the Freedom of Information Act, Special Meetings of the Council. In order to preserve the informal and relaxed atmosphere that encourages exchange between members of the Town Council, town government and invited participants. Work Sessions will generally be held prior to the Regular Meeting. Work Sessions may be scheduled by the Mayor or by majority of vote of the Council. All requirements of the Freedom of Information Act that pertain to Special Meetings shall be observed for Work Sessions. Work Sessions will be held to discuss, review, research or explore topics for possible later action. No formal votes may be taken, except for a vote to go into Executive Session.
- f) Joint meetings and hearings may be held with the governing bodies of other governmental entities or agencies and such joint regular or special meetings may be held in the jurisdiction of either body.
- g) The Town Clerk is the Clerk of the Council and shall, in accordance with the Connecticut Freedom of Information Act, keep for public inspection ~~a journal~~ minutes of all its proceedings, including all roll call votes and indicating deliberations, discussions and actions which shall be the official record of Council proceedings. The journal shall be authenticated for each meeting by the signature of the Mayor or Deputy Mayor in the absence of the Mayor. Notes from the meeting indicating all actions shall be available to the public within 48 hours after the meeting and the minutes shall be available within 7 days of the meeting. Upon approval the minutes shall be posted on the web site in a timely manner.

Rule 3- Agenda of Council Meetings

- a) The Town Manager, in consultation with the Mayor, shall prepare the agenda
- b) Unless altered by a two-thirds vote of the Council, the regular order of business shall be as follows:
 - 1. Call to Order
 - 2. Roll Call
 - 3. Approval of Minutes
 - 4. Public Hearing (if scheduled)
 - 5. Opportunity For Public to Address the Council
 - 6. Town Manager's Report
 - 7. Old Business
 - 8. New Business
 - 9. Quarterly Reports
 - 10. Departmental and Committee Reports
 - 11. Reports of Council Committees
 - 12. Reports of Council Members
 - 13. Petitions, Request and Communications
 - 14. Opportunity For Public to Address the Council
 - 15. Future Agendas
 - 16. Executive Session (if scheduled)
 - 17. Adjournment
- c) Ceremonial presentations to individuals or groups that include refreshments, may be scheduled prior to the Regular Meeting time in accordance with the requirements of the Freedom of Information Act. A notice that the presentation will take place prior to the Regular Meeting will be included on the agenda for that meeting.
- d) Prior to or during the discussion on each item on the agenda the Mayor may call upon the Town Manager, designated staff or other appropriate person for the purpose of background presentation of business to be discussed. Council members may address questions to these individuals.
- e) Unless extenuating circumstances occur, the agenda and all supporting material shall be delivered to the Council not later than the Friday preceding each regular meeting of the Council.
- f) Every effort will be made to ensure that copies of the agenda, minutes and related material distributed with the packet will be made available on the Town's website no later than noon on the Friday preceding each regular meeting of the Council.
- g) Recurring Old Business items shall have an end date to be determined by the Council.

Rule 4 – Public Participation

a) Regular Meetings

The Town Council welcomes comments from the public. On the agenda of each meeting of the Town Council, two periods shall be set aside and designated as an opportunity for the public to address the Council on any issue of importance to the Town. Citizen comments may be presented orally or in writing. Each speaker will be allowed one opportunity to speak for a maximum of five minutes in each session. Any citizen so speaking shall identify him/herself by name and address, and if the speaker is speaking for a group or organization, she/he may so state. Citizen comments will be accepted as presented. Written statements presented by speakers during the public comment section shall be included in the minutes of the meeting. Council members are free to ask questions to clarify the intent of the citizens commenting. Citizens should not attempt to engage Council members, the Town Manager or Town staff in debate or line of questioning. Written statements from the public received prior to the completion of the Town Council packet will be included as a communication. Communications received after the packet has been completed will be distributed to members prior to the meeting and be included as a communication in the next packet.

b) Public Hearings

Public hearings are an opportunity for citizens to address the Town Council on a specific issue. Citizen comments may be presented orally or in writing. Written statements received by the Town Clerk prior to the public hearing will be noted on the record and distributed to Council members either in the packet or that evening. Both these letters and written statements presented by speakers during the public hearing shall become part of the minutes. All citizens so speaking shall identify him/herself by name and address, and if the speaker is speaking for a group or organization, she/he may so state.

c) Work Sessions

Work Sessions are an opportunity for the Council, Town Government and invited participants to discuss issues. An opportunity for public comment, other than invited participants, may be set-aside at the beginning of the Work Session to hear from citizens who have comments pertaining to the issue at hand.

Rule 5 – Conduct

All meeting participants including Councilors, citizens and staff should not discuss personalities and will not be permitted to impugn the motive, character or integrity of any individual. All participants should address their remarks to the Mayor and maintain a courteous tone. These rules of conduct shall apply to all written correspondence.

Rule 6- Introduction and Public Hearing of Ordinances

- a) Section C307 of the Charter of the Town of Mansfield provides that “All ordinances introduced by a member of the Council shall be in written form and shall be limited to one subject, which shall be clearly stated in the title.” A copy of the ordinance shall be filed with the Town Clerk who shall follow the procedures for copying, distribution and notice of the proposed ordinance set forth in Town Charter section C307.
- b) Section C308 of the Town Charter requires that the Town Council shall hold at least one public hearing before any ordinance shall be passed. If the ordinance is on the Council’s agenda for possible action, the Council may choose to vote on the proposed ordinance right after the public hearing is held. The Council may also hold more than one public hearing on a proposed ordinance prior to taking final action.
- c) Prior to the Town Council scheduling a public hearing regarding a proposed ordinance, the Town Manager shall present a written fiscal impact analysis to the Council.

Rule 7- Motions

- a) When a motion is made and seconded it shall be stated by the Mayor or the Town Clerk, if requested. If the motion is made in writing, it shall be read aloud prior to being debated. The motion so made and seconded will be in possession of the Council and subject to amendments or withdrawal.
- b) Motions shall be reduced to writing when requested by the Mayor or by a majority of the whole Council.
- c) When a motion is under debate, no further motion shall be received except to adjourn, to recess, to table, for the previous question, to limit or extend debate, to postpone to time certain, to refer to committee, to amend or to postpone indefinitely, which motions shall have precedence in the order indicated.
- d) Motions to adjourn, to lay upon the table and for the previous question shall be decided without debate.
- e) Motions to postpone to a definite time and to close debate at a specific time shall be decided without debate, except with respect to the time fixed, which shall be subject to amendment altering the time.

- f) Motions to refer, to postpone indefinitely or to amend shall be debatable, but only with respect to such a referral, postponement or amendment, and not with respect to the subject matter of the main motion.
- g) Any amendment must be germane to the motion.
- h) Motions to table, to postpone to time certain or to postpone indefinitely, once having been decided, shall not be reconsidered at the same meeting, whereas a motion to refer a matter to a committee can be reconsidered only at the meeting of the vote. Any other motion can be reconsidered only at the same or next succeeding meeting of the Council.
- i) Any motion to reconsider shall be in order only upon motion by a member participating in the prevailing vote of the original motion, and there shall be no reconsideration of the vote upon motion to adjourn, for the previous question or to reconsider.
- j) Any motion under debate, which consists of two or more independent propositions, may be divided by a majority vote of the whole Council.

Rule 8 - Debate

- a) During discussion or debate, no Councilor shall speak unless recognized by the Mayor.
- b) Councilors shall confine their remarks in debate to the pending question.
- c) Any Councilor who knows in advance of a meeting that he /she wishes to obtain certain data or have a question answered, or wishes specific figures or expenditures, or the like, should, insofar as possible, inform the Town Manager in writing of the nature and details of the inquiry, so that the Town Manager will have the opportunity to have the answer available at such meeting.
- d) Any member who realizes or anticipates that he/she has or will have a conflict of interest with respect to a matter before the Council for consideration should announce his or her intention to abstain from voting on the matter as soon as the conflict becomes apparent, and should thereafter refrain from further discussion of or involvement in the matter.

Rule 9 – Standing Committees

- a) There shall be the following standing committees of the Council
 - Committee on Committees

- Finance Committee
 - Personnel Committee
- b) The Council may create or dissolve committees of the Council by resolution.
- c) The Mayor shall appoint members of the Council to such committees and shall designate the chair of each. The Mayor may announce any adjustments in membership or chairmanship at a regular Council meeting with such changes to be effective at the next regular committee meeting.
- d) All Councilors shall be ex-officio members of the committees to which they are not assigned, but do not have the authority to make motions or to vote.

Rule 10 – Council Office Hours

One half hour prior to the second Council meeting of the month Council members will be available to hear from the public on any issue. Councilors shall participate in the office hours on a rotating basis.

Rule 11 – Executive Session

Executive Sessions will be limited to those subjects allowed pursuant to the Freedom of Information Act. The reasons for such a session and persons to attend shall be publicly stated. A two-thirds vote of the members of the Council present and voting shall be necessary in order to go into Executive Session.

A Resolution to Establish an Economic Development Advisory Committee

Findings and Purpose:

In 1962, A Municipal Development and Industrial Commission was established by ordinance. In 1973, this ordinance was repealed and replaced by an ordinance establishing an Economic Development Commission (Chapter, 17, Mansfield Town Code). The Commission subsequently became inactive and was reactivated by the Mansfield Selectman in June, 1981. Following a few years, it again became inactive and has remained so to the present.

The preamble to The Revised Town Charter states the wish "to provide for local government that is responsive to the will and values of the residents of our town and strongly affirms resident participation". The participants in the 2020 Strategic Plan development strongly reaffirmed the desire and value of resident participation in the planning and implementation processes. The 2020 Strategic Plan for the Town of Mansfield identified Economic Sustainability and regional cooperation for economic development issues and implementation as major priorities

During the past 10 years there has been several major economic development issues confronting Mansfield including sewer and water availability, downtown and 4-corners development. The completion of the 2006 Plan for Conservation and Development outlined the long-term goals for economic development in Mansfield. The Town Council has authorized and the Administrative Staff have implemented several studies. The Mansfield Downtown Partnership has made substantial progress with the Storrs Center project. The recently completed 2020 Strategic Plan establishes sustainable economic development as a major priority for Mansfield. Economic sustainability, as discussed in the Strategic Plan, encompasses many different areas including sewer and water, infrastructure, planning and development, support for Mansfield businesses, and Storrs Center development

The Economic development interests of the Town of Mansfield are represented by Administrative Staff as members of the University of Connecticut Water Advisory Committee, Windham Regional Council of Governments and Mansfield Business and Professional Association (MBPA). The Mansfield Downtown Partnership is represented by Administrative Staff, Council Members and citizens. As identified in the Strategic plan, there is a lack of structure at the advisory and policy making levels of town government that focuses on comprehensive economic policies and programs. Since the inactivation of the Economic Development Commission, there has been limited opportunities for the residents and businesses to active participate in the discussions of many economic development issues.

Many of the sustainable economic development issues require policy decisions at the Town Council level. Economic development policies and initiatives impact many interests of the residents of Mansfield including taxes, quality of life, economic prosperity, transportation, infrastructure, and sewer and water availability. There is a current and future need for the Mansfield residents to actively participate in the discussions with the Town Council and Administrative Staff, and other policy makers whom impact the economic sustainability in Mansfield. An Economic Development Advisory Committee will provide a formal structure for the receipt and processing of

valuable information and will formulate recommendations from the public perspective on which the Council Economic and Community Development Committee can formulate policies and initiatives concerning economic sustainability that are in the best interests of the residents of Mansfield.

Therefore, be it resolved that:

1. Pursuant to Chapter A192 of the Mansfield Town Code the Town Council shall establish an Economic Development Advisory Committee.
2. The membership of the Economic Advisory Committee shall consist of seven (7) members of the public, none of whom shall be serving as elected officials of the Town or Town employees. The Town Council shall make the appointments.
3. The term of office shall be for three (3) years, except that two (2) shall serve one (1) year from their date of appointment, two (2) for to (2) years from their date of appointment and three (3) for three (3) years from their date of appointment.
4. The Town Council may appoint Town employees as ex-officio non-voting members of the committee.
5. The responsibilities of the Economic Development Advisory Committee shall include but not be limited to:
 - A. Make recommendations to the Town Council concerning general and/or specific sustainable economic policies and initiatives.
 - B. Monitor and help evaluate economic development policies and initiatives.
 - C. Help identify and coordinate activities of local, regional and state organizations whose activities may impact or compliment the economic development activities of the Town of Mansfield.
 - D. Perform any other duties as requested by the Town Council or Administrative Staff.

**“A Resolution to Establish an Standing Economic and Community Development
Council Committee of the Mansfield Town Council”**

Findings and Purpose:

The 2020 Strategic Plan for the Town of Mansfield identified Economic Sustainability as a major priority. Economic sustainability, as discussed in the Strategic Plan, encompasses several interrelated areas including sewer and water, infrastructure, planning and development, support for Mansfield business, and Storrs Center development and low-income and senior housing. A lack of structure at the advisory and policy making levels of town government to focus on comprehensive economic policies and programs was identified as major constraint to developing and implementing sustainable economic development programs for Mansfield.

Regional cooperation for economic development and implementation was another priority identified in the 2020 Strategic Plan. WINCOG has embarked on a regional planning initiative that will require interaction with the Mansfield economic development interests. The 2006 Plan for Conservation and Development outlines the long-term goals for economic development in Mansfield.

The Strategic Plan identified several obstacles related to Mansfield’s sewer and water resources. These include a dependency on sewer and water systems owned and managed by UCONN, Windham Water Works and the Town of Windham and budgetary constraints with respect to potential infrastructure improvements. Several studies concerning sewer and water availability and usage have been completed or are underway. At a recent forum, a University of Connecticut representative expressed the continued goal of supporting and partnering with Mansfield to diminish their role in fulfilling the water and sewage needs of Mansfield. The 4-Corners Sewer Study has identified several policy-related issues that the Council must address. The town actively seeks and administers grants for housing rehabilitation for the senior and lower income housing. The Council will continue to make policy decisions in the immediate, medium and long term that are directly related to economic sustainability initiatives including the Storrs Center project, 4- Corners and Kings Hill development and community development.

The Economic development interests of the Town of Mansfield are represented by Administrative Staff as members of the University of Connecticut Water Advisory Committee, Windham Regional Council of Governments and Mansfield Business & Professional Association (MBPA). The Mansfield Downtown Partnership is represented by both Administrative Staff and Council Members. All policy issues related to economic development issues are currently discussed by the Council as a whole, with most information and suggested actions being initiated and supporting data provided by the administrative staff.

Many of the sustainable economic development issues require policy decisions at the Town Council level. There is an immediate and on-going need for the Council to actively participate in the discussions with administrative staff, residents, local and regional businesses, University of Connecticut, state legislators, regional organizations and other policy makers whom impact the economic sustainability in Mansfield and surrounding region.

A standing Economic and Community Development Committee of the Town Council will provide the needed focus, continuity and broader participation in the discussions that will lead to development of policies by the Council as whole in the various facets related to economic sustainability in Mansfield. It will provide a forum to discuss, evaluate and seek diverse input into the multiple factors needed to formulate recommendations for the Council as a Whole.

Therefore, be it resolved that:

1. Pursuant to Chapter A192 of the Mansfield Town Code the Town Council shall establish a Standing Economic and Community Development Committee of the Mansfield Town Council.
2. The membership of the Standing Economic Development Committee shall consist of three (3) Councilors appointed by the Mayor.
3. The responsibilities of the Standing Economic Development Committee shall include but not be limited
 - a. To recommend public polices concerning sustainable economic development to the Town Council. The committee may make recommendations for the necessary revision or revisions of any existing Ordinance or Ordinances and to draw up any proposed Ordinance(s) or Resolutions the Committee may deem necessary for Council as a Whole to consider.
 - b. To research and analyze economic development issues including water, sewer, implementation of Mansfield Plan for Conservation and Development and 2020 Strategic Plan recommendations and support for Mansfield businesses.
 - c. To help facilitate Community input concerning economic development policies and initiatives.
 - d. To help coordinate discussions with interested entities that directly or indirectly influence Mansfield Economic Development. These entities may include Council Advisory Committees, Mansfield Commissions, local, regional and state agencies, state legislature, the University of Connecticut and local and regional businesses.
 - e. To help coordinate discussions with interested entities that directly or indirectly influence the structural maintenance of low income and senior housing in Mansfield.
 - e. To monitor and help evaluate local and regional economic and community development programs, initiatives and policies in cooperation with Administrative Staff, Advisory Committees and regional agencies.

**Town of Mansfield
Code of Ordinances**

“Ordinance to repeal Economic Development Commission”

Background:

An opinion of the Town Attorney published April 28, 2008 indicated that an ordinance to repeal the current ordinance authorizing the formation of the Economic Development Commission was needed.

Section 1. Title.

This chapter shall be known and may be cited as “the ordinance to repeal the Economic Development Commission.

Section 2. Legislative Authority.

This chapter is enacted pursuant to the provisions of C.T.S. Section 7-148, e seq., as amended.

Section 3. Findings and Purpose.

The Economic Development Commission was established by Ordinance, September 24, 1973 a set forth in Chapter 17 of the Code of the Town of Mansfield. The Commission has been inactive for many years.

Section 4. Repealer

The Ordinance enacted on September 24, 1973, creating an Economic Development Commission and set forth in Chapter 17 of the Code of the Town of Mansfield, is hereby repealed.

I move

1) that those appropriate write an accessible, plain-language explanation of the accounting system and what it reveals separately, about the Town-sponsored and the membership-sponsored aspects of the Mansfield Community Center;

2) and that the Town explore the expansion of these low-income programs to a broader range of residents, include ^{ing} senior citizens on fixed incomes.

These will of course come back to the Town Council.

[Note: I base these motions on those of Mr. Jay Rueckl]

-Carl Schaefer
Sept. 8/08

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: September 8, 2008
Re: Town Manager's Report

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

- *Tropical Storm Hanna* – Tropical Storm Hanna had little impact on Mansfield. In total, Hanna delivered almost six inches of rain and some gusty wind over the weekend. The wind resulted in one tree down in the Conantville neighborhood, and flooding of Thornbush Road. The flooding has receded and DPW removed the tree on Saturday. DPW reports that all roads are open and passable. At this point, we have not received any reports of damage to structures (dwellings, roads, bridges, or buildings) and there are no known power outages.
- *Fuel assistance* – Applications are currently being accepted for the Connecticut Energy Assistance Program by the Access Agency at 1315 Main Street, Willimantic. This program provides funding assistance to households for all primary heat sources including oil, natural gas, kerosene, propane, wood, electricity and coal. Eligibility and the level of funding provided are based on income, the number of persons living in the household, and the liquid assets of the applicant. Anyone who thinks they may be eligible should apply, as a number of factors determine eligibility. Although benefit levels have not been determined for this year, last year's benefits ranged from \$300 to \$675 per household, with the possibility of additional emergency assistance. The first day that the program will pay for a fuel delivery is November 1st. Individuals who are interested in applying should contact the Access Agency at 450-7423 to schedule an appointment. Special arrangements can be made to process applications for individuals who are homebound.
- *School Building Committee Workshop* – The Town of Mansfield School Building Committee invites you to participate in a community workshop regarding the development of a building plan for the Mansfield Public Schools. The workshop will be held on **Wednesday, September 17, 2008** in the cafeteria at the Mansfield Middle School from 7:00 to 8:30 p.m. The School Building Committee has selected The Lawrence Associates and DRA Architects (TLA/ DRA) to develop the building plan. TLA/ DRA has already met with school staff to conduct programming and building evaluations prior to a series of community workshops last spring. This workshop will focus on presenting a series of options for consideration by the community. We are seeking your attendance and participation. You are invited to join us, along with your thoughts, ideas and suggestions. Children age three and above are welcome. Age-appropriate activities will be provided. Current or former elementary students are encouraged to attend and participate. The workshop is open to everyone.
- *Know Your Town Fair* – The 22nd Annual Know Your Towns Fair was held on Saturday, September 6 from 10am-1pm at the Mansfield Community Center. Organized by the League of Women Voters with the support of Parks & Recreation Department staff, over 70 local organizations presented their service information to all who attended. The event was very successful with nearly a thousand people attending.

- *River Park Dedication* – Mansfield Parks and Recreation and the Parks Advisory Committee will officially dedicate River Park on Saturday, September 13, 2008 at River Park on Plains Road. Join us from 2:00 – 4:00 pm for free trials of Mansfield's new kayak rental program – made possible by a grant from Eastern Highlands Health District through a Healthy Eating Active Living (HEAL) program sponsored by the Connecticut Department of Public Health. At 4:00 pm River Park will be officially dedicated!
- *Fireworks in the Park* – Bring some food and bring some friends to the Mansfield Hollow State Park on Saturday, September 13, 2008! Sponsored by the Town of Mansfield, this annual event is fun for the whole family. Live music by The Macha Brothers and Bruce John and the Eagleville Band will begin at 6:00 pm. Local residents are invited to bring a picnic and enjoy the performances. Food concessions will be available. The Fireworks will begin at approximately 8:15 pm.
- *Festival on the Green* – The Mansfield Downtown Partnership invites you to the Fifth Annual *Festival on the Green* at the Storrs Center Commercial Plazas! Following the Celebrate Mansfield Parade at 12:00 p.m., the fun begins with the Kidsville Kuckoo Revue. Other musical performances will include the Senior Choir, the Chordials, Aztec Two-Step, and the Mohegan Sun All-Stars. There will be a variety of activities for everyone, including a Juried Art Show, pie-eating contest, and pony rides. Local food vendors will be on hand to tempt you with everything from American to Mediterranean to Thai cuisines.
- *Festival on the Green Road Closure and Parking* – Storrs Road/Route 195 in Mansfield will be closed from its intersection with Route 275 (S. Eagleville Road) to Dog Lane in front of the Jao Praya Thai Cuisine restaurant from 11:45 AM to 12:30 PM on Sunday, September 14 for the Fifth Annual *Festival on the Green* Parade. Dog Lane can be accessed off of Route 195 through to the UConn Bishop Center and behind the Shippee and Buckley dormitories. The public is requested to seek alternate routes during this time. Beginning at 12 PM, parking for the *Festival on the Green* will be available in the Town Hall parking lot (S. Eagleville entrance only), Center for Hellenic Studies Paideia (Greek Center), and the UConn Bishop Center. Parking will also be available in the E.O. Smith High School parking lots, the Town Hall parking lot (Storrs Road entrance), Mansfield-Storrs Post Office, and E.O. Smith High School athletic fields parking lot, beginning at 12:30 PM, at the conclusion of the Parade.
- *Ribbon Cutting Ceremony* – You are cordially invited to attend a Ribbon Cutting Ceremony for the Depot Campus School at 85 Depot Road, Mansfield Depot. The ceremony has been scheduled to take place on Tuesday, September 16, 2008 at 10:00 a.m. Students will be providing tours of the new building immediately following the ceremony. We hope you will join us for the special event. For more information, please call the superintendent's office at 487-1862.
- *Moss Sanctuary Site Meeting* – The Town Council is invited to a site walk of Moss Sanctuary with the Open Space Preservation Committee on September 10th at 5:00 p.m. The group will meet in the Mansfield Community Center lobby and walk over to the site.
- *WINCOG Regional Economic Development Program* – the WINCOG board met last Friday, September 5th, and we authorized our Executive Director to prepare a contract with AKRF, the firm we will retain to prepare a regional economic development plan and program to serve our communities. AKRF has an office in Windham, and we are pleased to retain a local firm with national expertise. Once onboard, AKRF will be conducting meetings with the WINCOG member towns as part of its work. I will keep you posted regarding the status of this initiative.

Upcoming meetings:

- Youth Service Bureau Advisory Board, September 9, 2008, 11:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Town/University Relations Committee, September 9, 2008, 4:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Historic District Commission, September 9, 2008, 8:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Personnel Committee, September 10, 2008, 6:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Zoning Board of Appeals, September 10, 2008, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Mansfield Board of Education, September 11, 2008, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building
- Committee on Committees, September 15, 2008, 6:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Communications Advisory Committee, September 15, 2008, 7:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- IWA/PZC Meeting, September 15, 2008, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Open Space Preservation Committee, September 16, 2008, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, September 17, 2008, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, September 22, 2008, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building



Item #2

**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager
Date: September 22, 2008
Re: Community Water and Wastewater Issues

Subject Matter/Background

The University of Connecticut Water and Wastewater Policy Advisory Committee will meet at 5:30 PM on Thursday, September 18, 2008. The agenda and related materials are attached. I do wish to point out that the *Status of Pending System Connection Requests* item on the advisory committee's agenda pertains to a wastewater connection, and not a water service connection. At its next meeting in December, the advisory committee will be asked to consider this request.

Staff will be available at Monday's Council meeting to answer any questions you might have concerning water and wastewater issues.

Attachments

- 1) University of Connecticut Water and Wastewater Policy Advisory Committee Meeting and Agenda Packet for September 18, 2008

AGENDA

Meeting of the UNIVERSITY OF CONNECTICUT WATER AND WASTEWATER POLICY ADVISORY COMMITTEE

September 18, 2008 – 5:30 p.m.
University of Connecticut
Bishop Center, Room 3A/B

	Attachment
1) Opportunity for Public Comment	
2) Approval March 20 & June 19 Meeting Summaries	1 & 2
3) Willimantic River Study Progress Report David Murphy, Milone & MacBroom	
4) Water Production Update	3
5) Water System Planning: Next Steps	4
6) Water/Wastewater Capital Projects Update	
7) Resignation – Dan Mullins	5
8) Status of Pending System Connection Requests a. Ponde Place	
9) 2008-09 Meeting Schedule	6
10) Other Business	

Please note: Milone and MacBroom's David Murphy will attend Thursday's meeting to provide a progress report on the Willimantic River study. This will be the second of three opportunities for members of the Committee and the public to provide comments and questions during the course of the study.

DRAFT

University of Connecticut Water & Wastewater Systems Policy
Advisory Group

Meeting Notes/Summary

March 20, 2008
Room 7A/B, Bishop Center
University of Connecticut

The meeting was convened at 5:30 PM.

Members in attendance: M. Hart; G. Padick; R. Miller; L. Teal

Staff in attendance: T. Callahan, T. Tussing, P. Pezanko, L. Hultgren

Opportunity for Public Comment

No comments were offered.

Willimantic River Study

Mr. Callahan provided a report on progress made in identifying a consultant to conduct the study. The University received six proposals; four firms were short-listed and interviewed and a finalist identified. The University expects to wrap up negotiations in the next few weeks. The agreement scope includes establishing a Technical Advisory Group comprised of representatives of state regulatory agencies, the Town of Mansfield, river protection interests, the USGS and the University's Institute for Water Resources. Three public information/dialogue sessions are also included and timed to coincide with the meetings of the Water & Water Systems Policy Advisory Group.

System Connection Requests

The Committee reviewed a memo prepared by Mr. Callahan and supplemental materials prepared by ING Properties pertaining to ING's proposal to connect new units to the University's wastewater system. The recommendation was tabled at January 10, 2008 meeting after a presentation by ING's engineers in order for the Committee to receive additional information about the project. ING's representatives were present to address the Committee's questions regarding the potential impacts the proposed connection might have on groundwater recharge for Knollwood's existing and proposed groundwater wells. After the presentation and discussion, Mr. Miller moved and Mr. Padick seconded

that the Committee approved the recommendation as outlined in Mr. Callahan's recommendation. The motion was unanimously adopted.

WMI Water Conservation Study

Mr. Callahan reviewed the highlights of the executive summary of the recently completed WMI study. He indicated that the University intended to review the report's recommendations carefully to confirm WMI's cost and water savings estimates. The University is already pursuing the water reclamation recommendation.

NEWUS and Milone & MacBroom System Assessments Update

Mr. Callahan reported that the final reports were nearing completion. He indicated that briefings on the final results would begin in April for the University's administration and Trustees, state regulatory authorities and town representatives.

Subcommittee Report: User Representative Search

No progress to report

Adjournment

The meeting was adjourned at 7:00 PM. The Committee's next meeting will be held on June 19th at the Bishop Center.

DRAFT

University of Connecticut Water & Wastewater Systems Policy
Advisory Group

Meeting Notes/Summary

June 19, 2008
Room 146, Bishop Center
University of Connecticut

The meeting was convened at 5:30 PM.

Members in attendance: E. Roberts, L. Teal, J. Bradley, R. Miller, M. Hart, G. Padick

Staff in attendance: T. Callahan, T. Tussing, P. Pezanko, L. Hultgren

Opportunity for Public Comment

Several comments were offered, including:

- Recommendation that the University interconnect with Connecticut Water to supplement its water supply system (Kessel)
- Several recommendations regarding the conduct of the Willimantic River study, including the submission of written comments by the Willimantic River Alliance (Reich; Wetherall)
- Miscellaneous comments regarding regulatory status of the University's water supply planning and water production/consumption trends. (Koehn; Morse)

Willimantic River Study

David Murphy of Milone & MacBroom outlined the proposed scope of study, focusing on study transects and their characteristics; proposed streamflow measurements; pump tests; indicator species and physical habitat modeling matters. Mr. Murphy responded to several questions, issues and concerns raised by members of the public.

NEWUS and Milone & MacBroom System Assessment Update

Mr. Callahan briefed the Committee regarding the key issues identified in the recent follow up analysis of water supply issues completed by Connecticut Water and Milone and MacBroom. The University's strategy to meet immediate and intermediate water supply needs is to emphasize aggressive water conservation measures; plan, design and build a reclaimed water facility; and, identify sources

of additional supply either through additional groundwater wells or interconnection with another water supply system.

DEP/DPH Letter

Mr. Callahan distributed a letter co-signed by CTDEP Commissioner Gina McCarthy and CTDPH Commissioner Robert Galvin, commending the University for its efforts to meet its water supply obligations while being protective of public health and the environment. The Commissioners characterized as “exemplary” the University’s efforts to meet these commitments to date and urged the University to continue aggressive conservation measures, be judicious when considering future commitments and evaluate long-term options for additional sources of water.

Adjournment

The meeting was adjourned at 7:00 PM. The Committee’s next meeting will be held in September at the Bishop Center.

UConn PRODUCTION
ALL PRODUCTION FIGURES IN THOUSANDS OF GALLONS

2005 PRODUCTION													
	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>Total</u>
TOTAL	43,326	46,521	46,840	49,818	38,002	40,162	42,352	51,009	58,351	48,269	38,764	38,937	542,351
AVG. DAY	1397.6	1661.4	1510.9	1660.6	1225.8	1333.7	1366.1	1645.4	1945.0	1557.0	1292.1	1256.0	1,485.89

2006 PRODUCTION													
	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>Total</u>
TOTAL	36,977	42,961	44,276	45,681	33,492	32,432	42,516	45,066	49,683	49,185	41,928	33,656	497,853
AVG. DAY	1192.8	1534.3	1428.3	1522.7	1080.4	1081.1	1371.5	1453.8	1656.1	1586.6	1397.6	1085.7	1,363.98

2007 PRODUCTION													
	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>Total</u>
TOTAL	37,536	42,896	40,206	44,374	33,243	33,955	37,358	40,340	46,694	45,348	36,600	31,987	470,537
AVG. DAY	1210.8	1532.0	1297.0	1479.2	1072.3	1095.3	1205.0	1301.3	1556.4	1462.0	1220.0	1031.8	1,289.14

2008 PRODUCTION													
	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>Total</u>
TOTAL	35,264	46,226	38,774	43,226	30,679	32,607	35,999	36,304					299,079
AVG. DAY	1137.5	1594.0	1250.0	1440.8	989.6	1086.9	1161.2	1171.0					1,225.73

peak months

trough months

shoulder months

DRAFT (9-08-08)

PROPOSED SCOPE OF WORK RELATED TO STRATEGIC PLANNING FOR UCONN WATER SUPPLY SYSTEM

Background

The University of Connecticut owns and operates two interconnected public water supply systems in Storrs that serve approximately 27,000 people. Water supply operations are ancillary to the University's teaching, research and outreach mission. The University's role in area water supply evolved in the absence of the development of a private or public water supply provider capable of providing service to the University and the Storrs area.

Water is supplied from two groundwater wellfields located adjacent to the Willimantic and Fenton Rivers with combined diversion registrations of 3.15 million gallons per day. Currently, average daily demand is approximately 1.3 million gallons per day. University uses account for 85% of daily demand. The remaining 15% is consumed by approximately 100 institutional, municipal, commercial and residential users connected to the system.

The University's water supply system is regulated by the Connecticut Departments of Public Health and Environmental Protection. The University's Board of Trustees is the system's governing authority for operations, rules and regulations and rates.

The system's wells, treatment, transmission, storage and distribution infrastructure has been constructed over a period of approximately 80 years. The University operates three water treatment facilities for pH adjustment and chlorination. Water is pumped and stored in seven storage tanks. A detailed inventory of pipe materials, age and condition has not been well documented, given the age and history of the system. Connecticut Water Company operates, manages and maintains the system pursuant to a contract with the University.

In 2007, the University completed a master plan of its water and wastewater systems pursuant to a consent order with the CTDPH. With the Department's consent, the Master Plan, prepared by Milone & MacBroom and Tighe & Bond, was co-commissioned by the Town of Mansfield and also evaluated the University's wastewater system. The master plan assessed the extent and condition of infrastructure owned and operated by the University; evaluated the capacity of the systems to meet current and future water supply demands; estimated the financial value of system assets owned by the University; assessed other potential management and ownership options; and offered recommendations related to the future management and operation of the system. At the request of the University, Milone & MacBroom completed additional analysis of the system capacity to meet current and future demands in the spring of 2008.

Since 2002, the Town of Mansfield and the University have worked together closely to address the future water supply system needs of the Storrs area.

Proposed Scope

The University is seeking to retain counsel to advise its administration and Board of Trustees with regard to alternatives to continuing its current role as owner and operator of the water supply system.

Strategically, the University objectives are to:

- Diminish its role in owning, operating, maintaining and financing the water supply system.
- Diminish its role in providing water for current and future non-University users
- Ensure access to additional water supply to support its current operations and projected future growth and development.
- Participate fully in shaping the current and future strategic direction of regional water supply matters
- Collaborate with the Town of Mansfield, state regulators and other interested parties to craft and execute a pragmatic plan to achieve these objectives within 18-24 months.

Preferred Qualifications

- Demonstrated experience in representing Connecticut public or private water supply systems for comparable strategic assessments.
- Demonstrated experience in assessing, crafting and executing a comprehensive legal strategy capable of accounting for the myriad of regulatory, environmental, financial and operational considerations associated with such an endeavor.
- Familiarity with the University's governing statutes and the municipal and regional area in which its Storrs campus is located.

Savino, Melanie

From: dmullins1960@charter.net
Sent: Sunday, June 29, 2008 7:22 AM
To: Callahan, Thomas
Subject: RE: Water/Wastewater Advisory Committee Mtg. - 6/19/08 @ 5:30 p.m.

Tom,

Again...I apologize. I just have too much going on and work evenings until 7:00pm most of the time.

I'll be thinking about a replacement and will notify you about any possible candidates.

Keep up the good work.

Dan

----- "Callahan wrote:

> Dan:

>
> Sorry for the very delayed response... I've simply been swamped.

> We accept your resignation -- regretfully. And, no formal letter of resignation is required.

> Wondered if you might have any suggestions for potential candidates to fill your shoes?

> Stay in touch.

> Tom

> From: dmullins1960@charter.net [mailto:dmullins1960@charter.net]
> Sent: Fri 6/20/2008 6:13 AM
> To: Callahan, Thomas
> Subject: Re: Water/Wastewater Advisory Committee Mtg. - 6/19/08 @ 5:30 p.m.

> Tom,

> I apologize for not contacting you prior to last evening's meeting, which I had meant to do. Due to my present circumstances I am unable to continue on the Water & Wastewater Advisory Committee and must step down. If you require a formal letter of resignation, let me know and I will provide one.

> Thank you for the opportunity.

> Sincerely, Dan

> ----- "Callahan wrote:

> > Please find attached the materials for Thursday's Water and
> > Wastewater Policy Advisory Group meeting. The primary focus of our
> > meeting will be a presentation by Milone and MacBroom regarding the
> > scope and schedule for the Willimantic River study and to provide an
> > opportunity for the committee and the public to provide input at the outset.

> > Please be in touch should you have any questions or concerns in the
> > meantime.

> > Thomas Q. Callahan
> > Associate Vice President
> > Administration and Operation Services
> > 352 Mansfield Road Unit 2014

> > Storrs, CT 06269-2014

> >

> >

> >

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**WATER AND WASTEWATER ADVISORY COMMITTEE
MEETING SCHEDULE FOR 2008-2009**

DATE/TIME:	LOCATION:
September 18, 2008 – 5:30 – 7:00 p.m.	Bishop Center, Rm 3a/b
December 18, 2008 – 5:30 – 7:00 p.m.	tbd
March 19, 2008 – 5:30 – 7:00 p.m.	tbd
June 18, 2008 – 5:30 – 7:00 p.m.	tbd



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager
Date: September 22, 2008
Re: Proposal to Establish a Standing Economic and Community Development Committee of the Town Council and an Economic Development Advisory Committee; Proposed Ordinance to Repeal Economic Development Commission

Background/Subject Matter

Attached please find proposed resolutions from Council member Nesbitt to establish a standing Economic and Community Development Committee of the Town Council and an Economic Development Advisory Committee, as well as a proposed ordinance to repeal the existing Economic Development Commission.

From my perspective, the question of whether to establish the proposed new committees is a policy matter. In its deliberations, I would encourage the Council to be mindful of staffing and other resources, and administrative matters such as committee assignments. I would also recommend *Mansfield 2020: A Unified Vision*, as a potential resource for the Town Council when discussing this item. The strategic plan has an entire section devoted to sustainability initiatives, including a number of action steps related to economic development. I am keenly interested in this topic and am certainly available to assist the Council in its review of the proposal. However, as a reminder, I will be away most of next week and will not be available for Monday's meeting.

Legal Review

I have consulted with the Town Attorney regarding the proposed ordinance designed to repeal the Economic Development Commission. If the Town Council does wish to repeal the existing ordinance, he does not see the need for a full text ordinance along the lines of what has been proposed. As an alternative, Attorney O'Brien recommends that the Town Council merely move and vote that "The Ordinance enacted on September 24, 1973, creating an Economic Development Commission, which is set forth in Chapter 17 of the Code of the Town of Mansfield, is hereby repealed." Also, per Charter section C308, the Town Attorney does not believe that a public hearing is required to repeal an ordinance, but the Council could certainly conduct a hearing if desired.

Attachments

- 1) Resolution to Establish a Standing Economic and Community Development Committee of the Mansfield Town Council
- 2) Resolution to Establish an Economic Development Advisory Committee
- 3) Ordinance to Repeal Economic Development Commission

“A Resolution to Establish a Standing Economic and Community Development Council Committee of the Mansfield Town Council”

Findings and Purpose:

The 2020 Strategic Plan for the Town of Mansfield identified Economic Sustainability as a major priority. Economic sustainability, as discussed in the Strategic Plan, encompasses several interrelated areas including sewer and water, infrastructure, planning and development, support for Mansfield business, and Storrs Center development and low-income and senior housing. A lack of structure at the advisory and policy making levels of town government to focus on comprehensive economic policies and programs was identified as a major constraint to developing and implementing sustainable economic development programs for Mansfield.

Regional cooperation for economic development and implementation was another priority identified in the 2020 Strategic Plan. WINCOG has embarked on a regional planning initiative that will require interaction with the Mansfield economic development interests. The 2006 Plan for Conservation and Development outlines the long-term goals for economic development in Mansfield.

The Strategic Plan identified several obstacles related to Mansfield's sewer and water resources. These include a dependency on sewer and water systems owned and managed by UCONN, Windham Water Works and the Town of Windham and budgetary constraints with respect to potential infrastructure improvements. Several studies concerning sewer and water availability and usage have been completed or are underway. At a recent forum, a University of Connecticut representative expressed the continued goal of supporting and partnering with Mansfield to diminish their role in fulfilling the water and sewage needs of Mansfield. The 4-Corners Sewer Study has identified several policy-related issues that the Council must address. The town actively seeks and administers grants for housing rehabilitation for the senior and lower income housing. The Council will continue to make policy decisions in the immediate, medium and long term that are directly related to economic sustainability initiatives including the Storrs Center project, 4- Corners and Kings Hill development and community development.

The Economic development interests of the Town of Mansfield are represented by Administrative Staff as members of the University of Connecticut Water Advisory Committee, Windham Regional Council of Governments and Mansfield Business & Professional Association (MBPA). The Mansfield Downtown Partnership is represented by both Administrative Staff and Council Members. All policy issues related to economic development issues are currently discussed by the Council as a whole, with most information and suggested actions being initiated and supporting data provided by the administrative staff.

Many of the sustainable economic development issues require policy decisions at the Town Council level. There is an immediate and on-going need for the Council to actively participate in the discussions with administrative staff, residents, local and regional businesses, University of Connecticut, state legislators, regional organizations and other policy makers whom impact the economic sustainability in Mansfield and surrounding region.

A standing Economic and Community Development Committee of the Town Council will provide the needed focus, continuity and broader participation in the discussions that will lead to development of policies by the Council as whole in the various facets related to economic sustainability in Mansfield. It will provide a forum to discuss, evaluate and seek diverse input into the multiple factors needed to formulate recommendations for the Council as a Whole.

Therefore, be it resolved that:

1. Pursuant to Chapter A192 of the Mansfield Town Code the Town Council shall establish a Standing Economic and Community Development Committee of the Mansfield Town Council.
2. The membership of the Standing Economic Development Committee shall consist of three (3) Councilors appointed by the Mayor.
3. The responsibilities of the Standing Economic Development Committee shall include but not be limited
 - a. To recommend public polices concerning sustainable economic development to the Town Council. The committee may make recommendations for the necessary revision or revisions of any existing Ordinance or Ordinances and to draw up any proposed Ordinance(s) or Resolutions the Committee may deem necessary for Council as a Whole to consider.
 - b. To research and analyze economic development issues including water, sewer, implementation of Mansfield Plan for Conservation and Development and 2020 Strategic Plan recommendations and support for Mansfield businesses.
 - c. To help facilitate Community input concerning economic development policies and initiatives.
 - d. To help coordinate discussions with interested entities that directly or indirectly influence Mansfield Economic Development. These entities may include Council Advisory Committees, Mansfield Commissions, local, regional and state agencies, state legislature, the University of Connecticut and local and regional businesses.
 - e. To help coordinate discussions with interested entities that directly or indirectly influence the structural maintenance of low income and senior housing in Mansfield.
 - e. To monitor and help evaluate local and regional economic and community development programs, initiatives and policies in cooperation with Administrative Staff, Advisory Committees and regional agencies.

A Resolution to Establish an Economic Development Advisory Committee

Findings and Purpose:

In 1962, A Municipal Development and Industrial Commission was established by ordinance. In 1973, this ordinance was repealed and replaced by an ordinance establishing an Economic Development Commission (Chapter, 17, Mansfield Town Code). The Commission subsequently became inactive and was reactivated by the Mansfield Selectman in June, 1981. Following a few years, it again became inactive and has remained so to the present.

The preamble to The Revised Town Charter states the wish "to provide for local government that is responsive to the will and values of the residents of our town and strongly affirms resident participation". The participants in the 2020 Strategic Plan development strongly reaffirmed the desire and value of resident participation in the planning and implementation processes. The 2020 Strategic Plan for the Town of Mansfield identified Economic Sustainability and regional cooperation for economic development issues and implementation as major priorities

During the past 10 years there has been several major economic development issues confronting Mansfield including sewer and water availability, downtown and 4-corners development. The completion of the 2006 Plan for Conservation and Development outlined the long-term goals for economic development in Mansfield. The Town Council has authorized and the Administrative Staff have implemented several studies. The Mansfield Downtown Partnership has made substantial progress with the Storrs Center project. The recently completed 2020 Strategic Plan establishes sustainable economic development as a major priority for Mansfield. Economic sustainability, as discussed in the Strategic Plan, encompasses many different areas including sewer and water, infrastructure, planning and development, support for Mansfield businesses, and Storrs Center development

The Economic development interests of the Town of Mansfield are represented by Administrative Staff as members of the University of Connecticut Water Advisory Committee, Windham Regional Council of Governments and Mansfield Business and Professional Association (MBPA). The Mansfield Downtown Partnership is represented by Administrative Staff, Council Members and citizens. As identified in the Strategic plan, there is a lack of structure at the advisory and policy making levels of town government that focuses on comprehensive economic policies and programs. Since the inactivation of the Economic Development Commission, there has been limited opportunities for the residents and businesses to active participate in the discussions of many economic development issues.

Many of the sustainable economic development issues require policy decisions at the Town Council level. Economic development policies and initiatives impact many interests of the residents of Mansfield including taxes, quality of life, economic prosperity, transportation, infrastructure, and sewer and water availability. There is a current and future need for the Mansfield residents to actively participate in the discussions with the Town Council and Administrative Staff, and other policy makers whom impact the economic sustainability in Mansfield. An Economic Development Advisory Committee will provide a formal structure for the receipt and processing of

valuable information and will formulate recommendations from the public perspective on which the Council Economic and Community Development Committee can formulate policies and initiatives concerning economic sustainability that are in the best interests of the residents of Mansfield.

Therefore, be it resolved that:

1. Pursuant to Chapter A192 of the Mansfield Town Code the Town Council shall establish an Economic Development Advisory Committee.
2. The membership of the Economic Advisory Committee shall consist of seven (7) members of the public, none of whom shall be serving as elected officials of the Town or Town employees. The Town Council shall make the appointments.
3. The term of office shall be for three (3) years, except that two (2) shall serve one (1) year from their date of appointment, two (2) for to (2) years from their date of appointment and three (3) for three (3) years from their date of appointment.
4. The Town Council may appoint Town employees as ex-officio non-voting members of the committee.
5. The responsibilities of the Economic Development Advisory Committee shall include but not be limited to:
 - A. Make recommendations to the Town Council concerning general and/or specific sustainable economic policies and initiatives.
 - B. Monitor and help evaluate economic development policies and initiatives.
 - C. Help identify and coordinate activities of local, regional and state organizations whose activities may impact or compliment the economic development activities of the Town of Mansfield.
 - D. Perform any other duties as requested by the Town Council or Administrative Staff.

**Town of Mansfield
Code of Ordinances**

“Ordinance to repeal Economic Development Commission”

Background:

An opinion of the Town Attorney published April 28, 2008 indicated that an ordinance to repeal the current ordinance authorizing the formation of the Economic Development Commission was needed.

Section 1. Title.

This chapter shall be known and may be cited as “the ordinance to repeal the Economic Development Commission.

Section 2. Legislative Authority.

This chapter is enacted pursuant to the provisions of C.T.S. Section 7-148, e seq., as amended.

Section 3. Findings and Purpose.

The Economic Development Commission was established by Ordinance, September 24, 1973 as set forth in Chapter 17 of the Code of the Town of Mansfield. The Commission has been inactive for many years.

Section 4. Repealer

The Ordinance enacted on September 24, 1973, creating an Economic Development Commission and set forth in Chapter 17 of the Code of the Town of Mansfield, is hereby repealed.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Lon Hultgren, Director of Public Works; Grant Meitzler, Assistant Town Engineer
Date: September 22, 2008
Re: Hillside Circle Quitclaim Deed

Subject Matter/Background

As you recall from the September 8, 2008 meeting, several years ago the Town and University realigned the intersection at Hillside Circle and Bolton Road. (The roadway that used to run straight towards the west leg of Hillside Circle was closed off and a "T" intersection was constructed.) The adjoining resident was cooperative with this project, and built his own stone wall to help define the area.

As the roadway no longer follows the old path towards Westwood Road, the Town does not need the property that adjoins the corner lot (lot 2 on the accompanying map). We have agreed to quitclaim this to the adjoining owner so that our right-of-way ownership follows the road (as it should).

The Council forwarded this issue to the Planning and Zoning Commission for its review and comment. The commission adopted a motion stating that it has "no objection" to the conveyance "subject to a condition that the land conveyed to the owner of 3 Hillside Circle be merged with the existing lot so that no new parcels of land are created."

Financial Impact

This project is complete using budgeted funds and no additional financial impact is anticipated.

Legal Review

The Assistant Town Engineer has reviewed this matter with the Town Attorney.

Recommendation

As stated above, the Town wishes to quitclaim this .036 acre parcel to the adjoining owner so that our right-of-way ownership follows the road. For this reason, and because the Planning and Zoning Commission has voiced no objection to the proposed conveyance, staff recommends that Council approve the transfer of land with the condition recommended by the Commission.

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

Move, effective September 22, 2008, to approve the conveyance of a .036 acre parcel to the owner of 3 Hillside Circle subject to a condition that the land conveyed to the owner of 3 Hillside Circle be merged with the existing lot so that no new parcels of land are created.

Attachments

- 1) 9/16/08 Memo from the Planning and Zoning Commission
- 2) Quit claim deed and description; Map



**PLANNING AND ZONING COMMISSION
TOWN OF MANSFIELD**

**AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CONNECTICUT 06268
(860) 429-3330**

To: Town Council
From: Planning and Zoning Commission
Date: Tuesday, September 16, 2008
Re: 8-24 Referral; Proposed Transfer of Land, Hillside Circle

At a meeting held on 9/15/08, the Mansfield Planning and Zoning Commission adopted the following motion:

“That the Planning and Zoning Commission report to the Town Council that it has no objection to the Town conveyance of a .036 acre parcel to the owner of 3 Hillside Circle subject to a condition that the land conveyed to the owner of 3 Hillside Circle be merged with the existing lot so that no new parcels of land are created.”

The attached report from the Director of Planning provides more information.

TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Mansfield Planning and Zoning Commission
From: Gregory Padick, Director of Planning
Date: Thursday, September 11, 2008
Re: 8-24 Referral: Proposed Transfer of Land, Hillside Circle



Please find attached an 8-24 referral from the Town Council with an attached 9/8/08 letter from the Town Manager and a map depicting the area of proposed conveyance. The area of proposed conveyance to lot 2 (3 Hillside Circle) is .036 acres in size and, in association with a completed reconstruction of the Hillside Circle/Bolton Road intersection, is no longer needed for roadway purposes. Easements will be retained for utility and sidewalk use. The subject area is landscaped and currently maintained by the owner of 3 Hillside Circle.

My review indicates that the proposed transfer is not in conflict with any provisions of the Plan of Conservation and Development. Accordingly, it is recommended **that the Planning and Zoning Commission report to the Town Council that it has no objection to the Town conveyance of a .036 acre parcel to the owner of 3 Hillside Circle subject to a condition that the land conveyed to the owner of 3 Hillside Circle be merged with the existing lot so that no new parcels of land are created.**

QUIT CLAIM DEED

THE TOWN OF MANSFIELD, a municipal corporation with offices located at 4 South Eagleville Road, Mansfield, Connecticut 06268, hereinafter referred to as "GRANTOR", for One Dollar (\$1.00) and other valuable consideration, grants to Robert S. Tilton & Rita A. Connolly-Tilton with their principal place of residence at 3 Hillside Circle, Mansfield, Connecticut 06268, hereinafter referred to as "GRANTEE", with QUITCLAIM COVENANTS all that certain piece or parcel of land, situated in the Town of Mansfield, County of Tolland, and State of Connecticut, and being more particularly described in Schedule "A" attached hereto and incorporated herein.

Signed as of the _____ day of _____ 2008.

Witnessed by:

The Town of Mansfield

name:

name:

name:

State of Connecticut)

: ss: Mansfield

_____, 2008

County of Tolland)

Personally appeared _____, Town Manager of the Town of Mansfield, a Connecticut municipal corporation, signer of the foregoing instrument, and acknowledged the same to be his free act and deed and the free act of said corporation, before me.

SCHEDULE "A"

Beginning at the northeast corner of Lot 2 which is also a southeast corner of Lot 1 as shown on a map entitled "Plan of Portion of 'Ledgebrook' Development, Connecticut State College, Storrs, Conn., scale 1" = 40 feet, Oct. 25, 1937, plan and survey by Gilbert F. Perry, C.E." which map is on file on the Office of the Town Clerk. The Grantees herein acquired said Lot by a deed recorded at Volume 390 Page 185 in the Office of the Town Clerk.

thence continuing on the prolongation of the northerly property line of said Lot 2 for distance of 47 feet, be it more or less, to a point which point is located 25 feet from the centerline of Hillside Circle;

thence continuing southerly and southwesterly along a non-tangent curve to the right having radius of 20 feet for a distance of 17 feet, more or less;

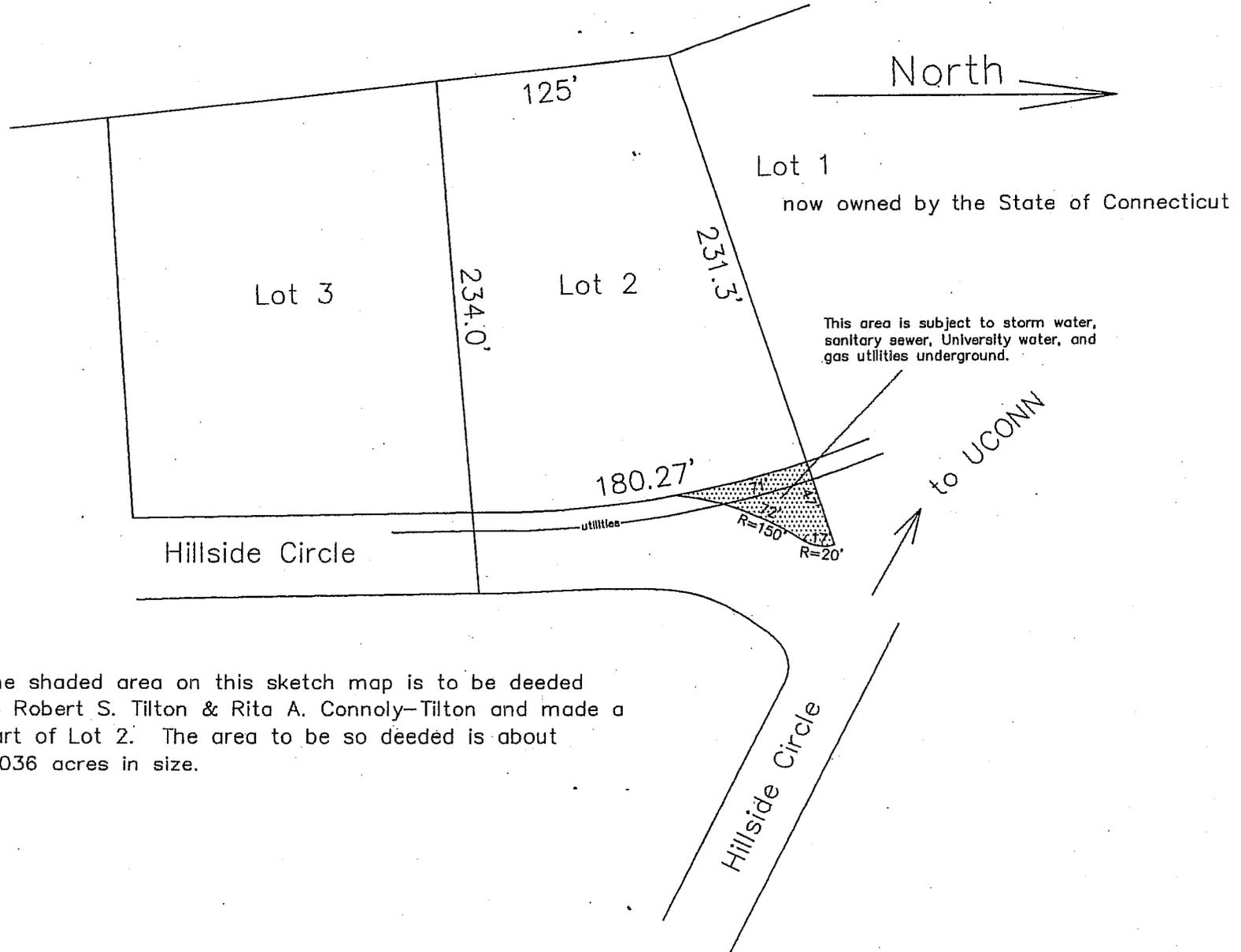
thence continuing southwesterly on a tangent curve to the left having radius of 150 feet for a distance of 72 feet, more or less, the last two courses being located parallel with and 25 feet distant from the centerline of Hillside Circle;

thence continuing northerly on a non-tangent curve to the left having a radius of 531 feet for a distance of 71 feet, more or less, along a portion of the front line of said Lot 2 to the place and point of beginning.

This parcel is subject to underground rights for storm water, sanitary sewer, University water, a paved sidewalk, and gas utilities as they presently exist, and which from time to time may be subject to repair and construction.

It is the intent of this deed to transfer land now not needed for road right-of-way as a result of recent major reconstruction of the Hillside Circle/Hillside Road/Bolton Road intersection.

this land is now owned by the State of Connecticut



The shaded area on this sketch map is to be deeded to Robert S. Tilton & Rita A. Connoly-Tilton and made a part of Lot 2. The area to be so deeded is about 0.036 acres in size.

PAGE
BREAK



**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: September 22, 2008
Re: Financial Statements dated June 30, 2008

Subject Matter/Background

Attached please find the Financial Statements dated June 30, 2008. The Finance Committee will be meeting at 6:00 PM on September 22, 2008 to review the statements in detail.

Recommendation

If the Finance Committee wishes to recommend the acceptance of the statements, the following motion would be in order:

Move, to accept the Financial Statements dated June 30, 2008, as prepared by town staff and endorsed by the Finance Committee.

Attachments

1) Financial Statements dated June 30, 2008

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Town of Mansfield**Memorandum**

*To: Mansfield Town Council
Mansfield Board of Education*

From: Jeffrey H. Smith, Director of Finance

Date: September 22, 2008

Subject: June 30, 2008 Quarterly Report

Attached please find the fourth quarter financial report for the quarter ending June 30, 2008.

Attachment

OVERVIEW

GENERAL FUND BUDGET

REVENUES:

Tax Collections

The total collection rate through June 30, 2008 is 98.6% consistent with June 30, 2007. Real estate collections, which account for approximately 85% of the levy, are 98.8% as compared to 98.9% for the same period last year. Collections in motor vehicles are at 93.5% as compared to 95.4% at June 30, 2007. Current year levy was short of budget by \$18,417, however collections in prior year taxes exceeded budget by \$38,617.

Licenses and Permits

Conveyance taxes received for the fiscal year were \$229,079 or \$25,921 short of the annual budget. Building permits received were \$199,344 or \$92,656 short of the budget.

Federal Support for General Government

No change from the budget.

State Support for Education

The ECS Grant amended budget was \$9,645,950. Final grant from the State was \$9,647,880 or \$1,930 more than budgeted. The Transportation Grant was budgeted at \$269,620 and the actual State grant was \$277,161 or \$7,541 more than budgeted.

State Support for General Government

The pilot grant is by far the largest single grant within this category. The grant payment by the State was \$8,020,784 or \$6,576 less than the amended budget of \$8,027,360.

Charges for Services

Charges for services are primarily fixed by contract and will be received during the year. The primary exceptions are: Recording, where we received \$60,793 or \$14,207 short of budget, and Police Services which are based on expenditures.

Fines and Forfeitures

No change from budget.

Miscellaneous

This area is primarily interest income and the telecommunications service payment. Total interest income through June 30, 2008 was \$454,891 as compared to \$652,299 (including CNR Fund interest) for the same period last year. STIF interest rate for June 2008 was 2.30% as compared to 5.49% in June, 2007. Interest rates dramatically fell this fiscal year, and therefore, we came up short of budget by \$245,000 (including CNR Fund interest). The amount of the telecommunications payment from the telephone company was on budget.

RECAP:

Taxes & Related Items	\$ 11,000
Building Permits	(92,660)
Conveyance Tax	(25,000)
Recording Fees	(14,000)
Police Services	27,770
Other	35,890
Interest Income	(145,000)
Total Revenue Shortfall	<u>(\$202,000)</u>

GENERAL FUND BUDGET - EXPENDITURES

Town Expenditures

A spending freeze was instituted mid-March, 2008 to help mitigate the rising cost of gasoline, diesel fuel, building maintenance, and legal expenses. The Town ended the fiscal year with expenditures \$11,143 less than the budget. That combined with the Board of Education savings of \$252,000, covered the revenue shortfall of \$202,000 and increased Fund Balance by \$61,078. It should also be noted that the Health Insurance Fund continues to be a concern and it has had a serious impact upon the 2008/09 budget.

Board Expenditures

The Board of Education ended the fiscal year with a net savings of \$252,000, primarily in their salary budgets. Savings resulted from two reading consultant positions not being filled; several new positions being filled at a lower pay rate than budgeted; another position was not filled until halfway through the school year and there was one unpaid sick leave.

DAY CARE FUND

The Day Care Fund ended the period with revenues exceeding expenditures by \$47,731. Fund balance at July 1, 2007 of \$279,986 increased to \$327,718.

CAFETERIA FUND

Revenues exceeded expenditures by \$42,268 for the period. Fund balance at July 1, 2007 increased from \$80,215 to \$122,483 at June 30, 2008. A \$20,000 transfer from the Board of Education was included in this year's budget.

RECREATION PROGRAM FUND

The Recreation Program Fund ended the period with revenues exceeding expenditures by \$85,652. Fund Balance increased from (\$101,536) to (\$15,883). This includes the Town subsidy for Bicentennial Pond, the Teen Center, and fee waivers. Also included is the CNR contribution of \$201,538 approved by the Council in December, 2007. The inclusion of this additional funding covered the beginning deficit fund balance of \$101,538 and contributed \$100,000 toward the current year deficit in community service activities.

CAPITAL NONRECURRING FUND

The Pequot/Mohegan Grant was \$389,462 or \$615,490 less than budget. We are discussing this with our State Representative and looking for ways to increase our share of the grant.

DEBT SERVICE FUND

Fund Balance decreased from \$59 on July 1, 2007 to (\$20,229) at June 30, 2008. Based upon our current debt plan, debt service contributions from the General Fund will rise to \$740,000 in FY 2012/2013 and the CNR Fund will contribute another \$475,000 through FY 2011/2012. The plan does not take into consideration any additional debt offerings. Because of the dramatic decreases in Pequot funding, the additional funds for debt service from the CNR Fund should be revisited.

ENTERPRISE/INTERNAL SERVICE FUNDS

Solid Waste Fund

Retained Earnings increased from \$95,278 at July 1, 2007 to \$149,859 at June 30, 2008.

Health Insurance Fund

Expenditures were more than revenues for the period by \$350,352. Retained Earnings decreased from \$632,087 at July 1, 2007 to \$281,735 at June 30, 2008. Our claim's experience for the past twelve months is an average of \$473,402 per month, as compared to \$460,082 over the same period last year.

Worker's Compensation Fund

Operating revenues exceeded expenditures by \$35,510 through the fourth quarter. Retained Earnings increased from (\$1,596) to \$33,914 at June 30, 2008. Recent discussions with our CIRMA (Conn Inter-local Risk Management Assoc) representative indicate an audit additional premium for 2006/07 of \$56,000, which will be paid in quarterly installments in FY 2008/09. We have confirmed CIRMA's audit results to make sure our employees are in the correction classification based on job responsibilities. We now have a schedule in place to provide CIRMA with current salary information for a more accurate premium projection.

Management Services Fund

Management Services Fund expenditures through June 30, 2008 exceeded revenues by \$501,821. Fund Balance decreased from \$1,533,305 at July 1, 2007 to \$1,031,897 at June 30, 2008. We financed \$720,148 worth of energy efficiency projects with Siemens Corporation which will need to be amortized over the next four to five years through this fund. Current year revenues covered approximately \$200,000 of the Siemen's project.

CEMETERY FUND

Retained earnings in the Cemetery Fund increased from \$345,692 at July 1, 2007 to \$366,678 at June 30, 2008. The major costs for this fund are mowing and cemetery maintenance.

LONG TERM INVESTMENT POOL

The pool experienced an \$30,345 increase in the market value of its portfolio for the period July 1, 2007 to June 30, 2008. Earnings in the bond funds have helped to offset losses in the stock funds.

EASTERN HIGHLANDS HEALTH DISTRICT

Operating expenditures exceeded revenues by \$61,391 due to a Board approved transfer to the Capital Nonrecurring Fund. Fund Balance decreased from \$272,094 to \$210,854.

MANSFIELD DOWNTOWN PARTNERSHIP

Operating revenues exceeded expenditures by \$79,244 through June 30, 2008, and Fund Balance increased from \$18,815 to \$98,059. Fund balance is expected to decrease in fiscal year 2008/09 as expenses are met.

General Fund

Preliminary Schedule of Estimated Changes in Fund Balance - Legal Basis

For the Year Ended June 30, 2008

Designated for 2007/2008 Budget Undesignated						<u>\$ 1,769,124</u>
Fund Balance, July 1, 2008						1,769,124
	Original Budget	Amendment	Final Budget	Estimated Actual	Budget Comparison	
Total revenues and transfers in	\$ 40,923,342	\$ 644,000	\$ 41,567,342	\$ 41,365,264	\$ (202,078)	
Appropriation of fund balance						
Total appropriation, transfers in	<u>40,923,342</u>	<u>644,000</u>	<u>41,567,342</u>	<u>41,365,264</u>	<u>(202,078)</u>	
Total expenditures and transfers out:						
Town	11,773,910	644,000	12,417,910	12,406,767	(11,143)	
Mansfield Board of Education	19,839,620		19,839,620	19,587,607	(252,013)	
Contribution to Region #19 Board of Ed	<u>9,309,812</u>		<u>9,309,812</u>	<u>9,309,812</u>	<u>-</u>	
Total expenditures	<u>40,923,342</u>		<u>41,567,342</u>	<u>41,304,186</u>	<u>(263,156)</u>	
Results from budgetary operations	<u>-</u>	<u>644,000</u>	<u>-</u>	<u>61,078</u>	<u>61,078</u>	<u>61,078</u>
Fund balance, June 30, 2008						<u>\$ 1,830,202</u>
Fund balance:						
Unreserved:						
Designated for 2008/09 budget						<u>1,830,202</u>
Undesignated						<u>\$1,830,202</u>

TOWN OF MANSFIELD
 TRIAL BALANCE - GAAP BASIS
 June 30, 2008

<u>GENERAL FUND</u>	<u>DEBIT</u>	<u>CREDIT</u>
Cash Equivalent Investments	\$ 4,305,456	
Working Cash Fund	4,150	
Accounts Receivable	53,008	
Taxes Receivable - Current	329,642	
Taxes Receivable - Delinquent	296,615	
Due from Other Funds	25,595	
Accounts and Other Payables		1,837,867
Refundable Deposits		338,210
Due to Other Funds		266,707
Deferred Revenue - Taxes		497,160
Taxes Collected in Advance/Overcollected		86,942
Encumbrances Payable - Prior Year		157,377
Liquidation - Prior Year Encumbrances	93,989	
Fund Balance - Undesignated		1,738,513
Actual Expenditures	41,179,585	
Actual Revenues		41,365,264
	\$ 46,288,040	\$ 46,288,040

DAYCARE COMBINED PROGRAM
 COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES
 AND CHANGES IN FUND BALANCE
 FOR THE PERIOD ENDED JUNE 30, 2008
 (with comparative totals for June 30, 2007)

	BUDGET	June 30,	
	2007/08	2008	2007
REVENUES:			
Intergovernmental - Nat'l. School Lunch	\$ 26,000	\$ 31,216	\$ 24,666
Intergovernmental - Day Care Grant	244,350	302,745	259,561
School Readiness Program	66,900	58,463	71,875
UConn	78,500	78,750	78,750
Fees	719,000	727,148	697,715
Subsidies	22,000	25,150	33,278
	<hr/>		
Total Revenues	1,156,750	1,223,472	1,165,845
<hr/>			
EXPENDITURES:			
Administrative	221,170	225,891	202,171
Direct Program	816,460	824,334	773,636
Purchased Property Services	16,250	17,669	15,327
Repairs & Maintenance	6,500	8,750	4,903
Insurance	5,200	3,850	5,156
Other Purchased Services	10,000	8,020	6,604
Food Service Supplies	30,900	38,903	36,092
Energy	28,500	28,500	36,365
Supplies & Miscellaneous	19,350	18,627	19,620
Equipment	1,500	1,197	25,000
	<hr/>		
Total Expenditures	1,155,830	1,175,741	1,124,874
<hr/>			
EXCESS/(DEFICIENCY)	920	47,731	40,971
<hr/>			
FUND BALANCE, JULY 1		279,987	239,016
<hr/>			
FUND BALANCE, END OF PERIOD	\$ 920	\$ 327,718	\$ 279,987
<hr/>			

MANSFIELD BOARD OF EDUCATION
CAFETERIA FUND
BALANCE SHEET
AS OF JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
<u>Assets</u>		
Cash	\$ 70,327	\$ 47,603
Inventory	32,873	7,727
Due From State	28,229	28,864
Total Assets	\$ 131,429	\$ 84,194
<u>Liabilities and Fund Balances</u>		
<u>Liabilities</u>		
Accounts Payable	\$ 257	\$ 1,552
Due to Other Funds	8,689	8,271
Total Liabilities	8,946	9,823
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	122,483	74,371
Total Fund Balance	122,483	74,371
Total Liabilities and Fund Balance	\$ 131,429	\$ 84,194

MANSFIELD BOARD OF EDUCATION
CAFETERIA FUND
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDED JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
Operating Revenues:		
Intergovernmental	\$ 172,146	\$ 166,084
Sales of Food	602,784	562,689
Other	54,879	54,395
Total Operating Revenues	829,809	783,168
Other Financing:		
Transfers In - General Fund Board	20,000	
Total Revenues & Other Financing	849,809	
Operating Expenditures:		
Salaries & Wages	527,627	497,616
Food & Supplies	266,428	282,444
Professional and Technical	2,500	2,500
Equipment Repairs & Contracts	9,690	2,086
Equipment - Other	1,296	338
Total Operating Expenditures	807,541	784,984
Excess/(Deficiency)	42,268	(1,816)
Fund Balance, July 1	80,215	76,187
Fund Balance, End of Period	\$ 122,483	\$ 74,371

Mansfield Parks and Recreation
 Balance Sheet
 As of June 30, 2008
 (with comparative totals for June 31, 2007)

	June 30,	
	2008	2007
<u>Assets</u>		
Cash	\$ 131,530	\$ 68,102
Accounts Receivable	3,772	21,500
Total Assets	\$ 135,302	\$ 89,602
<u>Liabilities and Fund Balances</u>		
<u>Liabilities</u>		
Due to Internal Service Fund	\$ 6,683	\$ 6,683
Accounts Payable	17,067	25,467
Unearned Revenue	127,435	158,988
Total Liabilities	151,185	191,138
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	(15,883)	(101,536)
Total Fund Balance	(15,883)	(101,536)
Total Liabilities and Fund Balance	\$ 135,302	\$ 89,602

Mansfield Parks and Recreation
Statement of Revenues and Expenditures
Actual as of June 30, 2008

Description	Revenues			Expenditures (Incl. Encumbrances)			Net Income (Loss)
	Revenues	Indirect/Swim Allocation	Total Revenues	Expend.	Indirect/Swim Allocation	Total Expenditures	
Overall Indirect	270,444	(270,444)	-	1,291,808	(1,291,808)	-	-
Member Services:							
Indirect (Alloc @ 50.707%)	1,062,546	137,134	1,199,680	77,617	655,037	732,654	467,026
Child Care	17,003		17,003	46,516		46,516	(29,513)
Fitness	136,631		136,631	181,871		181,871	(45,240)
Personal Training	62,885		62,885	44,695		44,695	18,190
Member Swim @ 59.09%					192,061	192,061	(192,061)
Member Events			-	4,832		4,832	(4,832)
Sub-total Member Services	1,279,065	137,134	1,416,199	355,531	847,098	1,202,629	213,570
Community Services:							
Indirect (Alloc @ 49.293%)	201,538	133,310	334,848		636,771	636,771	(301,923)
Aquatics	178,543		178,543	325,031	(192,061)	132,970	45,573
Youth Programs	60,146		60,146	34,662		34,662	25,484
Nutcracker	18,798		18,798	13,132		13,132	5,666
Teen Center	25,453		25,453	10,189		10,189	15,264
Youth Sports	25,505		25,505	15,595		15,595	9,910
Day Camp/Vacation Camp	148,438		148,438	114,064		114,064	34,374
Sport & Specialty Camp	49,705		49,705	45,549		45,549	4,156
Trips	17,826		17,826	12,544		12,544	5,282
Special Events	25,500		25,500	8,818		8,818	16,682
Adult Programs	50,201		50,201	38,587		38,587	11,614
Sub-total Community Services	801,653	133,310	934,963	618,171	444,710	1,062,881	(127,918)
Total Parks & Recreation	2,351,162	-	2,351,162	2,265,510	-	2,265,510	85,652

Local support included in revenues above:

Overall Indirect - Administrative	Gen. Fund	\$ 245,920
Community Services:		
Overall Support	CNR Fund	201,538
Teen Center	CNR Fund	25,000
Aquatics (Bi-Cent. Pond)	CNR Fund	25,000
Total Local Support		<u>\$ 497,458</u>

TOWN OF MANSFIELD
CAPITAL AND NONRECURRING RESERVE FUND BUDGET
ESTIMATED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FISCAL YEAR 2007/08

	Actual 98/99	Actual 99/00	Actual 00/01 *	Actual 01/02	Actual 02/03	Adopted Budget 03/04	Actual 03/04	Actual 04/05	Actual 05/06	Actual 06/07	Adopted Budget 07/08	Actual 07/08	Projected 08/09	Projected 09/10	Projected 10/11	Projected 11/12	Projected 12/13
SOURCES:																	
Revenues:																	
General Fund Contribution										100,000		644,000	25,000				
Property Tax Relief										359,404							
Energy Assistance Program																	
State Revenue Sharing				\$472,523													
State Dept. of Education - MMS IRC/MMS Drainage					120,729		24,679										
Rural Development Grant - Downtown Revitalization							35,000										
Ambulance User Fees					253,312	235,000	179,317	216,712	222,724	187,045	245,000	289,884	225,000	225,000	225,000	225,000	225,000
Landfill Closing Grant - Inkind Reimbursement								109,470									
Insurance Settlement			100,524														
Interest Income	237,050	286,043	398,171					100,000	100,000	100,000	100,000		20,000	20,000	20,000	20,000	20,000
Other				23,486			380			5,949							
Sewer Assessments	2,800	3,600	4,000	8,069	4,296	3,000	4,000	4,400	9,600		3,000	14,400	3,000	3,000	3,000	3,000	3,000
Pequot Funds	2,809,905	2,929,286	2,950,637	3,075,000	2,128,664	1,361,183	1,714,079	1,339,206	1,435,767	612,032	1,004,952	389,462	385,000	385,000	385,000	385,000	385,000
Total Sources	3,049,755	3,218,929	3,453,332	3,579,078	2,507,001	1,599,183	1,957,455	1,769,788	1,768,091	1,364,430	1,352,952	1,337,746	658,000	633,000	633,000	633,000	633,000
USES:																	
Operating Transfers Out:																	
General Fund - One Time Costs/Fund Balance Plan			61,100	47,500	400,000	350,000	350,000	250,000	150,000								
General Fund - State Revenue Sharing					472,520												
Community Events					12,500												
Management Services Fund	205,000	160,000	200,000	200,000	206,000	212,000	212,000	200,000	225,000	200,000	200,000	200,000	150,000	200,000	200,000	200,000	200,000
Debt Service Sinking Fund	180,000		500,000	355,000	250,000	235,000	235,000	295,000	250,000	215,000	200,000	200,000	75,000	150,000	150,000	100,000	100,000
Retire Debt for Fire Truck								70,000	70,000		70,000	70,000		80,000	80,000		
New Financial Reporting Model (Statement 34)				25,000	25,000												
Property Tax Revaluation Fund	25,000	25,000	25,000			25,000	25,000		25,000		25,000	25,000	25,000	25,000	25,000	25,000	25,000
Capital Fund	3,591,529	3,289,200	2,572,660	3,161,682	1,488,916	560,650	618,034	762,137	1,046,109	1,058,534	644,419	458,300	273,085	1,676,800	2,879,900	2,391,800	1,685,300
Day Care Pension					20,000	15,000	15,000	10,000	5,000								
Town Manager Search										21,171							
Emergency Services Administration					25,070	75,000	75,000										
Community Center Operating Subsidy					65,000	119,125	119,130	80,000	40,000								
Parks & Recreation Operating Subsidy										40,000							
Health Insurance Fund								200,000									
Retiree Medical Insurance Fund											50,000	50,000	50,000	100,000	100,000	100,000	100,000
Compensated Absences Fund											50,000	50,000	40,000	100,000	100,000	100,000	100,000
Downtown Partnership											63,000	63,000					
Shared Projects with UConn	83,500	100,000	25,000														
Total Uses	4,085,029	3,674,200	3,383,760	3,789,182	2,965,006	1,591,775	1,649,164	1,867,137	1,811,109	1,534,705	1,352,419	1,367,838	663,085	2,331,800	3,534,900	2,916,800	2,110,300
Excess/(Deficiency)	(1,035,274)	(355,271)	69,572	(210,104)	(458,005)	7,408	308,291	(97,349)	(43,018)	(170,275)	533	(30,092)	(5,085)	(1,698,800)	(2,901,900)	(2,283,800)	(1,477,300)
Fund Balance/(Deficit) July 1	1,985,616	950,342	585,071	664,643	454,539		(3,466)	304,825	207,476	164,458	(5,817)	(5,817)	(35,909)	(40,994)	(1,739,794)	(4,641,694)	(6,925,494)
Fund Balance, June 30	\$950,342	\$595,071	\$664,643	\$454,539	(\$3,466)	\$7,408	\$304,825	\$207,476	\$164,458	(\$5,817)	(\$5,284)	(\$35,909)	(\$40,994)	(\$1,739,794)	(\$4,641,694)	(\$6,925,494)	(\$8,402,794)

* Compensated Absences needs to be funded for approximately \$420,000
 * Compensated Absences needs to be funded for approximately \$420,000

DEBT SERVICE FUND
BALANCE SHEET
AS OF JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
Assets:		
Cash and cash equivalents	\$ (20,229)	\$ 59
Total Assets	\$ (20,229)	\$ 59
 Fund Balance:		
Unreserved:		
Undesignated	\$ (20,229)	\$ 59
Total Fund Balance	\$ (20,229)	\$ 59

DEBT SERVICE FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE
 FOR THE PERIOD ENDED JUNE 30, 2008
 (with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
Revenues:		
Intergovernmental	\$ 180,794	\$ 295,462
Total Revenues	180,794	295,462
Other Financing		
Operating Transfers In:		
CNR Fund	200,000	235,000
General Fund	400,000	380,000
Total Revenues and Other Financing Sources	780,794	910,462
Expenditures:		
Principal Payments	660,000	805,000
Interest Payments	136,082	176,482
Financial Services	5,000	-
Total expenditures	801,082	981,482
Excess of revenues and other financing sources over expenditures	(20,288)	(71,020)
Fund balance, July 1	59	71,079
Fund balance, End of Period	\$ (20,229)	\$ 59

TOWN OF MANSFIELD
DEBT SERVICE FUND
ESTIMATED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	00/01 ACTUAL	01/02 ACTUAL	02/03 ACTUAL	03/04 ACTUAL	04/05 ACTUAL	05/06 ACTUAL	06/07 ACTUAL	07/08 ACTUAL	08/09 PROJECTED	09/10 PROJECTED	10/11 PROJECTED
REVENUES:											
Intergovernmental	\$460,924	\$440,668	\$420,364	\$385,697	\$366,387	\$330,378	\$295,462	\$180,794	\$105,218		
State Revenue Sharing	472,523										
Interest on Unspent Balance											
Other	9,402	37		87,850							
TOTAL REVENUES	942,849	440,705	420,364	473,547	366,387	330,378	295,462	180,794	105,218		
Operating Transfers In - General Fund	797,000	500,000	400,000	400,000	400,000	400,000	380,000	400,000	415,000	550,000	590,000
Operating Transfers In - CNR Fund	500,000	355,000	250,000	235,000	295,000	250,000	235,000	200,000	75,000	150,000	150,000
Operating Transfers In - MS Fund									75,000		
TOTAL REVENUES AND OPERATING TRANSFERS IN	2,239,849	1,295,705	1,070,364	1,108,547	1,061,387	980,378	910,462	780,794	670,218	700,000	740,000
EXPENDITURES:											
Principal Retirement	880,689	865,000	950,000	1,065,000	980,000	830,000	805,000	660,000	530,000	455,000	495,000
Interest	392,723	447,352	398,975	284,440	261,506	216,239	176,482	136,082	104,202	107,553	141,014
Lease Purchase - Pool Covers/Co-Gen									78,142	78,142	78,142
Financial	26,475	15,428		8,000				5,000			
Professional/Technical	19,282	311		79,497	4,800						
TOTAL EXPENDITURES	1,319,169	1,328,091	1,348,975	1,436,937	1,246,306	1,046,239	981,482	801,082	712,344	640,695	714,156
REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	920,680	(32,386)	(278,611)	(328,390)	(184,919)	(65,861)	(71,020)	(20,288)	(42,126)	59,305	25,844
FUND BALANCE, JULY 1	40,566	961,246	928,860	650,249	321,859	136,940	71,079	59	(20,229)	(62,355)	(3,050)
FUND BALANCE, JUNE 30	\$961,246	\$928,860	\$650,249	\$321,859	\$136,940	\$71,079	\$59	(\$20,229)	(\$62,355)	(\$3,050)	\$22,794

Note: Includes estimated debt service payments on the approved, but unissued MMS Heating Upgrade and Open Space bond issues.
Does not include 2008/09 proposed bonding or lease purchases.

TOWN OF MANSFIELD
DEBT SERVICE FUND
ESTIMATED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	11/12 PROJECTED	12/13 PROJECTED	13/14 PROJECTED	14/15 PROJECTED	15/16 PROJECTED	14/15 PROJECTED	15/16 PROJECTED	16/17 PROJECTED	17/18 PROJECTED	18/19 PROJECTED	19/20 PROJECTED	20/21 PROJECTED
REVENUES:												
Intergovernmental												
State Revenue Sharing												
Interest on Unspent Balance												
Other												
<hr/>												
TOTAL REVENUES												
Operating Transfers In - General Fund	640,000	740,000	330,000	240,563	104,875	190,000	185,000	180,000	175,000	170,000	170,000	165,000
Operating Transfers In - CNR Fund	100,000											
Operating Transfers In - MS Fund												
TOTAL REVENUES AND OPERATING TRANSFERS IN	740,000	740,000	330,000	240,563	104,875	190,000	185,000	180,000	175,000	170,000	170,000	165,000
<hr/>												
EXPENDITURES:												
Principal Retirement	540,000	540,000	225,000	225,000	100,000	100,000	105,000	105,000	105,000	105,000	105,000	115,000
Interest	144,906	121,150	96,470	15,563	4,875	87,250	82,250	77,000	71,750	66,500	61,250	56,000
Lease Purchase - Pool Covers/Co-Gen	78,142	78,142										
Financial												
Professional/Technical												
TOTAL EXPENDITURES	763,048	739,292	321,470	240,563	104,875	187,250	187,250	182,000	176,750	171,500	166,250	171,000
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REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	(23,048)	708	8,530	-	-	2,750	(2,250)	(2,000)	(1,750)	(1,500)	3,750	(6,000)
FUND BALANCE, JULY 1	22,794	(254)	454	8,984	8,984	8,984	11,734	9,484	7,484	5,734	4,234	7,984
FUND BALANCE, JUNE 30	(\$254)	\$454	\$8,984	\$ 8,984	\$ 8,984	\$11,734	\$9,484	\$7,484	\$5,734	\$4,234	\$7,984	\$1,984

Note: Includes estimated debt service payr
Does not include 2008/09 proposed t

TOWN OF MANSFIELD
DEBT SERVICE FUND
ESTIMATED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30
	PROJECTED								
REVENUES:									
Intergovernmental									
State Revenue Sharing									
Interest on Unspent Balance									
Other									
<hr/>									
TOTAL REVENUES									
<hr/>									
Operating Transfers In - General Fund	165,000	160,000	155,000	150,000	150,000	140,000	135,000	130,000	60,000
Operating Transfers In - CNR Fund									
Operating Transfers In - MS Fund									
TOTAL REVENUES AND OPERATING TRANSFERS IN	165,000	160,000	155,000	150,000	150,000	140,000	135,000	130,000	60,000
<hr/>									
EXPENDITURES:									
Principal Retirement	115,000	115,000	115,000	120,000	120,000	120,000	120,000	120,000	60,000
Interest	50,250	44,500	38,750	33,000	27,000	21,000	15,000	9,000	3,000
Lease Purchase - Pool Covers/Co-Gen									
Financial									
Professional/Technical									
TOTAL EXPENDITURES	165,250	159,500	153,750	153,000	147,000	141,000	135,000	129,000	63,000
<hr/>									
REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	(250)	500	1,250	(3,000)	3,000	(1,000)		1,000	(3,000)
FUND BALANCE, JULY 1	1,984	1,734	2,234	3,484	484	3,484	2,484	2,484	3,484
FUND BALANCE, JUNE 30	\$1,734	\$2,234	\$3,484	\$484	\$3,484	\$2,484	\$2,484	\$3,484	\$484

Note: Includes estimated debt service payr
Does not include 2008/09 proposed l

SOLID WASTE DISPOSAL FUND
BALANCE SHEET
AS OF JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
<u>CURRENT ASSETS</u>		
Cash	\$ 185,699	\$ 90,500
Accounts Receivable (net of allow. for uncollectable accts)	54,317	49,325
Total Current Assets	240,016	139,825
<u>FIXED ASSETS</u>		
Land	8,500	8,500
Buildings & Equipment	540,857	540,857
Less: Accumulated Depreciation	(428,872)	(405,491)
Total Fixed Assets	120,485	143,866
TOTAL ASSETS	\$ 360,501	\$ 283,691
<u>LIABILITIES AND FUND EQUITY</u>		
<u>CURRENT LIABILITIES</u>		
Accounts Payable	\$ 76,857	\$ 52,014
Accrued Compensated Absences	12,924	12,924
Landfill Closure Liability	108,000	112,000
Refundable Deposits	12,861	11,475
Total Current Liabilities	210,642	188,413
TOTAL LIABILITIES	210,642	188,413
<u>FUND EQUITY</u>		
Retained Earnings, as restated	149,859	95,278
Total Fund Equity	149,859	95,278
TOTAL LIABILITIES AND FUND EQUITY	\$ 360,501	\$ 283,691

SOLID WASTE DISPOSAL FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 JUNE 30, 2008
 (with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
Operating Revenues:		
Tipping Fees	\$ 9,534	\$ 26,991
Transfer Station Fees	90,053	88,670
Garbage Collection Fees	855,359	826,563
Sale of Recyclables	85,503	74,624
Other Revenues	2,848	4,503
Total Operating Revenues	1,043,297	1,021,351
Operating Expenses:		
Hauler's Tipping Fees	183,635	201,411
Mansfield Tipping Fees	56,910	64,158
Wage & Fringe Benefits	265,019	242,048
Computer Software	3,360	3,180
Trucking Fee	19,259	20,429
Recycling Cost	75,990	90,487
Contract Pickup	325,392	293,337
Supplies and Services	13,423	17,166
Depreciation Expense	23,381	30,288
Hazardous Waste	11,142	11,943
Equipment Parts/Other	1,205	5,342
LAN/WAN Expenditures	10,000	10,000
Total Operating Expenses	988,716	989,789
NET INCOME (LOSS)	54,581	31,562
Retained Earnings, July 1, as restated	95,278	63,716
Retained Earnings, End of Period	\$ 149,859	\$ 95,278

HEALTH INSURANCE FUND
BALANCE SHEET
JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
<u>Assets</u>		
Cash and cash equivalents	\$ 406,124	\$ 1,073,448
Due from Other Funds	285,796	281,759
Accounts Receivable	142,950	141,606
Total Assets	\$ 834,870	\$ 1,496,813
<u>Liability and Fund Balance</u>		
Liabilities:		
Accrued Medical Claims	\$ 526,290	\$ 526,290
Accounts Payable	1,250	
Due to General Fund	25,595	338,436
Total Liabilities	553,135	864,726
Retained Earnings:		
Net Contributed Capital	400,000	400,000
Retained Earnings	(118,265)	232,087
Total Retained Earnings	281,735	632,087
Total Liabilities and Retained Earnings	\$ 834,870	\$ 1,496,813

* Reserve for maximum claim liability corridor is estimated to be \$500,000.

HEALTH INSURANCE FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 JUNE 30, 2008
 (with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
Revenues:		
Premium income	\$ 6,086,299	\$ 5,769,722
Interest income	38,556	71,917
Total Revenues	6,124,855	5,841,639
Expenditures:		
Payroll	130,112	108,075
Administrative expenses	625,547	570,308
Medical claims	5,525,438	5,572,915
Consultants	21,750	2,398
Employee Wellness Program	52,390	41,910
Medical Supplies	109,970	
LAN/WAN Expenditures	10,000	20,000
Total Expenditures	6,475,207	6,315,606
Revenues and Other Financing Sources Over/ (Under) Expenditures		
	(350,352)	(473,967)
Contributed Capital	400,000	400,000
Retained Earnings, July 1	232,087	706,054
Retained Earnings, End of Period	\$ 281,735	\$ 632,087

**ANTHEM BLUE CROSS MONTHLY CLAIMS
FISCAL YEAR BASIS**

MONTH	97/98	98/99	99/00	00/01	FY 01/02	FY 02/03	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08
JULY	181,392	186,650	170,906	216,792	216,195	231,239	353,025	332,653	368,941	409,635	430,780
AUGUST	153,700	179,486	146,139	215,571	247,118	247,238	296,808	327,584	323,401	499,754	554,171
SEPTEMBER	230,426	148,168	140,741	264,603	230,526	257,491	323,667	302,399	298,440	415,053	430,908
OCTOBER	209,526	161,036	108,729	180,875	240,996	262,401	312,245	275,610	351,888	370,945	384,033
NOVEMBER	108,576	150,824	125,629	203,813	208,715	217,831	342,691	448,834	299,882	370,405	489,535
DECEMBER	150,578	174,472	181,592	185,278	256,252	190,532	415,554	358,577	343,209	427,447	436,589
JANUARY	171,963	209,640	204,232	200,762	251,986	333,923	342,476	358,256	356,891	364,331	508,001
FEBRUARY	277,147	233,203	194,411	180,679	267,614	331,286	340,298	305,259	492,485	527,867	629,924
MARCH	145,687	234,516	211,199	200,818	237,003	358,881	386,649	409,245	392,138	482,188	399,055
APRIL	138,179	175,326	181,703	206,143	342,562	259,835	402,093	443,382	321,969	484,465	476,056
MAY	112,941	34,607	215,754	244,270	276,117	387,515	391,287	387,104	383,505	562,876	516,518
JUNE	172,776	198,927	193,549	251,842	251,747	347,060	357,517	399,827	386,641	606,023	425,253
ANNUAL TOTAL	2,052,891	2,186,855	2,074,584	2,551,446	3,026,831	3,425,231	4,264,309	4,348,731	4,319,389	5,520,987	5,680,824
MONTHLY AVG	171,074	182,238	172,882	212,620	252,236	285,436	355,359	362,394	359,949	460,082	473,402
% OF INCREASE	8.2%	6.5%	-5.1%	23.0%	18.6%	13.2%	24.5%	2.0%	-0.7%	27.8%	2.9%

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WORKERS' COMPENSATION FUND
BALANCE SHEET
JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
<u>ASSETS</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 33,914	\$ (1,596)
Total Assets	\$ 33,914	\$ (1,596)
<u>FUND BALANCE</u>		
Equity:		
Retained Earnings	\$ 33,914	\$ (1,596)
Total Liabilities and Equity	\$ 33,914	\$ (1,596)

WORKERS' COMPENSATION FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 JUNE 30, 2008
 (with comparative totals for June 30,2007)

	June 30,	
	2008	2007
<u>REVENUES:</u>		
Premium Income	\$ 421,310	\$ 378,160
Total Revenues	421,310	378,160
 <u>OPERATING EXPENSES:</u>		
Workers' Compensation Insurance	385,800	382,747
Total Operating Expenses	385,800	382,747
NET INCOME (LOSS)	35,510	(4,587)
Fund Balance, July 1	(1,596)	2,991
Fund Balance, End of Period	\$ 33,914	\$ (1,596)

MANAGEMENT SERVICES FUND
ESTIMATED BALANCE SHEET
AT JUNE 30, 2008

	Actual June 30, 2007	Actual June 30, 2008	Proposed June 30, 2009
<u>ASSETS</u>			
Current Assets:			
Cash and Cash Equivalents	\$ 299,357	\$ -	\$ -
Due from General Fund			
Accounts Receivable	5,862	8,195	-
Inventory	29,561	30,400	30,400
Total Current Assets	334,780	38,595	30,400
Fixed Assets:			
Construction in Progress			
Land	145,649	145,649	145,649
Buildings	178,016	178,016	178,016
Office Equipment	2,296,726	2,864,268	3,034,268
Construction in Progress	204,326	-	-
Accum. Depreciation	(1,584,163)	(1,769,071)	(1,978,931)
Net Fixed Assets	1,240,554	1,418,862	1,379,002
Total Assets	\$ 1,575,334	\$ 1,457,457	\$ 1,409,402
<u>LIABILITIES AND EQUITY</u>			
Liabilities:			
Accounts Payable	\$ 39,703	\$ 239,252	\$ -
Due to the General Fund	-	184,395	393,615
Due to Internal Service Fund	1,913	1,913	-
Total Liabilities	41,616	425,560	393,615
Equity:			
Contributed Capital	146,000	146,000	146,000
Retained Earnings	1,387,718	885,897	869,787
Total Equity	1,533,718	1,031,897	1,015,787
Total Liabilities and Equity	\$ 1,575,334	\$ 1,457,457	\$ 1,409,402

MANAGEMENT SERVICES FUND
ESTIMATED STATEMENT OF CASH FLOWS
JUNE 30, 2008

	Actual June 30, 2007	Actual June 30, 2008	Poposed June 30, 2009
CASH FROM OPERATING ACTIVITES:			
Operating income	\$ (222,148)	\$ (501,821)	\$ (16,110)
ADJUSTMENTS TO RECONCILE OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:			
Depreciation Expense	165,018	184,908	209,860
(Increase) decrease in:			
Other Receivables	22,628	(2,333)	8,195
Inventory	(6,478)	(839)	
Increase (decrease) in:			
Accounts payable	174,570	199,549	(239,252)
Due to other funds	(1,978)	184,395	207,307
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>131,612</u>	<u>63,859</u>	<u>170,000</u>
CASH FLOWS USED IN CAPITAL AND RELATED FINANCING ACTIVITIES:			
Purchase of fixed assets	<u>(363,345)</u>	<u>(363,216)</u>	<u>(170,000)</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	(231,733)	(299,357)	-
CASH AND CASH EQUIVALENTS - JULY 1	<u>531,090</u>	<u>299,357</u>	<u>-</u>
CASH AND CASH EQUIVALENTS - End of Period	<u>\$ 299,357</u>	<u>\$ -</u>	<u>\$ -</u>

MANAGEMENT SERVICES FUND
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDED JUNE 30, 2008

	TOTAL MANAGEMENT SERVICES FUND			
	Budget 2007/08	Actual 2007/08	Variance Favorable (Unfavorable)	Proposed 2008/09
REVENUES:				
Mansfield Board of Education	\$ 94,390	\$ 94,390	\$ -	\$ 97,230
Region 19	89,670	89,670		92,360
Town of Mansfield	61,200	61,200		64,700
Communication Service Fees	182,830	181,040	(1,790)	214,630
Copier Service Fees	225,440	226,951	1,511	225,740
Energy Service Fees		1,933,697	1,933,697	2,068,430
Rent	74,624	72,450	(2,174)	74,620
Rent - Telecom Tower	122,000	115,465	(6,535)	108,000
Sale of Supplies	45,000	46,280	1,280	36,050
CNR Fund	200,000	200,000		150,000
Health Insurance Fund	10,000	10,000		10,000
Solid Waste Fund	10,000	10,000		10,000
Sewer Operating Fund	3,000	3,000		3,000
Local Support	6,000	4,289	(1,711)	6,000
Postal Charges	89,070	87,370	(1,700)	87,570
Universal Services Fund	30,000	58,909	28,909	29,170
Total Revenues	1,243,224	3,194,711	1,951,487	3,277,500
EXPENDITURES:				
Salaries & Benefits	244,681	304,161	(59,480)	375,278
Training	6,300	4,616	1,684	5,800
Repairs & Maintenance	31,400	35,354	(3,954)	16,200
Professional & Technical	70,000	103,535	(33,535)	135,720
System Support	129,000	125,060	3,940	116,680
Copier Maintenance Fees	80,000	84,128	(4,128)	84,000
Communications	207,290	211,027	(3,737)	192,362
Supplies and Software Licensing	57,300	11,301	45,999	37,000
Equipment	276,650	424,906	(148,256)	170,000
Postage	83,000	85,548	(2,548)	88,800
Energy	4,000	1,679,277	(1,675,277)	1,986,460
Equipment Rental/Cost of Sales	79,700	85,779	(6,079)	45,450
Siemens Project		720,148	(720,148)	
Total Expenditures	1,269,321	3,874,840	(2,605,519)	3,253,750
Add:				
Depreciation	204,270	184,908	19,362	209,860
Less:				
Equipment Capitalized	(275,000)	(363,216)	43,761	(170,000)
Operating Expenditures	1,198,591	3,696,532	(2,497,941)	3,293,610
Net Income (Loss)	44,633	(501,821)	(546,454)	(16,110)
Total Equity & Contributed Capital, July 1	1,533,718	1,533,718		1,031,897
Total Equity & Contributed Capital, End of Period	\$ 1,578,351	\$ 1,031,897	\$ (546,454)	\$ 1,015,787

CEMETERY FUND
BALANCE SHEET
JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
<u>ASSETS</u>		
Cash and cash equivalents	\$ 18,250	\$ 21,313
Investments	352,420	329,700
Total Assets	\$ 370,670	\$ 351,013
<u>Liabilities</u>		
Accounts Payable	\$ 3,992	\$ 5,321
Due to General Fund		
Total Liabilities	3,992	5,321
<u>Fund Balance</u>		
Fund Balance		
Reserved for perpetual care	\$ 477,424	\$ 459,732
Reserved for nonexpendable trust	1,200	1,200
Unreserved, undesignated	(111,946)	(115,240)
Total Fund Balance	366,678	345,692
Total Liabilities and Fund Balance	\$ 370,670	\$ 351,013

CEMETERY FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 JUNE 30, 2008
 (with comparative totals for June 30 2007)

	June 30,	
	2008	2007
Operating Revenues:		
Interest and Dividend Income	\$ 18,499	\$ 15,692
Change in Market Value	6,475	10,604
Contributions	15,024	
Sale of Plots	7,050	3,900
Total Operating Revenues	47,048	30,196
Operating Expenses:		
Salaries	2,500	2,500
Cemetery Maintenance	9,395	11,240
Mowing Service	14,167	18,954
Total Operating Expenses	26,062	32,694
Operating Income/(Loss)	20,986	(2,498)
Retained Earnings, July 1	345,692	348,190
Retained Earnings, End of Period	\$ 366,678	\$ 345,692

TOWN OF MANSFIELD
INVESTMENT POOL
AS OF JUNE 30, 2008

	MARKET VALUE JUL 01, 2007	MARKET VALUE SEP 30, 2007	MARKET VALUE DEC 31, 2007	MARKET VALUE MAR 31, 2008	MARKET VALUE JUN 30, 2008	FISCAL 07/08 CHANGE IN VALUE
STOCK FUNDS:						
FIDELITY INVESTMENTS:						
SELECT UTILITIES GROWTH	52,054.69	52,276.20	55,631.92	49,624.68	53,866.10	1,811.41
BANK OF AMERICA						
COLUMBIA LG CAP INDEX FUND	17,037.42	17,387.27	16,541.81	14,973.34	14,512.71	(2,524.71)
COLUMBIA MULTI-ADVISOR INTL EQUITY	4,394.65	4,634.80	4,190.53	3,791.89	3,616.58	(778.07)
COLUMBIA MID CAP INDEX FUND	2,142.18	2,124.28	1,915.92	1,746.63	1,808.49	(333.69)
COLUMBIA SMALL CAP INDEX FUND	813.96	798.77	680.77	629.90	617.89	(196.07)
SUB-TOTAL BANK OF AMERICA	24,388.21	24,945.12	23,329.03	21,141.76	20,555.67	(3,832.54)
TOTAL STOCK FUNDS	76,442.90	77,221.32	78,960.95	70,766.44	74,421.77	(2,021.13)
BOND FUNDS:						
WELLS FARGO ADVANTAGE						
WELLS FARGO CORP. BOND FUND	47,840.44	48,723.68	49,672.82	51,132.06	50,836.58	2,996.14
T. ROWE PRICE						
U.S. TREASURY LONG	48,895.85	51,251.64	54,353.00	56,885.78	55,529.25	6,633.40
U.S. SECURITIES						
U.S. TREASURY NOTES	65,675.61	66,050.79	66,098.16	66,414.69	66,499.59	823.98
BANK OF AMERICA						
COLUMBIA INTERM CORE BOND FUND	6,803.43	6,849.44	6,921.75	6,908.60	6,737.69	(65.74)
COLUMBIA INTERM BOND FUND	11,752.31	11,847.09	11,887.71	11,792.93	11,562.76	(189.55)
SUB-TOTAL BANK OF AMERICA	18,555.74	18,696.53	18,809.46	18,701.53	18,300.45	(255.29)
VANGUARD INVESTMENTS						
GNMA FUND	249,429.78	256,840.90	265,358.13	271,338.33	269,255.22	19,825.44
TOTAL BOND FUNDS	430,397.42	441,563.54	454,291.57	464,472.39	460,421.09	30,023.67
CASH:						
BANK OF AMERICA						
COLUMBIA MONEY MARKET FUND	6,267.76	6,586.09	7,822.33	8,143.42	8,610.66	2,342.90
TOTAL CASH	6,267.76	6,586.09	7,822.33	8,143.42	8,610.66	2,342.90
TOTAL INVESTMENTS	513,108.08	525,370.95	541,074.85	543,382.25	543,453.52	30,345.44

Town of Mansfield
Investment Pool
As of June 30, 2008

	Equity Percentage	Equity In Investments	Equity In Cash Equiv.	Total Equity
Cemetery Fund	65.050%	347,915.28	5,601.23	353,516.51
School Non-Expendable Trust Fund	0.092%	492.06	7.92	499.98
Compensated Absences Fund	34.858%	186,435.52	3,001.50	189,437.03
Total Equity by Fund	100.000%	534,842.86	8,610.66	543,453.52

Investments	Market Value
<u>Stock Funds:</u>	
Fidelity - Select Utilities Growth	53,866.10
Bank of America - Colombia Lg Cap Index	14,512.71
Bank of America - Columbia Multi-Adv Intl	3,616.58
Bank of America - Columbia Mid Cap Index	1,808.49
Bank of America - Columbia Small Cap Index	617.89
Sub-Total Stock Funds	74,421.77
<u>Bond Funds:</u>	
Wells Fargo Advantage Funds-Corp Bond Inv	50,836.58
T. Rowe Price - U. S. Treasury Long-Term	55,529.25
People's Securities, Inc. - U.S. Treasury Notes	66,499.59
Bank of America-Columbia Intertim Core Bond	6,737.69
Bank of America-Columbia Interm Bond	11,562.76
Vanguard - GNMA Fund	269,255.22
Sub-Total Bond Funds	460,421.09
<u>Cash Equivalents:</u>	
Columbia Money Market Fund - Trust	8,610.66
Total Investments	543,453.52

Allocation	Amount	Percentage
Stocks	74,421.77	13.69%
Bonds	460,421.09	84.72%
Cash Equivalents	8,610.66	1.58%
Total Investments	543,453.52	100.00%

EASTERN HIGHLANDS HEALTH DISTRICT
BALANCE SHEET
AS OF JUNE 30, 2008
(with comparative totals for June 30, 2007)

<u>Assets</u>	June 30,	
	2008	2007
Cash and cash equivalents	\$ 220,800	\$ 280,480
Total Assets	\$ 220,800	\$ 280,480
<u>Liabilities and Fund Balance</u>		
<u>Liabilities</u>		
Accounts Payable	\$ 9,946	\$ 8,235
Total Liabilities	9,946	8,235
<u>Fund Balance</u>		
Fund Balance:		
Reserved for Prior Year Encumbrances	-	150
Unreserved, undesignated	210,854	272,095
Total Fund Balance	210,854	272,245
Total Liabilities & Fund Balance	\$ 220,800	\$ 280,480

EASTERN HIGHLANDS HEALTH DISTRICT
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 AS OF JUNE 30, 2008
 (with comparative totals for June 30, 2007)

	Adopted Budget 2007/08	Amended Budget 2007/08	June 30,	
			2008	2007
Operating Revenues:				
Member Town Contributions	\$ 342,500	\$ 342,500	\$ 343,771	\$ 322,676
State Grants	135,830	135,830	172,905	136,574
Septic Permits	60,120	60,120	31,410	43,885
Well Permits	22,870	22,870	22,695	19,690
Soil Testing Service	72,720	72,720	46,805	60,140
Food Protection Service	38,720	38,720	37,973	31,740
B100a Reviews	27,760	27,760	23,420	22,235
Septic Plan Review	41,300	41,300	29,335	36,035
Other Health Services	4,970	4,970	7,198	16,123
Total Operating Revenues	746,790	746,790	715,511	689,098
Operating Expenditures:				
Salaries & Wages	514,000	514,000	483,002	441,067
Benefits	162,550	162,550	155,711	147,198
Miscellaneous Benefits	4,070	4,070	2,869	4,137
Insurance	12,540	12,540	14,201	13,788
Professional & Technical Services	17,300	17,300	16,082	39,035
Other Purchased Services	24,870	24,870	26,207	23,504
Other Supplies	8,000	8,000	7,492	6,480
Equipment - Minor	1,460	1,460	1,338	1,878
Total Operating Expenditures	744,790	744,790	706,902	677,087
Transfers Out:				
Transfers to CNR	2,000	70,000	70,000	34,000
Total Operating Expenditures & Transfers Out	746,790	814,790	776,902	711,087
Operating Income/(Loss)	-	(68,000)	(61,391)	(21,989)
Fund Balance, July 1	272,245	272,245	272,245	294,234
Fund Balance, End of Period	\$ 272,245	\$ 204,245	\$ 210,854	\$ 272,245

EASTERN HIGHLANDS HEALTH DISTRICT
 CAPITAL NONRECURRING FUND BALANCE SHEET
 AS OF JUNE 30, 2008
 (with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
<u>Assets</u>		
Cash and cash equivalents	\$ 108,164	\$ 78,498
 Total Assets	\$ 108,164	\$ 78,498
<u>Fund Balance</u>		
Fund Balance:		
Reserved for Prior Year Encumbrances	\$ 12,476	\$ -
Unreserved, undesignated	95,688	78,498
 Total Fund Balance	\$ 108,164	\$ 78,498

EASTERN HIGHLANDS HEALTH DISTRICT
 CAPITAL NONRECURRING FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 AS OF JUNE 30, 2008
 (with comparative totals for JUNE 30, 2007)

	June 30,	
	2008	2007
Operating Revenues:		
State Grants	\$ 12,400	
Transfers In-G/F	70,000	\$ 34,000
Total Operating Revenues	82,400	34,000
Operating Expenditures:		
Computer Equipment	5,274	-
Vehicles	42,460	
Technology Study - Prof & Tech Services	5,000	-
Total Operating Expenditures	52,734	-
Operating Income/(Loss)	29,666	34,000
Fund Balance, July 1	78,498	44,498
Fund Balance, End of Period	\$ 108,164	\$ 78,498

MANSFIELD DOWNTOWN PARTNERSHIP
BALANCE SHEET
AS OF JUNE 30, 2008
(with comparative totals for June 30, 2007)

	June 30,	
	2008	2007
<u>ASSETS</u>		
Cash & Cash Equivalents	\$ 113,458	\$ 21,460
Accounts Receivable	900	900
Total Assets	\$ 114,358	\$ 22,360

<u>LIABILITIES</u>		
Accounts Payable	\$ 16,299	\$ 3,192
Due to Internal Service Fund		353
Total Liabilities	16,299	3,545

<u>FUND BALANCE</u>		
Fund Balance, Unreserved	98,059	18,815
Total Fund Balance	98,059	18,815
Total Liabilities and Fund Balance	\$ 114,358	\$ 22,360

**MANSFIELD DOWNTOWN PARTNERSHIP
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE**

	Actual 2000/01	Actual 2001/02	Actual 2002/03	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Budget 2007/08	Actual 2007/08	Proposed 2008/09
Revenues:										
Intergovernmental:										
Mansfield General Fund/CNR	\$32,500	\$20,000	\$30,000	\$41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$125,000	\$125,000	\$125,000
Uconn		32,500	45,000	46,500	60,000	62,000	62,000	125,000	125,000	125,000
Mansfield Capital Projects *						60,000				
Leyland Share - Relocation									30,210	
Membership Fees			10,040	13,085	17,355	20,282	19,215	19,000	21,820	19,000
Local Support				1,500	1,500					
State Support							4,993			
Contributions/Other					200	2,165	(165)			
Total Revenues	32,500	52,500	85,040	102,585	129,055	211,440	143,050	269,000	302,030	269,000
Operating Expenditures:										
Salaries and Benefits		15,531	71,378	73,007	83,974	92,800	107,140	122,330	121,544	124,950
Professional & Technical	930	9,519	7,386	5,406	8,397	63,068	44,967	103,000	31,817	135,000
Relocation Costs							20,000		40,420	
Office Rental		3,600	11,000	11,800	13,181	13,775	16,451	17,680	17,565	18,400
Insurance			1,650	1,760	1,764	1,772	1,702	1,990	1,704	2,060
Purchased Services			8,029	5,005	6,092	9,065	7,092	6,800	7,003	6,950
Supplies & Services		3,980	4,704	2,837	2,463	4,075	2,055	2,870	2,733	2,950
Contingency										5,000
Total Operating Expenditures	930	32,630	104,147	99,815	115,871	184,555	199,407	254,670	222,786	295,310
Operating Income/(Loss)	31,570	19,870	(19,107)	2,770	13,184	26,885	(56,357)	14,330	79,244	(26,310)
Fund Balance, July 1		31,570	51,440	32,333	35,103	48,287	75,172	18,815	18,815	98,059
Fund Balance, End of Period	\$31,570	\$51,440	\$32,333	\$35,103	\$ 48,287	\$ 75,172	\$ 18,815	\$ 33,145	\$ 98,059	\$ 71,749

	Actual 2000/01	Actual 2001/02	Actual 2002/03	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Total To Date	Budget 2007/08	Proposed Budget 2008/09
Contribution Recap:										
Mansfield	\$32,500	\$20,000	\$30,000	\$41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$298,000	\$125,000	\$125,000
Mansfield Capital Projects						60,000		60,000		
UCONN		32,500	45,000	46,500	60,000	62,000	62,000	308,000	125,000	125,000
Total Contributions	\$32,500	\$52,500	\$75,000	\$88,000	\$110,000	\$184,000	\$124,000	\$666,000	\$250,000	\$250,000

*Note: Mansfield Capital Projects -- 400-84103

10/24/05 Council authorized for legal	\$ 10,000
10/24/05 Council authorized for reloc assistance plan (Phil Michalowski)	20,000
03/27/06 Council authorized for relocation agreements (Olsen & LaJoie)	30,000
	<u>\$ 60,000</u>

Relocation Paid:

Curtis Olsen (8/17/06 & 10/24/06)	\$ 20,000
Kathy LaJoie (08/09/07)	40,420
Reimbursement from Leyland	(30,210)
Net Relocation Expense	<u>\$ 30,210</u>

**TOWN OF MANSFIELD
DOWNTOWN REVITALIZATION & ENHANCEMENT PROJECT
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
AS OF MARCH 31, 2008**

	Project Length	
	Budget	Actual
Operating Revenues:		
Intergovernmental Revenues -		
USDA Rural Development Grant	\$ 140,000	\$ 140,000
DECD STEAP Grant	1,000,000	489,232
Leyland Share-MDP Design		9,000
Total Operating Revenues	1,140,000	638,232
Operating Expenditures:		
Downtown Revitalization & Enhancement:		
Legal Services	179,729	177,045
Legal Services - DECD Contract	15,000	
Architects & Engineers	338,000	229,916
Construction Costs	495,000	
Construction - Walkway	222,271	222,271
Total Operating Expenditures	1,250,000	629,232
Operating Income/(Loss)		9,000
Fund Balance, July 1		
Fund Balance, End of Period	\$ -	\$ 9,000

**TOWN OF MANSFIELD
DOWNTOWN REVITALIZATION & ENHANCEMENT PROJECT**

PROJECT 84120 - BUDGET BREAKDOWN BY GRANT

USDA Grant #1	\$ 90,000	- Complete
USDA Grant #2	50,000	- Complete
STEAP Grant #1	500,000	
STEAP Grant #2	500,000	
Urban Action Grant *	2,500,000	
Total Funding	<u>\$ 3,640,000</u>	

Expenditure Budget Item	Funding Source					Total Budget
	USDA #1	USDA #2	STEAP #1	STEAP #2	Urban Action	
Legal	\$ -	\$ -	\$ 179,729	\$ -		\$ 179,729
Legal - Reserved for DECD			5,000	5,000	5,000	15,000
Salaries (Town Staff)					45,000	45,000
Architects	90,000	50,000	93,000		105,000	338,000
Construction Costs				495,000		495,000
Construction - Storrs Road					2,345,000	2,345,000
Construction - Walkway			222,271			222,271
Total	<u>\$ 90,000</u>	<u>\$ 50,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 2,500,000</u>	<u>\$ 3,640,000</u>

* Improvements to Storrs Road 03/30/07 - 12/31/2009

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SCHOOLS AND TOWN
June 30, 2008

	Schools	Town	Total
Balance at July 1, 2007	\$1,010,000	\$2,155,000	\$3,165,000
Issued During Period			
Retired During Period	355,000	305,000	660,000
Balance at 6/30/08	<u>\$655,000</u>	<u>\$1,850,000</u>	<u>\$2,505,000</u>

CHANGES IN BOND AND NOTES OUTSTANDING

	Serial Bonds	BAN's	Promissory Note	Total
Balance at July 1, 2007	\$3,165,000			\$3,165,000
Debt Issued				
Debt Retired	660,000			660,000
Balance at 6/30/08	<u>\$2,505,000</u>			<u>\$2,505,000</u>

Description	Original Amount	Payment Date		Bonds	BAN's	Promissory Note	Total
		P & I	I				
1989 General Obligation	5,000,000	6/15	12/15	50,000			50,000
1990 General Obligation	2,525,000	6/15	12/15	100,000			100,000
2004 Town Taxable Gen. Obligation Bond	2,590,000	6/01	12/01	1,455,000			1,455,000
2004 School General Obligation Bond	940,000	6/01	12/01	505,000			505,000
2004 Town General Obligation Bond	725,000	6/01	12/01	395,000			395,000
	<u>\$11,780,000</u>			<u>\$2,505,000</u>			<u>\$2,505,000</u>

DETAIL OF DEBT OUTSTANDING
SCHOOLS AND TOWNS
June 30, 2008

	<u>Original Amount</u>	<u>Balance 06/30/08</u>
Schools		
Consists of -		
1989 General Obligation Bonds:		
Window Project/Sheds	250,000	
Asbestos Removal	666,000	12,312
Code Compliance	729,000	14,845
Expansion & Renovation	3,130,000	22,843
1990 General Obligation Bonds:		
Schools Expansion	2,525,000	100,000
2004 General Obligation Bonds:		
MMS IRC	940,000	505,000
	<u>\$8,240,000</u>	<u>\$655,000</u>
Town		
Consists of -		
1989 General Obligation Bonds:		
Route 275 Sidewalk	\$225,000	
2004 Taxable GOB - Community Center	2,590,000	1,455,000
2004 General Obligation - Library	725,000	395,000
	<u>\$3,540,000</u>	<u>\$1,850,000</u>
Total Debt Outstanding	<u>\$11,780,000</u>	<u>\$2,505,000</u>

TOWN OF MANSFIELD
SUMMARY OF INVESTMENTS

June 30, 2008

ALL OTHER FUNDS:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 6/30/08
State Treasurer	5,541,457	2.304	Various	Various	
Total Accrued Interest @ 6/30/08					454,891
Interest Received 7/1/07 - 6/30/08					<u>454,891</u>
Total Interest, General Fund, 6/30/08					<u>454,891</u>

CAPITAL FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 6/30/08
State Treasurer	377,401	2.304	Various	Various	
Total Accrued Interest @ 6/30/08					_____
Interest Received 7/1/07 - 6/30/08					_____
Total Interest, Capital Fund @ 6/30/08					<u>_____</u>

HEALTH INSURANCE FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 6/30/08
MBIA - Class	906,131	2.17	Various	Various	
State Treasurer	127,852	2.304	Various	Various	
Total Accrued Interest @ 6/30/08					38,556
Interest Received 7/1/07 - 6/30/08					<u>38,556</u>
Total Interest, Health Insurance Fund @ 6/30/08					<u>38,556</u>

Town of Mansfield
Memo

DATE July 5, 2008
 To: Matt Hart, Town Manager
 Jeffrey Smith, Director of Finance
 From: Christine Gamache, Collector of Revenue
 Subject: Amounts and % of Collections for 7/1/07 to 6/30/08 comparable to 7/1/06 to 6/30/07

	GRAND LIST 2006	ADJUSTMENTS	ADJUSTED LIST	PAID	% PAID	DELINQUENT BALANCE	% DEL
RE	19,125,475.57	28,458.44	19,153,934	18,932,574.34	98.8%	221,360	1.2%
PER	801,089.68	(3,061.72)	798,028	788,273.68	98.8%	9,754	1.2%
MV	1,656,385.14	(40,266.63)	1,616,119	1,539,743.53	95.3%	76,375	4.7%
TOTAL	21,582,950.39	(14,869.91)	21,568,080	21,260,591.55	98.6%	307,489	1.4%
MVS	204,980.04	(3,320.38)	201,660	179,507.03	89.0%	22,153	11.0%
TOTAL	21,787,930.43	(18,190.29)	21,769,740.14	21,440,098.58	98.5%	329,641.56	1.5%
3 YEARS COLLECTION , 2007 to June 30, 2008							
Suspense Collections		17,202.43		Suspense Interest Less Fees		21,524.00	
Prior Years Taxes		<u>213,994.28</u>		Interest and Lien Fees		<u>116,437.24</u>	
		<u>231,196.71</u>				<u>137,961.24</u>	

	GRAND LIST 2005	ADJUSTMENTS	ADJUSTED LIST	PAID	% PAID	DELINQUENT BALANCE	% DEL
RE	17,868,032	44,637	17,912,668	17,713,678	98.9%	198,991	1.1%
PER	744,601	(775)	743,826	726,123	97.6%	17,703	2.4%
MV	1,560,728	(39,289)	1,521,439	1,452,195	95.4%	69,244	4.6%
TOTAL	20,173,360	4,573	20,177,934	19,891,995	98.6%	285,938	1.4%
MVS	195,887	(3,276)	192,611	170,382	88.5%	22,229	11.5%
TOTAL	20,369,248	1,297	20,370,545	20,062,378	98.5%	308,167	1.5%
3 YEARS COLLECTION , 2006 to June 30, 2007							
Suspense Collections		7,976.56		Suspense Interest Less Fees		8,147.13	
Prior Years Taxes		<u>179,493.42</u>		Interest, Lien Fees & DMV Fees		<u>139,981.36</u>	
		<u>187,469.98</u>				<u>148,128.49</u>	

TOWN OF MANSFIELD
 BOARD OF EDUCATION
 RECAP OF SPECIAL EDUCATION REVENUES AND EXPENDITURES

As of June 30, 2008

REVENUE:		
<u>TUITION REVENUE:</u>		
RECEIVED TO DATE	58,934.84	
OUTSTANDING RECEIVABLE	0.00	
TOTAL TUITION REVENUE	<u>58,934.84</u>	
EXCESS COST & STATE AGENCY GRANT	36,118.00	
SERVICES FOR THE BLIND	0.00	
MEDICAID REIMBURSEMENT PROGRAM	13,168.75	
TOTAL REVENUES		108,221.59
EXPENDITURES:		
<u>TUITION PAYMENTS (BALANCE):</u>		
PUBLIC	67,903.77	
PRIVATE	(117,634.28)	
STATE AGENCY/PUBLIC	40,000.00	
STATE AGENCY/PRIVATE	40,000.00	
TOTAL TUITION PAYMENTS UNDER (OVER) BUDGET	30,269.49	
TUITION COST OF REGULAR EDUCATION STUDENT PLACED BY THE STATE (none at this time)	0.00	
OCCUPATIONAL & PHYS THERAPY - UNDER (OVER) BUDGET (A/C 112-62104-XXXXX-52)	(83,577.29)	
TRANSPORTATION UNDER (OVER) BUDGET	<u>(64,932.54)</u>	
TOTAL EXPENDITURES BALANCE - UNDER (OVER)		(118,240.34)
TOTAL BALANCE UNDER (OVER) BUDGET		<u><u>(10,018.75)</u></u>

CAPITAL PROJECTS - OPEN SPACE
STATUS REPORT THROUGH JUNE 30, 2008

CAT - 9/12/2008 12:36 PM

Acreage	Total Budget	Expended Thru 6/30/2007	Current Year Expenditures	Estimated Unexpended Balance	Anticipated Grants
	\$4,256,855				
		130,790			
UNALLOCATED COSTS:					
		17,766			
		8,975			
		10,710			
		6,475			
		8,274	(34)		
		3,000			
		2,927			
		3,852			
		103,604			
PROPERTY PURCHASES:					
	8.23	128,439			
	25.80	163,330			
	6.50	42,703			
	106.00	101,579			
		4,250	2,500		
	32.00	35,161			
	8.60	162,236			
	1.19	31,492			
	7.40	7,636			
	35.33	291,780			
	18.60	62,576			
	11.70	24,202			
	2.10	8,804			
		1,500			
	15.00				
		4,310			
	17.00	10,000			
	59.75	104,133			
	6.70	135,466			
	23.70	69,527			
	102.00	263,322			
	50.57	90,734			
	29.00	64,423			
		1,500			
	29.50	91,792			
	3.00	31,732			
	68.41	257,996			
	6.80	24,638			
	23.50	92,456			
	664.35	\$4,256,855	\$2,624,090	\$2,466	\$1,630,299
					\$0

Project Name		Breakdown of Expenditures of Prior to 92/93	
85105 - Local Funds 94/95	\$250,000	White Cedar Swamp - Purchase	\$50,000
85105 - Local Funds 90/91	227,855	Appraisal Fees	250
85105 - Local Funds 97/98	250,000	Financial Fees	5,457
85105 - Local Funds 98/99	250,000	Miscellaneous Costs	605
85105 - Local Funds 99/00	250,000	Unidentifiable (Prior 89/90)	74,478
85105 - Local Funds 00/01	250,000		
85105 - Local Support June 15, 2001	5,000		\$130,790
85105 - Local Funds 01/02	250,000		
85105 - Local Funds 02/03	75,000		
85105 - Local Funds 03/04	100,000		
85105 - State Support - Rich Property	60,000		
85105 - State Support - Hatch/Skinner Property	126,000		
85105 - State Support - Olsen Property	50,000		
85105 - State Support - Vernon Property	113,000		
85105 - Authorized (Unissued) Bonding - 06/07	1,000,000		
85114 - Bonded Funds	1,000,000		
	\$4,256,855		

*The Merrow Meadow Park property was donated to us. Funds were expended to improve the property, supported partially by a State grant in the amount of \$63,600.

AWARD OF CONTRACTS BY OTHER THAN
FORMAL COMPETITIVE BID
FISCAL YEAR 07/08

Contractor	Project	Contract Date	Contract Amount	Other Solicited Vendors	Reason for not using Formal Bid Procedure
Wyndham Corporate Interiors	IT Dept. Furniture	7/3/2007	14,877.00	N/A	State Bid
New Engloand Fitness	MCC Equipment	7/5/2007	26,000.00	N/A	State Bid
Hain Materials	Class II	7/9/2007	35,350.00	N/A	State Bid Plus Local Vendor
Fuss & O'Neill	Repair to Old Turnpike Bridge	7/17/2007	22,950.00	Putnam Welding Old Colony Construction McClain & Co	RFP
J. E. O'Brien	Vinton School Playscape Project	7/24/2007	20,166.06	N/A	State Bid
Shipman's Fire Equipment	Fire Protection Equipment	8/14/2007	110,940.00	N/A	State Bid
Northwest Hills Dealership	Mainenance Truck	8/1/2007	24,119.00	N/A	State Bid
Northwest Hills Dealership	Pickup Truck	8/31/2007	23,445.00	N/A	State Bid
Dupont Systems, Inc.	Vault Shelving	9/28/2007	47,875.00	N/A	State Bid
Builder's Concrete	Skate Park	12/10/2007	15,000.00	N/A	Professional Service
Walker Parking Consultant	Parking Consultant for MDP	12/11/2007	25,300.00	N/A	Professional Service
Shipman's Fire Equipment	Air Compresor	1/24/2008	36,524.00	N/A	Sole Source

Town of Mansfield
 YTD Revenue Summary by Source
 Fiscal Year: 2008

Account Description	Estimated Revenue	Debits	Credits	Remaining	Pct Used
1 General Fund - Town					
Taxes and Related Items					
40101 Current Year Levy	21,295,682.00	54,006.97	21,368,105.99	-18,417.02	100.09
40102 Prior Year Levy	200,000.00	59,674.58	221,057.16	38,617.42	80.69
40103 Interest & Lien Fees	125,000.00	1,508.12	115,862.37	10,645.75	91.48
40104 Motor Vehicle Supplement	175,000.00	532.12	181,859.19	-6,327.07	103.62
40105 Susp. Coll. Taxes - Trnsc.	6,000.00	72.06	17,236.68	-11,164.62	286.08
40106 Susp. Coll. Int. - Trnsc.	4,000.00	21.85	21,475.33	-17,453.48	536.34
40108 Motor Vehicle Penalty	4,200.00	5.00	2,027.84	2,177.16	48.16
40109 Collection Fees	.00	.00	164.76	-164.76	.00
Total Taxes and Related Items	21,809,882.00	115,820.70	21,927,789.32	-2,086.62	100.01
Licenses and Permits					
40201 Misc Licenses & Permits	2,140.00	.00	2,582.00	-442.00	120.65
40202 Sport Licenses	700.00	.00	540.00	160.00	77.14
40203 Dog Licenses	7,500.00	-74.00	7,777.00	-351.00	104.68
40204 Conveyance Tax	255,000.00	.00	229,078.65	25,921.35	89.83
40210 Trailer & Subdivision Permits	5,000.00	.00	4,195.00	805.00	83.90
40211 Zoning Permits	18,000.00	300.00	16,462.00	1,838.00	89.79
40212 Zba Applications	1,500.00	.00	1,010.00	490.00	67.33
40214 Iwa Permits	4,000.00	.00	1,950.00	2,050.00	48.75
40223 Sewer Permits	50.00	.00	.00	50.00	.00
40224 Road Permits	2,700.00	.00	2,150.00	550.00	79.63
40230 Building Permits	292,000.00	.00	199,344.44	92,655.56	68.27
40231 Adm Cost Reimb-permits	100.00	2.00	172.00	-70.00	170.00
40232 Housing Code Permits	58,000.00	.00	62,515.00	-4,515.00	107.78
40233 Housing Code Penalties	100.00	.00	.00	100.00	.00
40234 Landlord Registrations	.00	500.00	2,080.00	-1,580.00	.00
Total Licenses and Permits	646,790.00	728.00	529,856.09	117,661.91	81.81
Fed. Support Gov					
40352 Payment In Lieu Of Taxes	1,850.00	9,120.70	11,048.05	-77.35	104.18
40357 Social Serv Block Grant	3,650.00	.00	3,657.00	-7.00	100.19
Total Fed. Support Gov	5,500.00	9,120.70	14,705.05	-84.35	101.53
State Support Education					
40401 Education Assistance	9,645,950.00	.00	9,647,880.00	-1,930.00	100.02
40402 School Transportation	269,620.00	.00	277,161.00	-7,541.00	102.80
Total State Support Education	9,915,570.00	.00	9,925,041.00	-9,471.00	100.10
State Support Gov					
40451 Pilot - State Property	8,027,360.00	.00	8,020,783.91	6,576.09	99.92
40454 Circuit Crt-parking Fines	.00	.00	1,295.00	-1,295.00	.00
40455 Circuit Breaker	44,000.00	.00	35,302.72	8,697.28	80.23
40456 Tax Relief For Elderly	1,840.00	.00	2,000.00	-160.00	108.70
40457 Library - Connecticutcard/ill	12,000.00	.00	19,644.45	-7,644.45	163.70

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Town of Mansfield
YTD Revenue Summary by Source
Fiscal Year: 2008

Account Description	Estimated Revenue	Debits	Credits	Remaining	Pct Used
40458 Library - Basic Grant	2,500.00	.00	2,403.41	96.59	96.14
40459 Tax Credit New Mfg Equipment	6,830.00	.00	7,160.99	-330.99	104.85
40460 Boat Reimbursement	2,500.00	.00	2,502.91	-2.91	100.12
40462 Disability Exempt Reimb	800.00	.00	1,074.15	-274.15	134.27
40465 Emerg Mgmt Performance Grant	7,000.00	6,000.00	12,000.00	1,000.00	85.71
40469 Veterans Reimb	6,370.00	.00	6,274.52	95.48	98.50
40494 Judicial Revenue Distribution	3,000.00	.00	11,416.50	-8,416.50	380.55
40496 Pilot-holinko Estates	13,500.00	.00	14,518.00	-1,018.00	107.54
Total State Support Gov	8,127,700.00	6,000.00	8,136,376.56	-2,676.56	100.03
Local Support Gov					
40551 Pilot - Senior Housing	.00	.00	9,399.25	-9,399.25	.00
Total Local Support Gov	.00	.00	9,399.25	-9,399.25	.00
Charge for Services					
40604 Data Process Serv-reg 19	10,390.00	.00	10,390.00	.00	100.00
40605 Region 19 Financial Serv	72,920.00	.00	72,920.00	.00	100.00
40606 Health District Services	12,470.00	.00	12,470.00	.00	100.00
40610 Recording	75,000.00	.00	60,793.00	14,207.00	81.06
40611 Copies Of Records	13,400.00	8,933.04	22,077.31	255.73	98.09
40612 Vital Statistics	5,000.00	.00	6,283.00	-1,283.00	125.66
40613 Sale Of Maps/regs	60.00	10.00	102.00	-32.00	153.33
40620 Police Service	41,600.00	9,530.00	78,899.67	-27,769.67	166.75
40622 Redemption/Release Fees	3,000.00	.00	2,169.00	831.00	72.30
40625 Animal Adoption Fees	1,600.00	.00	1,030.00	570.00	64.38
40628 Redemption Fees-Hampton/Scot	400.00	.00	272.50	127.50	68.13
40629 Adoption Fees-Hampton/Scotland	20.00	.00	45.00	-25.00	225.00
40641 Postage On Overdue Books	16,000.00	.00	17,962.60	-1,962.60	112.27
40650 Blue Prints	100.00	.00	133.75	-33.75	133.75
40656 Reg Dist 19 Grnds Mntnce	73,620.00	.00	73,620.00	.00	100.00
40663 Zoning Regulations	250.00	.00	183.50	66.50	73.40
40671 Day Care Grounds Maintenance	10,390.00	.00	10,390.00	.00	100.00
40674 Charge for Services	2,000.00	.00	2,503.03	-503.03	125.15
40678 Celeron Sq Assoc Bikepath Main	2,700.00	.00	2,700.00	.00	100.00
Total Charge for Services	340,920.00	18,473.04	374,944.36	-15,551.32	104.56
Fines and Forfeitures					
40702 Parking Tickets - Town	4,500.00	20.00	3,445.00	1,075.00	76.11
40710 Building Fines	250.00	.00	340.00	-90.00	136.00
40711 Landlord Registration Penalty	.00	.00	125.00	-125.00	.00
40715 Ordinance Violation Penalty	.00	.00	360.00	-360.00	.00
Total Fines and Forfeitures	4,750.00	20.00	4,270.00	500.00	89.47
Miscellaneous					
40801 Rent	5,590.00	.00	6,960.00	-1,370.00	124.51
40804 Rent - Historical Soc	2,000.00	.00	2,700.00	-700.00	135.00

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Town of Mansfield
 YTD Revenue Summary by Source
 Fiscal Year: 2008

Account Description	Estimated Revenue	Debits	Credits	Remaining	Pct Used
40807 Rent - Town Hall	500.00	.00	200.00	300.00	40.00
40808 Rent - Senior Center	100.00	.00	.00	100.00	.00
40813 General Assistance - Indiv.	.00	.00	13,989.36	-13,989.36	.00
40817 Telecom Services Payment	100,000.00	.00	99,809.90	190.10	99.81
40820 Interest Income	600,000.00	35,364.57	490,254.95	145,109.62	75.82
40825 Rent - R19 Maintenance	2,790.00	.00	2,790.00	.00	100.00
40890 Other	2,750.00	4,842.56	14,047.85	-6,455.29	334.74
Total Miscellaneous	713,730.00	40,207.13	630,752.06	123,185.07	82.74
Operating Transfers In					
40928 School Cafeteria	2,500.00	.00	2,500.00	.00	100.00
Total Operating Transfers In	2,500.00	.00	2,500.00	.00	100.00
Total 111 General Fund - Town	41,567,342.00	190,369.57	41,555,633.69	202,077.88	99.51
* GRAND TOTAL *****	41,567,342.00	190,369.57	41,555,633.69	202,077.88	99.51

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--- SELECTION LEGEND -----
 Count Type: R
 l: 111 TO 111

Total Number of Accounts: 81

TOWN OF MANSFIELD
 LEGAL EXPENDITURE SUMMARY BY ACTIVITY
 ENDING 06302008

	APPROVED BUDGET	ADJUSTED BUDGET	YEAR TO DATE ENC + EXP	UNENCUMBERED BALANCE	PERCENT
1 General Fund - Town					
100 Legislative	80,270.00	80,377.00	80,376.90	.10	100.00
101 Charter Revision	2,000.00	288.00	288.13	-.13	100.05
100 Municipal Management	182,840.00	186,321.00	186,320.87	.13	100.00
200 Human Resources	75,210.00	129,984.00	129,984.12	-.12	100.00
100 Town Attorney	20,000.00	52,475.00	52,475.42	-.42	100.00
200 Probate	2,230.00	1,885.00	1,885.34	-.34	100.02
200 Registrars	28,650.00	39,004.00	39,004.32	-.32	100.00
100 Town Clerk	176,180.00	185,283.00	185,283.34	-.34	100.00
200 General Elections	17,550.00	14,390.00	14,390.01	-.01	100.00
100 Finance Administration	68,830.00	68,052.00	68,052.39	-.39	100.00
200 Accounting & Disbursements	261,170.00	253,184.00	253,184.06	-.06	100.00
300 Revenue Collections	143,990.00	142,898.00	142,898.05	-.05	100.00
402 Property Assessment	176,450.00	174,688.00	174,688.31	-.31	100.00
510 Central Copying	39,000.00	40,336.00	40,335.91	.09	100.00
511 Central Services	33,800.00	34,389.00	34,388.77	.23	100.00
600 Information Technology	62,820.00	54,550.00	54,549.96	.04	100.00
	-----	-----	-----	-----	-----
TOTAL GENERAL GOVERNMENT	1,370,990.00	1,458,104.00	1,458,105.90	-1.90	100.00
	=====	=====	=====	=====	=====
200 Police Services	901,430.00	821,509.00	821,509.48	-.48	100.00
300 Animal Control	87,120.00	82,774.00	82,773.81	.19	100.00
101 Fire Marshal	115,410.00	117,618.00	117,618.11	-.11	100.00
155 Fire & Emerg Services Admin	200,270.00	198,885.00	198,885.21	-.21	100.00
160 Fire & Emergency Services	1,369,930.00	1,484,273.00	1,484,272.87	.13	100.00
100 Emergency Management	34,020.00	32,227.00	32,227.33	-.33	100.00
	-----	-----	-----	-----	-----
TOTAL PUBLIC SAFETY	2,708,180.00	2,737,286.00	2,737,286.81	-.81	100.00
	=====	=====	=====	=====	=====
100 Public Works Administration	169,780.00	72,695.00	72,695.01	-.01	100.00
200 Supervision & Operations	84,280.00	82,575.00	82,575.41	-.41	100.00
300 Road Services	661,740.00	743,302.00	743,302.08	-.08	100.00
400 Grounds Maintenance	285,890.00	293,450.00	293,450.27	-.27	100.00
600 Equipment Maintenance	488,690.00	513,544.00	513,543.92	.08	100.00
700 Engineering	210,060.00	159,726.00	159,726.48	-.48	100.00
800 Building Inspection	155,750.00	153,627.00	153,627.31	-.31	100.00
810 Housing Inspection	113,140.00	119,007.00	119,006.74	.26	100.00
900 Facilities Management	736,140.00	766,709.00	766,708.57	.43	100.00
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TOTAL PUBLIC WORKS	2,905,470.00	2,904,635.00	2,904,635.79	-.79	100.00
	=====	=====	=====	=====	=====
100 Human Services Administration	274,130.00	258,495.00	258,495.45	-.45	100.00
202 Mansfield Challenge - Winter	2,650.00	3,143.00	3,143.08	-.08	100.00
204 Youth Employment - Middle Sch	4,000.00	4,600.00	4,600.00	.00	100.00
210 Youth Services	115,180.00	94,961.00	94,961.41	-.41	100.00
300 Senior Services	209,130.00	208,734.00	208,734.46	-.46	100.00
100 Library Services Admin	605,500.00	586,276.00	586,276.38	-.38	100.00
100 Overall Indirect	194,610.00	.00	.00	.00	.00

TOWN OF MANSFIELD
 LEGAL EXPENDITURE SUMMARY BY ACTIVITY
 ENDING 06302008

	APPROVED BUDGET	ADJUSTED BUDGET	YEAR TO DATE ENC + EXP	UNENCUMBERED BALANCE	PERCENT
45000 Contributions To Area Agency	304,030.00	302,819.00	302,818.80	.20	100.00
TOTAL COMMUNITY SERVICES	1,709,230.00	1,459,028.00	1,459,029.58	-1.58	100.00
51100 Planning Administration	220,760.00	217,309.00	217,308.78	.22	100.00
52100 Planning/Zoning Inland/Wetlnd	19,050.00	10,595.00	10,595.25	-.25	100.00
58000 Boards and Commissions	8,500.00	5,267.00	5,266.99	.01	100.00
TOTAL COMMUNITY DEVELOPMENT	248,310.00	233,171.00	233,171.02	-.02	100.00
71000 Employee Benefits	2,132,350.00	2,073,210.00	2,073,210.19	-.19	100.00
72000 Insurance	121,880.00	123,908.00	123,907.64	.36	100.00
73000 Contingency	50,000.00	11,143.00	.00	11,143.00	.00
TOTAL TOWN-WIDE EXPENDITURES	2,304,230.00	2,208,261.00	2,197,117.83	11,143.17	99.50
92000 Other Financing Uses	527,500.00	1,417,420.00	1,417,420.00	.00	100.00
TOTAL OTHER FINANCING	527,500.00	1,417,420.00	1,417,420.00	.00	100.00
TOTAL General Fund - Town	11,773,910.00	12,417,905.00	12,406,766.93	11,138.07	99.91

TOWN OF MANSFIELD / BOARD OF EDUCATION
 LEGAL EXPENDITURE SUMMARY BY ACTIVITY
 ENDING 06302008

	APPROVED BUDGET	ADJUSTED BUDGET	YEAR TO DATE ENC & EXP	UNENCUMBERED BALANCE	PERCENT
12 General Fund - Board					
1101 Regular Instruction	7,323,260.00	7,167,969.00	7,167,968.88	.12	100.00
1102 English	53,620.00	51,137.00	51,137.41	-.41	100.00
1104 World Languages	10,440.00	8,121.00	8,121.29	-.29	100.00
1105 Health & Safety	8,870.00	7,725.00	7,725.10	-.10	100.00
1106 Physical Education	14,750.00	13,944.00	13,943.69	.31	100.00
1107 Art	14,130.00	13,152.00	13,152.35	-.35	100.00
1108 Mathematics	29,700.00	23,563.00	23,562.58	.42	100.00
1109 Music	19,270.00	17,816.00	17,815.63	.37	100.00
1110 Science	29,980.00	29,275.00	29,275.25	-.25	100.00
1111 Social Studies	24,660.00	23,274.00	23,273.99	.01	100.00
1115 Information Technology	247,740.00	282,522.00	282,522.19	-.19	100.00
1122 Family & Consumer Science	10,120.00	7,320.00	7,319.99	.01	100.00
1123 Technology Education	10,150.00	10,125.00	10,125.21	-.21	100.00
1201 Special Ed Instruction	1,355,200.00	1,339,333.00	1,339,333.02	-.02	100.00
1202 Enrichment	390,790.00	381,849.00	381,848.60	.40	100.00
1204 Preschool	305,240.00	262,731.00	262,731.08	-.08	100.00
1310 Remedial Education	420,640.00	282,131.00	282,130.82	.18	100.00
1400 Summer School	44,000.00	32,353.00	32,352.71	.29	100.00
1600 Tuition Payments	275,000.00	244,731.00	244,730.51	.49	100.00
1900 Central Service-Instr Suppl.	165,440.00	160,043.00	160,043.17	-.17	100.00
TOTAL Regular Instruction	10,753,000.00	10,359,114.00	10,359,113.47	.53	100.00
2102 Guidance Services	117,240.00	113,730.00	113,729.73	.27	100.00
2103 Health Services	210,700.00	198,181.00	198,180.64	.36	100.00
2104 Occupational & Phys. Therapy	173,000.00	256,577.00	256,577.29	-.29	100.00
2105 Speech And Hearing Services	167,630.00	167,539.00	167,539.25	-.25	100.00
2106 Pupil Services - Testing	11,570.00	.00	.00	.00	.00
2108 Psychological Services	320,050.00	319,767.00	319,766.58	.42	100.00
2201 Curriculum Development	254,030.00	254,768.00	254,767.60	.40	100.00
2202 Professional Development	39,230.00	37,260.00	37,260.44	-.44	100.00
2302 Media Services	36,710.00	44,505.00	44,504.52	.48	100.00
2310 Library	272,960.00	269,253.00	269,253.32	-.32	100.00
2401 Board Of Education	279,440.00	563,931.00	311,916.93	252,014.07	55.31
2402 Superintendent's Office	343,740.00	349,683.00	349,683.27	-.27	100.00
2404 Special Education Admin	260,410.00	274,645.00	274,644.77	.23	100.00
2520 Principals' Office Services	896,560.00	911,788.00	911,787.74	.26	100.00
2521 Support Services - Central	32,620.00	28,944.00	28,944.38	-.38	100.00
2523 Field Studies	13,500.00	13,018.00	13,018.43	-.43	100.00
2601 Business Management	323,380.00	315,715.00	315,715.39	-.39	100.00
2710 Plant Operations - Building	1,642,060.00	1,650,534.00	1,650,534.15	-.15	100.00
2801 Regular Transportation	699,850.00	683,561.00	683,560.85	.15	100.00
2802 Spec Ed Transportation	109,440.00	161,262.00	161,262.42	-.42	100.00
TOTAL Guidance Services	6,204,120.00	6,614,661.00	6,362,647.70	252,013.30	96.19
3430 After School Program	30,330.00	31,881.00	31,880.75	.25	100.00
3440 Athletic Program	31,320.00	31,251.00	31,250.51	.49	100.00

TOWN OF MANSFIELD / BOARD OF EDUCATION
LEGAL EXPENDITURE SUMMARY BY ACTIVITY
ENDING 06302008

	APPROVED BUDGET	ADJUSTED BUDGET	YEAR TO DATE ENC & EXP	UNENCUMBERED BALANCE	PERCENT
TOTAL After School Program	61,650.00	63,132.00	63,131.26	.74	100.00
68000 Employee Benefits	2,768,850.00	2,735,714.00	2,735,714.11	-.11	100.00
TOTAL Employee Benefits	2,768,850.00	2,735,714.00	2,735,714.11	-.11	100.00
69000 Transfers Out To Other Funds	52,000.00	67,000.00	67,000.00	.00	100.00
TOTAL Transfers Out To Other Funds	52,000.00	67,000.00	67,000.00	.00	100.00
TOTAL Regular Instruction	19,839,620.00	19,839,621.00	19,587,606.54	252,014.46	98.73

HISTORY OF RECEIPTS
111-30800-40230-00
BUILDING PERMITS

Revenues by Quarter	98/99	99/00	00/01	01/02	02/03	03/04	04/05	05/06	06/07	07/08	10 Year Total	10 Year Average
July - September	30,964	54,113	88,220	41,244	36,348	52,549	68,372	72,572	88,365	60,840	593,587	59,359
% of Total Receipts	20.7%	36.5%	43.9%	25.6%	20.4%	21.8%	21.1%	26.1%	28.5%	30.5%	27.1%	27.5%
October - December	26,624	32,904	15,876	37,144	35,610	82,841	74,978	59,787	69,770	56,341	491,875	49,188
% of Total Receipts	17.8%	22.2%	7.9%	23.1%	20.0%	34.4%	23.1%	21.5%	22.5%	28.3%	22.5%	22.1%
Six Month Subtotal	57,588	87,017	104,096	78,388	71,958	135,390	143,350	132,359	158,135	117,181	1,085,462	108,546
% of Total Receipts	38.5%	58.7%	51.9%	48.7%	40.4%	56.2%	44.2%	47.6%	51.1%	58.8%	49.6%	49.6%
January - March	24,598	11,086	63,730	38,010	25,996	54,880	105,220	63,762	52,390	27,299	466,971	46,697
% of Total Receipts	16.4%	7.5%	31.7%	23.6%	14.6%	22.8%	32.5%	22.9%	16.9%	13.7%	21.3%	20.3%
Nine Month Subtotal	82,186	98,103	167,826	116,398	97,954	190,270	248,570	196,121	210,525	144,480	1,552,433	155,243
% of Total Receipts	54.9%	66.2%	83.6%	72.3%	54.9%	79.0%	76.7%	70.5%	68.0%	72.5%	70.9%	69.9%
April - June	67,500	50,064	32,930	44,666	80,311	50,576	75,652	82,176	99,032	54,864	637,771	63,777
% of Total Receipts	45.1%	33.8%	16.4%	27.7%	45.1%	21.0%	23.3%	29.5%	32.0%	27.5%	29.1%	30.1%
Year Total	149,686	148,167	200,756	161,064	178,265	240,846	324,222	278,297	309,557	199,344	2,190,204	219,020
% of Total Receipts	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Amount Budgeted	100,000	100,000	125,000	200,000	200,000	160,000	200,000	270,000	350,000	292,000	1,997,000	199,700
Over/(Under) Budget	49,686	48,167	75,756	(38,936)	(21,735)	80,846	124,222	8,297	(40,443)	(92,656)	193,204	19,320
% Over/(Under) Budget	49.7%	48.2%	60.6%	(19.5%)	(10.9%)	(50.5%)	(62.1%)	(3.1%)	(11.6%)	(31.7%)	(9.7%)	(9.7%)

HISTORY OF RECEIPTS
 111-15100-40204-0
 CONVEYANCE TAX

Revenues by Quarter	98/99	99/00	00/01	01/02	02/03	03/04	04/05	05/06	06/07	07/08	10 Year Total	10 Year Average
July - September	10,285	15,601	28,697	12,897	17,011	37,074	70,879	64,237	117,339	55,013	429,033	42,903
% of Total Receipts	24.3%	29.6%	56.2%	30.0%	21.9%	28.1%	30.6%	28.6%	53.1%	24.0%	32.9%	32.9%
October - December	16,772	11,465	9,363	9,545	13,122	36,165	72,705	33,576	35,440	33,251	271,404	27,140
% of Total Receipts	39.6%	21.8%	18.4%	22.2%	16.9%	27.4%	31.4%	14.9%	16.0%	14.5%	20.8%	20.8%
Six Month Subtotal	27,057	27,066	38,060	22,442	30,133	73,239	143,584	97,813	152,779	88,264	700,437	70,044
% of Total Receipts	63.9%	51.4%	74.6%	52.2%	38.9%	55.5%	62.1%	43.5%	69.1%	38.5%	53.7%	53.7%
January - March	5,575	17,392	3,766	8,347	12,863	21,364	31,982	36,443	23,087	112,384	273,203	27,320
% of Total Receipts	13.2%	33.0%	7.4%	19.4%	16.6%	16.2%	13.8%	16.2%	10.4%	49.1%	20.9%	20.9%
Nine Month Subtotal	32,632	44,458	41,826	30,789	42,996	94,603	175,566	134,256	175,866	200,648	973,640	97,364
% of Total Receipts	77.1%	84.5%	82.0%	71.6%	55.5%	71.7%	75.9%	59.7%	79.5%	87.6%	74.6%	74.6%
April - June	9,704	8,167	9,194	12,242	34,512	37,337	55,813	90,665	45,264	28,431	331,329	33,133
% of Total Receipts	22.9%	15.5%	18.0%	28.4%	44.5%	28.3%	24.1%	40.3%	20.5%	12.4%	25.4%	25.4%
Year Total	42,336	52,625	51,020	43,031	77,508	131,940	231,379	224,921	221,130	229,079	1,304,969	130,497
% of Total Receipts	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Amount Budgeted	26,000	45,000	48,000	61,000	47,500	100,000	40,000	240,000	240,000	255,000	1,102,500	110,250
Over/(Under) Budget	16,336	7,625	3,020	(17,969)	30,008	31,940	191,379	(15,079)	(18,870)	(25,921)	202,469	20,247
% Over/(Under) Budget	62.8%	16.9%	6.3%	(29.5%)	(63.2%)	(31.9%)	(478.4%)	(6.3%)	(7.9%)	(10.2%)	18.4%	18.4%

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HISTORY OF RECEIPTS
111-15100-40610-00
RECORDING

<u>Revenues by Quarter</u>	<u>98/99</u>	<u>99/00</u>	<u>00/01</u>	<u>01/02</u>	<u>02/03</u>	<u>03/04</u>	<u>04/05</u>	<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>10 Year Total</u>	<u>10 Year Average</u>
July - September	14,808	14,047	14,675	19,017	20,233	37,790	26,034	28,890	22,680	19,384	217,558	21,756
% of Total Receipts	26.2%	29.0%	27.1%	25.9%	19.4%	35.4%	29.5%	32.1%	30.6%	31.9%	28.8%	28.8%
October - December	15,505	11,999	11,074	17,644	28,287	25,823	22,277	18,939	17,946	13,583	183,077	18,308
% of Total Receipts	27.5%	24.8%	20.5%	24.0%	27.1%	24.2%	25.2%	21.1%	24.2%	22.3%	24.2%	24.2%
Six Month Subtotal	30,313	26,046	25,749	36,661	48,520	63,613	48,311	47,829	40,626	32,967	400,635	40,064
% of Total Receipts	53.7%	53.9%	47.6%	50.0%	46.4%	59.6%	54.7%	53.2%	54.8%	54.2%	53.0%	53.0%
January - March	12,233	10,835	11,592	17,357	23,847	19,529	18,473	19,844	14,735	13,580	162,025	16,203
% of Total Receipts	21.7%	22.4%	21.4%	23.7%	22.8%	18.3%	20.9%	22.1%	19.9%	22.3%	21.4%	21.4%
Nine Month Subtotal	42,546	36,881	37,341	54,018	72,367	83,142	66,784	67,673	55,361	46,547	562,660	56,266
% of Total Receipts	75.4%	76.3%	69.1%	73.6%	69.2%	77.9%	75.6%	75.3%	74.7%	76.6%	74.4%	74.4%
April - June	13,882	11,485	16,719	19,361	32,156	23,596	21,580	22,188	18,731	14,246	193,944	19,394
% of Total Receipts	24.6%	23.7%	30.9%	26.4%	30.8%	22.1%	24.4%	24.7%	25.3%	23.4%	25.6%	25.6%
Year Total	56,428	48,366	54,060	73,379	104,523	106,738	88,364	89,861	74,092	60,793	756,604	75,660
% of Total Receipts	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Amount Budgeted	49,000	49,000	54,100	52,000	70,000	85,000	90,000	87,000	87,000	75,000	698,100	69,810
Over/(Under) Budget	7,428	(634)	(40)	21,379	34,523	21,738	(1,636)	2,861	(12,908)	(14,207)	58,504	5,850
% Over/(Under) Budget	15.2%	(1.3%)	(0.1%)	41.1%	(49.3%)	(25.6%)	(1.8%)	(3.3%)	(14.8%)	(18.9%)	(8.4%)	(8.4%)

TREND OF REVENUE RECEIPTS

	<u>98/99</u>	<u>99/00</u>	<u>00/01</u>	<u>01/02</u>	<u>02/03</u>	<u>03/04</u>	<u>04/05</u>	<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>10 Year Total</u>	<u>10 Year Average</u>
<u>111-16300-40101-00 - Current Year Levy</u>												
Total Year Receipts	12,435,160	12,685,403	13,172,730	13,962,713	14,986,623	16,940,806	17,865,270	18,741,766	19,929,080	21,314,099	162,033,650	16,203,365
Total Year Levy	12,622,419	12,882,503	13,335,444	14,118,128	15,252,469	17,201,929	18,118,440	19,037,916	20,173,361	21,582,950	164,325,559	16,432,556
% Collected	98.5%	98.5%	98.8%	98.9%	98.3%	98.5%	98.6%	98.4%	98.8%	98.8%	98.6%	98.6%
Receipts Through January Each Year	11,609,069	12,109,929	12,389,216	12,511,590	14,432,149	15,479,609	17,165,936	17,431,696	19,307,755	20,228,063	152,665,012	15,266,501
% of Total Collected at That Time	92.0%	94.0%	92.9%	88.6%	94.6%	90.0%	94.7%	91.6%	95.7%	93.7%	92.9%	92.9%
<u>111-16300-40104-00 - Motor Vehicle Supplement</u>												
Total Year Receipts	169,545	185,784	203,266	207,946	220,970	233,872	231,245	169,531	170,565	181,327	1,974,051	197,405
Total Year Levy	188,522	200,771	226,658	228,370	247,303	266,219	251,373	200,935	195,887	204,980	2,211,018	221,102
% Collected	89.9%	92.5%	89.7%	91.1%	89.4%	87.8%	92.0%	84.4%	87.1%	88.5%	89.3%	89.3%
<u>111-16300-40102-00 - Prior Year Levy</u>												
Total Year Receipts	201,462	163,818	131,574	102,322	138,184	138,760	198,171	196,873	179,720	161,382	1,612,266	161,227
Receipts Through January Each Year	177,159	135,711	99,874	111,466	87,291	113,819	113,818	137,075	139,732	158,845	1,274,790	127,479
% of Total Collected at That Time	87.9%	82.8%	75.9%	108.9%	63.2%	82.0%	57.4%	69.6%	77.7%	98.4%	79.1%	79.1%

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: September 22, 2008
Re: Budget Transfers for Fiscal Year 2007/08

Subject Matter/Background

Attached please find the recommended budget transfers for FY 2007/08, as well as an explanatory memorandum from the Director of Finance. The Finance Committee will be meeting at 6:00 PM on September 22, 2008 to review the recommended transfers.

Recommendation

Staff will be available to take any questions that the Town Council may have. If the Finance Committee wishes to recommend the acceptance of the budget transfers as presented, and if the Town Council concurs with this recommendation, the following motion would be in order:

Move, effective September 22, 2008, to approve the Budget Transfers for FY 2007/08, as presented by the Director of Finance in his communication dated September 18, 2008.

Attachments

- 1) Budget Transfers for FY 2007/08

INTEROFFICE MEMORANDUM

TO: MANSFIELD TOWN COUNCIL
FROM: JEFFREY H. SMITH
DATE: 09/19/08
SUBJECT: BUDGET TRANSFERS 2007/2008

In our March Quarterly Report to the Council, we had anticipated over expenditures in various budget categories and instituted a spending freeze to mitigate that problem. While our estimates of over expenditures in various categories were correct, our ability to reduce expenditures in other areas was greater than anticipated and we did not exceed the bottom line of the adopted budget. The necessary transfers are as follows:

- Human Resources – Increase – \$54,774: Primarily for legal services provided to the Town for labor negotiations and various labor relations issues.
- Town Attorney – Increase - \$32,475: Due to a number of factors, most notably an increase in Council's requests for legal opinions, special projects such as Charter Revision, review of ordinances and policies, evictions and tax related items.
- Registrars – Increase – \$10,354: This was due to the additional hours worked by the two Registrars for the two budget referendums and canvass work.
- Town Clerk – Increase \$8,113: This increase is mainly for the increase in advertising costs. Town Council authorized the explanatory text for Charter Revision to be printed in the Chronicle. Also due to the Charter Revision, there were subsequent ordinance changes that also needed legal notices printed in the Chronicle.
- Central Copying – Increase \$1,336: There was an increase in cost of copier supplies.
- Fire Marshal – Increase \$1,308: Additional hours were required for the Assistant Fire Marshal to assist with the implementation of several new programs – Volunteer Fire Marshal Program, field training for newly appointed Deputy Marshals, revising the Fire and Prevention and Life Safety Education Program, and providing assistance to DEMHAS Region IV Regional Emergency Planning Team.
- Fire & Emergency Services – Increase \$87,473: This is due to a combination of several items. Most notably the cost of overtime and part-time salaries were more than anticipated due to vacancies within the department. Vehicle repair costs were more than anticipated mostly due to the repairs for the ambulance and an engine replacement for truck #507. The expenditures in

fire supplies were more than anticipated due to the reorganization of the volunteer fire departments into one consolidated municipal department.

- Public Works Admin- Increase \$18,805: The amount of money available to transfer in from the Town Road Aid Fund for over-time wages was less than anticipated.
- Road Services – Increase \$8,962: The amount of money available to transfer in from the Town Road Aid Fund for temporary wages was less than anticipated.
- Equipment Maintenance – Increase \$ 18,764: This increase is due to the increase in gasoline costs.
- Maintenance of Buildings – Increase \$25,399: Mainly due to an increase in UCONN Water/Sewer rates and alarm services that now include the dog pound and all fire departments. Additionally, costs were higher than anticipated in Building Repairs, Propane costs, and Building Maintenance Services.
- Insurance – Increase \$2,028: Due to the payment of a deductible for one fire fighter who has been out on workers compensation.

Town of Mansfield
Legal Budget Transfers
FY 2007/2008

Account No.	Description	Approved Budget	Add'l.	Reduction	Adjusted Approp.	Legal Expend	Balance
General Government							
111 11100 54999	06 Legislative	\$ 80,270	\$ 107	\$ -	\$ 80,377	\$ 80,377	\$ -
111 11101 54999	06 Charter Revision	2,300	-	(2,012)	288	288	-
111 12100 54999	06 Municipal Mgmt.	186,260	61	-	186,321	186,321	-
111 12200 54999	06 Human Resources	75,210	54,774	-	129,984	129,984	-
111 13100 54999	06 Town Attorney	20,000	32,475	-	52,475	52,475	-
111 13200 54999	06 Probate	2,230	-	(345)	1,885	1,885	-
111 14200 54999	06 Registrars	28,650	10,354	-	39,004	39,004	-
111 15100 54999	06 Town Clerk	177,170	8,113	-	185,283	185,283	-
111 15200 54999	06 General Elections	17,550	-	(3,160)	14,390	14,390	-
111 16100 54999	06 Finance Admin	68,830	-	(778)	68,052	68,052	-
111 16200 54999	06 Accounting & Disb.	261,170	-	(7,986)	253,184	253,184	-
111 16300 54999	06 Revenue Collections	151,260	-	(8,362)	142,898	142,898	-
111 16402 54999	06 Property Assessmt	177,950	-	(3,262)	174,688	174,688	-
111 16510 54999	06 Central Copying	39,000	1,336	-	40,336	40,336	-
111 16511 54999	06 Central Services	33,800	589	-	34,389	34,389	-
111 16600 54999	06 Information Technology	62,820	-	(8,270)	54,550	54,550	-
Total General Government		1,384,470	107,810	(34,174)	1,458,106	1,458,106	-
Public Safety							
111 21200 54999	06 Patrol Services	895,100	-	(73,591)	821,509	821,509	-
111 21300 54999	06 Animal Control	87,680	-	(4,906)	82,774	82,774	-
111 22101 54999	06 Fire Marshal	116,310	1,308	-	117,618	117,618	-
111 22155 54999	06 Fire & Emerg Services Adm	199,300	-	(415)	198,885	198,885	-
111 22160 54999	06 Fire & Emerg Services	1,396,800	87,473	-	1,484,273	1,484,273	-
111 23100 54999	06 Emergency Management	34,020	-	(1,793)	32,227	32,227	-
Total Public Safety		2,729,210	88,781	(80,704)	2,737,287	2,737,287	-
Public Works							
111 30100 54999	06 Public Works Admin	53,890	18,805	-	72,695	72,695	-
111 30200 54999	06 Supervision & Operations	84,280	-	(1,705)	82,575	82,575	-
111 30300 54999	06 Road Services	734,340	8,962	-	743,302	743,302	-
111 30400 54999	06 Grounds Maintenance	323,100	-	(29,650)	293,450	293,450	-
111 30600 54999	06 Equipment Maintenance	494,780	18,764	-	513,544	513,544	-
111 30700 54999	06 Engineering	165,300	-	(5,574)	159,726	159,726	-
111 30800 54999	06 Building Inspection	156,280	-	(2,653)	153,627	153,627	-
111 30810 54999	06 Housing Code Enforcement	119,420	-	(413)	119,007	119,007	-
111 30900 54999	06 Maintenance of Buildings	741,310	25,399	-	766,709	766,709	-
Total Public Works		2,872,700	71,930	(39,994)	2,904,636	2,904,636	-
Community Services							
111 42100 54999	06 Social Service Admin.	258,320	175	-	258,495	258,495	-
111 42202 54999	06 Mansfield Challenge	2,650	493	-	3,143	3,143	-
111 42204 54999	06 Youth Employment-MMS	4,000	600	-	4,600	4,600	-
111 42210 54999	06 Youth Services	116,890	-	(21,929)	94,961	94,961	-
111 42300 54999	06 Senior Services	209,130	-	(396)	208,734	208,734	-
111 43100 54999	06 Library Administration	602,270	-	(15,994)	586,276	586,276	-
111 44100 54999	06 Overall Indirect	-	-	-	-	-	-
111 45000 54999	06 Contrib. To Area Agencies	305,030	-	(2,211)	302,819	302,819	-
Total Community Services		1,498,290	1,269	(40,529)	1,459,030	1,459,030	-
Community Development							
111 51100 54999	06 Planning Administration	220,790	-	(3,481)	217,309	217,309	-
111 52100 54999	06 Plan/Zoning Inland/Wetland	19,050	-	(8,455)	10,595	10,595	-
111 58000 54999	06 Boards & Commissions	8,500	-	(3,233)	5,267	5,267	-
Total Community Development		248,340	-	(15,169)	233,171	233,171	-
Town-wide Expenditures							
111 71000 54999	06 Employee Benefits	2,081,040	-	(7,830)	2,073,210	2,073,210	-
111 72000 54999	06 Insurance	121,880	2,028	-	123,908	123,908	-
111 73000 54999	06 Contingency	64,560	-	(53,417)	11,143	-	11,143
Total Town-wide		2,267,480	2,028	(61,247)	2,208,261	2,197,118	11,143
Other Financing Uses							
111 92000 54999	06 Other Financing Uses	1,417,420	-	-	1,417,420	1,417,420	-
Total Other Financing		1,417,420	-	-	1,417,420	1,417,420	-
Total General Fund		\$12,417,910	\$ 271,816	\$ (271,816)	\$12,417,910	\$ 12,406,767	\$ 11,143



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager; Lon Hultgren, Director of Public Works
Date: September 22, 2008
Re: Bid Waiver for Renewal of Single Family Collection Contract

Subject Matter/Background

Our single family refuse and recycling contract was last bid in 2006. The contract was for two years with provisions for two two-year renewals. The bid prices in 2006 were nine percent lower than our 2005-2006 prices. The contract does contain a COLA which last year was three percent, and this year is expected to be six percent.

Because of the high price of diesel fuel, our contractor (Floyd Mayo and Sons) is not able to renew the contract at the existing prices even with the six percent COLA the company is projected to receive in October. Because we are happy with Mayo's current performance under this contract, we have negotiated the next two-year renewal at a level ten percent higher than our current prices (which includes the expected six percent COLA). We believe this is a reasonable cost increase in these unreasonable times as Mayo's increase in fuel costs alone will exceed the additional four percent we have negotiated.

When we last bid this contract in 2006, the 2nd low bidder was at least 25 percent higher than the Mayo bid we accepted. As Council may remember, a few contracts ago we hired another single family refuse collector which resulted in poor performance and a costly arbitration. Additionally, several years ago we conducted public meetings on a per-bag collection system, but did not gain public support (largely due to the base fee that would have to be assessed to each household in Town regardless of their use of the service).

For the reasons referenced above, we believe the most appropriate action is to renew at the negotiated price increase the contract with Mayo and Sons. To accomplish this, a bid waiver from Council is necessary.

Financial Impact

When the new tipping fees took effect this summer, the Town began to realize savings of approximately \$15,000 per year (through lower tipping fees and lower hauling costs), which will help offset this cost increase. However, as with any service dependent on trucking and fuel, costs are expected to continue to rise and a fee increase will be necessary in the fall of 2009 (collection fees were last adjusted in 2007).

Legal Review

N/A. No contract provisions are being revised.

Recommendation

Council's action to grant a bid waiver so that the contract may be extended for the coming two-year period is respectfully requested.

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

Move, effective September 22, 2008, to waive the competitive bid requirements of the town's purchasing regulations solely for the purpose of executing a two-year extension to the Town's contract with Floyd Mayo and Sons for the provision of single family refuse collection services.



Item #8

Town of Mansfield Agenda Item Summary

To: Town Council
From: Matthew Hart, Town Manager *M.H.*
CC: Maria Capriola, Assistant to Town Manager; Michael Ninteau, Director of Building and Housing Inspection
Date: September 22, 2008
Re: Proposed Amendments to Building Construction Ordinance, Chapter 107 of the Mansfield Code

Subject Matter/Background

Staff is recommending an increase in the building permit fees charged by the Town pursuant to Section 107-2 of the Mansfield Code and Section 108 of the Connecticut State Building Code. The Department of Building and Housing Inspection has researched the fees charged by 19 local municipalities and conducted a fee comparison. This research shows that the average cost for construction fees is \$12.68 per thousand dollars of construction value. Mansfield currently charges \$12.00 per thousand for residential permits and \$14.00 per thousand for commercial permits. We are the only community of those surveyed that make a distinction between residential and commercial construction. Last fiscal year, 76 percent of the revenue generated by building permits was from residential construction and 24 percent came from commercial projects.

In Mansfield, we have not increased residential building permit fees since June 2002 or adjusted commercial building fees since July 1998. The cost of providing inspection services has certainly risen within that time.

To compensate for administrative costs, staff is also recommending a larger fee for the first thousand dollars of construction value. (Mansfield is of the few communities that do not assess such a larger fee for the first thousand dollars of construction value.) In addition, Section 107-2f of the Building Construction Ordinance currently references the public act that enabled the statute – this language should be updated to reflect the statute number (CGS §29-276b).

Financial Impact

Staff is proposing an increase of \$.50 per thousand dollars of construction work for all projects. This would represent a four percent increase for residential projects and a 3.5 percent increase for commercial work. We also recommend charging a minimum \$25 fee for the first thousand dollars of construction value on all permits for work costing less than or equal to that amount, and raising the solid fuel safety inspection fee from \$25 to \$35 to help offset administrative costs.

Mansfield has a fine in place to discourage individuals from starting work without a permit. This fine is intended to serve as a deterrent, but the current fine does not create the desired effect. Consequently, staff proposes that the Town Council raise this fee

from \$50 to \$250 to aid in the enforcement of the Building Code. It should also be noted that some towns such as Windham double the building permit fee to discourage the start of projects without the required permits.

Based upon last fiscal year's building fee receipts, staff projects that the increased fees would generate additional revenue as follows:

<u>Fee</u>	<u>Additional Revenue</u>
Residential fee	\$151,795 X 4% = \$6072
Commercial fee	\$46,680 X 3.5% = \$1634
Minimum fee permit ≤ one thousand dollars	160 residential & 2 demolition permits X \$13 = \$2106
Minimum fee permit ≤ one thousand dollars	12 Commercial permits X \$11 = \$132
Solid Fuel Safety Inspections	7 X \$10 = \$70
Work prior to permit issuance	<u>5 X \$200 = \$1000</u>
Total	\$11,014

(Note: Receipts received during FY 2007/08 were the lowest since FY 2002/03 and the average receipts of the last 6 years was \$229,500. An average year would generate approximately \$12,000 in additional building permit revenue.)

Recommendation

In keeping with our customary procedure for the amendment of town ordinances, staff recommends that the Town Council schedule a public hearing to solicit public comment regarding the proposed amendments and fee adjustments.

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

Move, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on October 13, 2008, to solicit public comment regarding the proposed amendments to the Building Construction Ordinance, Chapter 107 of the Mansfield Code.

Attachments

- 1) Proposed Amendments to Building Construction Ordinance
- 2) Building Permit Fees Survey
- 3) FY 2007/08 Permits Issued – Breakdown

Town of Mansfield
Proposed Amendments to Building Construction Ordinance
Chapter 107, Mansfield Code of Ordinances

September 22, 2008 Draft

§ 107-2. Schedule of fees.

- A. The fee for signs, bill boards and other display structures for which permits are required under the provisions of the State Building Code, as amended, shall be at the rate of **\$14.50** ~~\$14~~ for each \$1,000 or fraction thereof of building value. A copy of the work contract shall be submitted for the purpose of determining permit fees. [Amended 6-22-1998, effective 7-15-1998]
- B. The fee for a building permit for the removal of a building or structure from one lot to another or to a new location on the same lot shall be at the rate of **\$12.50** ~~\$12~~ for each \$1,000 or fraction thereof of the estimated costs of moving, plus the cost of new foundations and all work necessary to place the building or structure in its completed condition and in a new location. A copy of the work contract shall be submitted for the purpose of determining permit fees. [Amended 4-8-2002, effective 6-4-2002]
- C. The fee for a permit for the demolition of a building or structure shall be at the rate of **\$12.50** ~~\$12~~ for each \$1,000 or fraction thereof of the cost of such demolition. A copy of the work contract shall be submitted for the purpose of determining permit fees. [Amended 4-8-2002, effective 6-4-2002]
- D. The fee for residential and accessory building permits issued in accordance with the State Building Code shall be at the rate of **\$12.50** ~~\$12~~ for each \$1,000 or fraction thereof of estimated building costs. Estimated building costs referred to herein shall be those costs set forth in the most recent edition of the Marshall and Swift Residential Cost Handbook. [Amended 4-8-2002, effective 6-4-2002]
- E. The fee for commercial, industrial and similar building permits issued in accordance with the State Building Code shall be at the rate of **\$14.50** ~~\$14~~ for each \$1,000 or fraction thereof of estimated building cost. Estimated building costs referred to herein shall be those costs set forth in the most recent edition of the Marshall Valuation Service Manual.
- F. **A fee of \$25 for all permits required pursuant to subsections a-e of this section shall be applied when the cost of the work is valued at ≤ \$1000 of construction value.**
- G.** ~~F.~~ All fees and costs related to the performance of special professional and technical services for "threshold limit" structures as defined in **C.G.S. 29-276b** ~~Public Act 89-255~~ shall be paid by the owner. Editor's Note: See C.G.S. § 29-276b.
- H.** ~~G.~~ The fee for the inspection of any solid fuel-burning appliance is **\$35** ~~\$25~~ per unit, and must be submitted prior to the inspection. Applicants requesting an inspection should apply to the Building Department. [Added 3-24-2003, effective 4-18-2003]
- I.** ~~H.~~ Except as provided under Subsection I of this section, all permit fees are due when an application is submitted to the Building Department. **[Added 3-24-2003, effective 4-18-2003]**

J. ~~F.~~ A nonrefundable plan review/administrative fee of \$250 per dwelling unit must be submitted with the application for all new residential dwellings. The plan review/administrative fee of \$250 will be subtracted from the total fee as calculated pursuant to the fee schedule set out in this section. The balance of the permit fee will be due upon the approval of the building permit. **[Added 3-24-2003, effective 4-18-2003]**

§ 107-4. Penalties for offenses.

C. Starting work prior to obtaining a building permit. [Added 6-22-1998, effective 7-15-1998]

(1) A penalty of **\$250** ~~\$50~~ will be added to a permit fee for starting work without a permit.

(2) A penalty will not be assessed to emergency repair work.

BUILDING PERMIT FEES SURVEY

8/18/2008

COST AVERAGES

TOWN	HIGHER FEES PER \$1000	TOWN	LOWER FEES PER \$1000
Avon	\$ 13.00	Ashford	\$ 10.16
Coventry	\$ 13.17	Bolton	\$ 12.00
E. Windsor	\$ 15.00	Columbia	\$ 12.00
Stafford	\$ 14.00	Ellington	\$ 12.00
S. Windsor	\$ 15.00	Hebron	\$ 12.00
Vernon	\$ 15.00	Lebanon	\$ 10.00
Wethersfield	\$ 16.00	Marlborough	\$ 10.00
Windsor	\$ 13.00	Tolland	\$ 10.00
Windsor Locks	\$ 15.00	Willimantic	\$ 12.00
		Willington	\$ 10.00

	HIGHER FEES PER \$1000	LOWER FEES PER \$1000	AVERAGE FEE PER \$1000
AVERAGES:	\$ 14.35	\$ 11.02	\$ 12.68

NOTES:

- Some towns charge premium for first \$1,000, from \$20 - \$50. We charge a flat rate.
From this survey, Towns that charge premium for first \$1000 include: Avon, Bolton, Columbia, Ellington, Hebron, Lebanon, Marlborough, Tolland, Willington, Windsor, East Windsor, Wethersfield & Windsor Locks.
The average charge for the first \$1,000 is \$29.00
Proposed increase to include charge for first \$1000 will be \$25.
- Some towns add extra fees for mechanical permits, C.O.'s, plan reviews. With exception of Plan Review for new SFD which is deducted from the final amount due, we do not currently charge for these extra fees.
- Most towns do not have separate fees for Residential & Commercial permits.

FY 07/08 PERMITS ISSUED - BREAKDOWN

TYPE	# OF PERMITS	TOTAL VALUE OF CONSTRUCTION	PERMIT FEE	ED FEE	# OF FINES ISSUED	TOTAL \$ FINES
Residential	686	\$ 13,091,992.00	\$ 151,795.00	\$ 1,971.52	5	\$ 150.00
Commercial	126	\$ 3,285,315.00	\$ 46,680.00	\$ 677.76	2	\$ 100.00
Solid Fuel Appliances	29	\$ 656,665.00	\$ 912.00	\$ 12.16	0	\$ -
Existing SFA Inspections	7	\$ -	\$ 275.00	\$ -	0	\$ -
TOTALS*	812	\$ 16,377,307.00	\$ 198,475.00	\$ 2,649.28	7	\$ 250.00

NOTES:

Solid Fuel numbers are not included in final Totals. Those numbers are included in the Residential permit numbers.

TOTAL # OF PERMITS MINIMUM FEE (VALUE \$1000 OR UNDER)

TYPE	# of Permits
Residential	159
Commercial	12
Demolition	2
Change of Use (Res)	1
TOTAL PERMITS	174



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant to Town Manager
Date: September 22, 2008
Re: Notice of and Agreement to Right of First Refusal for 85 Depot Road

Subject Matter/Background

Pursuant to state statute (CGS §10a-138), the University of Connecticut can provide water and wastewater service to any property owned or occupied by the university, or any property in which the university has a legal interest in the form of a reverter clause, right of first refusal or other appropriate legal instrument. As you will recall from our discussion at the last meeting regarding the Four Corners sewer project, the state legislature may grant an exception to this property via special legislation.

As part of Region 19's recent upgrade to the Reynolds School to house the alternative high school program, the university provided a water and sewer connection to that building. The university is now seeking a right of first refusal for the Reynolds School, which is currently owned by the town.

This transaction was delayed in part because the Town Attorney and I wanted to confirm that the statutory restriction applied to the Town of Mansfield. We are now confident that this first right of refusal requirement does apply to the Town. UConn staff has assured me that it is highly unlikely that the university would ever have an interest in acquiring the Reynolds School property if the town were to move to sell the parcel. However, the town may wish to ask the General Assembly to provide an exemption for this parcel, and I believe that we could obtain the university's support for that initiative.

Legal Review

The Town Attorney has reviewed and approved the proposed Notice of and Agreement to Right of First Refusal.

Recommendation

As the right of first refusal is required by state statute, and the possibility of university exercising this right appears quite remote, staff recommends that the Town Council authorize the Town Manager to execute the Notice of and Agreement to Right of First Refusal between the Town and the University of Connecticut.

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

Resolved, on this, the 22nd day of September 2008, the Town Council for the Town of Mansfield, County of Tolland, State of Connecticut, grants to the State of Connecticut for the University of Connecticut a Right of First Refusal in real property known as 85 Depot Road, located in the Town of Mansfield, County of Tolland and State of Connecticut.

Attachments

- 1) 8/11/08 letter from the State of Connecticut Office of the Attorney General
- 2) Notice of and Agreement to Right of First Refusal

RICHARD BLUMENTHAL
ATTORNEY GENERAL



University of Connecticut
343 Mansfield Road
Unit 2177
Storrs, CT 06269-2177
Tel. (860) 486-4241
Fax. (860) 486-4369

Office of The Attorney General
State of Connecticut

REC'D AUG 13

August 11, 2008

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

Re: Right of First Refusal Agreement
85 Depot Road, Mansfield, CT

Dear Matt:

After consultation with the Town's attorney, Hon. Dennis O'Brien, attached is a **Notice of and Agreement to Right of First Refusal** regarding the Reynolds School property at 85 Depot Road.

Attorney O'Brien requested that I provide you with the Agreement, which should be executed before a notary and returned to this office for execution by the University. Once it is completely executed, we will provide you with a copy and return the original for recording in the Town Land Records.

If you have any questions regarding the enclosed, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Michael J. Sullivan".

Michael J. Sullivan
Assistant Attorney General

MJS:l

c: Honorable Dennis O'Brien, Esq.
120 Bolivia Street
Willimantic, CT 06226

Enc.

NOTICE OF AND AGREEMENT TO RIGHT OF FIRST REFUSAL

On this, the ____ day of August, 2008, the Town Council for the Town of Mansfield, County of Tolland, State of Connecticut (the "Town"), grants to the State of Connecticut for the University of Connecticut (the "University") a Right of First Refusal on real property known as 85 Depot Road, located in the Town of Mansfield, County of Tolland and State of Connecticut, as further described in Volume ____, Page ____ of the Mansfield Land Records (hereinafter, "Property").

In compliance with Conn. Gen. Stat. §10a-138, the Town hereby grants to the University a Right of First Refusal, and the parties hereby agree as follows:

1. In the event the Town determines to sell the Property, it shall give written notice of its intention to sell to the Treasurer of the State of Connecticut and to the Board of Trustees of the University of Connecticut;
2. Upon receipt of said notice, the State of Connecticut or the University of Connecticut shall have a period of ninety (90) days thereafter within which to give written notice of its intention to exercise its right to purchase said property;
3. In the event the University decides to exercise its right to purchase, the purchase price shall be fixed in writing by three disinterested, qualified real estate appraisers, one appointed by the Treasurer of the State of Connecticut, one by the Town, and a third chosen by the two other appraisers; and
4. In the event the University declines to exercise its Right of First Refusal, the Town may proceed to sell the Property, but, per Conn. Gen. Stat. §10a-138, so long as the University continues to supply water to the Property, any subsequent transfer of the Property shall continue to be subject to the statutory Right of First Refusal in favor of the University, and the Town shall ensure that such right shall be reflected in any deeds transferring ownership of the Property.

IN WITNESS WHEREOF, Matthew Hart, Town Manager for the Town of Mansfield, and Barry Feldman, Vice President and Chief Operating Officer for the University of Connecticut, both duly authorized, have caused their hands to be hereunto set this ____ day of August, 2008.

Town of Mansfield

By:

Town Manager: Matthew Hart

Witness:

Witness:

STATE OF CONNECTICUT)
)
COUNTY OF TOLLAND)
ss: Mansfield

On this the ___ day of August, before me, _____,
the undersigned officer, personally appeared Matthew Hart, the Town Manager for the Town of
Mansfield, State of Connecticut, known to me (or satisfactorily proven) to be the person
described in the foregoing instrument, and acknowledged that he executed the same in the
capacity therein stated and for the purposes therein contained.

In witness whereof, I hereunto set my hand.

Notary Public:
My Commission Expires:

University of Connecticut

Witness:

By:

Barry Feldman,
Vice President and Chief Operating
Officer for the University of
Connecticut

Witness:

STATE OF CONNECTIUCT)
)
COUNTY OF TOLLAND)
ss: Mansfield

On this the ___ day of August, before me, _____, the
undersigned officer, personally appeared Barry Feldman, the Vice President and Chief Operating
Officer for the University of Connecticut, known to me (or satisfactorily proven) to be the person
described in the foregoing instrument, and acknowledged that he executed the same in the
capacity therein stated and for the purposes therein contained.

In witness whereof, I hereunto set my hand.

Notary Public:
My Commission Expires:

PAGE
BREAK

Mansfield Board of Education Meeting

June 12, 2008

Minutes

Attendees: Mary Feathers, Chair, Chris Kueffner, Secretary, Martha Kelly, Mark LaPlaca, Min Lin, Katherine Paulhus, Superintendent Gordon Schimmel, Board Clerk, Celeste Griffin

Absent: Shamim Patwa, Vice-Chair, Gary Bent, Dudley Hamlin, Min Lin

I. Call to Order

The meeting was called to order at 7:35 p.m. by Ms Feathers, Chair.

II. Approval of Minutes - **MOTION** by Mrs. Kelly, seconded by Mr. LaPlaca to approve the minutes of the 5-8-08, 5-22-08, and 6-3-08 meetings. **VOTE:** Unanimous in favor.

Dr. Patwa arrived at 7:40 p.m.

Ms Lin arrived at 7:50 p.m.

III. Special Presentations: The Board honored Mrs. Norma Fisher-Doiron, Principal, Southeast Elementary School as Connecticut's National Distinguished Principal of the Year and Dr. Gordon L. Schimmel, Superintendent of Schools, retiring after 21 years of service to the district.

IV. Hearing for Visitors - None

V. Communications - The Board received a letter from Barbara Hunter and Carrie Holman, co-presidents of the Mansfield Educators' Association.

VI. Committee Reports - Mrs. Kelly announced that Karen Anger, elementary art teacher at Goodwin and Southeast Schools, is the 2009 Teacher of the Year.

VII. Report of the Superintendent:

A. Healthy Food Certification- MOTION by Mr. Kueffner, seconded by Dr. Patwa to adopt the Connecticut Nutrition Standards Healthy Food Certification Statement for the 2008-2009 school year. **VOTE:** Unanimous in favor with Mr. Kueffner abstaining. The Board directed the Superintendent to be responsible for certifying that the standards are met. **MOTION** by Dr. Patwa, seconded by Mrs. Kelly to adopt the Connecticut Nutrition Standards Exclusion for the 2008-2009 school year. **VOTE:** Unanimous in favor with Mr. Kueffner abstaining.

B. 2008-2009 Food Service Price Increase-MOTION by Mr. Kueffner, seconded by Dr. Patwa to approve an increase in school meal prices for the 2008-2009 school year. **VOTE:** Unanimous. **MOTION** by Dr. Patwa, seconded by Mr. Kueffner to approve no more than a \$.10 increase in milk carton prices for the 2008-2009 school year. **VOTE:** Unanimous in favor with Mrs. Paulhus abstaining. The Superintendent, with advice from the Food Service Director, will determine the price.

C. Financial Statements Dated March 31, 2008 - MOTION by Mr. Kueffner, seconded by Ms Lin to accept the Financial Statements Dated March 31, 2008. **VOTE:** Unanimous in favor.

- D. Cooperating Teacher Program/Beginning Educator Support and Training Program** -**MOTION** by Mr. Kueffner, seconded by Mrs. Paulhus to approve the Cooperative/Mentor Teacher training of Ryley Zawodniak, grade 5 reading/language arts teacher, Laura Scruggs, grade 6 reading/language arts teacher, and Heather Tamsin, Title I teacher at Mansfield Middle School. **VOTE:** Unanimous
- E. Class Size/Enrollment** - The building principals reported there is little change in enrollment at the schools.
- F. Personnel** - **MOTION** by Dr. Patwa, seconded by Mr. LaPlaca to accept the resignation of Tracy Moore, 7th grade mathematics teachers at Mansfield Middle School. **VOTE:** Unanimous in favor. **MOTION** by Mr. LaPlaca, seconded by Ms Lin to approve the employment of Cynthia Harakaly, 8th grade language arts/literature teacher, Mansfield Middle School; Danielle Heersink, speech pathologist, Vinton School; Jessica Marchand, 3rd grade teacher, Goodwin School, and Julie Ratajczak, 3rd grade teacher, Goodwin School, effective July 1, 2008. **VOTE:** Unanimous.

VIII. Hearing for Visitors - None.

IX. Suggestions for Future Agenda - Dr. Patwa requested Youth Services Bureau be invited to a meeting and Ms Feathers asked that the Mansfield Advocates for Children discuss the Leadership Work Group for the 'Blueprint for Mansfield's Children'

X. Executive Session: **MOTION** by Dr. Patwa, seconded by Ms Lin to move into Executive Session at 9:55 p.m. to discuss union contract negotiations and proposed contract for new Superintendent. **VOTE:** Unanimous in favor. **MOTION** by Dr. Patwa, seconded by Mr. LaPlaca to return to regular session at 11:25 p.m. **VOTE:** Unanimous in favor.

XI. **MOTION** by Mrs. Paulhus, seconded by Dr. Patwa to approve the proposed contract with Frederick A. Baruzzi as Superintendent of Schools, effective July 1, 2008, with a total annual salary of \$142,000 for 2008-2009, with the specific breakdown between the cash and annuity components of that salary amount to be finalized by the Board Chair and by Frederick A. Baruzzi before June 30, 2008 and **MOVED FURTHER** that the Board Chair be authorized to execute the contract on behalf of the Board. **VOTE:** Unanimous in favor.

XII. **MOTION** by Dr. Patwa, seconded by Mr. LaPlaca to approve the 2008-2009 salaries for the Central Office Professional Staff (Singletons) presented in a memo of June 12, 2008 from Gordon L. Schimmel excepting the Informational Technology Director position salary which shall be increased according to the step schedule currently being referenced for the position with the first annual review to take place by the anniversary date of the contract. **VOTE:** Unanimous in favor.

XIII. Adjournment - **MOTION** by Mr. Kueffner to adjourn at 11:55 p.m. **VOTE:** Unanimous in favor.

Sara-Ann Chainé

From: Kathy (Henriques) Yaffee
Sent: Wednesday, September 10, 2008 11:45 AM
To: publicnotices
Cc: Webmaster
Subject: Commission on Aging June 9 2008 minutes.doc

Mansfield Commission on Aging Minutes

10:00 AM – Senior Center

Monday, June 9, 2008

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

Regrets: K. Doeg

- I. **Call to Order:** Chair T. Quinn 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 **May 12, 2008** meeting were accepted as written.
- IV. **Correspondence** – Chair and Staff: none
- V. **New Business**
 - - “Other”: Homecare Services: no discussion.
- VI. **Optional Reports** on Services/Needs of Town Aging Populations
 - A. Health Care Services
 - Wellness Center and Wellness Program – J. Kenny did not have copies of her monthly report; gave a verbal report.
 - Mansfield Center for Nursing and Rehabilitation – J. Kenny reported that there are concerns about the lack of State funding to supplement the cost of nursing home care.
 - B. Social, Recreational and Educational
 - Senior Center – P. Hope distributed copies of her monthly report. She noted that there was an interesting presentation on Exploring Mental Health through Film. Tax volunteers continue to be available to assist with the economic stimulus application. She noted that the Senior Center received a grant from the State Department of Social Services to open the Center on Saturday; Jessica Nathan has been hired to staff this. A grant was also received for case management services. We will also be receiving exercise equipment through a Health District grant.
 - Senior Center Assoc. – J. Brubacher (for Tom Rogers): no report.
 - C. Housing
 - Assisted Living Advisory Committee: K. Grunwald reported that the committee is in the process of writing up their recommendations for the Town Council.
 - Juniper Hill: R. Gouldsbrough reported that they are still looking for volunteer drivers.

Jensen's Park: W. Bigl reported as a tax volunteer; stated that they went to Andover, Juniper Hill and Jensen's, in addition to providing assistance at the Senior Center to residents of Mansfield, Ashford and Willington; helped more than 360 individuals. Costs were reimbursed by the IRS. The estimate of the value of the services provided was \$76,375. T. Quinn feels that this provides further impetus for development of a regional senior center.

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

- Committee to regionalize the Senior Center Association (T. Quinn): the committee has only met once; will be meeting again this week.
- Strategic Planning Update – Seniors: Proposed Board of Seniors (T. Quinn): K. Grunwald reported that this group is in the process of completing the action plans.
- Long Range Plan for 2007- 2010: Action Plans:
 - o Information Dissemination (C. Pellegrine and M. Thatcher): no report.
 - o Senior Center Facility: (W. Bigl and C. Phillips): W. Bigl reported that on March 31 he presented a recommendation to the Town Council for development of a new Senior Center building (copies distributed).
 - o Access to Public Meetings (M. Ross): C. Pellegrine pointed out that the floor covering on the Community Center gym for elections made it very difficult for some people to walk, along with the distance and parking issues. Perhaps wheelchairs could be provided for the next election? Mark Ross pointed out that people with hearing impairment are not always visible. M. Ross will draft a proposal for assistive hearing technology; K. Grunwald suggested to include this in the larger issue of accessibility, and to send a recommendation to the Town Council, endorsed by the Advisory Committee on the needs of People with Disabilities.
 - o Transportation (all): Mindy Perkins from the Windham Region Transit District will be invited to join us next month.

VIII. Adjournment: Meeting adjourned at 11:00 AM.

Next meeting: **Monday, September 8, 2008** at 9:30 AM at the Senior Center

Respectfully submitted,

Kevin Grunwald



COMMITTEE ON COMMITTEES
August 13, 2008
AUDREY P BECK BUILDING
ROOM B

The meeting of the Committee on Committees was called to order at 7:00 p.m.

Present were Chair Leigh Duffy, members Bruce Clouette and Gene Nesbitt and Mayor Betsy Paterson.

The minutes of the May 21, 2008 meeting were approved as presented.

Ms. Duffy outlined the plans for the booth at the Festival on the Green, which will be held on September 14th from 12- 5. Handouts for the event will include a listing of committees and an informational form, which will include an application. Committee members will work on a board and will volunteer to work the booth.

Committee members agreed to the changes to the Housing Authority description on the website as suggested by the Authority. The Town Clerk will forward the information to the webmaster.

Ms. Duffy will contact Robert Kremer to see if he is interested in a full position on the Housing Board of Appeals replacing Agatha Hoover. She will also call members of the Agriculture Committee.

Mr. Clouette will contact Joan Sidney regarding the Advisory Committee on Persons with Disabilities, Gail Bruhn regarding the Historic District Commission and members of the Mansfield Advocates for Children whose terms are expiring.

Committee members clarified that Nancy Cox appointment to the Board of Ethics is a full term and Win Smith is an alternate.

Ms. Duffy will contact Toni Moran, Chair of the Communication Advisory Committee to ask for a joint meeting in an effort to enlist their support for a multi media effort to promote the volunteer opportunities in Town. Mr. Nesbitt will compile a list of all current vacancies.

The Town Clerk will check to see what would be necessary to change the Arts Advisory Committee to 3 year staggered terms.

Mayor Paterson will ask for an updated list of appointments from the University for the University-Town Relations Committee.

Members discussed the Community Quality of Life Committee and agreed that the volunteer opportunities will be advertised. Members will review the proposed wording and forward suggestions and comments to the Chair. Ms. Duffy will also contact those applicants who have sent her e-mails or have been recommended by others and suggest they fill out an application. The Committee will conduct interviews. Members agreed to recommend to the whole Council that the enabling resolution be changed to include an additional Community member and a student who lives off campus. Ms. Clouette will discuss these additions with Ms. Koehn, Chair of the Community Quality of Life Committee prior to presenting them to Council.

The Town Clerk will forward nomination information on the Liberty Bank's 2008 Community Diversity Award to all Council members. She will also forward the information to the Assistant to the Town Manager for distribution to other interested parties.

A motion to adjourn was made and approved at 8:15 p.m.

Mary Stanton, Town Clerk

Sara-Ann Chainé

From: Jaime L. Russell
Sent: Tuesday, September 16, 2008 2:43 PM
To: publicnotices
Subject: FW: CAC Sept 8th minutes

Sept. 8th minutes for the Communications Advisory Committee

From: Patrick McGlamery [mailto:patrick.mcglamery@gmail.com]
Sent: Tuesday, September 16, 2008 11:35 AM
To: Jaime L. Russell
Subject: CAC Sept 8th minutes

TOWN OF MANSFIELD
COMMUNICATIONS ADVISORY COMMITTEE

Monday, September 8, 2008

Audrey Beck Municipal Building, Conference Room C

Minutes

Members Present: Toni Moran, Aline Booth, Bill Powers, Joyce Crepeau, Patrick McGlamery, Leila Fecho and Richard Pellegrine

Absent: None

Staff Present: Jaime Russell

I. Meeting called to order at 7:00 pm by chair Moran.

II. Minutes from last meeting were approved.

III. Public Comment: No public were present.

IV. Old Business:

A. Meeting dates:

1. September 15th: Jaimie Russell report on current communications practices, policies and procedures in the Town Office.
2. October 6th: Lee Duffy and Committee on Committees

B. Mission statement: Discussion on what was required informed by a document put together by Leila Fecho. A subcommittee was named to draft a 'mission/goal'

statement for CAC. Members are Aline Booth and Patrick McGlamery with Leila Fecho advising. Draft for the Oct. 6th meeting.

- C. Comparable towns: Discussion on what towns, in Connecticut and outside Connecticut might be peers or aspirant peers to Mansfield. A subcommittee was named to report in an on-going manner what comparable towns might be and how they manage policies and procedures for communication. Bill Powers and Richard Pellegrine are members.
- D. Newsletter: Discussion of Mansfield Today (<http://mansfield.htnp.com/>) The site indicates, "*Mansfield Today* on <http://HTNP.com> is a community newspaper dedicated to providing you with the local news and events that are important to the Mansfield Townspeople." Joyce Crepeau will contact Scott Bates and and/or Brenda Sullivan to see if they can meet with CAC for Sept. 15th.
- E. Press releases: Discussion on whether there is a statutory requirement vs. 'news' with the Hartford Courant. CAC needs to investigate more fully.
- F. Reminder: Jaime Russell with report on current communications on Sept. 15th.
- G. Cable Program: On August 12th Helen Koehn brought a request to CAC, "There might be someone who is willing to tape Town Council meetings using Charter equipment and then playing on Channel 14. Would there be any interest in this approach until the money is available to have the Town tape the meetings? The person may not be able to do every meeting, but is willing to give it a try. I've been trying to get the Council meetings taped for over 4 years. Suggesting that a citizen do the taping might move the video project along. Let me know what you think and I'll pass along the information to the gentleman." After general discussion a Leila Fecho made a motion, "Motion that CAC support the Town going forward with a volunteer to tape the Town Council meetings for the purpose of airing the meeting on Channel 14. CAC noted that there may be issues of copyright, retention, and document of record if there is a public document." The motion was seconded by Aline Booth and Richard Pellegrine and passed unanimously.

V. New Business: Joyce Crepeau brought to the CAC's attention that the Mansfield School Board's Building Committee was planning to hold a workshop on Sept. 17th. Toni Moran will contact the Superintendent's Office and the Chair of the Board of Education to recommend that as many avenues of communication as possible be used.

VI. Report: Toni Moran will contact Lee Duffy, Committee on Committees to confirm a date.

VII. Adjournment: Meeting **adjourned** at 9:15 pm.

Respectfully submitted, Patrick McGlamery, acting secretary

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

Members present: Peter Drzewiecki, Quentin Kessel, Scott Lehmann, Joan Stevenson, Frank Trainor. *Members absent:* Robert Dahn, John Silander. *Others present:* Grant Meitzler (Mansfield Wetlands Agent).

1. The meeting was **called to order** at 7:33p by Chair Quentin Kessel.
2. Draft **minutes of the 21 May 08 and 16 July 08 meetings** were approved as written.
3. **Torrey Property.** Kessel attended the 08/11/08 Town Council meeting and reported that the Torrey Property is now officially named the "Torrey Property".
4. **IWA referrals.** The field trip for these referrals is 26 August. Lehmann will go and convey by e-mail any new information that might alter the CC's comments on these proposals.

W1410 (St. Marks Episcopal, N. Eagleville Rd.) Reconstruction and enlargement of the church's parking lot is proposed. A wetland above the lot on adjacent UConn property drains through underground pipe across the church property to Eagleville Brook (at this point also piped underground). A curtain drain around the parking area will connect to this system; a sand & oil separator should improve water quality, relative to the current situation, according to Meitzler. The CC agreed that wetlands impact was unlikely to be significant (motion: Kessel, Trainor; all in favor save Drzewiecki, a member of the congregation, who abstained).

W1411 (Chovnick, Stafford & Cider Mill Rds.) A 30x40 ft two-story addition for a motorcycle showroom is proposed; in addition, a 6-space parking area above and about 20 ft from Cider Mill Brook would be re-graded and paved so that runoff is directed away from the stream and into a dry well in gravel. The CC agreed unanimously that no significant wetland impact is to be expected from this project, as long as standard erosion controls are employed during construction (motion: Drzewiecki, Trainer).

W1412 (Bagwell, Chaffeeville Rd.) Mr. Bagwell proposes to restore a decrepit 15x18 ft structure, enlarging it with a 10x10 ft addition on concrete piers; an old driveway to the site from Chaffeeville Rd. would be re-graded to provide access. The structure is quite close to wetlands, but the CC observed that most of the work would be on existing foundations, so the project would probably involve little additional impact. It agreed unanimously that no significant impact on wetlands was expected, as long as standard erosion controls are employed during construction (motion: Drzewiecki, Trainor).

W1413 (BT Partners, Storrs Rd.) An enlargement of the gravel parking area for St. Paul's Collegiate Church by 10 spaces is proposed for a flat area left by an old gravel operation. The CC agreed unanimously on the following motion (Kessel, Trainor): The CC is concerned about adding additional parking spaces at this site, in view of its proximity to the wetlands of Cedar Swamp (about 40 ft away) and the potential for automotive contamination. It requests that the IWA review comments made by the CC and others in 1996, when the parking area was enlarged.

W1414 (Crossen, Storrs Rd.) This is a re-submission for Windwood Acres, Mr. Crossen's

proposed 6-lot subdivision on Rte. 195 near Baxter Rd. The two brook crossings have been redesigned as recommended by the DEP: a single larger culvert instead of two smaller ones would increase runoff capacity at each crossing and permit animals to pass more easily under the roadways. The CC agreed unanimously (motion: Lehmann, Kessel) to make the following points in commenting to IWA:

With respect to its comments on the original proposal (W1397), the CC

(1) accepts the judgment of Professional Soil Scientist John Ianni that the alternative wetland crossing it had suggested investigating would have a greater impact on wetlands;

(2) notes that its other reservations are not addressed by this resubmittal, though the new culvert design improves on the original: "The Commission notes that extensive wetlands limit development to three houses along Rte. 195, unless wetland crossings are permitted. The crossings proposed had a potential for significant impact on wetlands, particularly the one involving the merged driveways, which would require contouring."

5. Membership. The CC still needs two alternate members. Drzewiecki has suggested Catherine Carlson, who should be invited to attend the September meeting.

6. Administrative Procedures. Kessel will remind the Town Manager that the CC awaits his approval of its updated administrative procedures.

7. Commendation for Jennifer Kaufman. The CC commends Jennifer Kaufman for her service on the Commission and for acting as its liaison to the Town (a job now being assumed by Greg Padick).

8. White Oak Septic Easement. The CC's statement on the proposed White Oak Septic Easement (approved by e-mail following the July meeting) is attached. At its 08/04/08 meeting, the PZC recommended against granting the easement. The CC should have a representative present when the matter comes before the Town Council, which will make the final decision.

9. Adjourned at 9:06p.

Scott Lehmann, Secretary
25 August 08; approved 17 September 08

Attachment: White Oak Statement

TO: MANSFIELD PZC & TOWN COUNCIL
FROM: MANSFIELD CONSERVATION COMMISSION (CC)
DATE: 29 JULY 08
SUBJECT: WHITE OAK CONDOMINIUM ASSOCIATION SEPTIC EASEMENT

Background. The information packet for the CC's 01/16/08 meeting included a letter dated 12/20/07 to Charlotte Pyle at USDA NESC from Mansfield Parks Coordinator Jennifer Kaufmann. In her letter, Ms. Kaufmann explained that, as part of a plan to repair failing septic systems at the White Oak Condominiums off Mansfield City Rd., the Town had "tentatively agreed to give [the White Oak Condominium Association] a sanitary sewer easement on

approximately 7.6 acres of the Town-owned Dunhamtown Forest” for a leaching field. She went on to request technical assistance in re-vegetating the land, which would be cleared of trees and shrubs and remain so.

The CC objected to the proposed easement on substantive and procedural grounds in a 01/19/08 memo to the PZC and Town Council, which was e-mailed to Town Planner Greg Padick and Town Manager Matt Hart. Mr. Padick responded by e-mail on 01/22/08, suggesting that “the Conservation Commission may not have been fully informed about this proposed easement issue” and requesting that the memo not be forwarded to PZC and the Council until the matter could be “reviewed again at the next CC meeting,” to which the CC agreed. At its 02/20/08 meeting, the CC heard a presentation on septic problems at White Oak from Mr. Padick, Mr. Hart, Henry Torcellini (Gardner & Peterson Associates), and Scott Glennon (White Oak Condominium Association), after which it decided to defer comment until such time as Town staff had a definite proposal for PZC and Town Council.

That time has now come. The requested sanitary sewer easement has been reduced to 5.5 acres – 2.5 acres for the leaching field, the remainder for access roads (construction, maintenance, monitoring). A nitrogen dilution easement on an additional 8.5 acres is also requested; this land is to remain undisturbed.

Statement. The CC continues to have serious misgivings about this proposal in its present form:

1. The proposed sanitary easement betrays a public trust. The land in question was purchased with funds authorized by Mansfield voters specifically for the purchase of open space for the benefit of all the Town’s residents. The proposed easement allocates some of this land to private use, without compensatory purchase of open space land elsewhere.
2. Granting such an easement would set a bad precedent, inviting other requests for special treatment. If it’s OK for a private landowner to use part of a town-owned forest for a septic system, what objection can there be to permitting other private landowners to clear-cut pieces of town-owned open space in order to pasture horses or to open up the view?
3. The whole affair seems to have been conducted *sub rosa*. Neither the CC nor the other advisory committees with responsibility for open space (Parks Advisory, Open Space Preservation) were informed early in the process. The only gesture toward public notice appears to be a brief and unspecific reference in the Town Manager’s Report to the Council at the end of its long meeting on 05/24/04: “There is currently a problem with a condominium association that is having a septic system problem. The Town owns land beside it, and may be asked to use the land for a community septic system.” No comments or questions from the Council are recorded in the minutes for this meeting.
4. It is not clear whether alternatives to the proposed easement have been thoroughly explored. The Town Planner claims in his review comments (07/16/08) that “the project engineer [Mr. Torcellini] has appropriately considered all potential on-site and off-site alternatives for sanitary system repairs” and that “[u]se of the adjacent Town land appears to be the only feasible and prudent alternative for needed repairs.” This may be so, but supporting evidence has not been shared with the CC. In particular, it is unclear which non-abutting properties were considered and why they were found to be unsuitable.

Notwithstanding these problems, it seems clear that this project is essentially a “done deal”. As

Wetland Agent Grant Meitzler observes in his 07/17/08 memorandum, "The design of this system has been an extensive process and has taken several years to reach completion."

Whether by design, inattention, or topography, the Town is now in a position where it is going to have to approve the White Oak Condominium Association's use of a portion of Dunhamtown Forest for a new septic system.

As for what can be salvaged from the situation at this point, the CC recommends:

A. No net loss of Town open space. In one way or another, Town open space appropriated for this project should be replaced. The issue of whether the Town's concern for affordable housing warrants subsidizing a new septic system for White Oak Condominiums is not the CC's business. However, the CC recommends that:

- If the Town judges that a subsidy is appropriate, it should not be hidden as a grant of Town open space. Instead, the Council should (1) add to the Open Space Fund funds sufficient to purchase 5.5 acres of open space elsewhere in Mansfield and (2) identify them in the budget as a subsidy to the White Oak Condominium Association.
- If the Town judges that a subsidy is not appropriate, it should require the Association to pay the fair-market value of the easement into the Open Space Fund. In this case, it may be more appropriate to lease the sanitary easement land to the Association, with the rent going to the Open Space Fund.

B. Greater openness and better communication. The CC should have been briefed on the situation in June 2004, when Mr. Torcellini requested and was granted permission to dig test holes in Dunhamtown Forest. The CC cannot make the recommendations concerning "development, conservation, supervision and regulation of [the Town's] natural resources," including "municipally-owned open space," that it is encouraged by statute (§7-131a) to make, if it is presented with a *fait accompli*. Moreover, members of advisory committees like the CC are likely to conclude that they are wasting their time if referrals are *pro forma* and advice is sought only as window dressing, as it appears to be the case here.

MANSFIELD HISTORIC DISTRICT COMMISSION BOARD MEETING
June 10, 2008

Members attending: I. Atwood, A. Bacon, G. Bruhn, J. Newmyer, D. Spencer

HEARINGS

Sandra Lambert presented a request for a certificate of appropriateness to make the following changes at her home at 27 Centre Street: 1) To remove a window on the east side of the house; 2) to replace the wooden shingles on the dormers only with architectural asphalt shingles; 3) to remove the siding and replace it with clapboards; 4) to replae the wooden roof of the pool shed with architectural asphalt shingles. All the requests were approved.

David Spencer presented plans for an addition/rebuilding of the property at 32 Centre Street owned by Daniel and Anne Newmyer. The plans submitted were approved as was any combination of cedar and stone for the siding and trim. David Spence and Jody Newmyer recused themselves from the vote.

MEETING

The minutes of the May meeting were approved.

G. Bruhn presented a letter from David Westlake (attached). Members who were present at that April 8 meeting were asked to send comments to G. Bruhn.

G. Bruhn also announced that the Shifrins had written to FERC complaining that no response has been given to their request sent two years ago.

No meetings are scheduled for July or August.

Respetfully submitted,

Jody Newmyer
Clerk

Town of Mansfield
Open Space Preservation Committee
Minutes of the August 19, 2008 meeting

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

1. Meeting called to order at 7:35.
2. Minutes of both May and July, 2008 meeting were approved on a motion by Feathers/Lowrey.
3. Opportunity for Public Comment: none present.
4. Old Business: Continued discussion of White Oak Condominiums proposed sewage disposal system on Town land centered on a solution to work cooperatively with DEP to remedy the situation in a non-confrontational manner.
5. Recommendations to Town Manager: none.
6. New Business: Planning, Acquisition and Management Guidelines – Discussion of elements of both drafts including the order in which categories are presented, naming of properties, compilation/dissemination of committee input and other issues raised as a result of this review.
7. Meeting adjourned at 9:05.

Respectfully submitted,
Evangeline Abbott

Mansfield Parks Advisory Committee
Minutes of June 4, 2008
Acting Secretary Juliana Barrett

Present: Tom Harrington, Ethan Avery, Jennifer Kaufmann, Eric Kruger, Michelle Baughman, Jean Haskell, Cindy Weiss, Juliana Barrett

The meeting was called to order at 7:35 pm

The Minutes of the April 2, 2008 meeting were approved with minor changes.

New Members Eric Kruger and Michelle Baughman were welcomed.

New Business

A. No opposition to accepting the open space PZC file #1229-2

Michelle will coordinate PZC field trips and we will try to get at least one member of PAC on the field trips.

Continuing Business

A. PAC membership is full.

B. PAC reports

1. Sawmill Brook Preserve management plan – no report

2. Park Updates:

Merrow Meadows – Nice and dry, looks good

Dunhamtown Forest – Sibley property looks good, Ethan and Michelle to work on area, Ethan taking care of signs

Fifty Foot is in good shape

Schoolhouse Brook – Should trail be discontinued and officially closed?

People are still using it despite trail sign removal.

3. FOMP Upcoming Programs

Butterfly NAV program in July

CTFP – Fifty Foot Wildflower hike

Fall Programs in process – Coney Rock, Pond at Schoolhouse Brook,

Wolf Rock/Sawmill Brook, Kids walk at Dunhamtown, Star Party to be

rerun in September

Nature reading group continuing (back again in November)

4. PAC Projects

a. Nature Center – Southeast and Goodwin afterschool science program

b. Outstanding Management Plans:

- Schoolhouse Brook – staff projects in process

- Dunhamtown – in process

C. Staff Report

1. WHIP – Approx. \$20,000 to do invasives control in 4 open space/parks;

Schoolhouse Brook Park – doing plant monitoring through NAV

2. River Park – almost completed; will be opened for the Willimantic

Trails Day June 14 and then closed again; need to secure the field from vehicular traffic; wooden guard rails to be put in.

3. Land Management Committee – has not met; Jennifer planning to do a presentation to the Town Council on planning and acquisition guidelines, and the importance of management.

4. NAV workday – 2 workdays with UConn approx 10 volunteers each
Also Alternative Route to Incarceration – came with supervisor and tools

5. Report to Town Council – not yet

6. Other – no formal proposal from White Oaks Condo Association

D. Non-PAC reports

Minutes of other committees reviewed; Michelle will coordinate PZC field trips for PAC

Correspondence – None

Adjournment – The meeting was adjourned at 8:50 pm.

Future meetings – September 3, 2008 at 7:30

Respectfully submitted, Juliana Barrett, Acting Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Tuesday, September 2, 2008

Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 8:20 p.m. and appointed alternates Beal, Lewis and Lombard to act for the absent members.

Minutes:

8/4/08- Beal MOVED, Holt seconded, to approve the 8/4/08 minutes as written. MOTION PASSED with all in favor except Kochenburger who disqualified himself. Pociask indicated that he listened to the tapes.

8/26/08-Field Trip- Holt MOVED, Lombard seconded, to approve the 8/26/08 Field Trip minutes as written. MOTION PASSED with Beal, Lombard, Holt and Favretti in favor all other disqualified.

Scheduled Business:

Public Hearing:

Subdivision Application, 3 proposed lots on Stafford Rd., Unistar Properties o/a. File #1274

Chairman Favretti opened the continued Public Hearing at 8:22 p.m. Member present were R. Favretti, J. Goodwin, K. Holt, P. Kochenburger, B. Pociask, B. Ryan, and alternates Beal, Lewis and Lombard who were appointed to act. Padick noted the following reports received and distributed to all members of the Commission: an 8-28-08 reports from Director of Planning; an 8-20-08 report from the Assistant Town Engineer; an 8-28-08 report from EHHD; an 8-28-08 set of revised plans from Paul Magyar, Lenard Engineering and an 8-19-08 communication from Paul Magyar, Lenard Engineering. Padick also noted the 8-7-08 letter from DEP regarding the Natural Diversity Database maps.

Attorney Samuel Schrage, representing the applicant, stated that the only issue that kept the Public Hearing open was a response from the DEP which has now been received.

Holt asked for clarification regarding two comments raised in the EHHD memo.

Marilyn Taylor, of Quail Run, questioned if the revised plans take into consideration her earlier concern with pumping the septic uphill. Paul Magyar, Lenard Engineering, responded that the designed septic systems meet all State and Local health codes.

Favretti noted no further comments or questions from the public, commissioners or applicant. Holt MOVED, Lombard seconded, to close the Public Hearing at 8:37 p.m. MOTION PASSED UNANIMOUSLY.

Lombard volunteered to work with staff to draft a motion for the next meeting.

Public Hearing:

Special Permit Application, St. Paul's Collegiate Church, 1768 Storrs Rd., B.T. Partners, LLC o/a, File # 1275

Chairman Favretti opened the Public Hearing at 8:38 p.m. Member present were R. Favretti, J. Goodwin, K. Holt, P. Kochenburger, B. Pociask, B. Ryan, and alternates Beal, Lewis and Lombard who were appointed to act. Padick read the Legal Notice as it appeared in the Chronicle on 8-19-08 and 8-27-08. He noted the following reports received and distributed to all members of the Commission: an 8-29-08 reports from Director of Planning; an 8-28-08 report from the Assistant Town Engineer; an 8-21-08 report

from EHHD; and noted a verbal report from J. Jackman, Fire Marshal, stating he had no issues with the proposal. Padick noted that neighborhood notification has been met and submitted.

Norval Smith and Pastor Ben Dubow were present to answer any questions.

Favretti noted no further comments or questions from the public, commissioners or applicant. Beal MOVED, Ryan seconded, to close the Public Hearing at 8:40 p.m. MOTION PASSED UNANIMOUSLY.

Kochenburger volunteered to work with staff to draft a motion for the next meeting.

Old Business:

1. 11 lot Subdivision Application. Wormwood Hill and Knowlton Hill Rds, Green o/a, File #1269

Beal MOVED, Holt seconded, to approve with conditions, the Subdivision Application (File #1269) of the Estate of N.S. Green Sr., on property located on Wormwood Hill and Knowlton Hill Roads, in an RAR-90 zone, as submitted to the Commission and shown on a fifteen page set of plans dated January 24, 2008 as revised to June 11, 2008, as described in other application submissions, and as presented at Public Hearings held on April 7, May 5, June 2, and July 7, 2008. This approval is granted because the application as hereby approved is considered to be in compliance with the Mansfield Zoning and Subdivision Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer, soil scientist and landscape architect.
2. Pursuant to the Inland Wetland Agency's 8/4/08 license approval, final maps shall not be signed and filed on the Land Records until all State and Federal permits have been obtained. The State Department of Environmental Protection should be contacted with respect to permit requirements.
3. After considering the proposed subdivision layout, site and neighborhood characteristics, historical and agricultural preservation elements of Mansfield's Plan of Conservation and Development and the Open Space provisions of Section 13, the PZC has determined that the applicant's proposed open space dedications are not acceptable as presented. Accordingly, the following revisions shall be incorporated onto final subdivision plans:
 - A. Proposed Lot #3 shall be eliminated and this area shall be merged with Lot 2 and/or the adjacent land of "Wormwood Hill Estates, LLC." Furthermore, the portion of this area to the east of designated wetlands shall be included within a conservation easement that may be used agriculturally but shall not authorize non-agricultural structures.

This revision is necessary to comply with the open space selection criteria of section 13.1.4.b.c and d, which reference the protection of historic features and agricultural land and consideration of Mansfield's Plan of Conservation and Development. The subject subdivision abuts an existing historic farm house (ca. 1780) and includes features, particularly stone wall-lined agricultural fields, associated with the historic land use and cultural practices of this farm. Although the existing farm house was separated by the applicants as a "first cut" portion of the adjacent subdivision property greatly contributes to the historic setting of the farmhouse and warrants open space protection. The submitted plans appropriately protect agricultural land on the east side of Wormwood Hill Road through the use of agricultural easements, but the proposed development of Lot 3 would have a significant detrimental impact on this historic resource. The depicted house on Lot 3 would be 130 feet from the farmhouse and readily visible from the farmhouse and the farmhouse lot. In addition, the proposed driveway to Lot 3 would significantly alter an historic stonewall that separates the farmhouse from adjacent field areas and stonewalls along Wormwood Hill Road. This historic farmhouse is specifically identified on Mansfield's Plan of Conservation and Development Historic Features and Historic Sites maps and the farmhouse and adjacent portion of Lot 3 are within a plan depicted "agricultural land" area. This area also is within the plan delineated "Wormwood Hill Historic Village Area." This required revision to the subdivision plan will promote Plan recommendations cited under Policy Goal 2. Objective a.

It is important to note that the PZC has the authority, based on the cluster development provisions of Sections 7.4a and 13.1.1, to reduce lot sizes and require the most appropriate open space areas to be deeded to the Town. Primarily due to the applicant's expressed intent to continue an agricultural use of portions of the subject property, the PZC has not required a fee dedication of important agricultural and historic preservation areas and has accepted the agricultural easement approach proposed by the applicant. Accordingly, all open space / agricultural easement areas shall remain privately owned.

- B. The depicted conservation easement areas on Lots 1, 2, 4, 6 and 7 shall be extended to depicted development area envelopes.

This revision will facilitate delineation, promote property owner recognition and help eliminate potential enforcement issues. Many of the proposed easement edges inappropriately are within wetland areas. Applicant representatives agreed to this revision.

- C. The depicted agricultural easement area shall be extended northeasterly to the stone wall/tree lined corridor west of the depicted Lot 9 driveway. The DAE and BAE for Lot 9 shall be relocated to this same line, and the Lot 9 boundary line shall also be relocated to this same line.

This revision is designed to utilize an existing stonewall and historic edge of field to delineate the agricultural easement boundary. Existing Subdivision and Zoning Regulations authorize the Commission to reduce lot sizes and waive frontage and setback requirements to promote regulatory objectives. This revision was recommended by the Mansfield Agriculture Committee and Open Space Preservation Committee.

4. The specific provisions of the conservation and agricultural easements shall be approved by the PZC Chairman, with staff assistance. The conservation easements shall utilize the Town's model format with the specific exception that for easement areas on Lots 7 to 11, hunting, fishing, trapping and other uses cited in Attorney McGrath's 6/2/08 letter to the Director of Planning may be permitted uses subject to compliance with all applicable state and federal laws. The agricultural easement shall authorize agricultural uses but structures shall be limited to the 150 foot by 150 foot area delineated on submitted plans. Agricultural easement provisions utilized by the Connecticut Farmland Trust shall be considered where applicable. All agricultural uses shall be subject to compliance with Mansfield Zoning requirements.
5. This approval authorizes a proposed common driveway for Lots 6 and 7. A common driveway easement that addresses maintenance and liability issues, including the maintenance of depicted driveway sightlines, shall be submitted to the Planning Office for approval by the PZC Chairman, with staff assistance. Pursuant to Section 7.10.e, the common driveway work shall be completed or bonded in an amount and form acceptable to the PZC Chairman, with staff assistance, before the filing of the subdivision plan.
6. Pursuant to Subdivision Regulations provisions, particularly Sections 7.5 and 7.6, this action specifically approves the depicted building envelopes for all lots, which include numerous setback waivers. Unless revisions are specifically authorized by the Commission, the depicted building envelopes shall serve as the setback lines for all future structures and site improvements, pursuant to Article VIII of the Zoning Regulations. In addition, a frontage waiver is authorized for Lot 9 as required in Condition 3.c. This condition shall be noted on the final plans and specifically noticed on the Land Records.
7. As agreed to by the applicant, any rights in the Wormwood Hill Cemetery property shall be quit-claimed to the Town.
8. Care has been taken to locate driveways and utility lines in order to minimize impacts on roadside character. Accordingly, approved driveway locations and approved underground utility locations shall not be changed unless specific approval has been granted by the PZC Chairman with staff assistance. Furthermore, it shall be the responsibility of the lot owners to maintain acceptable driveway sight lines

for the subject driveways. In conjunction with the filing of final maps, notice of this condition shall be filed on the Land Records and referenced in the deeds of all lots.

9. The approved plans include specific notes regarding stone wall preservation and, pursuant to Section 7.7, no existing stone walls shall be altered except where necessary for approved driveways and other site work depicted on approved plans. Furthermore a number of specimen trees have been identified that are to be saved. No Zoning Permit shall be issued on lots with identified specimen trees to be saved until a protective barrier, acceptable to the Zoning Agent, has been placed around the subject trees. In conjunction with the filing of final maps, notice of this condition shall be filed on the Land Records and referenced in the deeds of all lots.
 10. The existing wheel track and adjacent stone walls and trees on Lots 9, 10, and 11 shall be left in their current state except for driveway work depicted on approved plans.
 11. Lot 5 has been approved for a 3-bedroom house and all other lots have been approved for 4-bedroom houses. Notice of this limitation shall be filed on the Land Records and the deed for Lot 5.
 12. Final plans shall be revised to incorporate the following revisions:
 - A. Deletion of Lot 3 and open space revisions cited in Condition #3.
 - B. The old house site on Lot 11 shall be preserved in its current state. This shall be noted on the plans.
 - C. The depicted building and development area envelopes on Lot 6 shall be revised to eliminate steeply sloped areas on the westerly portion of this lot.
 - D. The development area envelopes along the proposed Lot 8 driveway shall be clarified.
 - E. The depicted building and development area envelopes on Lot 9 shall be revised to eliminate steeply sloped areas.
 - F. Approval blocks shall be revised to identify the PZC/IWA Chairman as the party signing the plans.
 13. It is recommended that the lot boundaries be revised to consolidate conservation and agriculture easement areas on fewer lots. As deemed appropriate by the applicant, these lot line revisions may be incorporated on final plans.
 14. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety [90] or one hundred and eighty [180]-day filing extension has been granted):
 - A. All final maps, including submittal in digital format, right-of-way deeds along Wormwood Hill and Knowlton Hill Roads, drainage easements, driveway easements in favor of Lots 5 and 11, a common driveway easement for the Lot 5/6 drive, conservation and agricultural easements, a quit claim deed for the Wormwood Hill Cemetery property and a Notice on the Land Records to address conditions 5, 6, 8, 9 and 11, for recording on the Land Records (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Sec. 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
 - B. All monumentation (including delineation of the conservation and agricultural easement areas with iron pins and the Town's official markers every 50 to 100 feet on perimeter trees or on cedar posts), with Surveyor's Certificate, and common driveway improvements, shall be completed or bonded pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant.
- MOTION PASSED with all in favor except Goodwin who was opposed and Kochenburger who disqualified himself.

2. Site Modification Application, St. Mark's Chapel, 42 N. Eagleville Rd., Parking Lot Improvements, File # 1176

Goodwin MOVED, Lombard seconded, that the PZC Chairman and Zoning Agent be authorized to approve the modification request of St. Mark's Episcopal Chapel for a parking expansion and improvements as depicted on a 5-page set of plans dated 7/25/08, revised to 8/15/08, as prepared by Lenard Engineering, Inc., subject to the following conditions:

1. The depicted handicap spaces shall be delineated and signed pursuant to current local and State requirements;
2. All site revisions recommended by the Assistant Town Engineer in his 8/21/08 report shall be incorporated onto final plans;
3. This action waives sideline setback provisions for the parking lot expansion, pursuant to the provisions of Article X, Section A.4.d. This waiver is based on existing site and neighborhood characteristics and the suitability of the proposed parking layout.

MOTION PASSED UNANIMOUSLY.

3. Site Modification Application, Motorcycle Consultant, LLC, E. Chovnick, owner, B. Chovnick, applicant, 213 Stafford Road, showroom expansion, File #827-3

The applicant indicated that he had reviewed the memos from staff and will address their comments in a revised set of plans for the next meeting. Members inquired about the aesthetic compatibility of the addition with the existing house as expressed by the Design Review Panel. The applicant was also asked to present a landscape plan by the next meeting.

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

Members agreed to table action on this item due to the absence of three regular members.

Zoning Agent's Report:

A. Request to Keep Animals within a Barn at 706 Mansfield City Rd. File #1113-3

The Director of Planning reported that the applicant has withdrawn his application; he answered questions from the public regarding the next steps that will be taken if compliance is not met.

B. Items B & C were noted.

D. Hall Property Update

Hirsch noted that he has not been out to the property recently. He will report back at the next meeting.

E. DeBoer Property Update

Hirsch stated that the property owner would not allow him to walk the site, and from the street he has only a limited view. He noted that the owner indicated that five to eight of the vehicles on the site are expected to be removed in the coming weeks and as well as one truck by the pond.

F. Hirsch noted that he and chairman Favretti signed off on a modification at University Plaza Verizon Wireless Kiosk. In another matter, he filed a lien in court for the first time since the Citation Ordinance was enacted, for \$600.00 in accumulated unpaid fines.

New Business:

1. Request to Release Maintenance Bond, Windswept Manor Subdivision, File #1198

Holt MOVED, Lombard seconded, that the Director of Planning be authorized to take appropriate action to release a \$17,950 cash bond, plus accumulated interest, that has been held to guarantee, for a period of one year, all improvements in the Windswept Manor Subdivision. MOTION PASSED UNANIMOUSLY.

2. Request to Modify Condition #3 of Quiet Meadow Subdivision Approval

Holt disqualified herself. Ryan MOVED, Pociask seconded, that the Planning and Zoning Commission modify condition #3 of its 7/7/08 approval of the Quiet Meadow Subdivision to authorize the filing of final plans and the conveyance of Lot 1, which contains an existing house, prior to the completion or complete bonding of approved subdivision improvements. This authorization is conditioned upon the grantor's retention of all rights necessary to complete subdivision improvements within Lot 1 boundaries. Lot 1 shall not be conveyed until deed provisions documenting these rights have been approved by the Director of Planning, Assistant Town Engineer and Town Attorney. Final plans shall document the provisions of

condition #3 as amended by this action. No other lots shall be conveyed until the original provisions of condition #3 have been met. MOTION PASSED with all in favor except Holt who disqualified herself.

3. **Proposed CL&P "Interstate Reliability Project"**

Padick summarized the Interstate Reliability Project noting that it does not require local approval, but that the Citing Council does require notification to all affected municipalities, and that it is the Town's responsibility to determine if notification of residents is necessary. A public information session will be scheduled for September 22, 2008 for area residents.

4. **New Special Permit Application, Conversion of 1-Family to 2-Family Residence, 1620 Storrs Rd., Y. Ghiaei, o/a File #1276**

Holt MOVED, Lombard seconded, to receive the Special Permit application (file # 1276) submitted by Yadollah Ghiaei for the conversion of a one-family to a two-family dwelling, on property located at 1620 Storrs Road, owned by the applicant as shown and described in application submissions, and to refer said application to the staff for review and comments and to set a Public Hearing for 10/6/08. MOTION PASSED UNANIMOUSLY.

5. **New Subdivision Application, Malek Manor, Lot 4, Crane Hill, File # 548-2**

Holt MOVED, Lombard seconded, to receive the subdivision application (file # 548-2) submitted by Madrid Corporation for a 1-lot subdivision of Malek Manor Lot #4 on property located on the north side of Crane Hill Rd about 500' southwest of Brown's Rd, owned by Madrid Corporation, as shown on plans dated 8/8/08, and as described in other application submissions, and to refer said application to the staff, Conservation Commission, Open Space Preservation Committee and Parks Advisory Committee for review and comments. MOTION PASSED UNANIMOUSLY.

6. **Special Permit Application, Arcade Use, 591 Middle Tpk, Daniel Keener, o/a, File #1277**

Holt MOVED, Ryan seconded, to receive the Special Permit application (file # 1277) submitted by Daniel Keener for an arcade, on property located at 591 Middle Turnpike, owned by Cornerstone Mansfield, LLC, as shown on plans dated 8/28/08 and as described in application submissions, and to refer said application to the staff for review and comments and to set a Public Hearing for 10/6/08. MOTION PASSED UNANIMOUSLY.

7. **Proposed Telecommunication Tower, Daleville Road, Willington**

This item was referred to staff for review and comment.

Reports of Officers and Committees:

Chairman Favretti asked Padick to update members on the request of White Oak Condominium Association to use Town land for a new septic system. Padick noted that supplemental information is being prepared for consideration by the Town Council and that project representatives and DEP officials are willing to present this additional information to the PZC. After discussion, it was agreed that additional PZC review and comment was not appropriate.

Favretti noted a 9/10/08 field trip at 1:30 p.m.

Communications and Bills:

Items were noted.

Adjournment:

Favretti declared the meeting adjourned at 10:10 p.m.

Respectfully submitted,
Katherine K. Holt, Secretary

MINUTES

MANSFIELD INLAND WETLAND AGENCY/PLANNING AND ZONING COMMISSION
FIELD TRIP
Special Meeting
Wednesday, September 10, 2008

Members present: R. Favretti, M. Beal, J. Goodwin, R. Hall, K. Holt, L. Lombard, B. Ryan
Staff present: G. Meitzler, Wetlands Agent, Assistant Town Engineer;
S. Lehman (Conservation Commission), G. Padick, Director of Planning;

1. GHIAEI PROPERTY, 1620 STORRS RD., proposed conversion to a two-family dwelling. PZC file #1276
Members were met by Mr. Ghiaei who noted that approval is being sought for existing units and that no new work has been proposed. Site and neighborhood characteristics were observed. No decisions were made.
2. GRAND UNION PLAZA, 591 MIDDLE TPK., proposed arcade use. PZC file #1277
Padick briefly described the proposed change in use which does not include any site work. Site and neighborhood characteristics were observed. No decisions were made.
3. OUIMETTE SITE, WOODLAND RD., (about 1,000 feet south of Gurleyville Rd.) Proposed house lot. IWA file W1416
Participants observed proposed house and septic system locations with respect to site characteristics. Particular attention was given to the location and nature of wetlands and site topography. No decisions were made.
4. MADRID CORPORATION PROPERTY, CRANE HILL RD. (about 500 feet south of Browns Rd.), proposed 1 lot subdivision. IWA file W1415, PZC file #548-2
Members were met by project engineer M. Peterson and 5 neighboring property owners. Site and neighborhood characteristics were observed. Particular attention was given to the location and character of wetland areas, site topography, specimen trees and proposed house and driveway locations. No decisions were made.

The field trip ended at approximately 3:05 p.m.

Respectfully submitted,

K. Holt, Secretary

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: September 4, 2008



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

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	21	12	29	21	29
Certificates of Compliance issued	19	18	13	19	13
Site inspections	48	35	62	48	62
Complaints received from the Public	9	8	2	9	2
Complaints requiring inspection	5	3	2	5	2
Potential/Actual violations found	5	1	2	5	2
Enforcement letters	7	8	2	7	23
Notices to issue ZBA forms	0	1	1	0	1
Notices of Zoning Violations issued	1	0	4	1	4
Zoning Citations issued	0	0	0	0	0

Zoning permits issued this month for single family homes = 3 multi-fm = 0
 2007/08 fiscal year total: s-fm = 18, multi-fm = 11

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: September 4, 2008



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

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	18	21	24	39	53
Certificates of Compliance issued	18	19	21	37	34
Site inspections	42	48	85	90	147
Complaints received from the Public	3	9	3	12	5
Complaints requiring inspection	1	5	2	6	4
Potential/Actual violations found	2	5	2	7	4
Enforcement letters	8	7	22	15	45
Notices to issue ZBA forms	1	0	2	1	3
Notices of Zoning Violations issued	1	1	3	2	7
Zoning Citations issued	0	0	0	0	0

Zoning permits issued this month for single family homes = 2 multi-fm = 0
 2007/08 fiscal year total: s-fm = 20, multi-fm = 11

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING
MINUTES
AUGUST 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 – Katz, Pellegrine, Singer-Bansal, Wright

Alternates – Accorsi, Gotch

Absent: Member – Fraenkel

Alternate – Clauson

**CONNECTICUT DEPARTMENT OF TRANSPORTATION (626 STORRS RD) –
7:00 PM**

To hear comments on the application of the Connecticut Department of Transportation, 626 Storrs Rd, for a Variance of Art VIII, Sec A, Schedule of Dimensional Requirements – minimum lot area, for a variance of 1,413 sq ft to reduce the area of an existing non-conforming lot to make intersection improvements on Storrs Rd at Chaffeeville Rd.

Mr. Derrick Ireland represented the Connecticut Department of Transportation and showed plans for improvements on Storrs Road and Chaffeeville Road. The proposed sight line improvements will require widening on both sides of Chaffeeville Road, further reducing the lot area to 46,137 square feet. He claims hardship under Connecticut General Statute 48-24, failure to grant the variance may result in the total acquisition of the subject property, thus denying the owner use and occupancy of the remainder through no fault of their own.

Certified receipts and a Neighborhood Opinion Sheet were received, showing no objections.

Property owner of 626 Storrs Road, Michael Wong, voiced his disagreement with the proposed plan. He has a 3-family rental house on this property. The plan is to remove the tree line on Chaffeeville Road. The DOT will put in new shrubs in a much smaller area that will encroach further on his property. His septic system is on the north side of the property and it is not known if it will be affected. The resale value of the property will be reduced. He feels the expense is extreme when the problem could easily be fixed by putting in a traffic light.

Mr. Ireland explained the State of Connecticut's procedures for acquiring property. At this time, the State has not negotiated a purchase price with the property owner. That negotiation will take place once it has been decided if the variance will be granted.

Jeanne Victor of 41 Dodd Road voiced her concerns about the removal of the existing buffer and the septic system on the Wong's property. She believes if the hump on Route 195 was removed and a traffic light installed, the problem would be solved.

Peter Friedland, 17 Chaffeeville Road, believes the proposed road would come too close to the Wong's property. He agrees with Jeanne Victor's comments. He said there are lots of accidents at this intersection. Also, he said there is a proposed subdivision planned for Chaffeeville Road and that it will add to the problem. He feels a better plan could be implemented. The speed limit should be reduced and the town should consider speed bumps for Chaffeeville Road.

Business Meeting

Pellegrine said that she would like to seek advice from the town attorney. She asked Mr. Ireland to provide the board with a property acquisition handbook which includes the appeals process. The hearing was continued until September 10, 2008.

CONNECTICUT DEPARTMENT OF TRANSPORTATION (636 STORRS ROAD) – 8:15 PM

To hear comments on the application of the Connecticut Department of Transportation, 636 Storrs Rd, for a Variance of Art VIII, Sec A, Schedule of Dimensional Requirements – minimum lot area, for a variance of 724 sq ft to reduce the area of an existing non-conforming lot to make intersection improvements on Storrs Rd at Chaffeeville Rd.

Mr. Derrick Ireland, representing the Connecticut Department of Transportation, claims hardship under Connecticut General Statute 48-24, failure to grant the variance may result in the total acquisition of the subject property, thus denying the owner use and occupancy of the remainder through no fault of their own.

Certified receipts and a Neighborhood Approval Sheet showing no objections from abutters were submitted. Property owner of 636 Storrs Road, Dorothy Bishop, also signed the Neighborhood Approval Sheet, showing she has no objections.

Mr. Ireland said that numerous meetings have been held to discuss the proposed plan, the most recent in December of 2006 and that these plans are just about final. Interested persons can request copies of the construction plan which also include the intersection

with Clovermill Road and Route 195. The State has already acquired easements to some properties affected by this plan and is in the process of acquiring others.

Peter Friedland of 17 Chaffeeville Road said that he feels the same about this application as he did for the last hearing except that he feels this plan will improve the road. He suggests that the speed limit be changed and a stop light installed and requests an engineer for the state attend the hearing on September 10th to present the entire plan.

Business Meeting

The hearing was continued until September 10, 2008. Pellegrine asked the applicant to get the signature of abutter, Shirley Olsen, on the Neighborhood Opinion Sheet and to provide a brief timeline of meetings, hearings, and dates etc. for the project.

APPROVAL OF MINUTES FROM JUNE 11, 2008

Wright moved to approve the minutes of June 11, 2008 as presented. All in favor.

CITATION REGARDING APPLICATION OF ROSS L J & G PROPERTIES, LLC

Town attorney, Atty. Dennis O'Brien, will ask them to consider withdrawing the suit and go through Planning & Zoning. No action by the Zoning Board of Appeals is necessary at this time.

ADJOURNMENT

Meeting was adjourned at 9:10 p.m.

Respectfully Submitted,

Julie Wright
Secretary

Opinion

9/8

Chronicle

Lucy B. Crosbie
President

Kevin Crosbie
Publisher

Charles C. Ryan
Editor

Editorial

We offer these threads, needles

Threads to Mansfield Mayor Elizabeth 'Betsy' Paterson and University of Connecticut President Michael Hogan for their recent visits to UConn students in off-campus apartments, namely Celeron Square. Delivering messages of goodwill along with a polite request for responsible living, the aim was to try and discourage behavior that, in the past, has marred the school's image. While cynics might have called this a media event, the fact of the matter is Husky brass are looking beyond the dorms and finally realizing responsibility for students living off campus. Let's hope the visits make a difference when Spring Weekend rolls around next April.

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Editor: 9/16

I want to commend the Mansfield Board of Education for mailing a notice of the School Building Committee community workshop to all Mansfield residents; the meeting is to be held on Wednesday night at 7 p.m. at the Middle School. I had learned of this workshop from www.savemansfieldct.org and later saw a note on the town web site. I was concerned last week because I felt that there was not good notice given to the public about this meeting. It is an important topic. As I understand it, major changes are proposed for the grammar schools which might include building a new school to house all grammar school students. This workshop is supposed to inform the public about options and costs.

This could mean a big financial impact to the town budget and I think that people should know what is going on so, I hope to see lots of Mansfield residents there.

Next year's tax bill could go up substantially. The Mansfield Town Council just authorized the expenditure of \$508,000 that did not have to be included in this year's budget because the money will be spent for lease/purchase items. The taxpayer will see the cost of this in the next fiscal year's mill rate when we are told that we have an obligation to pay. And then there is the several million-dollar track project proposed for E.O Smith. If Mansfield residents want to know where their tax money is going, they should attend this meeting.

Betty Wassmundt
Storrs

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Tuesday, September 9, 2008 3

Mansfield officials now have a plan

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — Officials revealed a plan Monday they hope will guide the town over the next 12 years.

The strategic plan, entitled "Mansfield 2020: A Unified Vision," identifies goals community members expect the town to accomplish by the year 2020.

The plan breaks the goals into nine categories:

- K-12 education and early childhood development.
- Historic and rural character, open space and working farms.
- Housing.
- Public safety.
- Recreation, health and wellness.
- Regionalism.
- Senior services.
- Sustainability and planning.
- University/town relations.

Each category has action items associated with it.

For example, in the senior services category, the actions include creating a board of senior citizens, building a new senior center, exploring tax relief for residents over 70 and promoting employment opportunities for seniors.

Council member Helen Koehn, who served on the plan's steering committee, said it represents a more inclusive way of setting the town's priorities. "The citizens of Mansfield are setting the direction," Koehn said. "At budget time, I think we'll pull this out."

Koehn said she believes the plan will have an impact on the town, as long as the town doesn't just create more committees. "I think that would be a mistake," she added.

Julia Novak, of Management Partners in Cincinnati, Ohio, said the planning process in Mansfield stood out among the many plans she helped develop. The town hired Novak's firm to assist with the plan. She said many towns involve the city council or board of selectmen, while Mansfield's effort to include residents "represents a huge investment."

Novak said the steering committee acts as a "production crew" for the plan by recruiting participants and ensuring interest groups and neighborhoods are represented.

Once everyone is in the room brainstorming, Novak said, the role of the steering committee diminishes.

"There's no pulling rank. They're all equal," she said.

The overall goal of the plan is to make this statement apply to Mansfield: "Mansfield is a vibrant, diverse and caring community that offers its residents and the region unique cultural, recreational and educational opportunities. Known for its excellent public schools, community-wide events, inclusive and efficient government, working farms and protected open spaces, the town is home to the main campus of the University of Connecticut. Principles of sustainability guide zoning and development, preserving the town's historic character and providing for economic vitality. Mansfield is a proud historic community. A great place to live, work and play."

The council will discuss the plan over its next several meetings and eventually adopt a version of it.

The strategic plan will be available on the town's web site — www.mansfieldct.org — later this week.

Mansfield set to have a festive weekend

By SUSAN VOLOVSKI
Special to the Chronicle

MANSFIELD — The fifth annual Festival on the Green begins on Sunday at noon and it all starts with the "Celebrate Mansfield Parade."

The parade, formerly called the "Bikes, Tykes and Trikes Parade," is adding new attractions this year, including the University of Connecticut's marching band and cheerleaders, the UConn Morgan Drill Team, E.O. Smith High School's football team and cheerleaders, the Mountain Dairy milk truck, antique cars and an electrical car.

The grand marshals for this year's parade are UConn President Mike Hogan and Mansfield Mayor Elizabeth "Betsy" Paterson, chairman of the festival subcommittee.

In the past, the parade has had as many as 3,000 participants and onlookers, according to event organizers.

Mansfield Downtown Partnership Administrative Assistant Kathleen Paterson, said she thinks that there will be even more people this year due to the fact that the event will be bigger and has had more publicity. "We expect a good turnout," she said.

All children and adults are allowed to participate in the parade by riding their bicycles and tricycles and pushing their strollers, which they are encouraged to decorate for the parade. Participants should meet at the Storrs-Mansfield Post Office at 11 a.m.

Paterson said she likes seeing the children enjoy themselves in the parade. "Every year we have the kids involved," Paterson said. "They really have a lot of fun."

The parade begins at the post office parking lot at noon. It will then proceed to Storrs Road and con-

tinue to Dog Lane.

At Dog Lane, the participants can continue onto the festival grounds and finish at the stage.

The parade will end with the UConn Marching Band performing on stage and then the Kidsville Kucko Revue, a group of local musicians, performing as well.

The parade is expected to last for about 30 minutes, but the Festival on the Green is open until 5 p.m.

Once the parade is over, there will be other events at the festival, including pony rides, a magician, a petting zoo and more.

If it rains Sunday, the festival will be moved inside to E.O. Smith High School off Route 195.

Viewers are encouraged to find a spot early, as some roads will be closed for the parade.

Storrs Road (Route 195) will be closed from the intersection with South Eagleville (Route 275) to Dog Lane from 11:45 a.m. until 12:30 p.m.

Also during this time, Dog Lane will be closed from the intersection with Storrs Road to the Thai Cuisine Restaurant. The public will need to use alternate routes.

The Celebrate Mansfield Parade and the Festival on the Green are part of the Celebrate Mansfield Weekend.

The parade and festival are held on Sunday, but there are also events scheduled on Saturday.

These events include the River Park dedication at River Park on Plains Road from 2 to 5 p.m., the Storrs Farmers Market, featuring a performance by Green Gates, at the E.O. Smith High School side parking lot from 3 to 6 p.m., and fireworks at Mansfield Hollow State Park beginning at 6 p.m.

The parade and festival are free.

9/11

PAGE
BREAK

Mansfield 9/16 tackles school updates

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — Should the town continue to run three neighborhood elementary schools or turn to a more efficient model with one school for the lower grades?

Town and school officials, together with their architects, will present the options to residents Wednesday at 7 p.m. in the Mansfield Middle School cafeteria.

Superintendent Frederick Baruzzi, who took over this summer, said architects would present four possibilities at the workshop: do nothing, renovate all three schools, renovate two or build one new school.

Officials have hinted the first two options are unlikely, but say they are still seeking public input.

Baruzzi said whatever decision is made will have a "long-term impact on the town and residents."

"That's why we're doing as much as we can to get people (to attend)," Baruzzi added.

The building committee originally intended to put bonding for a school renovation project on the November ballot, but the \$100 million cost estimates forced them to back away from the plan.

Residents would directly pay for about 50 percent of the cost after state reimbursement.

However, the town is eligible for up to 73 percent reimbursement.

The three school renovation plan would yield a reduced contribution from the state because of the town's high square foot per student ratio.

The initial plan — by consulting engineers Fuss & O'Neill,

(Mansfield, Page 4)

Mansfield weighs school updates

(Continued from Page 1)
of Manchester, and architectural firms of DRA Architects of Windsor and The Lawrence Associates of Manchester — had cost estimates based on meeting a variety of needs at each of the three elementary schools.

Worn out roofs requiring \$20,000 in annual maintenance, poor ventilation and security concerns are among the top priorities.

The architects also documented

the need for added storage, new space for individual instruction, larger libraries and more toilets.

Officials also want to replace the multi-purpose cafeteria-gymnasium-auditoriums with a separate space for each activity.

Some community members favor a minimal approach, such as simply replacing roofs, which would get maximum reimbursement from the state.

Board of Education Chairman Mary Feathers said such an

approach "is not a cost-free option because we would be fixing things on an emergency basis."

Feathers encouraged residents at last week's board meeting to bring "spouses, neighbors and friends" to the workshop.

"The committee is not at a point where it is going to make a recommendation to the board or the town council," she said, referring to the committee's openness to input.

9/12



Postal lifesaver is honored

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — Friday, June 13, could have ended much differently if postal employee Gayle McCue wasn't paying attention.

McCue noticed a regular customer wasn't acting like himself while picking up the mail from his post office box.

Longtime resident Carl Schaefer, a member of the town council and a University of Connecticut professor of evolutionary biology, stopped by the post office on his way home, feeling off but thinking he just needed to rest.

McCue first thought Schaefer was upset and, perhaps, something had happened to his family.

Schaefer told her they were fine, unaware he was actually starting to have a stroke.

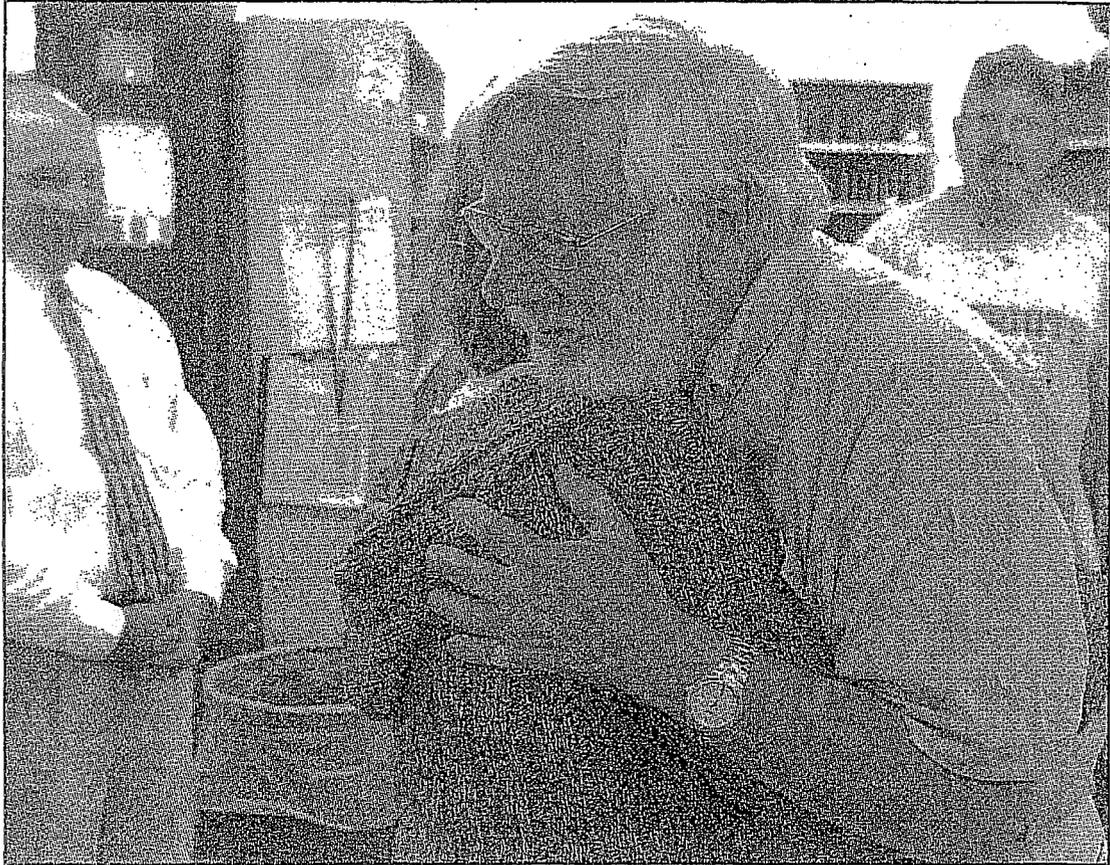
As a result, McCue became even more concerned when Schaefer missed several opportunities to "zing" her, chances he does not often pass up.

Schaefer headed home, but McCue couldn't let go of her concern.

When she called Schaefer at home and he couldn't respond, she knew there was a problem.

McCue went to Schaefer's house, called 911 and answered questions for emergency personnel who decided to take him to Hartford Hospital by Life Star helicopter. A life that could have ended tragically was saved.

(Postal worker, Page 4)



Roxanne Pandolfi photos

ABOVE: Mansfield resident Carl Schaefer gives Gayle McCue a hug after he recalls his experience in the post office the day he had a stroke. Mansfield Center post office retail associate Gayle McCue was recognized in a small ceremony Thursday afternoon by her coworkers for her heroic act of kindness. She realized Schaefer was not quite himself when he came in one day and called to check on him at home. An ambulance was called and Schaefer was taken to the hospital, saving his life. BELOW: McCue, left, is presented an award from Postmaster Linda Smith.

Postal worker is honored for saving customer's life

(Continued from Page 1)

One week later, Schaefer was healthy enough to attend his grandson's high school graduation.

And Thursday — in a small ceremony marked by friends and food — Schaefer was able to hug McCue when Mansfield Postmaster Linda Smith honored her employee's quick thinking on behalf of the U.S. Postal Service.

"It was a good day in the long run," Smith said.

"We all know Carl. He comes in every day to pick up his mail," she explained. "Unfortunately this day when he came in, he didn't make a lot of sense."

Smith contrasted McCue's life-saving efforts with the usual reaction for many to just leave people alone and avoid interfering with their privacy.

Schaefer remembered bits and pieces from that day.

"I needed to sign something and I kept falling off this thing," he said, referring to his inability to keep his head steady at the post office.

"She said, 'You don't sound well,'" Schaefer recalled. "She

got me help."

He said it only takes 14 minutes to get to Hartford by helicopter, but he was disappointed he couldn't enjoy the ride.

"I couldn't see the view," Schaefer explained.

Joseph Mazzola, acting manager of post office operations, said he started his career at the Mansfield office and could still remember Schaefer.

"I remember his box number," Mazzola said.

He said postal employees have strong relationships with the communities where they work.

"In this instance, this relationship saved a life," Mazzola added. "I'm proud to be here today."

The soft-spoken McCue didn't have much to say and was pleasantly surprised by all of the hoopla in her honor.

While sampling from the impressive spread of food, featuring favorites of McCue such as seafood and chocolate, Schaefer and his rescuer joked with each other.

"I just laid there," he said.

"You did," McCue replied. "It was so annoying."

PAGE
BREAK

Tuesday, September 16, 2008



Fran Funk

Morning dew glistens on solar modules recently as Ron Krawczyk, Akeena Solar Power regional manager for the East Coast, works on the wiring for a solar installation at a private home in Mansfield.

The heat is on

Family taps state grant for solar project

By ZACHARY JANOWSKI
Chronicle Staff Writer

MANSFIELD — Most people can only cross their fingers until energy prices fall, but thanks to a state grant program some Connecticut residents, including the Hirsch family, can do more than hope.

Curt and Mary Hirsch recently installed solar panels on their house — with the state covering half the cost.

The generous reimbursement program is available to state residents through the Connecticut Clean Energy Fund.

"My mother thought we were building a lean-to for a nuclear attack or something," Mary Hirsch said, referring to the unusual look of the solar panel structure.

She said she knew people who had solar panels dating to the 1970s and 1980s, but it didn't catch on then because it wasn't cost effective.

Now with rising energy costs and state support, Hirsch is confident her investment is a wise one.

However, she struggles to explain when the solar panels will pay for themselves,

as so many people ask her.

"That's the question I find hard to answer," Hirsch said. "What's the point of putting in a brand new driveway or energy efficient windows?"

Hirsch, the town zoning agent, said homeowners often spend \$5,000-\$10,000 on energy efficient windows without considering when they will pay for themselves. She said she thinks of it more as an investment to add value to her home.

The solar installation also makes the

(Family Page 4)

Family installs solar panels

(Continued from Page 1)

Hirsch family eligible for a federal energy tax credit.

Plus, the new structure with a cement foundation is pretty durable.

"It's not likely to be damaged by anything," she added.

Hirsch said at first she was concerned her grandchildren would damage it while playing soccer.

Mansfield Recycling Coordinator Virginia Walton said the grant program would allow more people to take advantage of solar power.

"Otherwise it's out of reach for a lot of people," Walton explained. "It's still out of reach for some folks."

Part of the advantage of the current arrangement is the ability to

trade electricity back to the power company when you use less than you produce.

In return, the solar panel owner gets credits toward electricity use when they need more than the panels produce.

Hirsch said she expects to save half her electric bill each year.

Still, the investment wasn't cheap, costing about \$23,000 after the 50-percent rebate.

Hirsch said typical estimates suggest a payback in the next eight to 10 years.

"It all depends on the cost of oil affecting the cost of electricity," she said.

According to Hirsch, the program is very convenient because the vender deals directly with the state.

REC'D SEP 15



Connecticut
Light & Power

The Northeast Utilities System

NEEWS

Interstate
Reliability Project

September 11, 2008

Item #17

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

Dear Matt,

I wanted to check in with you to see if you had any questions on CL&P's Municipal Consultation Filing (MCF) for the Interstate Reliability Project ("Project"), which we delivered to you on August 19th. Copies of the MCF were also provided to Mayor Paterson and the Mansfield Public Library.

CL&P is about to begin the process of seeking approval of the Connecticut Siting Council for the construction of the Project and the submission of the MCF is the first step in this siting process. As you know, Mansfield is one of the 11 towns in northeastern Connecticut affected by the Project.

The MCF provides a comprehensive description of the Project along with detailed technical reports on Project need, the proposed route and its variations, Project schedule and environmental effects.

As part of the municipal consultation process, we will be conducting a series of open houses to help residents and businesses along the proposed route to better understand the Project, ask questions, and express comments or concerns. Starting about two weeks prior to the open houses, we will be sending postcards to local residents along our existing right-of-way inviting them to attend the open house. We will also issue open invitations to town residents in local and regional newspapers. The open house for your community is scheduled for:

Wednesday, October 22, 2008
5:30-7:30 p.m.
Mansfield Community Center
10 S Eagleville Rd
Storrs Mansfield, CT 06268

You may have received calls from residents with questions or concerns about the Project, the recent MCF, and the upcoming open house. I would like to extend an invitation to meet with you to discuss the Project, outreach activities that we are planning, the siting process, and respond to any questions or concerns you may have.

Please do not hesitate to call me at 860-665-4722 if you would like to meet prior to the Open House or if you have questions. For your information, we have a Project web site (www.NEEWSprojects.com) and hotline (1-866-99NEEWS or 1-866-996-3397) for residents to learn more about the Project, ask questions, and share concerns.

I hope to see you at the open house. I welcome your participation and encourage you and your residents to take an active part in the siting review process.

Sincerely,

Tony Mele
Project Manager - Interstate Reliability Project

**PAGE
BREAK**

**TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT**

Item #18

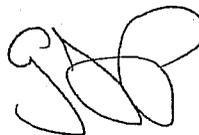
GREGORY J. PADICK, DIRECTOR OF PLANNING

Notice to: Property owners within 500 feet of CL&P right-of-way in southern Mansfield

From: Gregory Padick, Director of Planning

Date: September 17, 2008

Re: CL&P "Interstate Reliability Project"

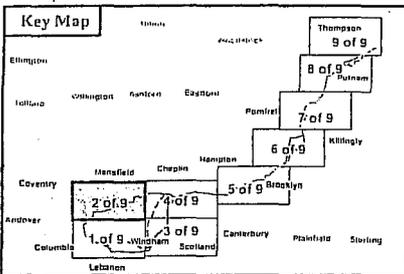
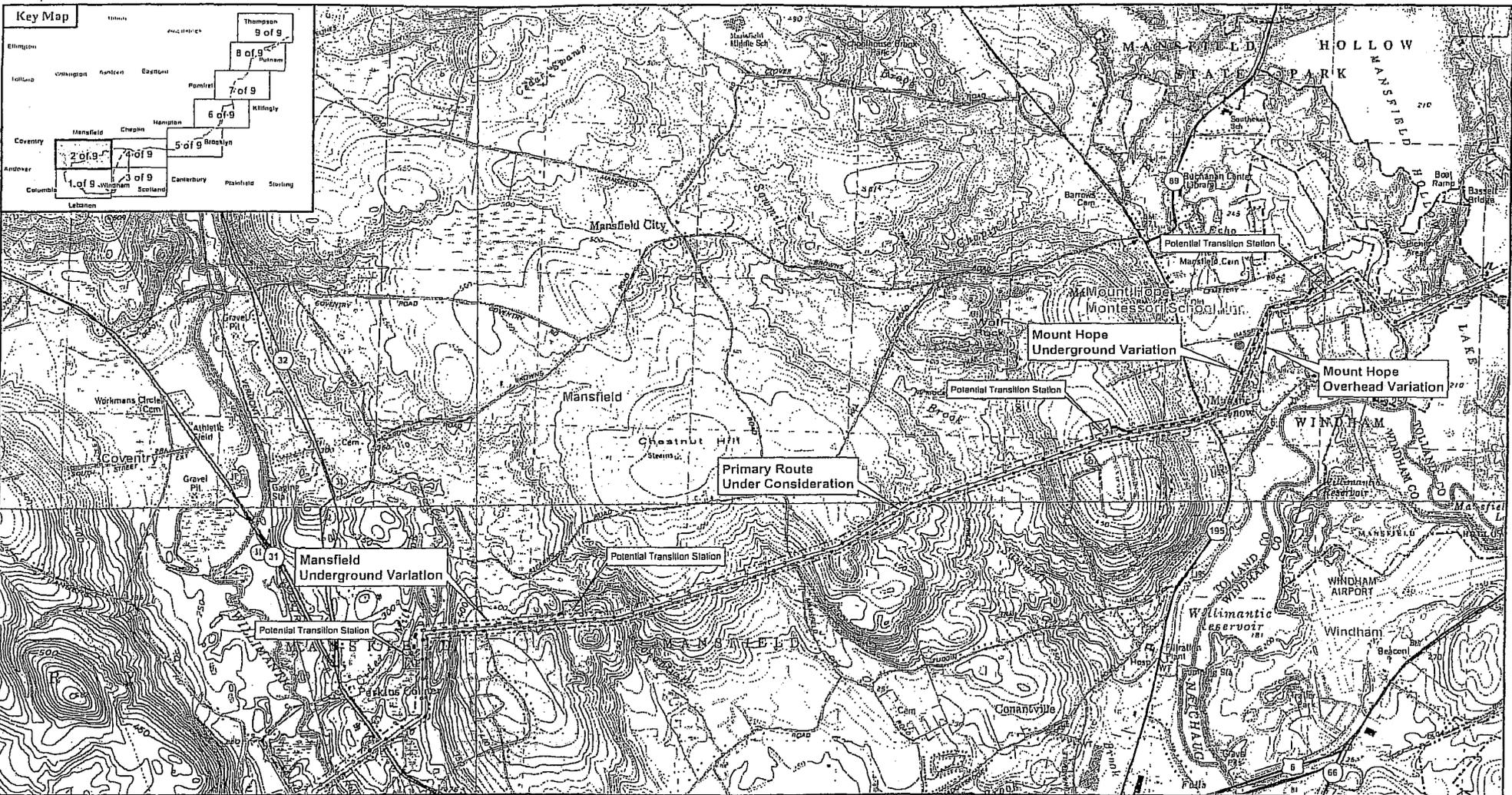


Recently, Mansfield officials were submitted information regarding a proposed CL&P transmission line project that would affect Mansfield and eleven additional municipalities in eastern Connecticut. A comprehensive "Municipal Consultation Filing" describing the proposal is available in the Planning Office and Mansfield Library and portions of the text and mapping affecting Mansfield can be found at Mansfield's web site: www.mansfieldct.org CL&P has scheduled an open house information session on October 22nd between 5:30 and 7:30 pm in the Mansfield Community Center, 10 South Eagleville Rd. At the open house individuals will have an opportunity to ask questions and discuss their concerns about the project with CL&P representatives. Additional information, including color versions of the complete "Municipal Consultation Filing", is available at Northeast Utilities web site: www.neewsprojects.com CL&P representatives also are available at 1-866-996-3397.

The "Municipal Consultation Filing" provides an opportunity for public comment prior to the submittal of a formal application to the Connecticut Siting Council. CL&P expects to submit the formal application in December 2008. Formal public hearings will be scheduled as part of the CT. Siting Council review process. Municipalities do not have any direct approval jurisdiction over utility projects of this nature.

The CL&P preferred route proposal would add a new set of overhead power lines within or immediately adjacent to existing lines that pass through southern Mansfield. Some tree removal will be necessary and some of the proposed support structures will be higher than existing structures. A number of Mansfield residents may be impacted by the proposed construction. Reduced scale maps depicting the proposed route through Mansfield and some descriptive data of proposed work in Mansfield and potential underground alternatives are included with this mailing but interested individuals are encouraged to review the information posted on the Mansfield and CL&P web sites and attend the October 22nd open house. Please contact the Mansfield Planning Office at 429-3330 if you have questions regarding this letter or the proposed project.

\\ESF\AV\Draw\Draw\Paper\BURNS\CTR_P\proj\proj\43_Invest\Job\1\Environment\GIS\Draw\Draw\Draw\MCF_Invest_11_17_17\DrawOptions_DWG_May2018.dwg
 Printed August 5, 2018



LEGEND

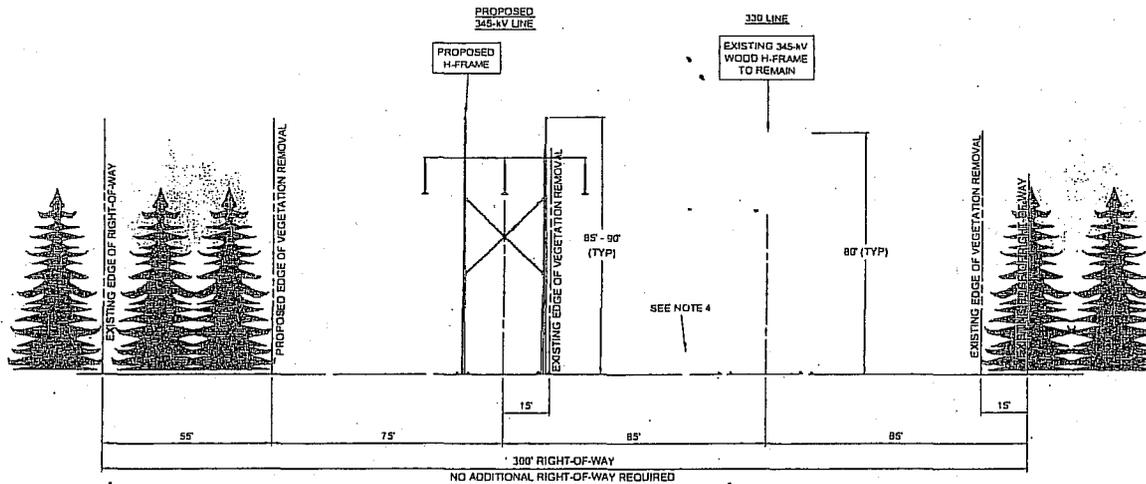
Substations	Primary Route Under Consideration	Right-of-Way (Existing)
Junctions	Overhead Variations	CL&P Property
Existing Overhead Transmission	Underground Variations	Potential Transition Station Site Required for Underground Variation (2-4 Acres)
Town Boundary		

Connecticut Light & Power
The Northeast Utilities System

Burns & McDonnell
SINCE 1859

Interstate Reliability Project
 USGS Maps
 Potential Route Options
 Sheet 2 of 9

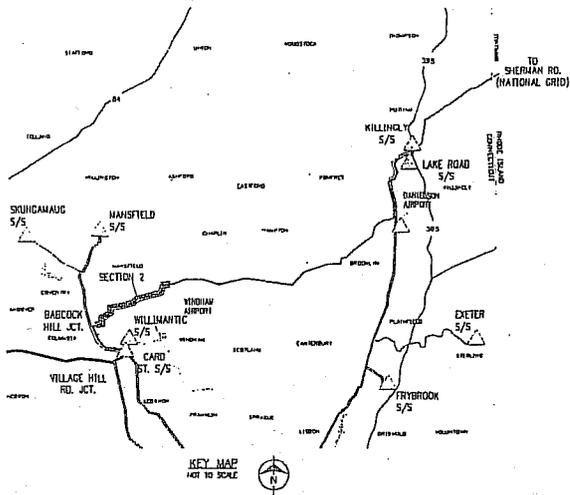
Source: USGS 1:24,000 Topographic Quadangles; CT DEP; Burns & McDonnell.



PROPOSED LAYOUT
H-FRAME OPTION

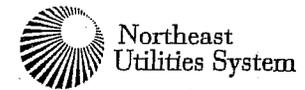
BABCOCK HILL JCT.
TO
MANSFIELD HOLLOW RESERVOIR
IN THE TOWNS OF
COVENTRY & MANSFIELD
EXISTING STRUCTURES 9027-9080

LOOKING
NORTHEAST
(5.62 MILES)

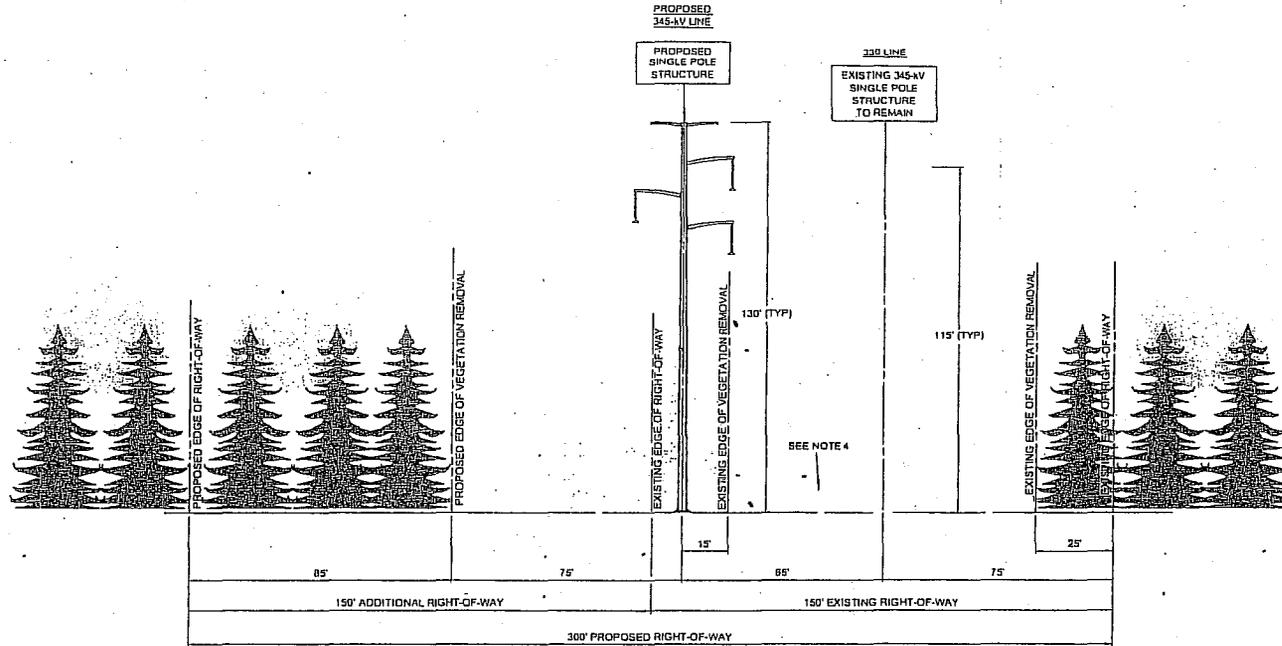


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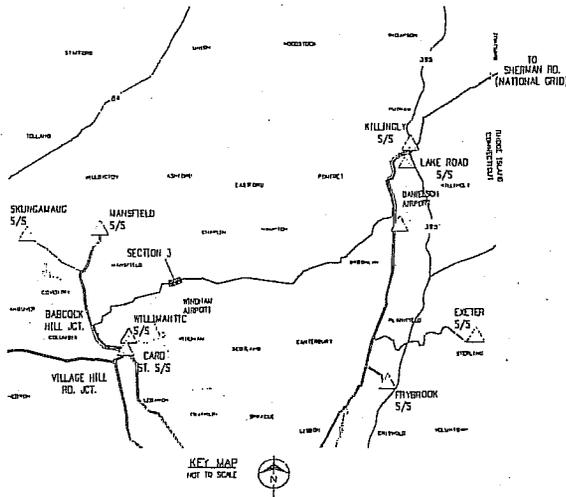
- EXISTING STRUCTURES TO REMAIN.
- PRELIMINARY STRUCTURE SPOTTING IS BASED ON STRUCTURE-FOR-STRUCTURE INSTALLATION.
- AFTER THE CONDUCTORS HAVE BEEN INSTALLED, A REFERENCE IS ESTABLISHED THAT MAY IDENTIFY ADDITIONAL TREES OUTSIDE THE INITIAL CLEARED AREA THAT MIGHT NEED TO BE REMOVED.
- LOW-MATURING WOODY SHRUB SPECIES ARE TYPICALLY NOT REMOVED.
- STRUCTURE HEIGHTS WERE DETERMINED FROM TYPICAL EXPECTED SPANS. STRUCTURE HEIGHTS ARE SUBJECT TO CHANGE WITH THE COMPLETION OF FINAL DESIGN.
- EXISTING CLEARING DIMENSIONS ARE TYPICAL.



TITLE		INTERSTATE RELIABILITY PROJECT PROPOSED CROSS SECTIONS BABCOCK HILL JCT. TO MANSFIELD HOLLOW RESERVOIR	
BY R.G. DAWSON	CHKD S. CASTEL	APP	APP
DATE 8/08	DATE	DATE	DATE
SCALE NONE	MICROFILM DATE	DWG. NO.	XS-2
P.A. #			

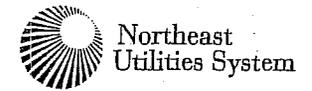


PROPOSED LAYOUT
STEEL DELTA POLE OPTION
MANSFIELD HOLLOW RESERVOIR
IN THE TOWNS OF
COVENTRY & MANSFIELD
EXISTING STRUCTURES 9080-9086
LOOKING
NORTHEAST
(0.97 MILES)

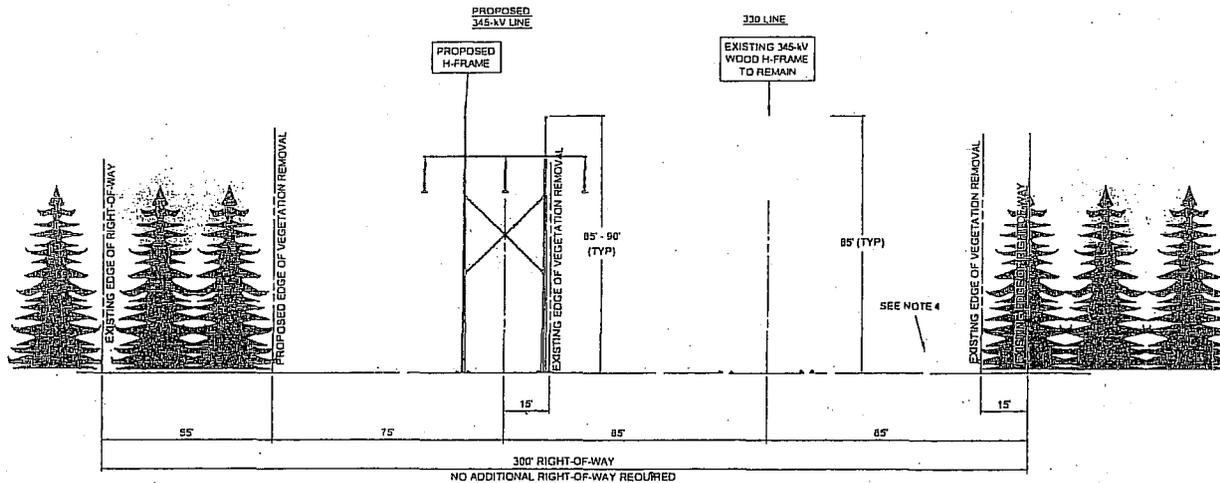


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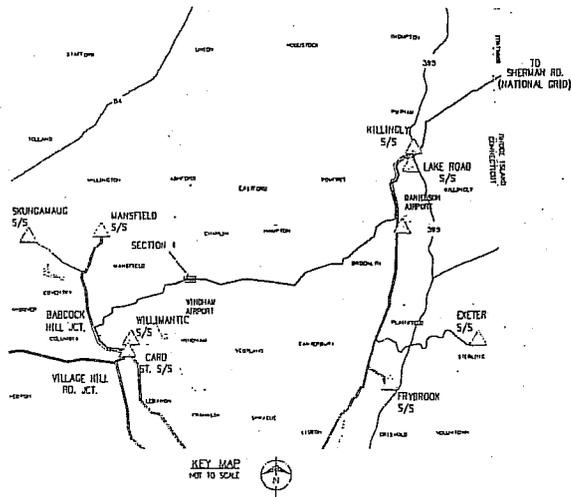
1. EXISTING STRUCTURES TO REMAIN
2. PRELIMINARY STRUCTURE SPOTTING IS BASED ON STRUCTURE-FOR-STRUCTURE REINSTALLATION.
3. AFTER THE CONDUCTORS HAVE BEEN INSTALLED, A REFERENCE IS ESTABLISHED THAT MAY IDENTIFY ADDITIONAL TREES OUTSIDE THE INITIAL CLEARED AREA THAT MIGHT NEED TO BE REMOVED.
4. LOW MATURING WOODY SHRUB SPECIES ARE TYPICALLY NOT REMOVED.
5. STRUCTURE HEIGHTS WERE DETERMINED FROM TYPICAL EXPECTED SPANS. STRUCTURE HEIGHTS ARE SUBJECT TO CHANGE WITH THE COMPLETION OF FINAL DESIGN.
6. EXISTING CLEARING DIMENSIONS ARE TYPICAL.



TITLE		INTERSTATE RELIABILITY PROJECT PROPOSED CROSS SECTIONS MANSFIELD HOLLOW RESERVOIR			
BY	R.G. DAWSON	CHKD	S. CASTELL	APP	APP
DATE	8/08	DATE		DATE	DATE
SCALE	NONE	MICROFILM DATE	DWG. NO.	XS-3	
P.A. #					



PROPOSED LAYOUT
H-FRAME OPTION
BASSETTS BRIDGE ROAD
TO
SHUBA LANE
IN THE TOWNS OF
MANSFIELD & CHAPLIN
EXISTING STRUCTURES 9087-9094
LOOKING
NORTHEAST
(0.79 MILES)



NOTES:

1. EXISTING STRUCTURES TO REMAIN.
2. PRELIMINARY STRUCTURE SPOTTING IS BASED ON STRUCTURE-FOR-STRUCTURE INSTALLATION.
3. AFTER THE CONDUCTIONS HAVE BEEN INSTALLED, A REFERENCE IS ESTABLISHED THAT MAY IDENTIFY ADDITIONAL TREES OUTSIDE THE INITIAL CLEARED AREA THAT MIGHT NEED TO BE REMOVED.
4. LOW-MATURING WOODY SHRUB SPECIES ARE TYPICALLY NOT REMOVED.
5. STRUCTURE HEIGHTS WERE DETERMINED FROM TYPICAL EXPECTED SPANS. STRUCTURE HEIGHTS ARE SUBJECT TO CHANGE WITH THE COMPLETION OF FINAL DESIGN.
6. EXISTING CLEARING DIMENSIONS ARE TYPICAL.



Northeast
Utilities System

BY R.G. DAWSON		CHKD S. CASTELL	APP	APP
DATE 8/00	DATE	DATE	DATE	DATE
SCALE NONE	MICROFILM DATE	OWG. NO.	XS-4	
P.A. #				

TITLE INTERSTATE RELIABILITY PROJECT
PROPOSED CROSS SECTIONS
BASSETTS BRIDGE ROAD
TO
SHUBA LANE

Interstate Reliability Project
Primary Route Under Consideration
Existing Structure Locations 9032 to 9038
Flanders River Road to Stafford Road
Towns of Coventry and Mansfield, CT

AREA DESCRIPTION

Existing Land Use

- Residential
- Agricultural
- Commercial/Industrial
- CT Protected/Open Space (Joshuas Tract Conservation & Historic Trust privately managed, Town Open Space (Flanders River Road) managed by the Town of Coventry, and Town Open Space (Stafford Road and Thornbush Road) managed by the Town of Mansfield)

Zoning

- Town of Coventry.
 - o Current:
 - River Aquifer Zone (RAZ)
 - Residential (RU-40)
- Town of Mansfield
 - o Current:
 - Flood Hazard Zone (FH)
 - Residential (R-20)
 - Rural Agriculture Residence 40 Zone (RAR-40)
 - o Planned:
 - Planned Business 5 Zone (PB-5)

Natural Systems

- Willimantic River
- State/Federal jurisdictional wetlands
- Cider Mill Brook
- Perkins Corner Pond
- Intermittent tributaries to Willimantic River
- Natural Diversity Data Base Area
- Mixed hardwood forest of varying size and age

Visual Character

- Residential, forest land, agricultural, and commercial/industrial

RIGHT-OF-WAY DESCRIPTION

Land Use

- Residential adjacent to structures 9032 to 9033 and 9036 to 9037
- CT Protected/Open Space adjacent to and/or between structures 9032 to 9034, and 9037
- Upland and/or wetland forest adjacent to structures 9032 to 9034, 9035 to 9036, and 9037 to 9038

Wetlands [Invasive Plant Species], Watercourses and Waterbodies

- Wetland Nos.: A15 [none recorded], A16 [none recorded], A17 [none recorded], A18/A82 [none recorded], A19 [Multiflora rose (*Rosa multiflora*)]
- Wetland Cover Types: PEM, PSS, PFO
- Stream Nos.: SS-B (Willimantic River); Stream channel encroachment line

Potential Access

- Structures 9032 to 9034 can be accessed Flanders River Road
- Structures 9035 to 9038 can be accessed from State Route 32/Stafford Road

Right-of-Way Vegetation

- Upland and wetland forest, Open field-shrub, House/Yard

Terrain

- Steep to hilly

Existing Right-of-Way Width

- 300 feet

Proposed Expansion of Right-of-Way Width

- 0 feet

Existing Cleared/Maintained Right-of-Way Width

- 140 to 300 feet

Proposed Additional Cleared Right-of-Way Width

- 0 to 90 feet

Road Crossings

- Flanders River Road between structures 9031 and 9032
- State Route 32/Stafford Road between structures 9036 and 9037

Interstate Reliability Project
Primary Route Under Consideration
Existing Structure Locations 9038 to 9051
Highland Road to Stearns Road
Town of Mansfield, CT

AREA DESCRIPTION

Existing Land Use

- Agricultural
- Residential
- CT Protected/Open Space (Town Open Space (Highland Road) managed by the Town of Mansfield)

Zoning

- Current:
 - Rural Agriculture Residence 40 Zone (RAR-40)
- Planned:
 - Planned Business 5 Zone (PB-5)

Natural Systems

- Cider Mill Brook
- Open water (ponds)
- Conantville Brook
- State/Federal jurisdictional wetlands
- Natural Diversity Data Base Area
- Mixed hardwood forest of varying size and age

Visual Character

- Forest land, residential, and agricultural

RIGHT-OF-WAY DESCRIPTION

Land Use

- Residential adjacent to structures 9042 to 9044
- CT Protected/Open Space adjacent to and between structures 9042 and 9044
- Agricultural adjacent to and between structures 9050 and 9051
- Upland and/or wetland forest adjacent to structures 9038 to 9050

Wetlands [Invasive Plant Species], Watercourses and Waterbodies

- Wetland Nos.: A19 [Multiflora rose (*Rosa multiflora*)], A18/82 [none recorded], A83 [Autumn olive (*Elaeagnus umbellata*)], A84 [Common reed grass (*Phragmites australis*)], A85 [none recorded], A86 [none recorded], A87 [none recorded]
- Wetland Cover Types: PEM, PSS, PFO, Palustrine Open Water Wetlands (POW)
- Stream Nos.: S6, S7, S7-A (Conantville Brook)

Potential Access

- Structures 9038 to 9041 can be accessed from State Route 32/Stafford Road (see Mapsheet 05 of 40)
- Structures 9042 to 9051 can be accessed from Highland Road

Right-of-Way Vegetation

- Upland and wetland forest, Open field-shrub, Agricultural, House/Yard

Terrain

- Broad hill tops to steep

Existing Right-of-Way Width

- 300 feet

Proposed Expansion of Right-of-Way Width

- 0 feet

Existing Cleared/Maintained Right-of-Way Width

- 140 to 300 feet

Proposed Additional Cleared Right-of-Way Width

- 0 to 90 feet

Road Crossing

- Highland Road between structures 9042 and 9043

Interstate Reliability Project
Primary Route Under Consideration
Existing Structure Locations 9052 to 9064
Mansfield City Road to Crane Hill Road
Town of Mansfield, CT

AREA DESCRIPTION

Existing Land Use

- Agricultural
- Residential

Zoning

- Current:
 - o Rural Agriculture Residence 40 Zone (RAR-40)
 - o Flood Hazard Zone (FH)

Natural Systems

- Intermittent tributary to Eatons Brook
- Sawmill Brook and associated tributaries
- State/Federal jurisdictional wetlands
- Mixed hardwood forest varying in size and age

Visual Character

- Residential, agricultural, and forest land

RIGHT-OF-WAY DESCRIPTION

Land Use

- Agricultural adjacent to structures 9052 to 9054
- Upland and/or wetland forest adjacent to structures 9052, 9054, and 9055 to 9064

Wetlands [Invasive Plant Species], Watercourses and Waterbodies

- Wetland Nos.: A89 [Multiflora rose (*Rosa multiflora*)], A88 [Multiflora rose (*Rosa multiflora*), Japanese barberry (*Berberis thunbergii*)], A90 [none recorded], A90a [none recorded], A91 [none recorded], A92 [none recorded], A93 [Common reed grass (*Phragmites australis*)], Purple loosestrife (*Lythrum salicaria*)], A96 [none recorded], A97 [none recorded]
- Wetland Cover Types: PEM, PSS, PFO
- Stream Nos.: S8, S9, S10, S10-A (Sawmill Brook)

Potential Access

- Structures 9052 to 9054 can be accessed from Highland Road (see Mapsheet 6 of 40)
- Structures 9055 to 9064 can be accessed from Mansfield City Road

Right-of-Way Vegetation

- Upland and wetland forest, Open field-shrub, Agricultural

Terrain

- Hilly

Existing Right-of-Way Width

- 300 feet

Proposed Expansion of Right-of-Way Width

- 0 feet

Existing Cleared/Maintained Right-of-Way Width

- 140 to 300 feet

Proposed Additional Cleared Right-of-Way Width

- 0 to 90 feet

Road Crossing

- Mansfield City Road between structures 9054 and 9055

MAPSHEET 8 of 40:

Interstate Reliability Project
Primary Route Under Consideration
Existing Structure Locations 9064 to 9076
Crane Hill Road to Bassetts Bridge Road
Town of Mansfield, CT

AREA DESCRIPTION

Existing Land Use

- Residential
- Agricultural
- Commercial/Industrial
- CT Protected/Open Space (Joshuas Tract Conservation & Historic Trust (Wolf Rock Nature Preserve) privately managed, and Town Open Space (Saw Mill Brook Lane and Storrs & Bassetts Bridge Road) managed by Town of Mansfield)
- Mount Hope Montessori School (potential Statutory Facility)

Zoning

- Current:
 - o Rural Agriculture Residence 40 Zone (RAR-40)
 - o Rural Agriculture Residence 90 Zone (RAR-90)
 - o Flood Hazard Zone (FH)
 - o Mansfield Hollow Historic District

Natural Systems

- Sawmill Brook and associated tributaries
- Open water (ponds)
- Intermittent tributaries to the Natchaug River
- State/Federal jurisdictional wetlands
- Mixed hardwood forest varying in size and age

Visual Character

- Residential, agricultural, and forest land

RIGHT-OF-WAY DESCRIPTION

Land Use

- Residential adjacent to structures 9066 to 9067, 9072, 9073, and 9076
- Commercial/Industrial adjacent to structure 9075
- Agricultural adjacent to and between structures 9075 to 9076
- Upland and/or wetland forest adjacent to structures 9064 to 9071, and 9074

Wetlands [Invasive Plant Species], Watercourses and Waterbodies

- Wetland Nos.: A95 [none recorded], A97 [none recorded], A98 [none recorded], A99 [Japanese barberry (*Berberis thunbergii*), Multiflora rose (*Rosa multiflora*)]
- Wetland Cover Types: PEM, PSS, PFO, POW
- Stream Nos.: S10-A (Sawmill Brook), S11, S12, S13

Potential Access

- Structures 9064 to 9070 can be accessed from Mansfield City Road (See Mapsheet 7 of 40)
- Structures 9071 to 9073 can be accessed from Storrs Road
- Structures 9074 to 9076 can be accessed from Bassetts Bridge Road

Right-of-Way Vegetation

- Upland and wetland forest, Open field-shrub, Agricultural, House/Yard

Terrain

- Hilly to broad hill tops

Existing Right-of-Way Width

- 300 feet

Proposed Expansion of Right-of-Way Width

- 0 feet

Existing Cleared/Maintained Right-of-Way Width

- 140 to 300 feet

Proposed Additional Cleared Right-of-Way Width

- 0 to 90 feet

Road Crossings

- State Route 195/Storrs Road between structures 9071 and 9072
- Bassetts Bridge Road between structures 9076 and 9077

Interstate Reliability Project
Primary Route Under Consideration
Existing Structure Locations 9076 to 9086
Mansfield Hollow Road to Bassetts Bridge Road
Town of Mansfield, CT

AREA DESCRIPTION

Existing Land Use

- Residential
- Agricultural
- CT Protected/Open Space (Joshuas Tract Wildlife Area privately managed, Mansfield Hollow Dam Water Access and Mansfield Hollow State Park managed by the DEP and the U.S. Army Corps of Engineers (USACE), and Mansfield Hollow Wildlife Management Area managed by the DEP)
- Commercial/Industrial

Zoning

- Current:
 - Rural Agriculture Residence 90 Zone (RAR-90)
 - Flood Hazard Zone (FH)

Natural Systems

- Open water (ponds)
- State/Federal jurisdictional wetlands
- Natural Diversity Data Base Area
- Mansfield Hollow Lake/Natchaug River
- Mixed hardwood forest varying in size and age

Visual Character

- Residential, agricultural, commercial/industrial, and forest land

RIGHT-OF-WAY DESCRIPTION

Land Use

- Agricultural adjacent to structures 9076 to 9078
- Residential adjacent to structures 9078 and 9080
- CT Protected/Open Space (Mansfield Hollow Wildlife Management Area and Mansfield Hollow State Park) adjacent to and between structures 9081 and 9086
- Upland and/or wetland forest adjacent to structures 9077, 9079 and 9082 to 9086

Wetlands [Invasive Plant Species], Watercourses and Waterbodies

- Wetland Nos.: A94 [none recorded], A200 [none recorded]
- Wetland Cover Types: PEM, PSS, PFO, POW
- Waterbodies: Mansfield Hollow Lake

Potential Access

- Structures 9076 to 9086 can be accessed from Bassetts Bridge Road

Right-of-Way Vegetation

- Upland and wetland forest, Open field-shrub, Agricultural, House/Yard

Terrain

- Broad, rolling hills

Existing Right-of-Way Width

- 150 to 300 feet

Proposed Expansion of Right-of-Way Width

- 0 to 150 feet

Existing Cleared/Maintained Right-of-Way Width

- 100 to 300 feet

Proposed Additional Cleared Right-of-Way Width

- 0 to 90 feet

Road Crossing

- Bassetts Bridge Road between structures 9076 and 9077, and 9081 and 9082

MAPSHEET 10 of 40:

Interstate Reliability Project
Primary Route Under Consideration
Existing Structure Locations 9087 to 9097
Bassetts Bridge Road to U.S. Route 6/Willimantic Road
Towns of Mansfield and Chaplin, CT

AREA DESCRIPTION

Existing Land Use

- Residential
- Agricultural
- CT Protected/Open Space (Mansfield Hollow Wildlife Management Area managed by the DEP)

Zoning

- Town of Mansfield
 - Current:
 - Rural Agriculture Residence 90 Zone (RAR-90)
 - Flood Hazard Zone (FH)
- Town of Chaplin
 - Current:
 - Rural Agriculture Residence District (RAR)

Natural Systems

- Natchaug River
- State/Federal jurisdictional wetlands
- Intermittent tributary to Natchaug River
- Open water (ponds)
- Mansure Pond
- Ames Brook
- Natural Diversity Data Base Area
- Mixed hardwood forest varying in size and age

Visual Character

- Residential and forest land

RIGHT-OF-WAY DESCRIPTION

Land Use

- Residential adjacent to structures 9088 to 9090
- Agricultural adjacent to structure 9092
- CT Protected/Open Space adjacent to and/or between structures 9087, and 9094 to 9097
- Upland and/or wetland forest adjacent to structures 9087 to 9097

Wetlands [Invasive Plant Species], Watercourses and Waterbodies

- Wetland Nos.: B100 [none recorded], B200 [none recorded], B300 [none recorded], B400 [none recorded], B500/600 [none recorded], B700 [none recorded]
- Wetland Cover Types: PEM, PSS, PFO
- Stream Nos.: S14, S14-A (Natchaug River), S15

Potential Access

- Structure 9087 can be accessed from Bassetts Bridge Road
- Structures 9088 to 9095 can be accessed from Bedlam Road
- Structures 9096 to 9097 can be accessed using U.S. Route 6/Willimantic Road (See mapsheet 11 of 40)

Right-of-Way Vegetation

- Upland and wetland forest, Open field-shrub, Agricultural

Terrain

- Broad, rolling hills

Existing Right-of-Way Width

- 150 to 300 feet

Proposed Expansion of Right-of-Way Width

- 0 to 150 feet

Existing Cleared/Maintained Right-of-Way Width

- 100 to 140 feet

Proposed Additional Cleared Right-of-Way Width

- 85 to 90 feet

Road Crossings

- Bassetts Bridge Road between structures 9087 and 9088
- Bedlam Road between structures 9089 and 9090

Interstate Reliability Project
Mansfield Underground Variation
Highland Road Intersection
Town of Mansfield, CT

AREA DESCRIPTION

Existing Land Use

- Agricultural
- Residential
- Commercial
- Connecticut (CT) Protected/Open Space (Town Open Space (Highland Road and Stearns Road) managed by the Town of Mansfield), and Cemetery (at Perkins Corner) privately managed)

Zoning

- Current:
 - Rural Agriculture Residence 40 Zone (RAR-40)
 - Mansfield West Residential Area
- Planned:
 - Planned Business 5 Zone (PB-5)

Natural Systems

- Conantville Brook and associated tributaries
- Perkins Corner Pond
- State/Federal jurisdictional wetlands
- Natural Diversity Data Base Area (CT Department of Environmental Protection area(s) of concern for protecting species and natural communities)
- Mixed hardwood forest of varying size and age

Visual Character

- Forest land, residential, and agricultural

UNDERGROUND ROUTES DESCRIPTION

Adjacent Land Use

- Residential
- Agricultural
- CT Protected/Open Space

Wetlands, Watercourses and Waterways

- Wetland Nos.: A18/82 [none recorded], A83 [Autumn olive (*Elaeagnus umbellata*)], A84 [Common reed grass (*Phragmites australis*)], A85 [none recorded], A86 [none recorded], A87 [none recorded]
- Wetland Cover Types: Palustrine Scrub-Shrub Wetlands (PSS), Palustrine Forested Wetlands (PFO), Palustrine Emergent Wetlands (PEM), Palustrine Open Water Wetlands (POW)
- Stream Nos.: S6, S7, S7-A (Conantville Brook)

Vegetation

- Upland and wetland forest, Open field-shrub

Existing Ledge, Cut and Fill

- Cuts in hill sides and/or hill tops for road construction
- Fill material adjacent to river/stream crossings and low lying depressions

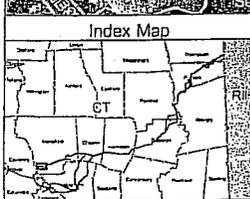
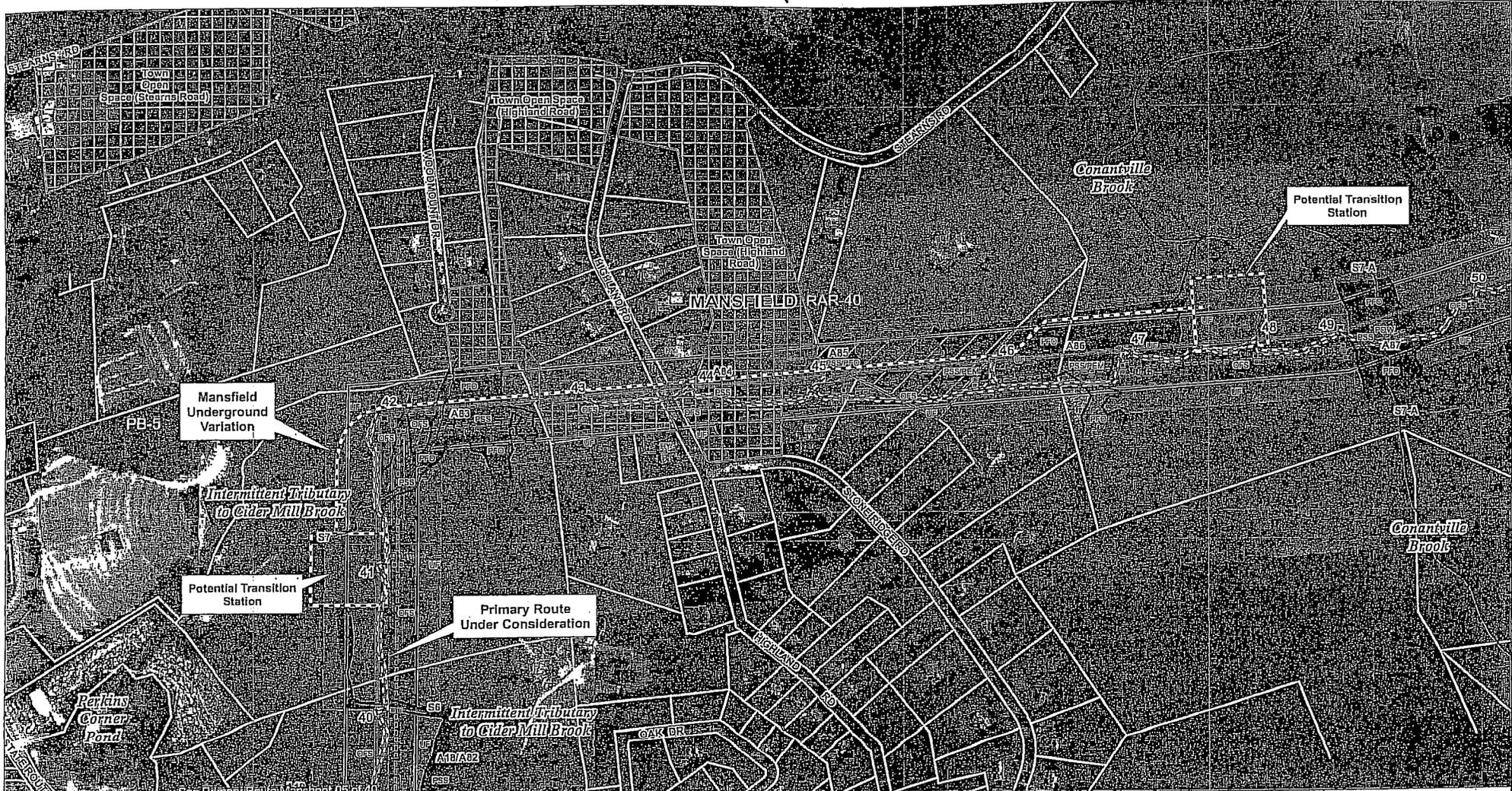
Terrain

- Steep hills to broad hill tops

Road Crossing

- Highland Road, two lanes

Note: For a description of the portion of the Primary Route Under Consideration (Overhead) that this variation would replace, refer to mapsheet 6 of 40, Interstate Reliability Project, Primary Route Under Consideration.



<ul style="list-style-type: none"> Substation Junction Right-of-Way (Existing) Electric Transmission Routes Primary Route Under Consideration Mansfield Underground Variation Historic District 	<ul style="list-style-type: none"> Existing Transmission Line Existing Pole Proposed Structure Potential Transition Station Statutory Facilities Daycare Playground School 	<ul style="list-style-type: none"> 100 Year Flood Zone Property Line Town/Slate Boundary Federal Wetland Boundary Watercourse Stream Channel Encroachment Line Northeast Utilities Property Zoning Type 	<p>Note: Land Use and Vegetative Cover Type Classes have been identified within a 500 foot study area</p> <p>Proposed Access Road</p>	<p>Land Use/Vegetative Cover Type Classes</p> <ul style="list-style-type: none"> 2004 Field Surveyed Wetlands (PEM/FSS/PFO) Open Field-Shrub Land (OFS) Commercial/Industrial (CI) Agricultural (AG) CT Protected/Open Space Other (OT) Open Water (DW) House/Yard (HY) Upland Forest (UF) CT State DEP Wetlands 	<p>Scale: 1:4,800</p> <p>0 400 800 Feet</p>
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Interstate Reliability Project
Mansfield Underground Variation
 Mapsheet 01 of 01

Connecticut Light & Power
 The Northeast Utility System

ENSR | AECOM

Date: August 2008

MAPSHEET 1 of 1:

Connecticut Interstate Reliability Project Mount Hope Overhead and Underground Variations Storrs Road/State Route 195 to Bassetts Bridge Road Town of Mansfield, CT

AREA DESCRIPTION

Existing Land Use

- Agricultural
- Residential
- Commercial/Industrial
- Connecticut (CT) Protected/Open Space (Mansfield Cemetery privately managed, Town Open Space (Storrs & Bassetts Bridge Roads) managed by the Town of Mansfield, Joshua's Tract Conservation and Historic Trust (The Pond Lot) privately managed, and Mansfield Hollow Wildlife Area managed by the CT Department of Environmental Protection (DEP))
- Mansfield Hollow Historic District
- Mansfield Hollow Dam Historic District
- Mansfield Center Historic District

Zoning

- Current:
 - Rural Agriculture Residence 40 Zone (RAR-40)
 - Rural Agriculture Residence 90 Zone (RAR-90)
 - Flood Hazard Zone (FH)
- Planned:
 - Planned Business 5 Zone (PB-5)

Natural Systems

- Natchaug River
- Intermittent tributaries to the Willimantic Reservoir
- Open water (ponds)
- State/Federal jurisdictional wetlands
- Natural Diversity Data Base Area (DEP area(s) of concern for protecting species and natural communities)
- Mixed hardwood forest of varying size and age

Visual Character

- Forest land, residential, and agricultural

UNDERGROUND ROUTE DESCRIPTION

Adjacent Land Use

- Residential
- Agricultural
- Commercial/Industrial
- CT protected open space.

Wetlands, Watercourses and Waterways

- Wetland Nos.: A99 [Japanese Barberry (*Berberis thunbergii*), Multiflora rose (*Rosa multiflora*), A98 [none recorded], A95 [none recorded], A94 [none recorded]
- Wetland Cover Types: Palustrine Forested Wetland (PFO), Palustrine Emergent Wetland (PEM), Palustrine Scrub Shrub Wetland (PSS), Palustrine Open Water (POW)
- Stream Crossings: S12, S13

Vegetation

- Upland and wetland forest, Open field-shrub Agricultural, House/Yard

Existing Ledge, Cut and Fill

- Cuts made for road construction
- Fill material adjacent to river/stream crossings and low lying depressions

Terrain

- Hilly to broad, flat hill tops

Roads Crossed

- Storrs Road, two lanes
- Bassetts Bridge Road, two lanes

OVERHEAD ROUTE DESCRIPTION

Wetlands, Watercourses and Waterbodies

- Wetland Nos.: A98 [none recorded]
- Wetland Cover Types: Palustrine Emergent Wetlands (PEM), Palustrine Open Water (POW)
- Stream Crossing: S13

Access

- Proposed structures MS-1/MR-1 and MS-5/MR-5 could be accessed from either Storrs Road or Bassetts Bridge Road

Existing Vegetation within Proposed Right-of-Way

- Open field-shrub, Upland forest, Agricultural

Terrain

- Hilly between proposed structures MS-1/MR-1 to MS-3/MR-3
- Broad hill top between proposed structures MS-4/MR-4 to MS-5/MR-5

Proposed Right-of-Way Width

- 150 feet

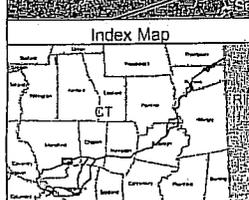
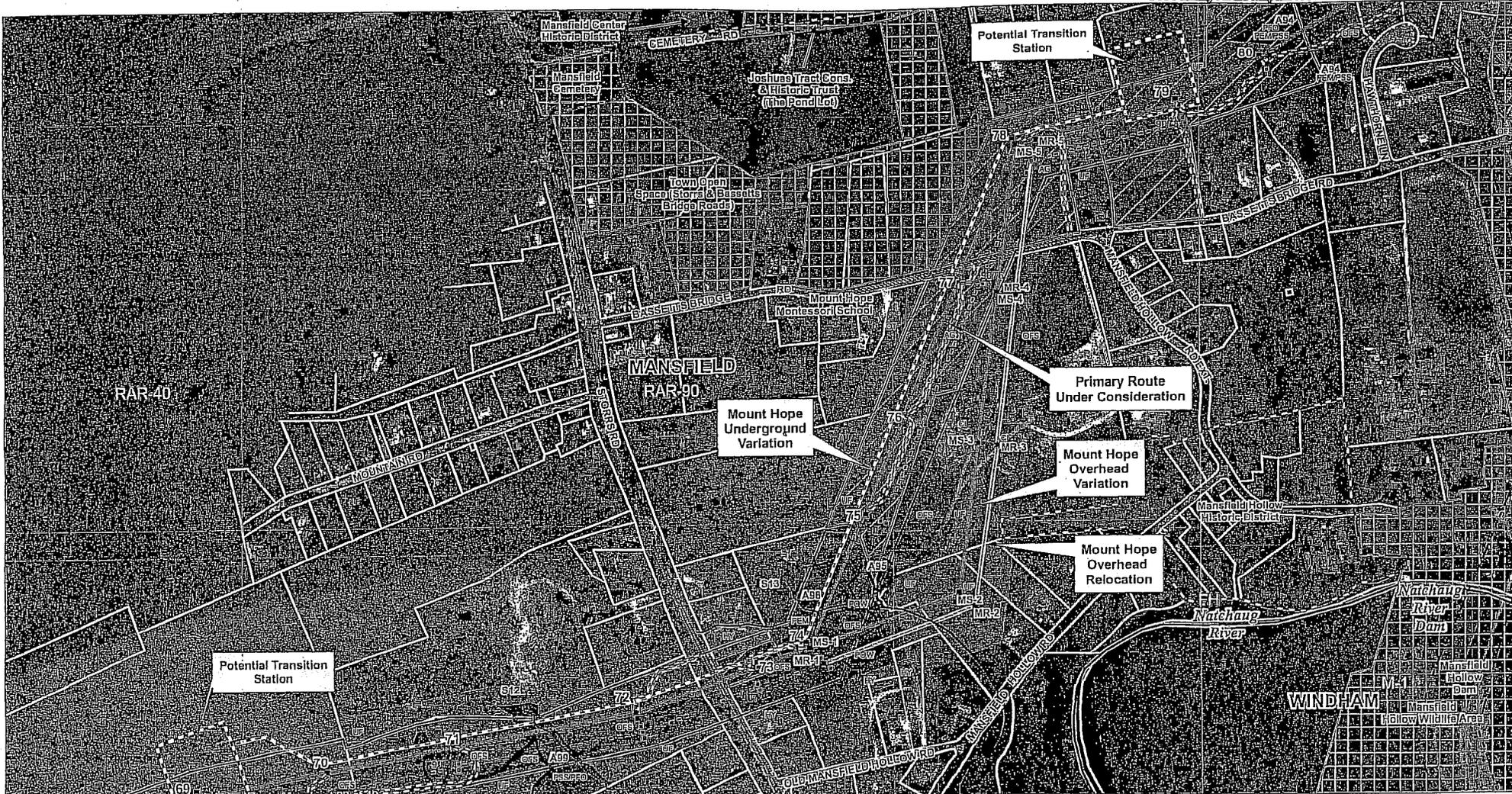
Proposed Cleared/Maintained Right-of-Way Width

- 115 feet

Proposed Road/Utility Crossing

- Private Road between proposed structures MS-1/MR-1 and MS-2/MR-2
- Bassetts Bridge Road between proposed structures MS-4/MR-4 and MS-5/MR-5

Note: Overhead route descriptions can be found on Mapsheets 8 and 9 of 40, Connecticut to Rhode Island, Primary Route Under Consideration



<ul style="list-style-type: none"> Substation Junction Right-of-Way (Existing) Electric Transmission Routes Primary Route Under Consideration Mount Hope Overhead Relocation Mount Hope Overhead Variation Mount Hope Underground Variation Historic District 	<ul style="list-style-type: none"> Existing Transmission Line Existing Pole Proposed Structure Potential Transition Station Statutory Facilities Daycare Playground School 100 Year Flood Zone Property Line Town/State Boundary Federal Wetland Boundary Watercourse Stream Channel Encroachment Line Northeast Utilities Property Zoning Type 	<p>Note: Land Use and Vegetative Cover Type Classes have been identified within a 500 foot study area</p> <p>Proposed Access Road</p>	<p>Land Use/Vegetative Cover Type Classes</p> <ul style="list-style-type: none"> 2004 Field Surveyed Wetlands (PEM/PSS/PFO) Open Field-Shrub Land (OFS) Commercial/Industrial (CI) Agricultural (AG) CT Protected/Open Space Other (OT) Open Water (OW) House/Yard (HY) Upland Forest (UF) CT State DEP Wetlands
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Interstate Reliability Project
Mount Hope OH and UG Variations

Mapsheet 01 of 01

Connecticut Light & Power
 The Meridian Utility System

ENSR | AECOM

Date: August 2008

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TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

Item #19

GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Mansfield Town Council
Mansfield Planning and Zoning Commission
Conservation Commission

From: Gregory Padick, Director of Planning

Date: 9/11/08

Re: Proposed telecommunication tower, Daleville Road, Willington

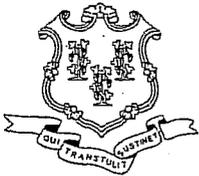


I have reviewed an 8/25/08 CT. Siting Council application of Cello Partnership d/b/a Verizon Wireless, which provides information about a proposed telecommunication tower off Daleville Road in Willington. Portions of this application are attached. The following comments are offered for the consideration of the PZC, Town Council and Conservation Commission.

- The proposed tower is under the jurisdiction of the Connecticut Siting Council. Pursuant to Siting Council guidelines, an advance notice period has been provided to Mansfield (due to the proposed tower's location within 2,500 feet of the Town line). A Public Hearing will be held in Willington later this year to receive any formal comments. Any comments regarding locational preferences or siting criteria have been requested by 9/27/08.
- The proposed tower would be 100 feet tall and would be located near the center of a 22 acre parcel owned by M. Kreuzer at 343 Daleville Road. Access would be from an existing driveway on Daleville Road. The submittal indicates that 4 other nearby sites were considered before proceeding with the proposed location. Two of these potential alternative sites were in Mansfield off of Old Turnpike Road.
- The expressed purpose of the proposed tower is to improve coverage along Route 44 where there is a .5 mile cellular frequency gap and a 1.6 mile PCS frequency gap. The tower has been designed for a minimum of 4 additional wireless carriers plus the Town of Willington. No specific commitments from other users are identified in the application.
- The application includes a visual resource evaluation which concludes that there will be limited off-site visual impact. The tower will be visible year round from upper portions of Horse Barn Hill on the UConn campus and reasonable visibility will occur in the immediate neighborhood of the tower site.
- The application indicates that there will be minimal impacts on environmental resources and no impact on historic resources. The site is not within a DEP designated Natural Diversity Data Base area.

Summary/Recommendation

My review indicates that the proposed tower will have minimal impact on Mansfield residents or the physical environment. Other existing towers in the area are more visible. The proposed tower is expected to enhance wireless service for Mansfield residents and visitors. No comments or recommendations from Mansfield officials are considered necessary at this time. An additional opportunity to comment will be available in association with the CT Siting Council's Public Hearing process which is expected to take place this fall.



STATE OF CONNECTICUT

CONNECTICUT SITING COUNCIL

Ten Franklin Square, New Britain, CT 06051

Phone: (860) 827-2935 Fax: (860) 827-2950

E-Mail: siting.council@ct.gov

Internet: ct.gov/csc

Daniel F. Caruso

Chairman

August 27, 2008

The Honorable Michael Eldridge

First Selectman

Town of Willington

40 Old Farms Road

Willington, CT 06279

REC'D AUG 29

The Honorable Elizabeth Patterson

Mayor

Town of Mansfield

4 South Eagleville Road

Mansfield, CT 06268

RE: **DOCKET NO. 367** – Celco Partnership d/b/a Verizon Wireless application for a Certificate of Environmental Compatibility and Public Need for the construction, maintenance and operation of a telecommunications facility located at 343 Daleville Road, Willington, Connecticut.

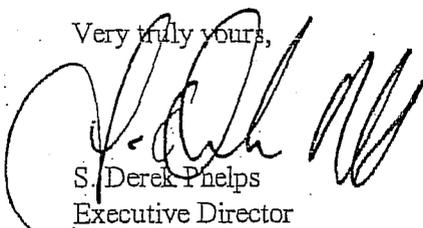
Dear Mr. Eldridge and Ms. Patterson:

The Connecticut Siting Council (Council) received an application for a Certificate of Environmental Compatibility and Public Need, pursuant to General Statutes § 16-501. This request will be placed on a future meeting agenda to adopt a schedule which will include a public hearing in your town. A copy of the agenda will be sent to you.

Pursuant to Public Act No. 07-222, municipalities may provide to the Council location preferences or other criteria for the siting of telecommunications towers that are brought to the Siting Council for approval. The Council requests submission of these comments by September 27, 2008.

Please be advised that your involvement with the Council process may occur in various ways, such as written comments, party status, and/or participation in the public hearing. Please contact me if you have any questions or comments regarding this proposal or your role in the Siting Council process. Thank you for your cooperation and consideration. I look forward to hearing from you if I may be of service to you in any way.

Very truly yours,


S. Derek Phelps
Executive Director

SDP/jb

Enclosure: Docket No. 367

c: Susan Jorgensen, Zoning Enforcement Officer, Town of Willington

Gregory Padick, Town Planner, Town of Mansfield

Matthew W. Hart, Town Manager, Town of Mansfield

CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS

Connecticut Siting Council

APPLICATION OF CELLCO PARTNERSHIP
D/B/A VERIZON WIRELESS

WILLINGTON FACILITY

TOWN OF WILLINGTON

DOCKET NO. _____

AUGUST 25, 2008



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SUMMARY

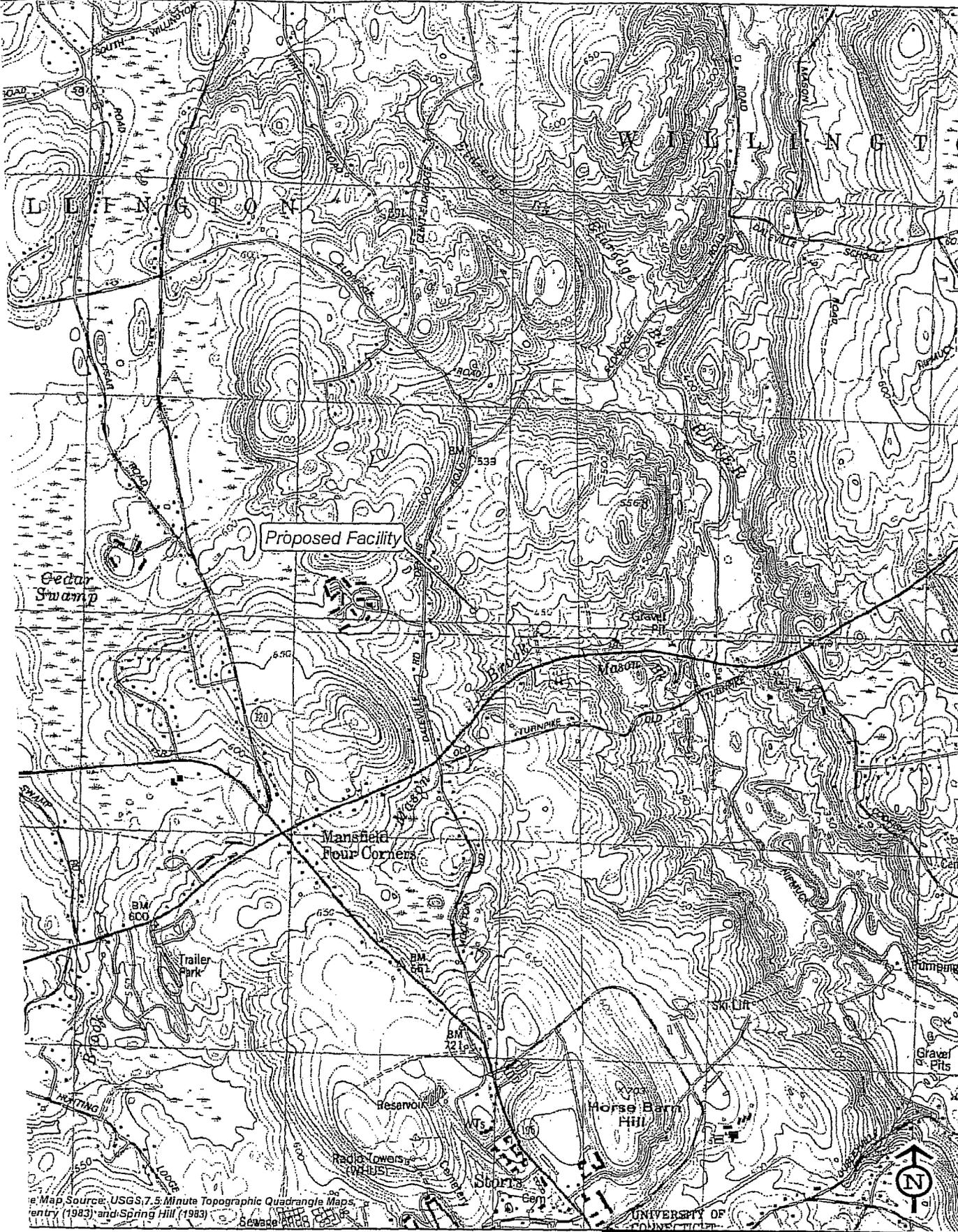
LIST OF ATTACHMENTS

1. Willington Facility – Factual Summary and Project Plans
2. Connecticut Siting Council Application Guide
3. Certificate of Service of Application on Government Officials and List of Officials Served
4. Legal Notice in the *Willimantic Chronicle*
5. Notice to Landowners; List of Abutting Landowners; Certificate of Service
6. Federal Communications Commission Authorization
7. Coverage Maps – Location of Proposed and Surrounding Cell Sites
8. Antenna and Equipment Specifications
9. Site Search Summary
10. Visual Impact Evaluation Report
11. Environmental Reviews/State Agency Comments
12. Wetland Impact Report and Soils Report
13. Federal Airways & Airspace Summary Report
14. Lease Agreement between Cellco Partnership and Muriel Kreuzer

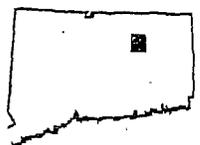
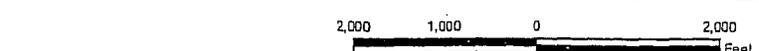
EXECUTIVE SUMMARY

Cellco Partnership d/b/a Verizon Wireless ("Cellco") proposes to construct a telecommunications tower and related facility on an approximately 22-acre parcel owned by Muriel Kreuscher (the "Owner") at 343 Daleville Road in Willington, Connecticut (the "Willington Facility"). The Willington Facility will provide coverage along Route 44, as well as local roads in the southerly portion of the Town of Willington and northerly portion of the Town of Mansfield.

Cellco proposes the construction of a 100-foot telecommunications tower. Cellco will install twelve (12) panel-type antennas, with their centerline at the 97-foot level on the tower. Cellco would also install a 12' x 30' shelter located near the base of the tower to house its radio equipment and a propane-fueled back-up generator within a 60' x 60' fenced compound. A 1,000 gallon propane tank would be installed on a concrete pad in the southeast corner of the fenced compound. Vehicular access to the Willington Facility would extend from Daleville Road over the Owner's existing gravel driveway a distance of approximately 600 feet, then over improved portions of an existing cart path to the cell site, an additional distance of approximately 500 feet. Utilities will extend from existing service on the Owner's property approximately 500 feet west of the cell site.

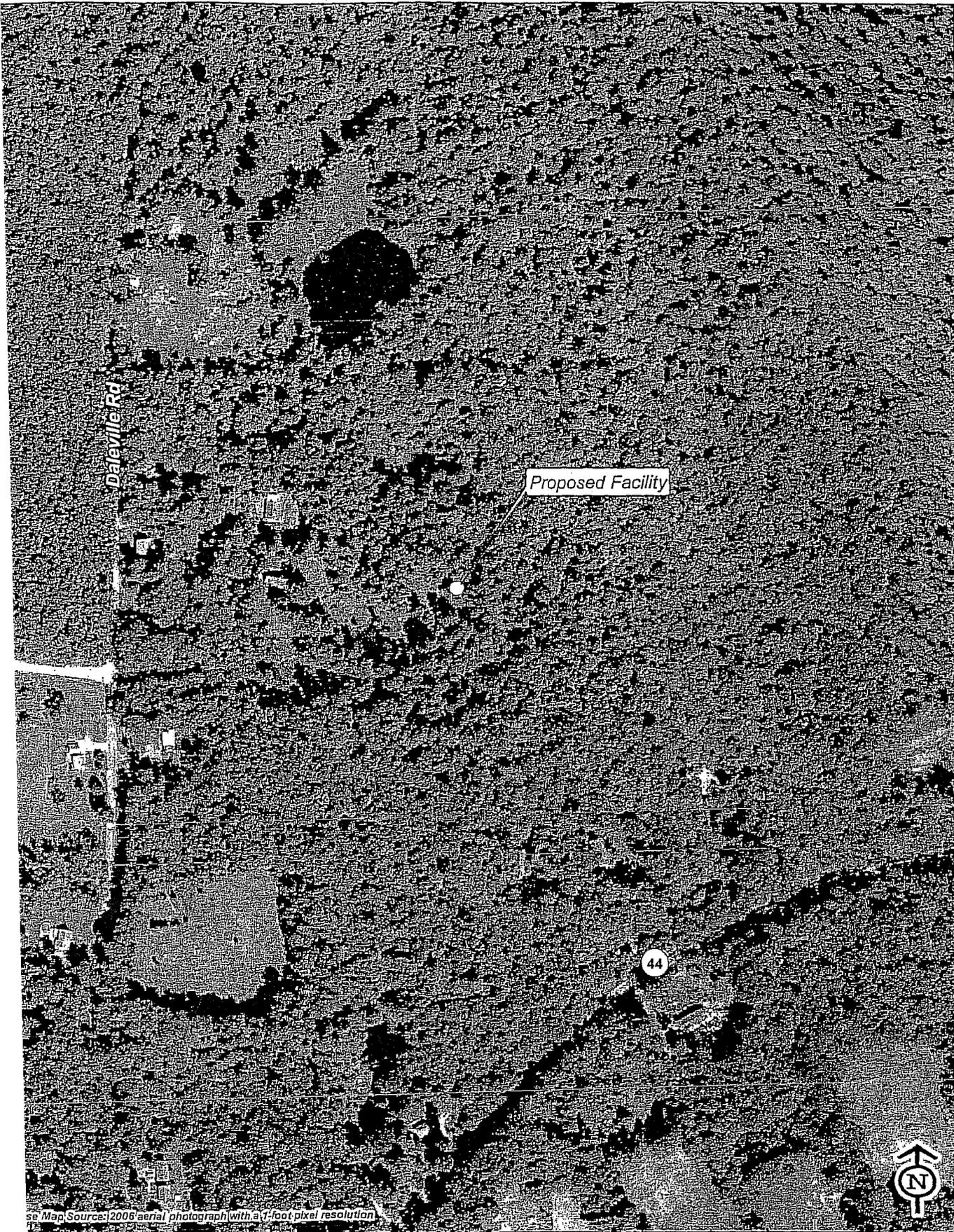


Map Source: USGS 7.5 Minute Topographic Quadrangle Maps, 1983 Edition, Mansfield, Connecticut (1983) and Spring Hill (1983)



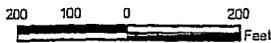
Vanasse Hangen Brustlin, Inc.

USGS Topographic Map
 Proposed Verizon Wireless
 Telecommunications Facility
 Mansfield Four Corners
 343 Daleville Road
 Willington, Connecticut

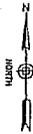


Map Source: 2006 aerial photograph with a 1-foot pixel resolution

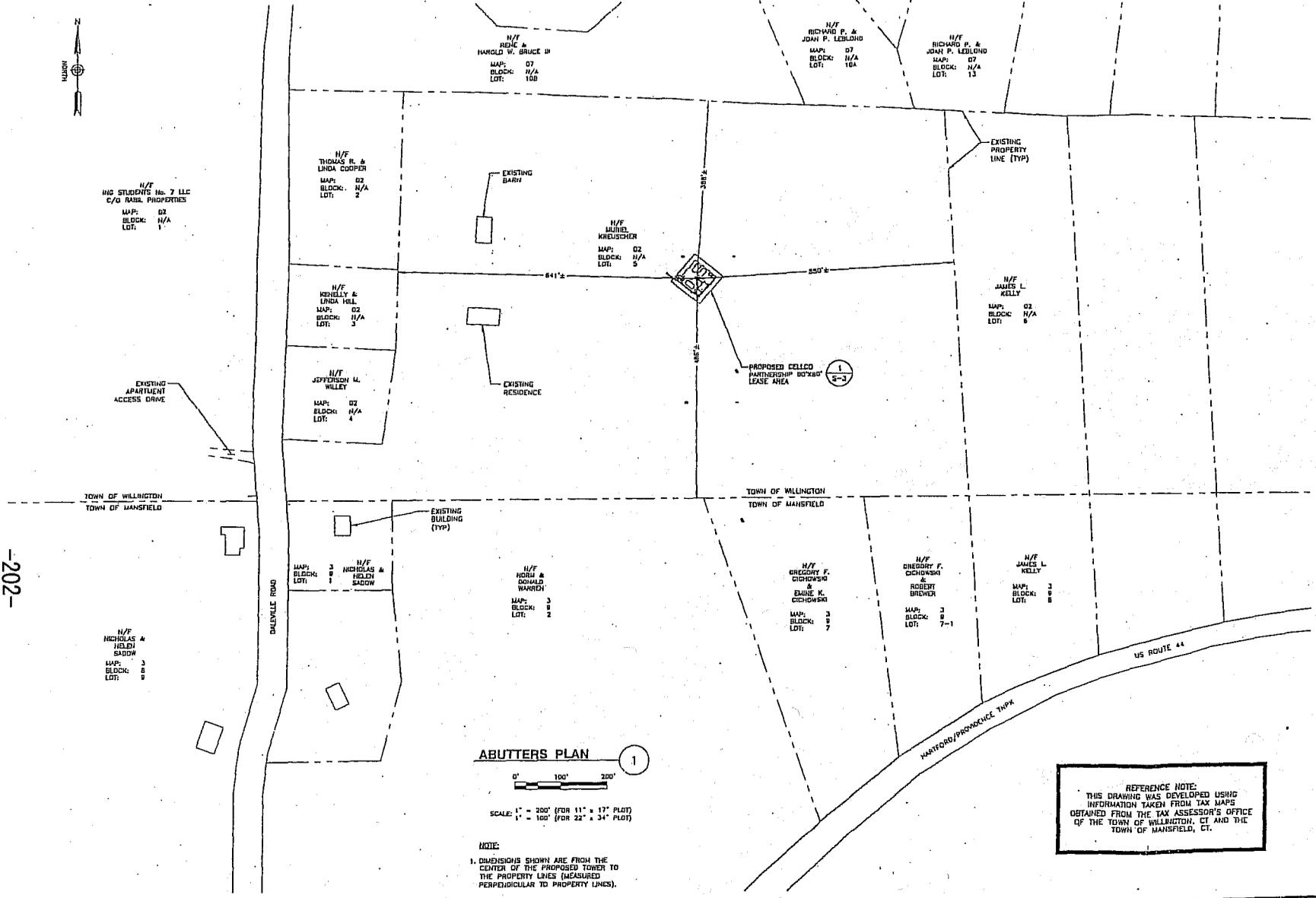
Vanasse Hangen Brustlin, Inc.



2006 Aerial Photograph
 Proposed Verizon Wireless
 Telecommunications Facility
 Mansfield Four Corners
 343 Daleville Road
 Willington, Connecticut



-202-



ABUTTERS PLAN (1)



SCALE: 1" = 200' (FOR 11" x 17" PLOT)
1" = 100' (FOR 22" x 34" PLOT)

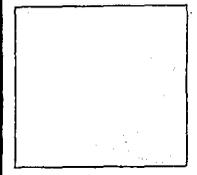
NOTE:
1. DIMENSIONS SHOWN ARE FROM THE CENTER OF THE PROPOSED TOWER TO THE PROPERTY LINES (MEASURED PERPENDICULAR TO PROPERTY LINES).

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.

Celco Partnership
d.b.a. **verizon** wireless

Dewberry

Dewberry-Goodkind, Inc.
80 ELIJAH STREET
SUITE 101
NEW HAVEN, CT 06510
203.776.8277 PHONE
203.776.2256 FAX



No.	DATE	By	Description
C	05/29/08	JMY	REV. LEASE AREA
B	03/06/08	JMY	COMPOUND LOC.
A	03/14/08	CMS	PRELIM. SIT. CDULH.

REVISIONS

MANSFIELD 4 CORNERS (WILLINGTON)
343 DALEVILLE ROAD
WILLINGTON, CT 06279

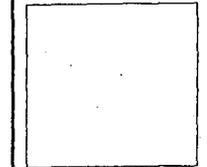
SITE NAME / ADDRESS

DRAWN BY: CMS
APPROVED BY: EKD
CHECKED BY: CRD
DATE: 03/14/08

SHEET TITLE:
ABUTTERS MAP

DEWBERRY P.N. 50008047

SHEET NO.
S-1



No.	DATE	By	Description
C	05/29/08	JW	REV. LEASE AREA
B	05/06/08	JW	COMPOUND LOC.
A	03/14/08	CMS	PRELIM. SURV. CONUL

REVISIONS

**MANSFIELD
4 CORNERS
(WILLINGTON)**

343 DALEVILLE ROAD
WILLINGTON, CT 08279

SITE NAME / ADDRESS

DRAWN BY: CMS

APPROVED BY: CND

CHECKED BY: CND

DATE: 03/14/08

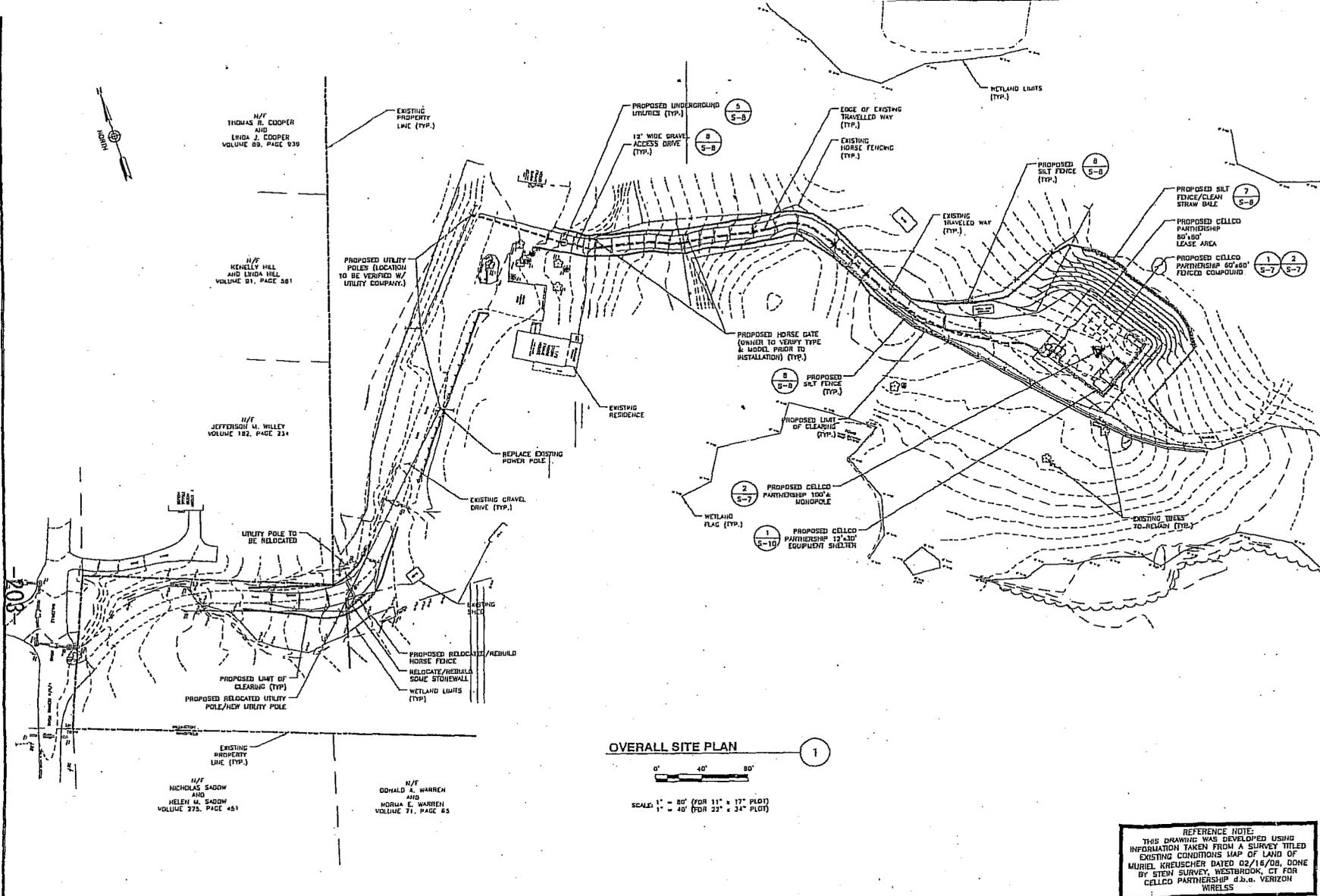
SHEET TITLE:

**OVERALL
SITE
PLAN**

DEWBERRY P/L: 50008047

S-3

SHEET NO.



OVERALL SITE PLAN 1

0' 40' 80'

SCALE: 1" = 80' (FOR 31" x 17" PLOT)
1" = 40' (FOR 22" x 34" PLOT)

REFERENCE NOTE:
THIS DRAWING WAS DEVELOPED USING INFORMATION TAKEN FROM A SURVEY TITLED EXISTING CONDITIONS MAP OF LAND OF MURIEL KREUSCHER DATED 02/16/08, DONE BY STEVE SURVEY, WESTBROOK, CT FOR CELLCO PARTNERSHIP d.b.a. VERIZON WIRELESS

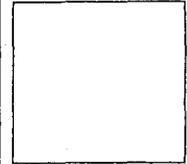
N/F THOMAS R. COOPER AND LINDA J. COOPER VOLUME 09, PAGE 039

N/F KENNELLY HILL AND LINDA HILL VOLUME 01, PAGE 081

N/F JEFFERSON W. WILLEY VOLUME 182, PAGE 234

N/F NICHOLAS SAGOW AND HELEN M. SAGOW VOLUME 275, PAGE 451

N/F DONALD A. WARREN AND NORMA E. WARREN VOLUME 71, PAGE 83



No.	DATE	By	Description
C	02/20/08	JMY	REV. LEASE AREA
B	02/06/08	JMY	COMPOUND LOC.
X	03/14/08	CMS	PRELIM. SIT. COUL.

REVISIONS

**MANSFIELD
4 CORNERS
(WILLINGTON)**

343 DALEVILLE ROAD
WILLINGTON, CT 06279

SITE NAME / ADDRESS

DRAWN BY: CMS

APPROVED BY: CMD

CHECKED BY: CMD

DATE: 03/14/08

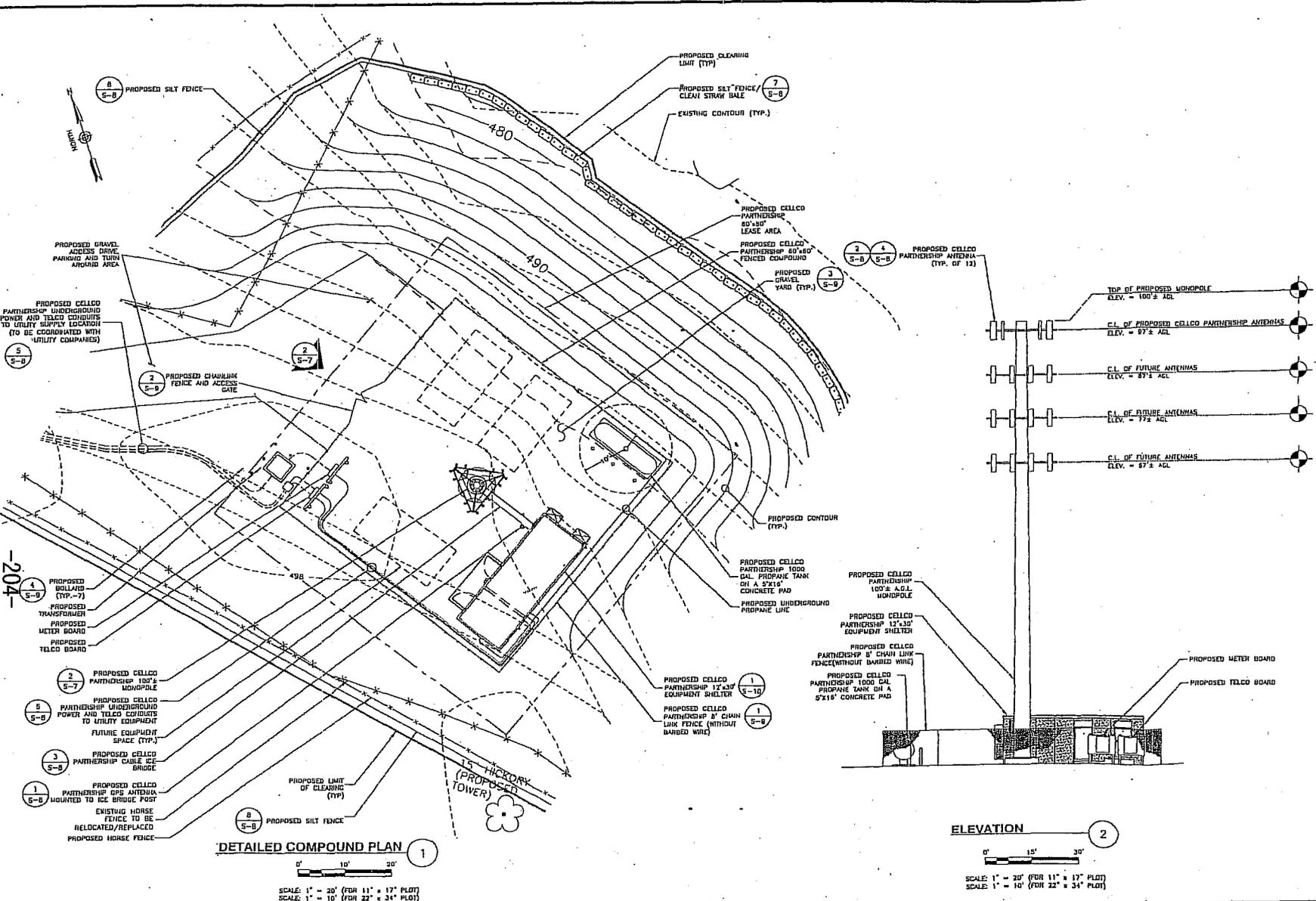
SHEET TITLE:

**DETAILED
COMPOUND PLAN
& ELEVATION**

DEWBERRY P.N.: 50008047

S-7

SHEET NO.



DETAILED COMPOUND PLAN

SCALE: 1" = 20' (FOR 11" x 17" PLOT)
SCALE: 1" = 10' (FOR 22" x 34" PLOT)

-204-

STATE OF CONNECTICUT
CONNECTICUT SITING COUNCIL

IN RE: :
: :
APPLICATION OF CELLCO : DOCKET NO. ____
PARTNERSHIP D/B/A VERIZON :
WIRELESS FOR A CERTIFICATE OF :
ENVIRONMENTAL COMPATIBILITY AND :
PUBLIC NEED FOR THE CONSTRUCTION, :
MAINTENANCE AND OPERATION OF A :
WIRELESS TELECOMMUNICATIONS :
FACILITY AT 343 DALEVILLE ROAD, :
WILLINGTON, CONNECTICUT : AUGUST 25, 2008

APPLICATION FOR CERTIFICATE OF
ENVIRONMENTAL COMPATIBILITY AND PUBLIC NEED

I. INTRODUCTION

A. Authority and Purpose

This Application and the accompanying attachments (collectively, the "Application") is submitted by Cellco Partnership d/b/a Verizon Wireless ("Cellco" or the "Applicant"), pursuant to Chapter 277a, Sections 16-50g et seq. of the Connecticut General Statutes ("C.G.S."), as amended, and Sections 16-50j-1 et seq. of the Regulations of Connecticut State Agencies ("R.C.S.A."), as amended. The Application requests that the Connecticut Siting Council ("Council") issue a Certificate of Environmental Compatibility and Public Need ("Certificate") for the construction, maintenance, and operation of a wireless telecommunications facility, in the Town of Willington, Connecticut (the "Willington Facility"). The proposed Willington Facility would provide for wireless telecommunications coverage along Route 44, Cellco's principal coverage objective, as well as local roads in the southerly portion of the Town of Willington and

northerly portion of the Town of Mansfield. Cellco's existing coverage gap along Route 44 between its existing Mansfield facility to the west and Ashford West facility to the east is approximately 0.5 miles at cellular frequencies and 1.6 miles at PCS frequencies. Cellco's existing Mansfield cell site consists of antennas at the 109-foot level of a 120-foot AT&T tower at 497 Middle Turnpike in Mansfield. Cellco's existing Ashford West cell site consists of antennas at the 127-foot level of a 150-foot National Grid tower at 99 Knowlton Road in Ashford. The proposed Willington Facility will provide reliable service to a 1.95 mile portion of Route 44, and an overall area of 4.4 square miles at cellular frequencies; and a 1.9 mile portion of Route 44, and an overall area of 1.9 square miles at PCS frequencies.



The Willington Facility would be located in the central portion of a 22-acre parcel at 343 Daleville Road in Willington (the "Property"). The Property is located in the Town's R-80 (Residential) zone district. The Property's southerly boundary is the Willington-Mansfield town line.

If this application is approved by the Council, Cellco will construct a 100-foot self-supporting monopole telecommunications tower at the Property. At the top of the tower, Cellco would install a total of twelve (12) panel-type antennas (six (6) cellular and six (6) PCS) with their centerline at the 97-foot level. Cellco's antennas will not extend above the top of the tower. Equipment associated with Cellco's antennas would be located in a 12' x 30' shelter installed near the base of the tower within a 60' x 60' fenced compound. Vehicular access to the Willington Facility would extend from Daleville Road over the landowner's existing driveway a distance of approximately 600 feet, then along improved portions of an existing cart path to the

cell site, an additional distance of approximately 500 feet.¹ Utilities will extend underground from existing overhead service on the Property located to the northwest of the landlord's residence approximately 500 feet west of the cell site. Both the tower and leased area would be designed to accommodate additional carriers as well as municipal and emergency services antennas and equipment. As of the date of this filing neither the Town nor any other wireless carrier has committed to share the proposed tower.

Cellco's equipment shelter would house radio and related equipment, including (a) receiving, transmitting, switching, processing and performance monitoring equipment; and (b) automatic heating and cooling equipment. A propane-fueled generator would also be installed in a segregated generator room within the shelter for use during power outages and periodically for maintenance purposes. A 1,000 gallon propane tank will be installed, on a concrete pad, in the southeast corner of the compound.

The tower, equipment shelter and propane tank would be enclosed by an 8-foot high security fence and gate. Cellco's equipment building would be equipped with a silent intrusion and systems alarm and will be monitored on a 24-hour basis to receive and to respond to incoming alarms or other technical problems. The equipment building would remain unstaffed, except as required for maintenance. Once the cell site is operational, maintenance personnel will visit the cell site on a monthly basis. More frequent visits may be required if there are problems with the cell site equipment.

Included in this Application as Attachment 1 is a factual summary and project plans for the proposed Willington Facility. This summary, along with the other attachments submitted as part of

¹ A portion of the Owner's existing driveway approximately 300 feet from Daleville Road will be realigned as a part of the Cellco proposal. The Owner's existing driveway currently encroaches onto land of Jefferson M. Willey at 331 Daleville Road.

this Application, contains all of the site-specific information required by statute and the regulations of the Council.

In accordance with Paragraph I(F) of the Council's "Application Guide" for Community Antenna Television and Telecommunication Towers, a copy of the Application Guide is included as Attachment 2. The Application Guide contains references to the specific pages of this Application and the attachments where the information required under Section VI of the Application Guide may be found.

B. The Applicant

Cellco is a Delaware Partnership with an administrative office located at 99 East River Drive, East Hartford, CT, 06108. Cellco is licensed by the Federal Communications Commission ("FCC") to operate a wireless telecommunications system in the State of Connecticut within the meaning of C.G.S. Section 16-50i(a)(6). Operation of the wireless telecommunications systems and related activities are Cellco's sole business in the State of Connecticut.

Cellco has extensive national experience in the development, construction and operation of wireless telecommunications systems and the provision of wireless telecommunications service to the public.

Correspondence and/or communications regarding this Application may be addressed to:

Sandy Carter, Regulatory Manager
Verizon Wireless
99 East River Drive
East Hartford, Connecticut 06108

C. Site Selection and Tower Sharing

1. Cell Site Selection

Cellco's goal in selecting cell sites such as the one proposed here is to locate its facility in such a manner as to allow it to build and to operate a high-quality wireless system with the least environmental impact. Cellco has determined that the proposed Willington Facility will satisfy this goal and is necessary to resolve existing coverage problems and to provide high-quality reliable service along portions of Route 44, as well as local roads in southern Willington and northern Mansfield.

The methodology of cell site selection for Cellco's wireless system generally limits the search for possible locations to specific locations on the overall grid for the area. A list of existing towers or other non-tower structures considered is included in Attachment 9. Cellco currently shares the existing AT&T tower (Cellco's Mansfield cell site) located at 497 Middle Turnpike in Mansfield; and the existing National Grid tower (Cellco's Ashford West cell site) located at 99 Knowlton Road in Ashford. (See Attachment 7). These existing sites cannot resolve the coverage problems along Route 44 in southern Willington. Cellco also regularly investigates the use of existing, non-tower structures in an area, when available, as an alternative to building a new tower. No existing non-tower structures of suitable height exist in the southern Willington area. The site search summary together with the site information contained in Attachment 1 support Cellco's position that the site selected represents the most feasible alternative of the sites investigated.

2. Tower Sharing

Cellco will design its Willington Facility tower and compound area so that it could be shared by a minimum of four wireless carriers, and the Town, if a need exists. This type of tower sharing arrangement would reduce, if not eliminate, the need for these other carriers or municipal

entities to develop a separate tower in this same area in the future. As of the date of this filing, no other carrier has expressed any interest in the Willington Facility.

D. Cell Site Information

1. Site Facilities

At the Willington Facility, Cellco would construct a new 100-foot tall tower and install twelve (12) panel-type directional antennas at the 97-foot level on the tower. Cellco would install a 12' x 30' single-story shelter near the base of the tower to house Cellco's receiving, transmitting, switching, processing and performance monitoring equipment and the required heating and cooling equipment. A propane-fueled generator would be installed within a segregated room in Cellco's equipment shelter for use during power outages and periodically for maintenance purposes. A 1,000 gallon propane tank will be installed inside the site compound. The tower, equipment shelter and propane tank would be surrounded by an 8-foot high security fence and gate. (See Attachment 1).

The equipment shelter would be equipped with silent intrusion and systems alarms. Cellco personnel will be available on a 24-hour basis to receive and to respond to incoming alarms. The equipment building will remain unstaffed, except as required for periodic maintenance purposes.

2. Overall Costs and Benefits

Aside from the limited visual impacts discussed further below, Cellco believes that there are no significant costs attendant to the construction, maintenance, and operation of the proposed cell site. In fact, the public will benefit substantially from its increased ability to receive high-quality,

reliable wireless service in Willington.² The Willington Facility would be a part of a communications system that addresses the public need identified by the FCC and the United States Congress for high-quality, competitive mobile and portable wireless service. Moreover, the proposed cell site would be part of a system designed to limit the need for additional cell sites in the future.

The overall costs to Cellco for development of the proposed cell site are set forth in Section III.E. of the Application.

3. Environmental Compatibility

Pursuant to Section 16-50p of the General Statutes, in its review of the Application, the Council is required to find and to determine, among other things, the nature of the probable environmental impact, including a specification of every significant adverse effect of the Willington Facility, whether alone or cumulatively with other effects, on, and conflicting with the policies of the state concerning the natural environment, ecological balance, public health and safety, scenic, historic and recreational values, forests and parks, air and water purity and fish and wildlife.

a. Primary Facility Impact is Visual

The wireless system of which the proposed Willington Facility would be a part has been designed to meet the public need for high-quality, reliable wireless service while minimizing any potential adverse environmental impact. In part because there are few, if any other adverse impacts, the primary impact of facilities such as this is visual. This visual impact will vary from location to

² Businesses across the State have become more dependent on wireless telecommunication services. The public safety benefits of wireless telephone service are illustrated by the improved Connecticut State Police 911 emergency calling system. The 911 emergency calling system is available statewide to all wireless telephone users. Numerous other emergency service organizations have turned to wireless telephone service for use during natural disasters and severe storms when wireline service is interrupted or unavailable. As a deterrent to crime, the general public will further benefit from the Cellular Telecommunications Industry Association's donation of more than 50,000 cellular phones to "Neighborhood Watch" groups nationwide.

location around a tower, depending upon factors such as vegetation, topography, the distance of nearby properties from the tower and the location of buildings and roadways in a "sight line" toward the tower. Similarly, visual impact of a tower facility can be further reduced through the proper use of alternative tower structures; so-called "stealth installations." Where appropriate, telecommunications towers camouflaged as trees, flagpoles, and bell towers, to name a few, can help to further reduce visual impacts associated with these structures. Attachment 10 contains a detailed Visual Resource Evaluation Report, prepared by VHB, Inc. (the "VHB Report") that assesses the visual impact of the proposed tower and includes photosimulations of the tower at this site for the Council's consideration. Overall, VHB concludes that areas where the tower would be visible above the tree canopy are limited to approximately 7 acres, or less than one-half of one percent of the 8,042-acre study area. Much of the visibility associated with the Willington Facility occurs 1.45 miles away on the UCONN campus and other remote areas. Cellco estimates that select portions of five residential properties would have at least partial year-round views of the tower. Areas where seasonal views are anticipated comprise approximately ten additional acres and are mainly located in the immediate vicinity of the Willington Facility.



There are approximately eight residences within 1,000 feet of the Willington Facility, four located in the Town of Willington and four located in the Town of Mansfield. The closest residence is located on the Property and is approximately 440 feet to the west owned by Cellco's landlord. The nearest off-site residence is located approximately 685 feet to the south owned by Gregory F. and Emine K. Cichowski.

Weather permitting, Cellco will raise a balloon with a diameter of at least three (3) feet at the proposed cell site on the day of the Council's hearing on this Application, or at a time otherwise specified by the Council.

b. Environmental Reviews and Agency Comments

Section 16-50j of the General Statutes requires the Council to consult with and to solicit comments on the Application from the Commissioners of the Departments of Environmental Protection, Public Health, Public Utility Control, Economic Development, and Transportation, the Council on Environmental Quality, and the Office of Policy and Management, Energy Division. In addition to the Council's solicitation of comments, Cellco, as a part of its National Environmental Policy Act ("NEPA") Checklist, solicits comments on the proposed facility from the U.S. Department of the Interior, Fish and Wildlife Service ("USFWS"), Environmental and Geographic Information Center of the Connecticut Department of Environmental Protection ("DEP") and the Connecticut Historical Commission, State Historic Preservation Officer ("SHPO"). Information on the USFWS and DEP reviews regarding impacts on known populations of Federal or State Endangered, Threatened or Special Concern Species occurring at the proposed site are included in Attachment 11. According to the USFWS letter dated January 7, 2008, there are no federally-listed or proposed, threatened or endangered species or critical habitat known to occur in Tolland County, where the Project is located, and as such the proposed development will not result in an adverse effect to any federally listed, endangered or threatened species.

In its comment letter dated March 13, 2008, the DEP stated that it "has records of a state species of special concern, Wood Turtle (*Glyptemys insculpta*) in the vicinity of [the] project". (See Attachment 11 DEP letter dated March 13, 2008). In response to the DEP, Dean Gustafson with VHB, Inc. completed a Wood Turtle Habitat Survey at the Property. In this survey, Mr. Gustafson describes a methodological plan designed to avoid mortality of the Wood Turtle during construction activity associated with the Willington Facility. This Survey was submitted to the DEP and is included as a part of Attachment 11.

Also included in Attachment 11 is a letter from the SHPO confirming that the Willington Facility will have no effect on historic, architectural or archeological resources listed or eligible for listing on the National Register of Historic Places. *

This review by state administrative agencies furnishes ample expert opinion on the potential environmental impacts from the Willington Facility, in the context of the criteria which the Council must consider.

c. Non-Ionizing Radio Frequency Radiation

The FCC has adopted a standard for exposure to Radio Frequency ("RF") emissions from telecommunications facilities like the one proposed in this Application. To ensure compliance with the applicable standards, Cellco has performed maximum power density calculations for the proposed cell site according to the methodology prescribed by the FCC Office of Engineering and Technology Bulletin No. 65E, Edition 97-01 (August 1997) ("OET Bulletin 65"). The calculation is a conservative, worst-case approximation for RF power density levels at the closest accessible point to the antennas, in this case the base of the tower, and with all antennas transmitting simultaneously on all channels at full power. The calculations indicate that the maximum power density level for Cellco antennas would be 29.29% of the Standard at the Willington Facility.

d. Other Environmental Issues

No sanitary facilities are required for the Willington Facility. The operations at the Willington Facility will not cause any significant air, water, noise or other environmental impacts, or hazard to human health.

Based on agency comments received and field investigations by Cellco's project team, Cellco submits that the proposed facility will have no significant adverse effect on scenic, natural,

historic or recreational features, and that none of the potential effects from the Willington Facility alone or cumulatively with other effects is sufficient reason to deny this Application.

4. **Consistency with Local Land Use Controls**

The Council Application Guide for Community Antenna Television and Telecommunication Facilities, as amended on February 16, 2007, requires the inclusion of a narrative summary of the project's consistency with the Town's Plan of Development and Zoning Regulations, as well as a description of planned and existing uses of the site location and surrounding properties.

a. **Planned and Existing Land Uses**

The proposed Willington Facility would be located on a 22-acre parcel owned by Muriel Kreuscher. The Property is zoned R-80 Residential and currently used for residential and agricultural purposes by the Owner. The Property is surrounded by low-density residential and agricultural land uses to the north, south and east and by a multi-family apartment complex to the west.

b. **Willington Town Plan of Conservation and Development**

The Town of Willington Plan of Conservation and Development (the "POCD") effective February 7, 2006, does not specifically identify telecommunications towers as a land use consistent or inconsistent with the general planning or conservation policies of the Town of Willington. The POCD does, however, recognize as one of its Economic Development Goals, that in order to attach new economic development, the Town needs to "upgrade telecommunications infrastructures to better attract high-technology facilities".

c. Zoning Regulations

According to the Town Zoning Map, the Property is located in the R-80 Residential zone. The Town has established Wireless Telecommunications Facilities Regulations, found in Section 11.13 of the Zoning Regulations. Co-located wireless telecommunications facilities are uses permitted in the R-80 zone by special permit. Telecommunications facilities are permitted in the R-80 zone but only as accessory uses to a principal government use. A tower must maintain a minimum setback equal to either two times the height of the tower from any abutting “sensitive area” if not visible from that area or three times the tower height if visible from the “sensitive area”. Sensitive areas are defined as historic residential and village areas, riparian corridors and stream belts. The Willington Facility tower radius does not extend onto adjacent properties. The distance from the tower to the nearest property boundary (to the north) is approximately 388 feet, nearly four times the tower height. (See Attachment 1 – Plan Sheet S-1). Section 11.13.06.01.02 of the Zoning Regulations establishes certain location preferences for telecommunications facilities in Willington. Locations in order of preference, (1) being the most-preferred and (5) being the least preferred are facilities: (1) on existing/approved towers; (2) within existing structures; (3) on existing non-tower structures; (4) new facilities in non-sensitive areas; and (5) new facilities in sensitive areas with mitigation.

d. Inland Wetland and Water Course Regulations

The Town of Willington Inland Wetlands and Watercourses (“IWWC”) Regulations define regulated activity as any operation within, or use of, a wetland or watercourse or deposition of material or any obstruction, construction, alteration or pollution, of such wetlands or watercourses. The definition of regulated activity also includes any construction activity within 100 feet of a wetland or watercourse; within 150 feet of the Fenton and Willimantic

Rivers; and within 250 feet of a wetland with adjacent slopes of 15% or greater. Four (4) copies of the Willington Wetlands Regulations were filed, in bulk, with the Council.

Dean Gustafson, Professional Soil Scientist with VHB, Inc., conducted a field investigations and completed two separate Wetlands Delineation Reports (the "Wetlands Reports") for development activity related to the Willington Facility. According to the Wetlands Reports, the closest wetland area is more than 100 feet south of the proposed tower site. Construction activity associated with the realignment of the Owner's driveway will not directly impact the existing intermittent watercourse located to the south. Adequate soil erosion and sedimentation controls will be installed prior to construction to avoid any indirect impacts to this watercourse area. Copies of the NEPA Wetlands Compliance Memo and Wetlands Delineation Reports are included in Attachment 12.

In accordance with the Connecticut Soil Erosion Control Guidelines, as established by the Council for Soil and Water Conservation, adequate and appropriate soil erosion and sedimentation control measures will be established and maintained throughout the cell site construction period. In addition, Cellco will employ appropriate construction management practices to ensure that no pollutants would be discharged to any nearby watercourse or wetland areas or to area groundwater during the construction process.

According to the Federal Emergency Management Agency Flood Insurance Rate Map ("FIRM"), Community Panel Number 0901590020A (Effective Date June 15, 1982), the Facility would be located in Flood Zone C. A copy of the FIRM is also included in Attachment 12.

5. Local Input

Section 16-50(e) of the Connecticut General Statutes, as amended, requires local input on matters before the Council. On April 3, 2008, Cellco representatives met with Willington First

Selectman Michael L. Eldridge and Susan Yorgenson, Zoning Enforcement Officer and Wetlands Agent to commenced the sixty (60) day municipal consultation process. Mr. Eldridge and Ms. Yorgenson received copies of technical information summarizing Cellco's plans to establish a telecommunications facility at the Property. Because the Willington Facility is located within 2,500 feet of the Town of Mansfield, Cellco representatives also submitted copies of the technical information to Mansfield's Director of Planning, Greg Padick.

At the request of Susan Yorgenson, Cellco representatives appeared before the Willington Inland Wetland and Watercourses Commission ("IWWC") at an informational hearing on May 12, 2008 and presented the Willington tower proposal. Prior to the hearing, on April 29, 2008, Cellco published notice of the IWWC informational hearing in the *Willimantic Chronicle*. Notice of the hearing was also sent to all abutting landowners.

6. Consultations With State and Federal Officials

Attachment 11 and Section III.D. of the Application describe Cellco's consultations with state and federal officials regarding Cellco's proposed Willington Facility.

a. Federal Communications Commission

The FCC did not review this particular proposal. As discussed above, FCC approval is not required where the authorized service area is not enlarged.

b. Federal Aviation Administration

As it does with all of its tower applications, Cellco conducted the appropriate air-space analysis for the proposed Willington Facility to determine if the proposed tower would constitute an obstruction or hazard to air navigation. Cellco's analysis has confirmed, pursuant to FAA standards and guidelines, that the proposed site tower would not constitute an obstruction or hazard to air

navigation and therefore no obstruction marking or lighting would be required. A copy of the Federal Airways & Airspace Summary Report is included in Attachment 13.

c. United States Fish and Wildlife Service

According to the USFWS, there are no federally-listed or proposed, threatened or endangered species or critical habitat known to occur in the project area. (See VHB Memo dated August 13, 2008 in Attachment 11).

d. Connecticut Department of Environmental Protection

(1) Environmental and Geographic Information Center

As discussed above based on a review of the DEP/NDDB, the project will not impact any known occurrences of State listed species or significant natural communities.

(2) Bureau of Air Management

Pursuant to R.C.S.A. § 22a-174-3, the on-site emergency back-up generator proposed as a part of this Application will require the issuance of a permit from the DEP Bureau of Air Management. As proposed, this emergency generator will be run only during the interruption of utility service to the cell site and periodically as required for maintenance purposes. Cellco will obtain the necessary permit prior to installing the generator at the Willington Facility.

e. Connecticut State Historic Preservation Officer

As discussed above, Attachment 11 also includes the SHPO's determination that the proposed Willington Facility will have no effect on historic, architectural or archeological resources eligible or listed on the National Register of Historic Places.

E. Estimated Cost and Schedule

1. Overall Estimated Costs

The total estimated cost of construction of the proposed facility is \$765,000. This estimate includes:

(1)	Cell site radio equipment of approximately	\$450,000
(2)	Tower, coax and antenna costs of approximately	150,000
(3)	Power systems costs of approximately	20,000
(4)	Equipment building costs of approximately	50,000
(5)	Miscellaneous costs (including site preparation and installation) of approximately	95,000

2. Overall Scheduling

Site preparation and engineering would commence following Council approval of Cellco's Development and Maintenance ("D & M") plan and are expected to be completed within two to four weeks. Due to the delivery schedules of the manufacturers, installation of the building and installation of the tower are expected to take an additional two weeks. Equipment installation is expected to take an additional two weeks after installation of the building and installation of the tower. Cell site integration and system testing is expected to require two weeks after equipment installation.

IV. CONCLUSION

Based on the facts contained in this Application, Cellco submits that the establishment of the Willington Facility, at the Property will not have any substantial adverse environmental effects. A public need exists for high quality reliable wireless service in the Town of Willington and throughout Tolland County, as determined by the FCC and the United States Congress, and a



competitive framework for providing such service has been established by the FCC and the Telecommunications Act of 1996. Cellco submits that the public need far outweighs any possible environmental effects resulting from the construction of the proposed cell site.

WHEREFORE, Cellco respectfully requests that the Council grant this Application for a Certificate of Environmental Compatibility and Public Need for the proposed Willington Facility.

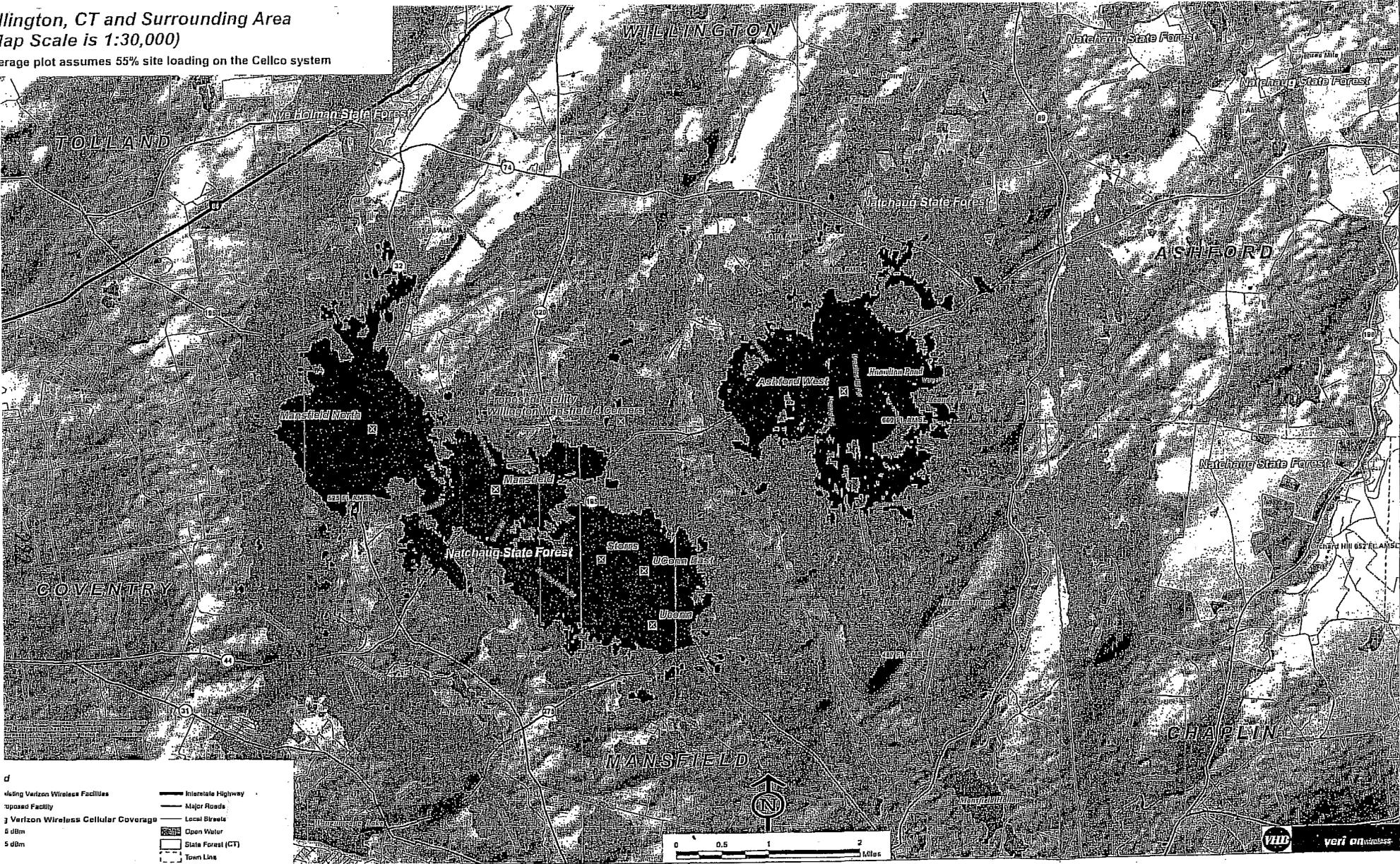
Respectfully submitted,

CELLCO PARTNERSHIP D/B/A VERIZON
WIRELESS

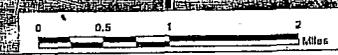
By: 

Kenneth C. Baldwin, Esq.
Robinson & Cole LLP
280 Trumbull Street
Hartford, Connecticut 06103-3597
(860) 275-8200
Attorneys for the Applicant

Wilmington, CT and Surrounding Area
 Map Scale is 1:30,000
 Coverage plot assumes 55% site loading on the Cellco system

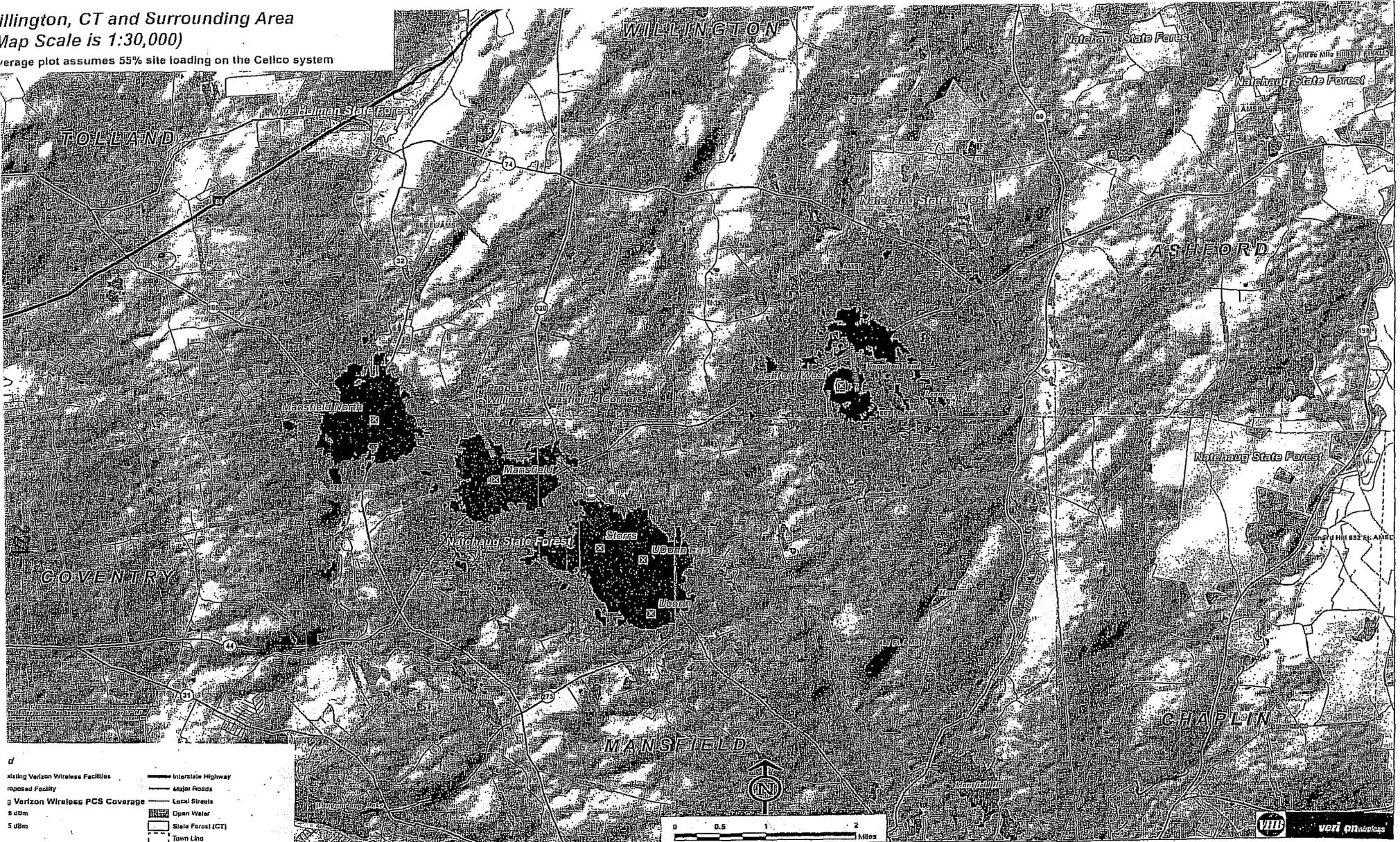


- d
 Existing Verizon Wireless Facilities
 Proposed Facility
 Verizon Wireless Cellular Coverage
 -6 dBm
 -5 dBm
- Interstate Highway
 - Major Floods
 - Local Streets
 - Open Water
 - ▨ State Forest (CT)
 - Town Line

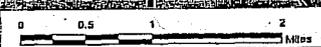


Wilmington, CT and Surrounding Area
Map Scale is 1:30,000

Average plot assumes 55% site loading on the Cellco system

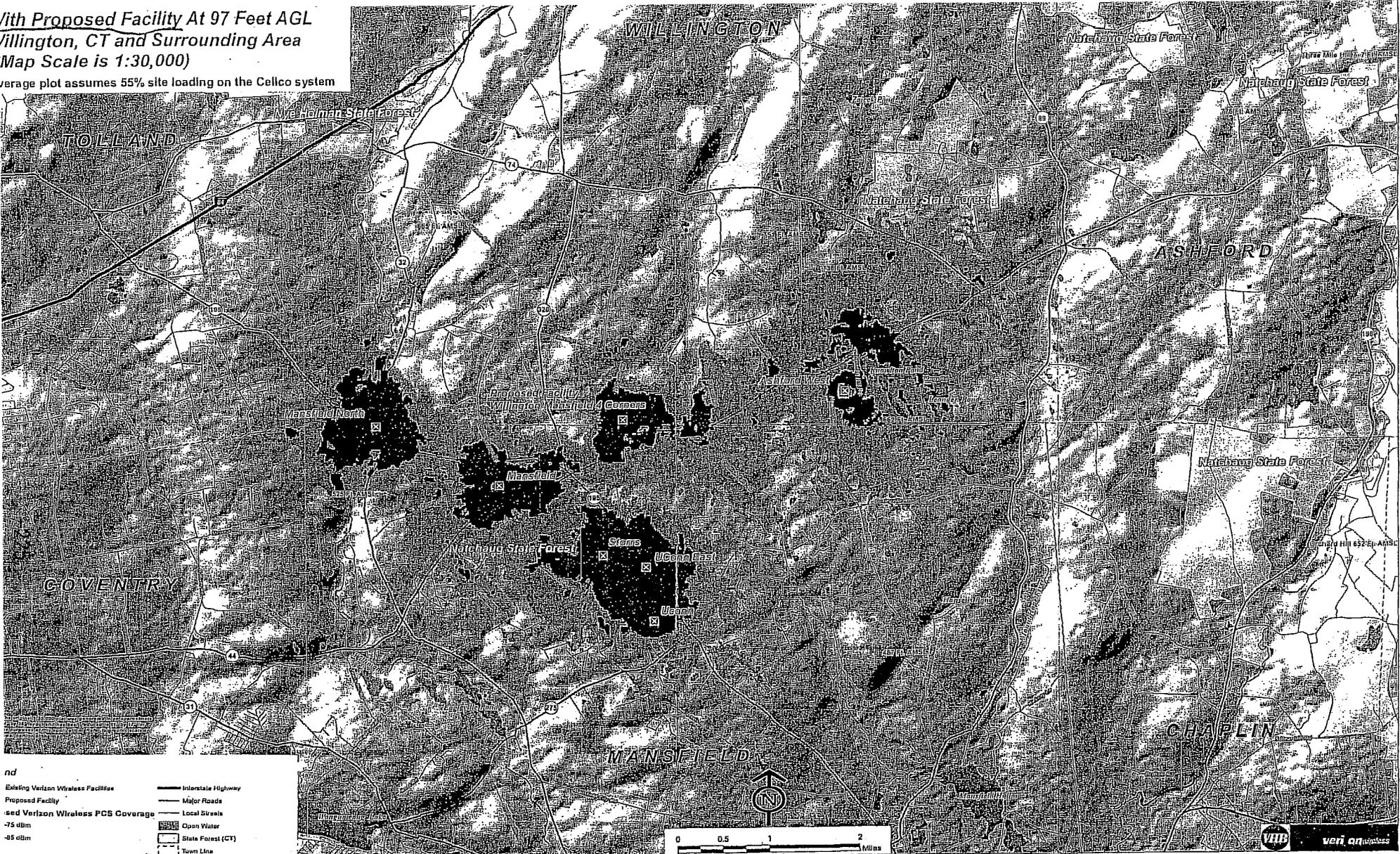


- d** Existing Verizon Wireless Facilities
 - o** Proposed Facility
 - g** Verizon Wireless PCS Coverage
 - 5 dBm
 - 5 dBm
- Interstate Highway
 - Major Roads
 - Local Streets
 - Open Water
 - State Forest (CT)
 - Town Line



**With Proposed Facility At 97 Feet AGL
 Willington, CT and Surrounding Area
 Map Scale is 1:30,000**

Coverage plot assumes 55% site loading on the Cellco system



Visual Resource Evaluation

Cellco Partnership (dba Verizon Wireless) seeks approval from the Connecticut Siting Council for a Certificate of Environmental Compatibility and Public Need for the construction of a wireless telecommunications facility ("Facility") to be located on property at 343 Daleville Road in the Town of Willington, Connecticut (identified herein as the "host property"). This Visual Resource Evaluation was conducted to evaluate the visibility of the proposed Facility within a two-mile radius ("Study Area"). In addition to the Town of Willington, portions of the nearby towns of Mansfield and Ashford, Connecticut are also contained within the Study Area.

Project Introduction

The proposed Facility includes the installation of a 100-foot tall monopole with associated ground equipment to be located at its base. Both the proposed monopole and ground equipment would be situated within a fence-enclosed compound. The proposed project area is located at approximately 496 feet Above Mean Sea Level (AMSL). Access to the Facility would be provided via a proposed gravel access drive that would initially follow an existing driveway located on the host property then extend to the project area in an easterly direction.

Site Description and Setting

Identified in the Town of Willington land records as Map 2/ Lot 5, the host property is currently occupied by a single family residential dwelling, a barn, small shed and several horse corrals. The proposed Facility is located on an undeveloped, portion of the host property, roughly 440 feet west of the existing residential structure. Attachment A includes a photograph of the proposed project area. Attachment A also contains a map that depicts the location of the proposed Facility and the limits of the Study Area. Land use within the general vicinity of the proposed Facility and host property consists of low-density residential development and undeveloped woodlands. Segments of Route 44, Route 195 and Route 320 traverse portions of the Study Area. In total, the Study Area features approximately 63 linear miles of roadways.

The topography within the Study Area is characterized by rolling hills with ground elevations ranging from approximately 290 feet AMSL to approximately 740 feet AMSL. The Study Area contains approximately 50 acres of surface water, mainly associated with the Fenton River which flows through the eastern third of the Study Area. The tree cover within the Study Area consists mainly of mixed deciduous hardwood species interspersed with stands of mature evergreen species. The tree canopy occupies approximately 6,488 acres of the 8,042-acre study area (81%). During the in-field activities associated with this analysis, an infrared laser range finder was used to accurately determine the average tree canopy height throughout the Study Area. Numerous trees were selected for measurement and the average tree canopy was determined to be 65 feet.



METHODOLOGY

In order to better represent the visibility associated with the Facility, VHB uses a two-fold approach incorporating both a predictive computer model and in-field analysis. The predictive model is employed to assess potential visibility throughout the entire Study Area, including private property and/or otherwise inaccessible areas for field verification. A "balloon float" and Study Area drive-through reconnaissance are also conducted to obtain locational and height representations, back-check the initial computer model results and provide documentation from publicly accessible areas. Results of both activities are analyzed and incorporated into the final viewshed map. A description of the methodologies used in the analysis is provided below.

Visibility Analysis

Using ESRI's ArcView® Spatial Analyst, a computer modeling tool, the areas from which the top of the Facility is expected to be visible are calculated. This is based on information entered into the computer model, including Facility height, its ground elevation, the surrounding topography and existing vegetation. Data incorporated into the predictive model includes a digital elevation model (DEM) and a digital forest layer for the Study Area. The DEM was derived from the United States Geological Survey (USGS) National Elevation Dataset (NED), a seamless, publicly available elevation dataset with an approximate 30-meter resolution. The forest layer was derived through on-screen digitizing in ArcView® GIS from 2006 digital orthophotos with a 1-foot pixel resolution.

Once the data are entered, a series of constraints are applied to the computer model to achieve an estimate of where the Facility will be visible. Initially, only topography was used as a visual constraint; the tree canopy is omitted to evaluate all areas of potential visibility without any vegetative screening. Although this is an overly conservative prediction, the initial omission of these layers assists in the evaluation of potential seasonal visibility of the proposed Facility. A conservative tree canopy height of 50 feet is then used to prepare a preliminary viewshed map for use during the Study Area reconnaissance. The average height of the tree canopy is determined in the field using a hand-held infrared laser range finder. The average tree canopy height is incorporated into the final viewshed map; in this case, 65 feet was identified as the average tree canopy height. The forested areas within the Study Area were then overlaid on the DEM with a height of 65 feet added and the visibility calculated. As a final step, the forested areas are extracted from the areas of visibility, with the assumption that a person standing among the trees will not be able to view the Facility beyond a distance of approximately 500 feet. Depending on the density of the vegetation in these areas, it is assumed that some locations within this range will provide visibility of at least portions of the Facility based on where one is standing.

Also included on the map is a data layer, obtained from the Connecticut State Department of Environmental Protection ("CTDEP"), which depicts various land and water resources such as parks and forests, recreational facilities, dedicated open space, CTDEP boat launches and other categories. This layer is useful in identifying potential visibility from any sensitive receptors that may be located within the Study Area. Lastly, based on both a review of published information and discussions with municipal officials in Willington and Mansfield, it was determined that there are several locally-designated scenic roadways contained within the Study Area and include Old Turnpike Road and Codfish Falls Road. These roadways are depicted on the viewshed map contained in Attachment B.

A preliminary viewshed map (using topography and a conservative tree canopy height of 50 feet) is generated for use during the in-field activity in order to confirm that no significant land use changes have occurred since the aerial photographs used in this analysis were produced and to verify the results of the model in comparison to the balloon float. Information obtained during the reconnaissance is then incorporated into the final visibility map.

Balloon Float and Study Area Reconnaissance

On April 21, 2008 Vanasse Hangen Brustlin Inc., (VHB) conducted a "balloon float" at the proposed Facility location to further evaluate the potential viewshed within the Study Area. The balloon float consisted of raising and maintaining an approximate four-foot diameter, helium-filled weather balloon at the proposed site location at a height of 100 feet. Once the balloon was secured, VHB staff conducted a drive-by reconnaissance along the roads located within the Study Area with an emphasis on nearby residential areas and other potential sensitive receptors in order to evaluate the results of the preliminary viewshed map and to verify where the balloon was, and was not, visible above and/or through the tree canopy. During the balloon float, the temperature was approximately 60 degrees Fahrenheit with calm wind conditions and mostly sunny skies.

Photographic Documentation

During the balloon float, VHB personnel drove the public road system within the Study Area to inventory those areas where the balloon was visible. The balloon was photographed from a number of different vantage points to document the actual view towards the proposed Facility. Several photographs from locations where the balloon was not visible are also included. The locations of the photos are described below:

1. View from Daleville Road adjacent to house #331.
2. View from Daleville Road north of entrance to Willington Oaks Apartments.
3. View from Old Turnpike Road at Route 44.

4. View from Old Turnpike Road adjacent to house #54.
5. View from Codfish Falls Road south of Ellise Road.
6. View from Route 44.
7. View from Route 195.
8. View from Route 195 at Route 44.
9. View from Daleville Road adjacent to house #19.
10. View from Daleville Road at entrance to Willington Oaks Apartments.

Photographs of the balloon from the view points listed above were taken with a Nikon D-80 digital camera body and Nikon 18 to 135 mm zoom lens. For the purposes of this report, the lens was set to 50mm. "The lens that most closely approximates the view of the unaided human eye is known as the normal focal-length lens. For the 35 mm camera format, which gives a 24x36 mm image, the normal focal length is about 50 mm."

The locations of the photographic points are recorded in the field using a hand-held GPS receiver and are subsequently plotted on the maps contained in the attachments to this document.

Photographic Simulation

Photographic simulations were generated for the three representative locations where the balloon was visible during the in-field activities. The photographic simulations represent a scaled depiction of the proposed Facility (a monopole) from these locations. The height of the Facility is determined based on the location of the balloon in the photograph and a proportional monopole image is simulated into the photographs. The simulations are contained in Attachment A.

CONCLUSIONS

Based on this analysis, areas from where the proposed 100-foot tall Facility would be visible above the tree canopy comprise approximately 7 acres, or less than one half of one percent of the 8,042-acre Study Area. As depicted on the viewshed map (provided in attachment B), the majority of the year-round visibility associated with the proposed Facility occurs over an open hilltop on the University of Connecticut Campus located approximately 1.45 miles to the southeast of the site. Limited and/or passing views of the proposed Facility are also anticipated along an approximate 0.08-mile segment of the Route 44 traffic corridor located roughly 0.75 mile to the southeast of the project area. Such views would be mostly obstructed by vegetation as one traverses this segment of Route 44. Other areas of potential year-round visibility include portions of the host property within the immediate vicinity of the proposed site. Overall, potential views of the proposed Facility would be confined to the areas described above by a combination of the topographic relief and the extent of vegetative

¹ Warren, Bruce. *Photography*, West Publishing Company, Eagan, MN, c. 1993, (page 70).

cover contained within the Study Area. VHB estimates that select portions of approximately five residential properties may have at least partial year-round views of the proposed Facility. Four of these residences are located along Daleville Road adjacent to the host property and one residence is located off Route 44. *

The viewshed map also depicts several additional areas where seasonal (i.e. during "leaf off" conditions) views are anticipated. These areas comprise approximately 10 acres and are mainly located within the immediate vicinity of the host property, extending westward to select portions of Daleville Road. VHB estimates that seasonal views of the proposed Facility could be achieved from portions of approximately two additional properties within the Study Area. Such views would mostly be screened by existing vegetation on the host property which includes a significant number of mature evergreen species.

Viewshed Map

Area identified as having seasonal visibility
 Topography and Forest Cover as Constraints

Town of
 Willington
 Connecticut

Proposed Telecommunications Facility
 Willington
 343 Daleville Road
 Willington, Connecticut

NOTE:

- Viewshed analysis conducted using ESRI's Spatial Analyst.
- Proposed Facility height is 100 feet.
- Existing tree canopy height estimated at 65 feet.
- The Study Area is comprised of a 2-mile radius surrounding the proposed Facility and includes 8,042 acres

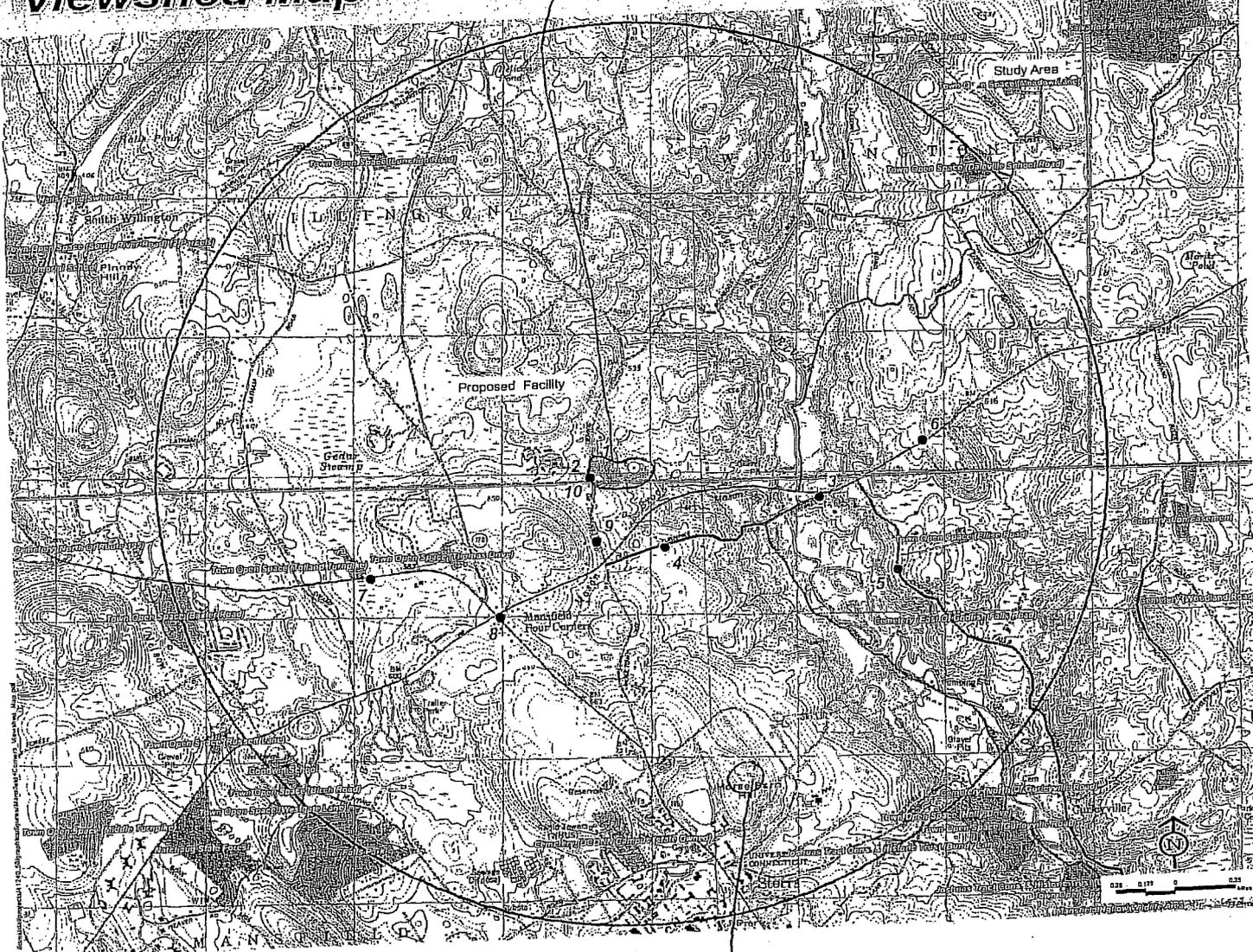
DATA SOURCES:

- Digital elevation model (DEM) derived from USGS National Elevation Dataset (NED) with a resolution of one arc-second (approximately 30 meters) produced by the USGS, 1925 - 1999
- Forest areas derived from 2006 digital orthophotos with 1-foot pixel resolution; digitized by VHB, 2008
- Base map comprised of Coventry (1983) and Spring Hill (1983) USG: Quadrangle Maps
- Protected properties data layer provided CTDEP; May, 2007
- Scenic Roads layer derived from available State and Local listings.
- Nipmuck Trail digitized based on Connecticut Walk Book (East)

Map Completed June, 2008

Legend

- | | |
|---|---|
| <ul style="list-style-type: none"> Proposed Monopole Location (includes select areas of visibility approximately 500 feet around facility) | <ul style="list-style-type: none"> Protected Properties (CT DEP) <ul style="list-style-type: none"> State Forest State Park DEP Owned Waterbody State Park Scenic Reserve Historic Preserve Natural Area Preserve Fish Hatchery Flood Control Other State Park Trail Water Access Wildlife Area Wildlife Sanctuary |
| <p>Photographs - April 21, 2008</p> <ul style="list-style-type: none"> ● Balloon not visible ⊙ Balloon visible through trees ● Balloon visible above trees | <ul style="list-style-type: none"> Protected Properties (Federal) <ul style="list-style-type: none"> Cemetery DEP Boat Launches |
| <ul style="list-style-type: none"> Year-Round Visibility (Approximately 7 Acres) Seasonal Visibility (Approximately 10 Acres) | <ul style="list-style-type: none"> Protected Properties (Municipal) <ul style="list-style-type: none"> Conservation Existing Preserved Open Space Recreation General Recreation School Uncategorized Town Line Nipmuck Trail (CT Blue Blaz) Scenic Road (State and Loc |



Area identified as having year round visibility

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Item #20

August 13, 2008

Matthew Hart
Town Manager
Audrey P. Beck Building
4 South Eagleville Rd
Mansfield, CT 06250

Dear Mr. Hart:

Enclosed please find 4th Quarter statistics for fiscal year 2008 for services provided by VNA East.

If there are any questions, please contact me at 456-7288, extension 212.

Sincerely,

A handwritten signature in cursive script, appearing to read "Susan Bergeron".

Susan Bergeron
Executive Assistant

Encl.

VNA EAST

34 LEDGEBROOK DR
MANSFIELD CTR, CT 06250
PH: 456-7288 FAX: 423-5702

VISIT STATISTICS

7/30/07 - 6/30/08

<u>SERVICE</u>	<u>MANSFIELD</u>	<u>AGENCY</u>
Skilled Nursing	4,081	25,492
Physical Therapy	1,589	6,817
Speech Therapy	40	72
Occupational Therapy	6	46
Medical Social Work	97	628
Home Health Aide	3,447	17,295
TOTAL	9,260	50,350

COMMUNITY ACTIVITIES

Adult Health Screening	370	2,628
Flu & Pneumonia	715	3,896
TOTAL	1,085	6,524

MEALS TO HOME	2,912	29,492
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To the Town Council

Sept. 17, 2008

I would like to express my support for two resolutions coming before the Town Council, "A Resolution to Establish a Standing Economic and Community Development Council Committee of the Mansfield Town Council" and "A Resolution to Establish an Economic Development Advisory Committee."

We have advisory committees to study and offer guidance to the Council on other areas of particular interest to residents, including open space and parks, for example. With the growing interest and concern about the pending development of downtown Storrs, the Four Corners area, and with water issues, which affect development, it is important that the Council also establish these two committees to study in depth and advise it on economic development.

As a member of the Charter Commission, I heard many comments from residents about their desire to have better opportunities to have their voices heard on issues that affect the town budget. At meetings this spring about the downtown development, criticisms were expressed that people did not feel well informed about a project that has been in the planning stages for eight years.

If a large number of people do not feel that they have had a voice in an economic development project that will change the face of Mansfield, it is time to expand the circle of participants in the project. An economic development advisory committee is an excellent way to start, and having a standing committee of the council devoted to studying economic development issues will help ensure that they have a wider public forum.

These resolutions offer a positive way for residents to become closely involved in studying and participating in decisions regarding the economic development of our town, and I urge the Council to endorse them.

Lucinda Weiss
58 Maxfelix Dr.
Storrs, CT 06268

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