



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, March 23, 2009
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

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EXECUTIVE SESSION

- 19. CGS §1-200(2) - Strategy or Negotiations with Respect to Collective Bargaining

ADJOURNMENT

REGULAR MEETING-MANSFIELD TOWN COUNCIL

March 9, 2009

DRAFT

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

II. APPROVAL OF MINUTES

Mr. Clouette moved and Mr. Schaefer seconded to approve the minutes of the February 23, 2009 meeting with corrections. Motion passed with all in favor except Ms. Blair who abstained. Mr. Schaefer moved and Mr. Clouette seconded a motion to approve the minutes of the Special meeting on February 28, 2009 as presented. Motion passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mike Siskosi, Wildwood Road, again questioned the process for the appropriation of funds for land purchases in excess of ½% of the Town budget. He quoted CGS§ 7-364 regarding the use of municipal reserve funds. Mr. Siskosi also asked if the Council approved the Freedom of Information fee schedule quoting Section 303b of the Town Charter.

Betty Wassmundt, Old Turnpike Road, asked a number of questions concerning finance and payroll. (Statement attached).

IV. TOWN MANAGER'S REPORT

In addition to the attached report, Town Manager Matt Hart also announced a Region 19 budget hearing on March 24th at 7:00 p.m. and the formation of a State Stimulus Work Group organized by the Governor. He reported that staff has submitted a number of local projects for inclusion in the list of projects ready for funding. Mr. Hart also asked Council members to review the Town Attorney's opinion on the question of a conflict of interest regarding the Finance Director's work for Region 19. Director of Finance Jeff Smith presented a communication from William Lindsay C.I.P.F.A., the Town's bond consultant, regarding the rationale for the interest rate assumptions on the Region #19 track improvements.

V. OLD BUSINESS

1. Community/Campus Relations

The Town Manager reported that the Committee on Community Quality of Life has decided on a regular meeting date, the first Thursday of every month, and is in the process of reviewing proposed amendments to the Housing Code.

2. Community Water and Wastewater Issues

The Town Manager announced the University Water and Waste Water Advisory Committee will be meeting on March 19th at 5:30 p.m. in the Bishop Center. Mr. Nesbitt briefed the Council on the upcoming March 24th meeting of the Four Corners Sewer Advisory Committee to which all area property owners have been invited. He also noted that the Public Works Department has begun preliminary design studies on the project so if federal funds become available the Town will be in a better position to apply for those funds.

VI. NEW BUSINESS

3. Proclamation in Honor of Girl Scout Week

Ms. Blair moved and Mr. Nesbitt seconded, effective March 9, 2009, to authorize Deputy Mayor Gregory Haddad to issue the attached proclamation in Honor of Girl Scout Week.
Resolution attached
Motion to approve passed unanimously.

4. WINCOG Regional Economic Development Program

Representatives from AKRF, the firm retained by the Windham Council of Governments (WINCOG), to prepare the regional economic development plan presented an overview of their work to date and asked the Council to think about what particular project the Town would like them to focus on.

Council members asked the representatives to comment on how the Town could best enhance our opportunities and use existing assets, and the value of working with other groups outside of the WINCOG region. In response to the questions the representatives stated that the fact that there are potential opportunities for locating incubator companies in Town and the fact that Mansfield is a very liveable place bodes well for the Town. AKRF representatives also agreed that the Town should work with area groups that have similar needs and opportunities.

Mr. Clouette moved and Mr. Nesbitt seconded a motion to recess as the Town Council and reconvene as the Water Pollution Control Authority.
Motion passed by all present.

5. WPCA, FY 2008/09 UConn Sewer Budget

Mr. Clouette moved and Mr. Paulhus seconded effective March 9, 2009, to adopt the FY 2008/09 UConn Sewer Budget, as prepared by town staff and endorsed by the Finance Committee.

Motion passed by those present.

6. WPCA, FY 2008/09 Windham Sewer Budget

Mr. Paulhus moved and Mr. Nesbitt seconded, effective March 9, 2009, to adopt the FY 2008/09 Windham Sewer Budget, as prepared by town staff and endorsed by the Finance Committee.

Motion passed by those present.

Mr. Paulhus moved and Mr. Clouette seconded to adjourn as the Water Pollution Control Authority and reconvene as the Town Council

Motion passed unanimously.

7. Preliminary Regionalization Study Committee

The Town Manager briefly discussed the history of the formation of an ad hoc study committee, facilitated by Region 19, regarding the feasibility of a K-12 regional school district. In addition to the Superintendent and the Chair of the Board of Education who have volunteered to serve on the committee the Town Manager asked Council members if they wished to appoint additional municipal members. By consensus the Council agreed to discuss the issue further once the meeting dates and times have been determined. In the meantime the Town Manager will attend the meetings, as will Councilor Paulhus when possible. The Town Manager will e-mail members alerting them of the meeting dates.

8. Parks and Recreation Co-sponsorship Policy Revision

Mr. Paulhus moved and Ms. Blair seconded, effective March 9, 2009 to adopt the Co-Sponsorship Policy dated February 13, 2009, as endorsed by the Recreation Advisory Committee.

Council members discussed the wording and intention of the changes to the policy. The following changes were recommended:

Section 3 (c) add "... of the co-sponsoring organization"

Section 4 include the statement that these obligations refer only to the shared programs,

Section 6 (c) change "Possible loans..." to "May be eligible for loans ..."

Section 6 inclusion of a separate statement identifying the use of fields and facilities as support and service,

Section 6 change all references to the Mansfield Parks and Recreation Department and the Recreation Advisory Committee to the Mansfield Parks and Recreation Department with the recommendations or advice of the Recreation Advisory Committee.

Ms. Blair moved to table the motion until the next meeting which would give the Recreation Advisory Committee time to review the suggested changes. Seconded by Mr. Clouette the motion passed with all in favor except Mr. Schaefer who voted in the negative.

VII. QUARTERLY REPORTS

No comments

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

No comments

IX. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette acting for Leigh Duffy, Chair of the Committee on Committees made the following recommendations:

Historic District Commission: Isabelle Atwood, Anita Bacon as regular members, John Nardi and Hamilton Holt as alternates

Mansfield Advocates for Children: Jessica Higham

Agricultural Committee: Alan Cyr, Charles Galgowski, Vicky Wetherell, William Palmer

Arts Advisory Committee: Thomas Bruhn

Beautification Committee: Carol Enright and Richard Norgaard

Advisory Committee on Persons with Disabilities: Jane Blanshard, Jennifer Tanner, Joan Seliger Sidney

Motion to approve recommendations passed.

X. REPORTS OF COUNCIL MEMBERS

Mr. Nesbitt reported on his attendance at a meeting of the Metro North Alliance, which is a group of 35 towns in the greater Hartford area. He suggested that the organization be invited to make a presentation to the Council to explain their focus. By consensus the Council agreed to accept this idea as a future agenda item.

Ms. Blair recently experienced the Mansfield Community Center staff's ability to remain cool and calm during hectic times. Ms. Blair complimented Curt Vincente and his department.

Mr. Paulhus requested that copies of the Item 18, Frequently Asked Questions About Storrs Center, be distributed to the Library and the Town Clerk's office. Staff will do so.

XI. PETITIONS, REQUEST AND COMMUNICATIONS

9. Act Establishing a Tax Credit for Green Buildings

10. CCM Federal Issues Bulletin – Federal Stimulus Package Summary

11. CCM Legislative Update – CCM Lobbying Leads to Restoration of Special Education Funding, Saves Some Local Bridge Dollars
12. Chronicle “Digging in to the hot stuff” – 02/27/09
13. Chronicle “Editorial: We offer these threads, needles” – 02/16/09
14. Chronicle “Letter to the Editor” – 02/18/09
15. Chronicle “Letter to the Editor” – 03/05/09
16. Chronicle “Mansfield grand list barely grows” – 02/24/09
17. Chronicle “Town officials prepare for loss in PILOT funds” – 02/23/09
18. Frequently Asked Questions About Storrs Center
19. M. Hart/R. Miller re: Funding of Local Health Departments
20. L. Hultgren re: 2009 DOT Master Transportation Plan
21. Mansfield Today “Council looking for more information before deciding on fees for rescue services” – 02-16-09
22. Mansfield Today “New signs on Route 195 posted to attract potential tenants for Storrs Center development” – 02/16/09
23. G. Nesbitt re: Proposed Mansfield 4-Corners Service District
24. E. Paterson/M. Hart re: UConn Bio-energy Initiative: “Creating Sustainable Energy Resources to Meet the Need of Connecticut and the Region”
25. Planning and Zoning Commission re: March 2, 2009 Public Hearing on proposed driveway construction and associated work at 9 Farrell Road
26. Reminder News “Folks come out for winter fun” – 02/13/09
27. C. Vincente re: Pool Use Analysis/Information Request

XII. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Betty Wassmundt, Old Turnpike Road, requested that specific information like the cost of the payroll increase, the cost of the finance department vs. income for services, and cost of the Community Center and the Parks and Recreation Department be presented at the Town Meeting. She also asked the Town to be honest in their search for a Finance Director.

David Freudmann, Eastwood Road, asked that the Town Meeting start on time, the childcare be extended to the end of the meeting and that the presentations be limited to a few minutes.

Town Manager Matt Hart reminded members that the Rules of Procedures adopted by the Council do address the remarks of the public and encouraged them to be mindful of the restrictions set forth in the rules.

XIII. FUTURE AGENDAS

Indicated above

Ms. Blair moved and Mr. Clouette seconded to recess the meeting and go into executive session to discuss Strategy or Negotiations with Respect to Collective Bargaining as provide for in CGS§1-200(2).

Motion passed unanimously

XIII. EXECUTIVE SESSION

Strategy and Negotiations with respect to Collective Bargaining

Present: Blair, Clouette, Haddad, Nesbitt, Paulhus Schaefer

Also Present: Town Manager Matt Hart and Assistant to the Town Manager Maria Capriola

XIV. ADJOURNMENT

Mr. Paulhus moved and Ms. Blair seconded to adjourn the meeting.

Motion passed unanimously.

Gregory Haddad, Deputy Mayor

Mary Stanton, Town Clerk

March 9, 2009

To: Town Council
From: Betty Wassmundt

RE: Finance Issues

I have a number of finance / payroll related questions that I would like to have addressed.

Recently, I had occasion to review some payroll sheets and I have a question as to how the \$10,000 deferred compensation portion of the town managers contract is being handled. The contract requires the town to **make payments to the ICMA Retirement Corporation's Section 457 deferred compensation plan** in equal amounts each pay period on the employee's behalf. However, I see that the Town Manager is being paid \$390.67 for one hour's work in each pay period. I assume that this represents a **direct payment to the Town Manager** for this \$10,000 annual payment.

My question is in regards to the manner in which this is paid. According to the payroll sheets, it is paid as **regular payroll directly to the employee**. As such, I assume that this money gets credited to the town's pension plan obligation for the employee so that the Town Manager is being paid \$10,000 for a separate pension plan while said \$10,000 is also a part of the town's pension plan. It appears to me that the Town Manager's salary is really \$127,000 per year instead of the \$117,000 which the taxpayers have been told or that there is some pension double dipping going on. Did Council intend that this \$10,000 be a part of the Town Manager's regular salary? Is it? Please explain.

Another payroll sheet I reviewed is that for the Finance Director. There I find that mileage reimbursement is listed as regular payroll and that the Finance Director's stipend for his employment at Region 19 is paid as Town of Mansfield regular payroll. I assume that the payment of \$769.23 per hour, per pay period represents payment for the \$20,000 stipend. The Finance Director has a **personal contract** with Region 19 and should not be paid for this on the Mansfield taxpayer's payroll. Why is this allowed? Why is mileage included in regular payroll? I will not speculate but you owe the taxpayer an explanation.

Next, I have raised previous questions regarding how the billing for the town attorney is handled. The Finance Committee deemed that issue not to be a problem though I would expect most reasonable people would consider it to be very bad business practice. Now I have another question regarding the Town Attorney's billing. This question relates to the accrued \$25,000 payment to the Town Attorney's account for the tax year 2007/2008. From what I see, this is the first time that such a payment has been made to this account. In the past, the Town Attorney's billing has been paid on a cash basis; when the bill comes in, it is paid. In fact, that was stated during the Finance Committee meeting. Why was the \$25,000 accrual made for the tax year 2007/2008?

I look forward to your answers.

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

Memo

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Town Employees
Date: March 9, 2009
Re: Town Manager's Report

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

Budget and Finance

- *Town Council Finance Retreat* – As you know, we conducted the Town Council Finance Retreat on Saturday, February 28, 2009. I thought that we had an informative and productive session. I will be presenting my proposed FY 2009/10 Operating Budget to the Council and the community at the March 23rd meeting.

Council Requests for Information

- *Connecticut DOT Master Transportation Plan* – Please see memo from Public Works Director Lon Hultgren for information on this item (3-9-09 Town Council packet item number 20).
- *Mansfield Community Center Pool Use Analysis* – Please see memo from Parks and Recreation Director Curt Vincente for information on this item (3-9-09 Town Council packet item number 27).

Departmental/Division News

- *Eastern Highlands Health District* – The Health District's Health Promotion and Education Program has received notice that they are one of twelve recipients of a \$75,000 award provided by the National Association of Chronic Disease Directors to conduct the Action Communities for Health, Innovation and EnVironmental Change (ACHIEVE) Initiative. The goal of the program is to build on the existing Health District coalition of community partners to facilitate community support for sustainable initiatives that promote healthy behaviors in our population. The program will fund travel expenses and training for 10 community/coalition partners, and funding for more Town active living and wellness projects. This is a three year initiative.
- *Emergency Management* – As a member of the Fire Prevention Code Advisory Committee (State Fire Marshal's Appointment), staff has been working with the Office of the State Fire Marshal to promulgate a State Fire Prevention Code. The purpose of the proposed code is to enhance enforcement capabilities of fire marshals for the purpose of preventing fires and other related emergencies. The scope of the proposed code includes: inspections of buildings and processes; review and approval of construction documents; fire and life safety education; access requirements for fire departments; regulation and control of special events; regulation of combustibles that contribute to fire spread; regulation of flammable and combustible liquids and gasses; regulation of storage, use, processing and handling of hazardous materials; and regulation of conditions affecting fire fighter safety. The proposed Fire Prevention Code has been developed in draft form and has been submitted to the Governor's Office for review and approval. Once the Governor's Office has approved the Fire Prevention Code, it will be submitted to the Legislative Regulation Review Committee and then a public hearing will be scheduled. It is possible that the Fire Prevention Code will be an approved State Regulation in early 2010.

- **Emergency Management** – Staff is working with CCM to develop a model ordinance for the proposed State Fire Prevention Code. As the proposed State Fire Prevention Code is written communities may by ordinance enact provisions for: fees for permits; fees for plan reviews and approval of construction documents; civil penalties for violations (utilizing the State Infractions System); requirements for planned building groups; requirements for Wildland Urban Interface; and requirements for Fire Department Access and Water Supplies.
- **Youth Service Bureau** – The Town of Mansfield's Youth Service Bureau believes that every child in town should have the opportunity to experience the joy and excitement of art and theater. To ensure that children from all families have opportunities for such artistic experiences, the Youth Service Bureau has partnered with the Jorgensen Center for Performing Arts via its Jorgensen Outreach for Youth (JOY) program to invite children and their families to attend a variety of shows. The goal of this program is to offer young people the opportunity to experience what the arts do best - capture our imaginations and enrich, educate and enhance our lives. All of these programs have been made possible through the generous support of the Savings Bank of Manchester and the Jorgensen Circle of Friends. Mansfield residents who are interested in attending future performances are invited to contact Pat Michalak at the Mansfield Youth Service Bureau at 429-3319. Children of Mansfield who are eligible to receive free or reduced school lunches may qualify for complimentary tickets.

Member Organizations

- **Mansfield Downtown Partnership** – There a few of items of interest regarding the Partnership and the Storrs Center project:
 - We have scheduled a special Town Council workshop for 5:00 PM on March 23, 2009, to discuss management and operational issues related to the future parking needs for Storrs Center. I have also invited the Downtown Partnership's Board of Directors to attend the session.
 - I am pleased to announce that under its Smart Growth project evaluation program, the 1000 FRIENDS of Connecticut has recently endorsed the Storrs Center project. The Friends, a statewide organization with a mission to promote intelligent land use, states that Storrs Center is "exciting, ambitious and worthy of the organization's support. The development ranks particularly well in its design, mix of uses, provision of public spaces and environmental sensitivity. Storrs Center is smart and sustainable."
- **Windham Region Council of Governments** – I attended the WINCOG Board meeting this past Friday, and we reviewed a number of agenda items. One item of importance to Mansfield is that the Board did adopt a resolution regarding the CL&P Interstate Reliability project. The resolution recommends that as part of the application review process the Connecticut Siting Council commission a study to review non-transmission alternatives. In addition, if after a review of alternatives the Siting Council does find that additional transmission line construction is warranted, WINCOG encourages the Council to locate the lines in a manner that supports existing and potential areas of concentrated development, and limits impact to undeveloped regions and corridors.

Miscellaneous

- **From the Governor's Office** – Governor Rell announced that her office has submitted testimony to the Legislature's Committee on Aging in support of her bill to re-establish the state Department on Aging as a separate agency on July 1. Under the Governor's bill, the current Department of Social Services will continue to operate the state's services for senior citizens until the new Department on Aging is fully operational. Once the new agency is up and running, it will take responsibility for the existing network of services, regional administration and funding allocated under the Older Americans Act. For more information, please visit www.ct.gov.
- **In the Media** – On March 6, 2009, John Elsesser, Town Manager of Coventry and I were guests on Mark Paquette's *Town Talk* cable access program. The topic of discussion was the Council/Manager form of government. John and I both enjoyed the experience.

Upcoming Events

- *Grandchildren's Day* – The Mansfield Senior Center is hosting its Grandchildren's Day on Monday, April 20 from 9:30-12:30 p.m. Members of the Senior Center are encouraged to bring their grandchildren or great grandchildren for a morning of fun activities and lunch.
- *Storrs Farmers Market* – The Winter Market returns this Saturday, March 14, at 3:00 pm in the Buchanan Auditorium of the Mansfield Public Library. A variety of vegetables, greens, fruits, and baked goods will be available in addition to honey, maple syrup, and beef. To date, the Winter Market has been quite successful. Vendors and customers alike are interested in expanding, both in the number of vendors and in the number of market days. Additional dates may be added in April, pending product availability. Any additional dates will be announced when confirmed.
- *Women's History Month* – In honor of Women's History Month the Mansfield Public Library will present two showings of the movie *Iron Jawed Angels*. (Thursday, March 12 @ 6:30 pm and Tuesday, March 17 at 2:00 pm in the Buchanan Auditorium) This feature film starring Hilary Swank, Julia Ormond, and Anjelica Huston recounts the struggle of suffragists who fought for the passage of the 19th Amendment. At a time when the country was dominated by chauvinism, this was not an easy fight. This inspirational true story focuses on two defiant suffragist women, Alice Paul and Lucy Burns who broke from the mainstream women's rights movement to create a more radical wing that dared to push the boundaries of political protest to finally secure women's voting rights in 1920. This program is free and open to the public; light refreshments will be available. For additional information contact the library at 423-2501 or at <http://www.biblio.org/mansfield/>.

Upcoming Meetings

- Youth Service Bureau Advisory Board, March 10, 2009, 11:30AM, Conference Room B, Audrey P. Beck Municipal Building
- Regulatory Review Committee, March 10, 2009, 1:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Town/University Relations Committee, March 10, 2009, 4:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Four Corners Sewer Advisory Committee, March 10, 2009, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Historic District Commission, March 10, 2009, 8:00PM, Conference Room C, Audrey P. Beck Municipal Building
- Mansfield School Building Committee, March 11, 2009, 5:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Board of Education, March 12, 2009, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Committee on Committees, March 16, 2009, 6:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, March 16, 2009, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Communications Advisory Committee, March 16, 2009, 7:00PM, Conference Room C, Audrey P. Beck Municipal Building
- Open Space Preservation Committee, March 17, 2009, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, March 18, 2009, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Water/Wastewater Advisory Committee Meeting, March 19, 2009, 5:30PM, Bishop Center, University of Connecticut
- Town Council, March 23, 2009, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building

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March 9, 2009

Matthew W. Hart
Town Manager
Town of Mansfield
Audrey P. Beck Building
Four South Eagleville Road
Mansfield, CT 06268

Re: Director of Finance Conflict of Interest Issue

Dear Matt:

You have informed me that at their meeting on Monday, February 23, 2009, in a response to the concern of a resident, the members of the Town Council decided to ask me as town attorney for a legal opinion whether the role of our director of finance as business manager of the Region 19 School District is a conflict of interest. The citizen has written that "The major question I have is: is it a conflict of interest for the Mansfield Finance Director to be the Business Manager for Region 19?"

As you know, Regional School District 19 consists of the towns of Mansfield, Ashford and Willington. Since the inception of Region 19 in 1986, the Town of Mansfield has provided financial management services to the school district pursuant to an inter-local agreement. Those services include accounting and bookkeeping, payroll, accounts payable, treasury management, financial reporting and budgeting. During the same period of time, the Region 19 Board of Education has asked our director of finance to also serve as school business manager for the regional school.

Under its arrangement with our director of finance, Region 19 provides a stipend to be included in the annual salary of the director. The latest agreement, which may be terminated at will by either party, calls for a stipend of \$20,000 a year. During the past year, Region 19 has asked that its contribution to the salary of the director be included in the inter-local agreement rather than negotiated separately as it is now and has been for more than twenty years.

The Town of Mansfield has agreed to the region's request to include the salary of the business manager of the region in the inter-local agreement beginning with the start of the next fiscal year on July 1, 2009. The new agreement will provide that Region 19 will pay thirty per cent of the salary of the director, the Board of Education of the Town of

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March 9, 2009

Mansfield will pay an additional thirty per cent, and the Town of Mansfield will be responsible for the remaining forty per cent.

Connecticut municipalities are empowered to address conflicts of interests and other ethical matters by Connecticut General Statutes section 7-148h. Under that authority, the Charter of the Town of Mansfield includes section C304A on "Ethical Standards." Section C304A authorizes the Town Council to "... adopt an ordinance setting standards of ethical behavior expected from elected and appointed officials. . ."

Section 25-4C of the Town of Mansfield Code of Ethics sets forth eight separate kinds of "Conflict of Interest." Only two of the eight potential conflicts are potentially applicable here. The first of these two, which happens to be number 1 on the list, may be readily dismissed in this situation. It addresses "Disqualification in matters involving a personal or financial interest," and provides that:

No employee or official shall participate in the hearing or decision of the body of which he or she is a member upon any matter in which he or she is interested in a personal or financial sense. The fact of such disqualification shall be entered on the records of such body. . .

I have reviewed the letter written by the citizen whose concern has prompted the Town Council to request my advice, and I have seen no recitation of any set of facts which would bring the director or his behavior into the ambit of this particular rubric.

The "Conflict of Interest" definition that is most applicable to this situation as I am aware of it is the eighth and final one which addresses: "Private employment." It provides that:

No official or employee shall engage in or accept private employment or render service that is **incompatible** with the proper discharge of his or her official duties or would tend to impair his or her independence of judgment or action in the performance of official duties or give the **appearance of impropriety**, unless otherwise permitted by law. (emphasis added).

Professionally, the director of finance is ethically governed by the Code of Professional Ethics of the Government Finance Officers of the United States. Section VI of the GFOA code addresses "Conflict of Interest," as follows:

Government finance officers shall actively avoid the **appearance** of or the fact of conflicting interests. They shall discharge their duties without favor and shall refrain from engaging in any outside matters of financial or personal interest

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incompatible with the impartial and objective performance of their duties.(emphasis added).

The key word in this subsection is again the emphasized “**incompatible.**” The Town of Mansfield Code of Ethics includes no definition of that term, but the State of Connecticut has enacted a statute listing “**Incompatible Town Offices**” as follows:

No selectman shall hold the office of town clerk, town treasurer or collector of town taxes during the same official year, nor that of judge of probate for the district within which such town is located; no town treasurer shall hold the office of collector of town taxes during the same official year; nor shall any town clerk or selectman be elected a registrar of voters; and no registrar of voters shall hold the office of town clerk. No assessor shall act as a member of the board of assessment appeals. No member of the board of finance of any town shall hold any salaried town office unless provided otherwise by special act. If any registrar of voters is elected to the office of town clerk or selectman and accepts the office, he shall thereupon cease to be a registrar; and, if any town clerk or selectman is elected registrar of voters; the election shall be void; and in either of said cases the selectmen shall forthwith appoint another registrar by a writing signed by them and filed with the town clerk; but the person so appointed shall be a member of the same political party as that to which the person so elected belongs.

The question of conflict of interest in public office is a legal issue. There does not appear to be any state law or local charter provision or ordinance providing that a town director of finance may not fulfill similar responsibilities for a regional school district which includes the same town which employs him as its finance director.

The concern expressed by a citizen to the Council about a conflict of interest in this situation must be addressed from the standpoint of the Town of Mansfield. I am aware of no claim of any specific instance in which the action or inaction of this public official as business manager of a school district in which the Town of Mansfield participates as the largest of three towns, has been **incompatible** with his local duties set forth in section C506 of the Town Charter, which are almost purely administrative, or which “would tend to tend to impair his . . . independence of judgment or action in the performance of . . . official duties.” Town of Mansfield Code section 25-4C(8).

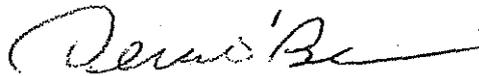
Both the above quoted Town of Mansfield Code section 25-4C(8), and Section VI of the GFOA provision warn against the **appearance of impropriety**. In the context of the attorney-client relationship, it has been prudently held by our Connecticut Supreme Court

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March 9, 2009

that "... the appearance of impropriety alone is simply too slender a reed on which to rest a disqualification order except in the rarest of cases." *Bergeron v. Mackler*, 225 Conn. 391,399 (1993). There is no evidence known to this writer of any instance of conflict of interest to the extent that the current provident trend toward regionalization must give way to subjectivity in this case.

For all of the foregoing reasons, it is my opinion that the question whether it is "a conflict of interest for the Mansfield Finance Director to be the Business Manager for Region 19" must be answered in the negative. Let me know if you or the Council need any more from me on this.

Very truly yours,



Dennis O'Brien
Town Attorney

Message

Jeffrey H. Smith

From: William N. Lindsay [wnlindsay@snet.net]
Sent: Thursday, March 05, 2009 11:51 AM
To: Jeffrey H. Smith
Subject: RSD # 19 Track Improvements

Jeff-

In response to your request, I am happy to provide my rationale for the interest rate assumptions utilized in our Pro Forma Debt Service Impact analysis dated December 12, 2008. The analysis was based on the assumption that short-term bond anticipation notes would be issued to finance the improvements for two one-year periods to be followed by a 20-year bond issue. For the bond anticipation note issues, I assumed an interest rate of 3.25%. The basis for that rate was two fold: First, I considered the current market rates of the week of December 8th which were approximately 1.25% for similarly rated credits issuing notes for one year, as well as the historically low fed funds rate of 1.00%. I then considered the likelihood that short-term interest rates would increase in the future and looked at the average 1 year note yield for the prior 20 and 30 years (2.52% and 3.25%, respectively). In an effort to be conservative, I used current market plus 1.75% to bring the assumed rate more in line with the 30 year average.

For the 20-year bond issue, I utilized a similar rationale to arrive at an assumed rate of 6.00%. I first considered the current market rates for bonds with similar ratings and terms (4.75%) and then reviewed the average 20-year insured yield from the prior 20 and 30 years (4.84% and 5.25%, respectively). Considering the state of the capital markets in December, and the lack of competition in the municipal bond insurance industry due to rating downgrades, I decided to use current market plus 1.25%.

For your information, the current market rates for a 1 year note for a similarly rated credit is 0.75% and for a 20 year bond with a similar rate and structure to what was proposed for the District, is 4.00%.

I hope you find this information useful. If you have any questions, please do not hesitate to contact me.

Regards,
Bill

William N. Lindsay, C.I.P.F.A.
Independent Bond & Investment Consultants LLC
129 Samson Rock Drive, Suite A
Madison, CT 06443
(203) 245-9603 phone
(203) 245-7763 fax
wnlindsay@snet.net

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LEGAL NOTICE
TOWN OF MANSFIELD
PUBLIC HEARING MARCH 23, 2009
Proposed Amendments to the Special Police Services Ordinance

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on March 23, 2009, to solicit public comment regarding the proposed amendments to the Special Police Services Ordinance, Chapter 70 of the Mansfield Code.

At this hearing persons may address the Town Council and written communications may be received.

Copies of the proposed amendments are on file and available at the Town Clerk's office, 4 South Eagleville Road, Mansfield

Dated at Mansfield Connecticut this 26th day of February 2009.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to the Town Manager
Date: March 23, 2009
Re: Amendment to Special Police Services Ordinance

Subject Matter/Background

On Monday evening, the Town Council will conduct a public hearing regarding the proposed amendments to the Special Police Services Ordinance.

In consultation with Deputy Mayor Haddad, I have listed this item under old business to provide the Council with an opportunity to debrief the public hearing. However, we are not recommending that the Council move to adopt the ordinance at Monday's meeting.

Attachments

- 1) Proposed Amendments to Special Police Services Ordinance (proposed changes marked)
- 2) Proposed Amendments to Special Police Services Ordinance

Chapter 70: POLICE- PUBLIC SAFETY

[HISTORY: Adopted by the Town Council of the Town of Mansfield: Art. I, 3-27-1995, effective 4-22-1995. Amendments noted where applicable.]

GENERAL REFERENCES

Emergency preparedness — See Ch. 21.

Code of Ethics — See Ch. 25.

Disposal of property — See Ch. 73.

Fire lanes — See Ch. 125.

Abandoned vehicles — See Ch. 179.

Vehicles and traffic — See Ch. 182.

Traffic regulations — See Ch. A198.

ARTICLE I Special Police PUBLIC SAFETY Services [Adopted 3-27-1995, effective 4-22-1995]

§ 70-1. Title.

This Article shall be known and may be cited as the "Town of Mansfield Fees for Special **Police** PUBLIC SAFETY Services Ordinance." This Article is authorized by C.G.S. §7-148(c)(7)(E), (H)(viii) and (xiii), [(10)] and (b)(2), [C.G.S. SECTION 7-152c], and by §C103 of the Mansfield Town Charter.

§ 70-2. Purpose.

It is the purpose of this Article to recover the town's costs (including costs incurred by the town for [FIRE OR EMERGENCY MEDICAL SERVICES OR LOCAL OR] State Police involvement [SERVICES]) for second [CONTINUED] or subsequent responses to the scene of a [N] party [EVENT] when the responding police officer determines that continued activity constitutes a threat to the health, safety or general welfare of the public, [OR WHEN ANY SUCH POLICE OFFICER OR OFFICERS ARE PRESENT AT A LOCATION WHERE SUCH DANGEROUS ACTIVITY IS ONGOING, REASONABLY DETERMINE(S) THAT THE DEPARTURE OR ABSENCE OF POLICE, FIRE SERVICE OR EMERGENCY MEDICAL SERVICES FROM THE SITE IS A RISK TO HEALTH OR SAFETY, AND WARNS THE EVENT ORGANIZER OR PROPERTY OWNER OR THEIR AGENT THAT THE EVENT MUST BE CONTROLLED OR ENDED AND THE PARTICIPANTS DISPERSED WITHIN A REASONABLE TIME. HAVING TO REMAIN AT ANY SUCH EVENT TO PROTECT HEALTH AND SAFETY OR MAKING R]Return calls to a [N] party [EVENT] to disperse uncooperative participants or to address other party [EVENT]-related activity is a [N UNNECESSARY] drain on personnel and resources, often leaving other areas of the town without adequate levels of police, [FIRE OR EMERGENCY MEDICAL SERVICES] protection, which creates a hazard to the public, requires resources over and above the level of police services normally provided and constitutes a public nuisance, the costs for [OF] which should be paid by the responsible person. Enforcement of this Article shall neither require nor preclude the enforcement of any criminal law.

§ 70-3. Definitions.

For the purpose of this Article, the following definitions shall apply:

COSTS OF SECOND [CONTINUED] OR SUBSEQUENT RESPONSES — [POLICE, FIRE OR EMERGENCY SERVICES PERSONNEL HAVING TO STAY AT AN EVENT TO ENSURE

THE HEALTH OR SAFETY OF PARTICIPANTS AND TO PROTECT THE GENERAL PUBLIC WELFARE AFTER REASONABLE WRITTEN WARNING TO CONTROL OR DISPERSE THE EVENT HAS BEEN GIVEN WITHOUT A SUFFICIENTLY SATISFACTORY RESPONSE SHALL BE CONSIDERED A CONTINUED OR SUBSEQUENT RESPONSE FOR THE PURPOSES OF THIS ARTICLE. COSTS OF CONTINUED OR SUBSEQUENT RESPONSES INCLUDE] the salaries [REASONABLE COSTS FOR PUBLIC SAFETY PERSONNEL, VEHICLES AND OTHER ASSOCIATED COSTS TO THE TOWN OF MANSFIELD] of the police officers for the amount of time actually spent in responding to or [NECESSARILY] remaining at the party [EVENT] at a rate established by the Town Manager, plus the actual cost of any medical treatment to injured town [OR STATE] employees, or emergency service personnel and the cost of repairing [OR REPLACING] any damaged town equipment or property.

DISTURBANCE — Activity at a **[N] party [EVENT]** which appears to constitute a nuisance in that it **[IS DANGEROUS, A THREAT TO HEALTH, SAFETY, OR GENERAL WELFARE OR UN]** reasonably causes annoyance or discomfort to those not involved in the **party [EVENT]**.

PARTY [EVENT]— Includes a gathering or **event [PARTY]** where a group of persons have assembled or are assembling for a social occasion or social activity.

RESPONSIBLE PERSON — The person or persons who own the property **[OR THEIR AGENT]** where the **party [EVENT]** takes place or, **in the sole discretion of the Manager,** the apparent organizer of the **party [EVENT]**. If the responsible person is a minor, then the minor's parents will also be responsible parties. Any liability under this Article shall be joint and several.

§ 70-4. First response; notice [AND WRITTEN WARNING].

- A. During a first response to **a complaint of a disturbance at a [N] party [EVENT]**, if the responding **[POLICE]** officer determines, in the officer's sole discretion, that the **party [EVENT]** presents the potential for **[DANGER,] ongoing disturbance [OR PUBLIC NUISANCE]**, the responding officer may, among other things, deliver to any person who **reasonably** appears to be a **party organizer or property owner [RESPONSIBLE PERSON OR TO HIS OR HER AGENT]** a "Notice of Violation **[AND WRITTEN WARNING]: First Response**" which shall contain a message substantially as follows:

This notice of violation is given to you as a result of a first response by the Town of Mansfield to a **[DANGEROUS SITUATION,] disturbance of the peace [OR CREATION OF A PUBLIC NUISANCE DURING AN EVENT ORGANIZED BY YOU OR ON YOUR PROPERTY]**. You may be charged all personnel and equipment and other costs incurred as a result of **each [ANY CONTINUED OR] subsequent response by the police [PUBLIC SAFETY PERSONNEL]** to this location., **[OR IF YOU ARE WARNED TO DISPERSE OR OTHERWISE CONTROL THE EVENT WITHIN A REASONABLE TIME AND FAIL TO COMPLY]**.

- B. The notice may also contain such other information as deemed necessary by **the Town Manager [THE POLICE OFFICER AT THE SCENE OF AN EVENT AT WHICH THE OFFICER DETERMINES THAT PUBLIC SAFETY PERSONNEL MUST REMAIN TO ADDRESS A DISTURBANCE OR PUBLIC NUISANCE OR PROTECT ANY PERSON FROM INJURY, FOR EXAMPLE, AN ORDER TO THE RESPONSIBLE PERSON TO END, DISPERSE OR OTHERWISE CONTROL THE EVENT, IN ORDER]** to accomplish the purposes of this section.

§ 70-5. Second [CONTINUED OR SUBSEQUENT] response; preparation of bill.

If a ~~second~~ [CONTINUED] or subsequent response ~~is made to the same party~~ [OCCURS DUE TO AN EVENT] and ~~if, at such second or subsequent response, the~~ [AN] officer determines that ~~[A]~~ further disturbances have~~[S]~~ occurred, [OR IF A RESPONSIBLE PERSON OR HIS OR HER AGENT IS ORDERED TO END, DISPERSE OR OTHERWISE CONTROL AN EVENT AND FAILS TO ADEQUATELY DO SO,] then a [CITATION AND] bill for the costs incurred by the town for its ~~second and~~ [CONTINUED OR] subsequent responses [OR ANY SUCH FAILURE BY SUCH OWNER OR ORGANIZER] shall be prepared by the [TOWN] Manager [OR HIS AGENT OR DELEGATE OR POLICE OFFICER] and promptly delivered to the responsible person [BY A TOWN OF MANSFIELD OR STATE POLICE OFFICER DESIGNATED BY THE MUNICIPALITY].

§ 70-6. Collection; lien.

The Director of Finance is authorized to [ENFORCE ANY SUCH CITATION AND] collect such bill and reasonable costs of collection, including attorney's fees, [BY RESORT TO THE PROVISIONS OF THE HEARING PROCEDURE FOR CITATIONS ORDINANCE, SET FORTH IN SECTIONS 129-1 THROUGH 129-10, INCLUSIVE OF THE TOWN OF MANSFIELD CODE OF ORDINANCES]. and the bill shall, upon filing of an appropriate documentation of the foregoing on the land records in the town in which the responsible party owns or has an interest in real property, become a lien on such property, which lien may be foreclosed in the manner provided by section 12-181, C.G.S.

§ 70-7. Appeals [PROCEDURE].

Any person [FINED OR ASSESSED PENALTIES, COSTS OR FEES PURSUANT TO THIS ARTICLE MAY APPEAL ANY SUCH FINE OR ASSESSMENT PURSUANT TO THE PROVISIONS OF CHAPTER 129, HEARING PROCEDURE FOR CITATIONS], aggrieved by any decision of the responsible police officer to bill for costs of a second or subsequent response may appeal to the Town Manager or his designee by filing a notice of appeal with the Town Clerk within fifteen (15) days of the date of the billing. Upon the filing of such request the Town Clerk shall set a time and place for the hearing and shall notify the appellant thereof. At the hearing, any person may present evidence in opposition to or in support of the appellant's case. At the conclusion of the hearing, the Town Manager or his or her designee may affirm, reverse or modify the decision, and the decision of the Town Manager shall be final. Testimony, at said hearing, that a police officer gave notice pursuant to section 70-4 above shall be prima facie evidence of its having been given.

[§ 70-8. SAVINGS CLAUSE.]

[SHOULD ANY COURT OF COMPETENT JURISDICTION DECLARE ANY SECTION OR CLAUSE OR PROVISION OF THIS ARTICLE TO BE UNCONSTITUTIONAL, SUCH DECISION SHALL AFFECT ONLY SUCH SECTION, CLAUSE OR PROVISION SO DECLARED UNCONSTITUTIONAL AND SHALL NOT AFFECT ANY OTHER SECTION, CLAUSE OR PROVISION OF THIS ARTICLE].

Chapter 70: PUBLIC SAFETY

[HISTORY: Adopted by the Town Council of the Town of Mansfield: Art. I, 3-27-1995, effective 4-22-1995. Amendments noted where applicable.]

GENERAL REFERENCES

Emergency preparedness — See Ch. 21.
Code of Ethics — See Ch. 25.
Disposal of property — See Ch. 73.
Fire lanes — See Ch. 125.
Abandoned vehicles — See Ch. 179.
Vehicles and traffic — See Ch. 182.
Traffic regulations — See Ch. A198.

ARTICLE I Special Public Safety Services [Adopted 3-27-1995, effective 4-22-1995]

§ 70-1. Title.

This Article shall be known and may be cited as the "Town of Mansfield Fees for Special Public Safety Services Ordinance." This Article is authorized by C.G.S. §7-148(c)(7)(E), (H)(viii) and (xiii), (10) and (b)(2), C.G.S. Section 7-152c, and by §C103 of the Mansfield Town Charter.

§ 70-2. Purpose.

It is the purpose of this Article to recover the town's costs (including costs incurred by the town for fire or emergency medical services or local or State Police services) for continued or subsequent responses to the scene of an event when the responding officer determines that continued activity constitutes a threat to the health, safety or general welfare of the public, or when any such officer or officers are present at a location where such dangerous activity is ongoing, reasonably determine(s) that the departure or absence of police, fire service or emergency medical services from the site is a risk to health or safety, and warns the event organizer or property owner or their agent that the event must be controlled or ended and the participants dispersed within a reasonable time. Having to remain at any such event to protect health and safety or making return calls to an event to disperse uncooperative participants or to address other event-related activity is an unnecessary drain on personnel and resources, often leaving other areas of the town without adequate levels of police, fire or emergency medical services protection, which creates a hazard to the public, requires resources over and above the level of services normally provided and constitutes a public nuisance, the costs of which should be paid by the responsible person. Enforcement of this Article shall neither require nor preclude the enforcement of any criminal law.

§ 70-3. Definitions.

For the purpose of this Article, the following definitions shall apply:

COSTS OF CONTINUED OR SUBSEQUENT RESPONSES — Police, fire or emergency services personnel having to stay at an event to ensure the health or safety of participants and to protect the general public welfare after reasonable written warning to control or disperse the event has been given without a sufficiently satisfactory response shall be considered a continued or subsequent response for the purposes of this article. Costs of continued or subsequent responses include the reasonable costs for public safety personnel, vehicles and other associated costs to the Town of Mansfield for the time actually spent in responding to or

necessarily remaining at the event, plus the actual cost of any medical treatment to injured town or state employees, or emergency service personnel and the cost of repairing or replacing any damaged town equipment or property.

DISTURBANCE — Activity at an event which appears to constitute a nuisance in that it is dangerous, a threat to health, safety, or general welfare, or unreasonably causes annoyance or discomfort to those not involved in the event.

EVENT — Includes a gathering or party where a group of persons have assembled or are assembling for a social occasion or social activity.

RESPONSIBLE PERSON — The person or persons who own the property or their agent where the event takes place or the apparent organizer of the event. If the responsible person is a minor, then the minor's parents will also be responsible parties. Any liability under this Article shall be joint and several.

§ 70-4. First response; notice and written warning.

- A. During a first response to an event, if the responding police officer determines, in the police officer's sole discretion, that the event presents the potential for danger, ongoing disturbance or public nuisance, the responding officer may, among other things, deliver to any person who appears to be a responsible person or to his or her agent a "Notice of Violation and Written Warning: First Response" which shall contain a message substantially as follows:

This notice of violation is given to you as a result of a first response by the Town of Mansfield to a dangerous situation, disturbance of the peace or creation of a public nuisance during an event organized by you or on your property. You may be charged all personnel and equipment and other costs incurred as a result of any continued or subsequent response by public safety personnel to this location, or if you are warned to disperse or otherwise control the event within a reasonable time and fail to comply.

- B. The notice may also contain such other information as deemed necessary by the police officer at the scene of an event at which the officer determines that public safety personnel must remain to address a disturbance or public nuisance or to protect any person from injury, for example, an order to the responsible property owner or party organizer to end, disperse or otherwise control the event, in order to accomplish the purposes of this section.

§ 70-5. Continued or subsequent response; preparation of bill.

If a continued or subsequent response occurs due to an event and an officer determines that a further disturbance has occurred, or if a responsible person or his or her agent is ordered to end, disperse or otherwise control an event and fails to adequately do so, then a citation and bill for the costs incurred by the town for its continued or subsequent response or any such failure by such owner or organizer shall be prepared by the Town Manager or his agent or delegate or police officer and promptly delivered to the responsible person by a Town of Mansfield or state police officer designated by the municipality.

§ 70-6. Collection.

The Director of Finance is authorized to enforce any such citation and collect such bill and reasonable costs of collection, including attorney's fees, by resort to the provisions of the Hearing Procedure for Citations Ordinance, set forth in Sections 129-1 through 129-10, inclusive of the Town of Mansfield Code of Ordinances.

§ 70-7. Appeals Procedure.

Any person fined or assessed penalties, costs or fees pursuant to this Article may appeal any such fine or assessment pursuant to the provisions of Chapter 129, Hearing Procedure for Citations.

§ 70-8. Savings Clause.

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

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager
Date: March 23, 2009
Re: UConn Landfill, Long-term Monitoring Program

Subject Matter/Background

Attached please find information regarding the UConn Landfill. The Council is not required to take any action on this item at this time.

Attached

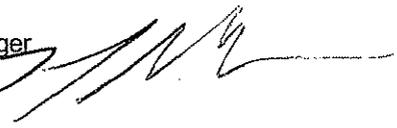
- 1) R. Miller re: UConn Landfill Long Term Monitoring Plan
- 2) Haley & Aldrich, Long-term Monitoring Plan, October/November 2008 Sampling Round #8



Eastern Highlands Health District

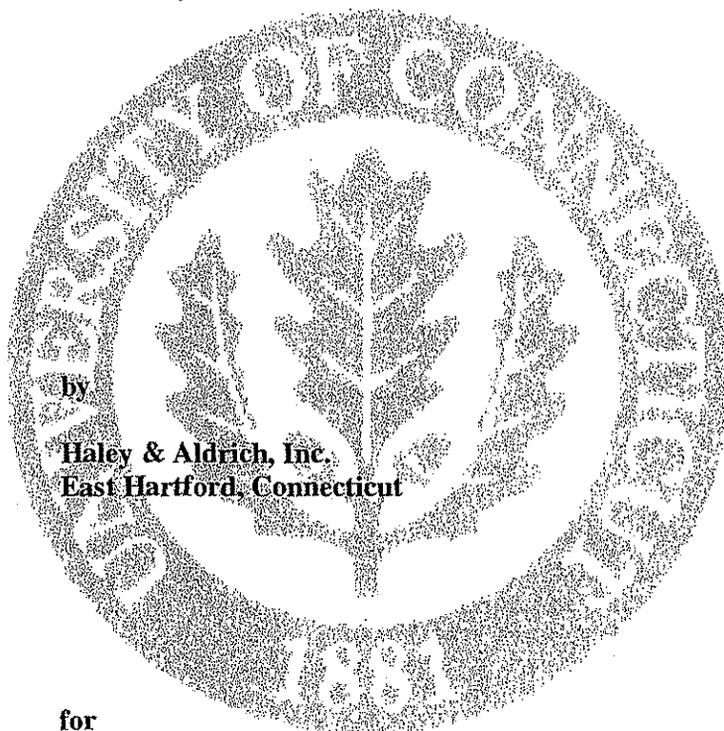
4 South Eagleville Road • Mansfield CT 06268 • Tel: (860) 429-3325 • Fax: (860) 429-3321 • Web: www.EHHD.org

Memo

To: Matt Hart, Mansfield Town Manager
From: Robert Miller, Director of Health 
Date: 2/24/2009
Re: UConn Landfill Long Term Monitoring Plan, Report dated January 2009

Per your request, I have reviewed the above referenced report and discussed it's content with Ray Frigon of the Connecticut Department of Environmental Protection. The results reported to do not suggest and imminent or immediate risk to public health. No changes in the monitoring program were identified. The results are generally consistent with the historic body of data available for this project. No action is recommended.

**LONG-TERM MONITORING PLAN
OCTOBER/NOVEMBER 2008 SAMPLING ROUND #8
UCONN LANDFILL
STORRS, CONNECTICUT**



by

**Haley & Aldrich, Inc.
East Hartford, Connecticut**

for

**University of Connecticut
Storrs, Connecticut**

**File No. 91221-660
January 2009**

Haley & Aldrich, Inc.
800 Connecticut Blvd.
Suite 100
East Hartford, CT 06108-7303

Tel: 860.282.9400
Fax: 860.282.9500
HaleyAldrich.com

**HALEY &
ALDRICH**

15 January 2009

Connecticut Department of Environmental Protection
Bureau of Water Protection and Land Reuse
79 Elm Street
Hartford, Connecticut 06106-5127

Attention: Raymond L. Frigon, Jr.

Subject: Long Term Monitoring Plan
October/November 2008 Sampling Round #8
UConn Landfill
Storrs, Connecticut

Ladies and Gentlemen:

The following certification is being submitted to the Department of Environmental Protection in accordance with the terms as delineated in the Consent Order No. SRD-101 issued 26 June 1998 for the document specified below:

- Long Term Monitoring Plan
October/November 2008 Sampling Round #8
UConn Landfill
Storrs, Connecticut

I have personally examined and am familiar with the information submitted in this document and all attachments and certify that based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief, and I understand that any false statement made in this document or its attachments may be punishable as a criminal offense.

Agreed and accepted as stated above:



Richard P. Standish, P. G., LEP
Senior Vice President
Haley & Aldrich, Inc.



Richard A. Miller
Director,
Office of Environmental Policy
University of Connecticut

C: Barry Feldman, UConn

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1. INTRODUCTION

This Long Term Monitoring Plan (LTMP) was prepared pursuant to the Consent Order # SRD-101 between the State of Connecticut and the University of Connecticut (UConn) regarding the solid waste disposal area on North Eagleville Road (Landfill and Former Chemical Pits) and the former disposal site in the vicinity of Parking Lot F (F Lot). An Interim Monitoring Program (IMP) had been previously implemented in order to monitor shallow ground water, surface water and bedrock groundwater quality in nearby domestic water supply wells until a LTMP required pursuant to paragraph B.4.e of the Consent Order was implemented. In September 2005, the University began transitioning from the IMP to the LTMP. As part of this process, samples were collected from both the IMP and LTMP locations for three sampling quarters. These quarters, referred to as "transition rounds" were conducted in September and December 2005 and May 2006. Beginning with the October and November 2006 monitoring quarter, samples were only collected from the LTMP locations.

The objectives of the LTMP are:

- To assess the effectiveness of the remediation
- To monitor groundwater and surface water quality and trends, and
- To act as sentinel wells to protect human health and the environment.

Groundwater, surface water and soil gas samples are being obtained to verify that the new remediation systems are working as planned. The Plan is also designed to protect human health and the environment by evaluating the concentrations of contaminants in groundwater and surface water over time. If increasing concentrations are observed, UConn and the Connecticut Department of Environmental Protection (CTDEP) will reassess the remediation system design, expand the monitoring program, and take additional measures to protect human health and the environment.

The LTMP includes sampling of media at multiple locations: (1) six surface water locations; (2) five shallow groundwater monitoring wells; (3) five bedrock monitoring wells; (4) six active domestic wells; and (5) four soil gas monitoring locations. The locations are shown on Figure 1. The active domestic wells are located on Meadowood Road and Separatist Road.

Installation of the landfill cap and leachate interceptor trenches was complete in the spring of 2007. To date, significant changes to the groundwater quality have not been observed. The University proposes to switch from a quarterly groundwater program to a semi-annual monitoring program beginning in the fall of 2009 if approved by the CTDEP. Analytical results will continue to be evaluated and reported to the key parties and to the public.

This report documents the sampling round conducted in October and November 2008, also referred to as Round #8. Subsequent sampling will be conducted on a quarterly basis until the University receives approval from the CTDEP to change to a semi-annual sampling schedule.

2. SCOPE OF PROGRAM

The objectives of the LTMP are:

- To assess the effectiveness of the remedial actions.
- To establish sampling points and analytical parameters to monitor groundwater and surface water quality and trends and soil gas concentrations and trends, and
- To establish a network of monitoring wells and active domestic wells to function as sentinel wells to protect human health and the environment.

The LTMP is designed to monitor groundwater and surface water quality as well as soil gas in the vicinity of the landfill, former chemical pits, and F Lot on a long-term basis. The program consists of five sampling elements: shallow groundwater monitoring wells, deep (125 to 300 ft) bedrock groundwater monitoring wells, surface water monitoring locations, active residential water supply wells, and soil gas monitoring locations. All locations to be monitored under the program are shown on Figure 1. The following paragraphs describe the rationale for each proposed location based upon the conceptual model of the study area.

2.1 Shallow Groundwater Monitoring Wells

As part of the LTMP, three shallow wells [B401(MW), B403(MW) & B404(MW)] were constructed in the overburden south, southeast and north of the landfill respectively, and downgradient of the Leachate Intercepter Trenches (LIT) in February and March 2007. These wells were installed to monitor shallow groundwater quality migrating out of the landfill area and to assess the effectiveness of the landfill cover and LITs.

Two previously existing shallow monitoring wells, MW-3 and MW-4, were reinstalled in August 2007 in the same approximate locations. They were installed to monitor shallow groundwater quality downgradient of F Lot.

2.2 Deep Groundwater Monitoring Wells

Five bedrock (125 to 300 ft) groundwater monitoring wells are included in the LTMP. Three existing wells, MW-105R, B201R(MW), and B302R(MW) are located south and west of the landfill and former chemical pits. These wells were selected because they are situated in the direction of either suspected historical or known bedrock groundwater flow. Two former residential water supply wells, located at 156 Hunting Lodge Road and 202 North Eagleville Road, are also included in the LTMP because of their locations and construction depths. The University has not yet received permission to access the well at 156 Hunting Lodge Road, therefore it was not sampled as part of this quarterly event.

Permanent systems that allow the monitoring of discrete fracture intervals have been installed in two bedrock wells, B201R(MW) and MW-105R. Groundwater samples are collected from two fracture zones in each monitoring well.

2.3 Surface Water Monitoring Locations

Six surface water-monitoring locations, designated SW-A through SW-F, are included in the LTMP. These locations are strategically placed at the primary surface waters north (wetland and Cedar Swamp Brook drainage) and south (western tributary of Eagleville Brook drainage) of the landfill and former chemical pits area. A sixth surface water monitoring location immediately downgradient of F Lot (SW-F) on an eastern tributary to Eagleville Brook is also included. The surface water monitoring locations have been selected to assess surface water quality migrating from the landfill, former chemical pits, and F Lot areas.

2.4 Active Residential Water Supply Wells

Six active residential water supply wells are included in the LTMP:

38 Meadowood Road
41 Meadowood Road
65 Meadowood Road
202 Separatist Road
206 Separatist Road
211 Separatist Road

These residential wells are the closest active bedrock wells to the landfill and former chemical pits in the direction of suspected historical and known groundwater migration pathways in the fractured bedrock aquifer.

2.5 Soil Gas Monitoring Locations

Four soil gas-monitoring points B501(GW), B502(GW), B503(GW) and B504(GW) were installed in the east, southeast, southwest and northwest quadrants of the landfill immediately outside the cap perimeter to monitor for potential gas migration away from the landfill. The monitoring points are 4-in. diameter PVC wells extending to depths ranging between 7.5 and 9.5 ft bgs with a slotted screen interval from the surface seal (approximately 2.5 ft bgs) to the depth of completion. The locations are lateral to the LITs where the likelihood of soil gas migration is presumed to be greatest.

2.6 Sampling Parameters

During the course of the Hydrogeologic Investigation, a comprehensive suite of analytical methods was selected to determine the nature of the contamination in the Study Area. A wide range of methods were used to ensure that any potential contaminant identified during review of historical records or interviews with knowledgeable personnel would be detected if present. Multiple rounds of groundwater and surface water sampling have shown that the contamination is confined to a few classes of compounds. Furthermore, monitoring a select number of analytical methods will accomplish the objectives of the LTMP, that is, to assess effectiveness of remediation, monitor groundwater quality and trends and be protective of human health and the environment.

Groundwater and surface water samples were analyzed from the 22 groundwater and surface water monitoring locations for the following parameters:

- VOCs by EPA Method 524.2

- Total metals by EPA Method 200 Series

- Total mercury by EPA Method 7470/E245.1

- Other Inorganic Parameters

 - ammonia, nitrate and nitrite, total phosphorus, total dissolved solids, total suspended solids, alkalinity, hardness, chloride, sulfate, chemical oxygen demand, total organic carbon, biological oxygen demand and cyanide

- Field Screening Data

 - turbidity, conductivity, dissolved oxygen, ORP, pH, and temperature

Soil gas monitoring points were analyzed for methane and carbon dioxide using a multiple gas detection meter.

2.7 Sampling Frequency

Installation of the landfill cap and leachate interceptor trenches was complete in the spring of 2007. To date, significant changes to the groundwater quality have not been observed. If approved by the CTDEP, the University proposes to switch from a quarterly groundwater program to a semi-annual monitoring program beginning in the fall of 2009. Analytical results will continue to be evaluated and reported to the key parties and to the public.

3. SAMPLING PROCEDURES

Sampling procedures and analytical methods for the groundwater monitoring wells and surface water samples were followed in accordance with the Comprehensive Hydrogeologic Investigation and Remedial Action Plan, Addendum No. 2, dated July 2004.

Sampling procedures for the residential water supply wells were conducted in accordance with procedures previously established by CTDEP and the DPH for the health consultation study completed in 1999. Samples were collected from the water supply system prior to treatment after running the tap for approximately eight minutes.

Samples from the residential water supply wells were analyzed using EPA drinking water methods as noted on the enclosed Table I.

4. SUMMARY OF RESULTS

The analytical results from the October/November 2008 LTMP round #8 sampling are summarized in Table I. VOC Concentration and Conductivity vs. Time Plots for selected bedrock wells [MW105R, B201R(MW), and B302R(MW)] and selected overburden wells [B401(MW) and B403(MW)] are included in Appendix A. A discussion of the results below is organized by general sample types and locations – shallow groundwater monitoring wells, deep bedrock monitoring wells, surface water samples, active residential wells, and soil gas monitoring.

Shallow Groundwater Monitoring Wells

Monitoring wells B401(MW), B403(MW) and B404(MW) were constructed in the overburden south, southeast and north of the landfill downgradient of the Leachate Intceptor Trenches (LIT). These wells were installed to monitor shallow groundwater quality migrating out of the landfill area. The LITs were in operation at the time of this sampling event. Groundwater samples were collected to provide baseline data. Samples were submitted to Phoenix Environmental Laboratories, Manchester, Connecticut for analysis of VOCs, total metals, and nutrients.

Several VOCs (including 1,2-dichlorobenzene, 1,4-dichlorobenzene, chlorobenzene, sec-butylbenzene, and toluene) were detected in monitoring well B401(MW) located south of the landfill and chlorobenzene was detected in monitoring well B403(MW) located southeast of the landfill. VOCs were not detected in B404(MW) located north of the landfill. Metal concentrations were below protective criteria. In general, concentrations of selected parameters and compounds appear consistent with previous sampling rounds.

Monitoring wells MW-3 and MW-4 were re-installed to monitor shallow groundwater quality downgradient of F Lot. VOCs were not detected in the samples collected from MW-3 or MW-4. Metal concentrations at both locations were below protective criteria.

For quality control purposes, a duplicate sample was collected from B404(MW). Results were in general agreement for all compounds.

Deep Bedrock Monitoring Wells

In August 2005, permanent systems were installed in LTMP bedrock groundwater monitoring wells MW-105R and B201R(MW) which facilitate the collection of samples from two discrete intervals within each well. Both wells are approximately 125 ft deep. Monitoring wells 202-NERD (unused domestic well at 202 N. Eagleville Road) and B302R(MW), which range in depths from 300 to 320 ft do not have a discrete sampling systems installed. Integrated samples were collected from these locations. Samples were collected and submitted to Phoenix Environmental Laboratories, Manchester, Connecticut for analysis of VOCs, total metals, and nutrients. Permission has not yet been obtained to access the well at 156 Hunting Lodge Road; therefore it was not sampled as part of this quarterly event.

VOCs were detected in discrete samples collected from both fracture zones of MW-105R and B201R(MW), which are located south of the landfill, within the Eagleville Brook drainage

basin. Concentrations of benzene and 1,2-dichloroethane exceeded the groundwater protection criteria in samples from both MW105R and B201R(MW). Concentrations of trichloroethene (TCE) and vinyl chloride exceeded the groundwater protection criteria in the deeper fracture zone of MW105R. As in the previous round, benzene was detected below groundwater protection criteria in the sample collected from B302R(MW). VOCs were not detected above laboratory detection limits in the sample collected from 202-NERD.

Metal and nutrient parameters were within typical groundwater water ranges for all the bedrock monitoring well samples.

As part of the Remedial Action Plan and the Landfill closure, two leachate interceptor trenches (LITs) were constructed; one at the north end of the landfill (November 2006) and one at the south end (December 2006). The LITs were installed to intercept leachate-contaminated groundwater migrating north and south from beneath the landfill and former chemical pits. Leachate recovered by the LITs is pumped to the Water Pollution Control Facility (WPCF) for treatment and disposal. At the time of this sampling event, the LITs were in operation however groundwater quality at MW105R and B201R(MW) appeared to remain unaffected; analytical results were generally consistent with previous sampling events.

Surface Water Samples

Surface water was only present at four monitoring locations during this sampling quarter. Samples were collected from locations SW-A, SW-D, SW-E and SW-F. Locations SW-B and SW-C were dry at the time of the sampling event therefore, samples could not be collected. The samples were submitted for analysis of VOCs, metals and nutrients. VOCs were not detected. Metal and nutrient parameters were within typical surface water ranges and consistent with previous sampling rounds.

Active Residential Domestic Wells

Six active domestic wells (38 Meadowood Road, 41 Meadowood Road, 65 Meadowood Road, 202 Separatist Road, 206 Separatist Road and 211 Separatist Road) were sampled as part of this quarterly event. Four of the six wells did not contain VOCs above the method reporting limits. Trace concentrations of chloroform were detected in the samples collected from 206 and 211 Separatist Road. These results are consistent with findings from previous sampling events. No other VOCs were detected above method reporting limits at these locations. In the sample collected from 65 Meadowood Road, copper was detected above surface water protection criteria; however the concentration is below drinking water criteria and is consistent with copper concentrations detected at this location in previous sampling rounds. Metal and nutrient concentrations at all locations were within acceptable drinking water ranges.

For quality control purposes, a duplicate sample was collected from 206 Separatist Road. Results were in general agreement for all compounds.

Soil Gas Monitoring

Landfill gas is the natural by-product of the decomposition of solid waste in landfills and is comprised primarily of carbon dioxide and methane. A GEM2000 Landfill Gas Meter was used to sample and analyze methane, carbon dioxide and oxygen content at soil gas monitoring

locations B501(GW), B502(GW), B503(GW) and B504(GW). Oxygen concentrations ranged from 9.1% at B502(GW) to 19.1% at B501(GW). Carbon dioxide readings ranged from 0.6% at B501(GW) to 10.2% at B502(GW). Methane gas readings were 0% at B501(GW), B503(GW), and 504(GW). At 502(GW) methane was measured at 0.5%, well below the flammable range (5-15%) in air. These results are consistent with previous monitoring events.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to the Town Manager
Date: March 23, 2009
Re: Community Water and Wastewater Issues

Subject Matter/Background

Attached please find materials for the March 19, 2009 meeting of the UConn Water and Wastewater Policy Advisory Committee. On Monday night, staff will provide Council with a briefing regarding the committee meeting.

Also, I wish to remind the Council that at 7:00 PM on Tuesday, March 24th, the Four Corners Sewer Study Advisory Committee will be conducting a workshop for affected property owners. The session will be held in the Council Chambers at the Beck Municipal Building.

Attached

- 1) UConn Water and Wastewater Policy Advisory Committee, March 19, 2009 Meeting Materials

AGENDA

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

March 19, 2009 – 5:30 p.m.
University of Connecticut
Bishop Center, Room 7A/B

	Attachment(s)
1) Opportunity for Public Comment	
2) Approval December 18, 2008 Meeting Summary	1
3) Schedule of Proposed Fire Connection and Special Charges	2
4) Four Corners Sewer Initiative	
5) Reclaimed Water Initiative	
6) Willimantic River Study Progress Report	
7) Water/Wastewater Capital Projects Update	
8) Other Business	

Please note:

Mansfield Town Councilor Gene Nesbitt and Mansfield Director of Public Works Lon Hultgren will brief the committee on the progress of the Mansfield Four Corners Sewer Advisory Committee.

Mike Pacholski, UConn's Assistant Director of Facilities Operations will provide an overview of the recently completed Schematic Design Report for UConn's proposed Reclaimed Water Project.

DRAFT

**University of Connecticut Water and Wastewater Systems Policy
Advisory Group**

Meeting Notes/Summary

**December 18, 2008
University of Connecticut
Bishop Center, Room 7A/B**

The meeting was convened at 5:30 PM

Members in attendance: Hart, Paddick, Roberts, Bradley, Teal, Miller; Tussing

Members absent: Kremer, Pelliter

Staff in attendance: Callahan, Pacholski, Hultgren

Opportunity for Public Comment

No comments were offered.

Approval of March 20, 2008 and June 19 2008 Meeting Summaries

The September 18, 2008 meeting summary was approved as presented.

Willimantic River Study Progress

David Murphy of Milone and MacBroom provided a progress report on Milone's continuing work.

Mr. Murphy indicated that the key preliminary finding was that withdrawals did influence streamflow in the vicinity of the University's wellfields. Wet summer and fall conditions prevented taking measurements during very low flow conditions. Those measurements will be scheduled during the next low flow event and the report finalized at that time. Mr. Murphy also indicated that the study would recommend that the measurements be taken at the Merrow Road bridge rather than the present location.

System Connection Request: Ponde Place

Tony Giorgio and other representatives of the proposed Ponde Place development project made a presentation in support of its September 24, 2008 request to connect to the University's wastewater and fire protection systems.

The Committee then considered Mr. Callahan's recommendation to provide these connections, subject to the several substantive conditions outlined his memo addressed to the Committee and such additional technical conditions as the University's might require, similar to those identified in May 2006. After extensive discussion and on a motion properly made and seconded, the Committee unanimously approved the request.

Water System Planning Update

A proposed scope of work related to strategic planning for the UConn water system was distributed to the Committee. The document is being used to help the University identify legal counsel to assist with this effort. The committee discussed the document at some length. Mr. Callahan indicated that the University would be working with the Attorney General's office to secure outside counsel for this effort.

Metering Update

Messrs Pacholski and Gaudet provided an update on the University's ongoing metering program. Mr. Gaudet demonstrated both the building metering system and automated controls systems used to operate and monitor various components of the water supply system.

Other Business

Mr. Hart announced that the Town had retained a consultant to perform a water conservation study at town owned facilities connected to the University's water supply system and that a summary of the findings would be provided to the Committee at a future date.

There being no further business the meeting was adjourned at 6:30 PM.

TO: Members, University of Connecticut Water and Wastewater Systems Policy Advisory Group

FROM: Thomas Q. Callahan

DATE: March 19, 2009

SUBJECT: Adoption of Proposed Fire Protection Connection Charges and Schedule of Special Charges

RECOMMENDATION

That the Water and Wastewater Systems Policy Advisory Group endorse the attached schedules of fire protection and special charges. The University does not presently charge for the services outlined on the attached schedules.

BACKGROUND

The University last adopted a general rate increase in June 2006. That rate structure applies only to the purchase of water. It does not provide for ancillary charges normally associated with the provision of fire protection or fees routinely charged by water providers for turning domestic services on and off, collecting fees associated with late payment or returned checks, and unauthorized use of fire hydrants.

The proposed fees for the services described in the attachments are comparable to those charged by Connecticut Water Company for its Eastern Connecticut district customers.

This matter is being presented to the Committee for information purposes only so as to provide a further opportunity to notify and solicit comments from the University's off-campus customers. A final recommendation will be presented to the Committee for final action at its next scheduled meeting on June 18, 2009. These charges require the approval of the University's Board of Trustees prior to their implementation.

UNIVERSITY OF CONNECTICUT - PROPOSED FIRE CONNECTION CHARGES

Private Fire Charges

Connection Size	Annual Charge	Quarterly Charge
1"	\$ 16.10	6.2267
2"	84.36	23.2939
3"	239.46	62.0682
4"	506.97	128.9455
6"	1467.06	368.9671
8"	3123.01	782.9555
10"	5613.9	1405.6794
12"	9066.19	2268.7520

Public Fire

	Quarterly Charge	Monthly Charge
Per Hydrant	60.00	20.00

SCHEDULE OF APPROVED RATES AND CHARGES
SCHEDULE OF SPECIAL CHARGES

Service Turn on/Off and Meter Charges

Service turn off (normal hours)	\$40
Service turn off (after hours)	\$60
Service turn on (normal hours)	\$40
Service turn on (after hours)	\$60
Service turn on – large meter ≥ 2" (normal hours)	\$40
Service turn of – large meter ≥ 2" (after hours)	\$60
Service turn on at curb (normal hours)	\$40
Service turn on (after hours)	\$60
Service turn on – seasonal activation	\$20
Frozen meter charge	\$50
Frozen meter charge (after hours)	\$75

Miscellaneous Fees and Charges

Bulk water account activation	\$50
Bulk water commodity charge	Commercial metered rate
Unauthorized hydrant use	\$200
Unauthorized water use	\$300
Curb box repairs – equipment required	\$300
Curb box repairs – hand dug	\$100
Cross connection notice fee	\$40

Collection Fees

Returned check fee	\$30
Late payment fee	1.5% per month

*Calculation of Late Payment Fee and Interest Charges:

The interest charges are applied at the time of billing and are applied to past due amounts only. Monthly customers would have a one-month interest charge applied at the time of billing and quarterly customers would have a three-month interest charge applied at the time of billing (3 times the monthly interest rate).

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager; Curt Vincente, Director of Parks and Recreation; Jay O'Keefe, Assistant Director of Parks & Recreation
Date: March 23, 2009
Re: Parks and Recreation Co-sponsorship Policy Revision

Subject Matter/Background

The Town Council reviewed the Town's Co-Sponsorship Policy draft revisions at the March 9, 2009 meeting and tabled the item in order to provide time to incorporate a few more suggested changes. The Recreation Advisory Committee has not met since the last Town Council meeting; however, the most recent changes suggested by Council were emailed to committee members and there was no objection to the changes.

This policy was first created to formalize cooperative arrangements between the Parks and Recreation Department and local, independently run youth sports organizations and groups. It is recognized that volunteers from these organizations provide a valuable service to the community that could not otherwise be provided without significant resources and support from the Town. There is high participation in youth sports locally and around the country and it is important that standards are set to properly serve our youth. The Parks and Recreation Department serves as a local chapter of the National Youth Sports Coaches Association (a division of the National Alliance for Youth Sports) and the Director also serves as the Chair of the Connecticut Recreation and Parks Association Youth Sports Committee. The proposed revisions to this policy seek to clarify current practices with our local youth sports organizations and update current standards in the Parks and Recreation field such as coach's certification and background checks.

The Recreation Advisory Committee, with support of staff, has reviewed annual applications from the youth sports organizations. RAC has discussed the proposed revisions to the policy over the last year and a half and recommends that the policy revisions as modified be approved.

Financial Impact

The Parks and Recreation Department provides general oversight to ensure that the policy is followed and coordinates field use while the Public Works Department provides field maintenance. These in-kind services are essential for the youth sport organizations to be able to provide valuable recreational services to the community,

independently of the Town. These complimentary efforts provide important health, exercise and recreational outlets for hundreds of Mansfield youth on an annual basis.

Legal Review

The policy draft was reviewed by the Town Attorney.

Recommendation

The Recreation Advisory Committee reviewed proposed policy revisions following Town Council review last year and incorporated suggested changes. RAC respectfully recommends approval of the Co-Sponsorship Policy by the Town Council. If the Town Council concurs with this recommendation, the following motion is in order:

Move, to adopt the Co-Sponsorship Policy dated March 23, 2009.

Attachments

- 1) Co-Sponsorship Policy as revised (**bold and underlined** = updated additions since last Town Council review; strikeouts to be removed)

DRAFT

TOWN OF MANSFIELD Department of Parks and Recreation

CO-SPONSORSHIP POLICY

Adopted January 10, 1983

Revised January 24, 1994

Proposed Revisions March 23, 2009

Section 1: Establishment. The Mansfield Parks and Recreation Department and the Recreation Advisory Committee encourage and support the formation, continuance, and growth of all recreation programs through the Department's Co-sponsorship Policy.

Section 2: Definitions: As used in this agreement the following words or phrases shall have the meaning ascribed to them in this section.

Co-sponsorship is a cooperative arrangement between the Parks and Recreation Department and a local group or organization in providing recreational programs and activities which meet a community need.

Self-Sufficient shall refer to a group or organization that is able to address its own needs without external assistance from the Mansfield Parks and Recreation Department, including but not limited to advertising, equipment, facilities, and staff.

Section 3: Eligibility and Application Process for Co-sponsorship Status. The Parks and Recreation Department and the Recreation Advisory Committee will co-sponsor an organization able to demonstrate evidence of its structure, responsibility and need for co-sponsorship by submitting:

- (a) a written statement showing community need for the organization's services. Similar services must not be available from other established non-profit organizations/agencies within the service area.
- (b) a brief written history of the organization.
- (c) a statement of purpose, goals, and objectives of the co-sponsored organization.
- (d) a constitution and by-laws, including:
 - 1. provisions for election of officers, and list of names and addresses of a board of directors or governing body including at least one resident of the Town of Mansfield.

2. the scope of authority of the board of directors or governing body.
3. a complaint processing policy with detailed procedures including the way in which formal complaints will be handled, and a commitment that responses are to be promptly made in writing.
4. for Youth Sports: a coach selection procedure.

- (e) a plan to evaluate activities of the organization.
- (f) a plan of accountability for both Town and organization inventory of equipment and disposing of such equipment upon dissolution of the organization and/or termination of the co-sponsorship agreement.
- (g) a copy of insurance coverage.

Section 4: Obligations of Co-sponsorship Status. The co-sponsored group or organization must operate in accordance with the following conditions, **only as they related to the co-sponsored program with the town:**

- (a) Provide its own liability and/or accident insurance with the Town of Mansfield named on the policy as additional insured, and file certificates of such insurance with the Town Manager's Office; co-sponsored groups and their participants are not covered by Town liability and/or accident insurance.
- (b) Hold a minimum of three board or governing body meetings each year, and submit minutes from each meeting to the Mansfield Parks and Recreation Department, within two weeks of board approval. These meetings must be open to Mansfield Parks and Recreation Department personnel and/or any Recreation Advisory Committee members. Notice of such meetings must be provided to the Department two weeks in advance, accompanied by an agenda.
- (c) Submit yearly budgets and financial reports to the Mansfield Parks and Recreation Department.
- (d) Have an organization representative meet with a Parks and Recreation Department appointed liaison at least once each year to review programs that are to be offered within a reasonable amount of time before they are initiated. Notify the Mansfield Parks and Recreation Department of any major changes to take place in the group/organization or its program before

initiation.

- (e) Submit a complete participant membership list with names, addresses and phone numbers of participants and parents of minors, on an annual basis.
- (f) Offer programs and activities under co-sponsorship in which a majority of the participants are Mansfield residents. Furthermore, Mansfield residents shall be given priority at time of registration. In a season in which the majority of participants are not Mansfield residents, the Parks and Recreation Department will review future programming seasons with the organization to possibly modify the co-sponsorship (i.e. charge for facility usage, feasibility of continued co-sponsorship status, withdrawal of co-sponsorship status).
- (g) Provide scholarships or fee waivers to participants, whenever possible, consistent with the Town of Mansfield Fee Waiver Ordinance.
- (h) Provide programs and activities to participants of all income levels and be open to anyone wishing to participate regardless of disabilities or skill level.
- (i) Provide opportunities for recreation level play with an expectation of equal participation/playing time, skill development and enjoyment as the primary program format. A "travel, select or premier" type of program may only be offered if a recreation level of participation is the main emphasis within the organization.
- (j) Ensure and demonstrate to the Department that all members of the Board of Directors, administrators, teachers, coaches, and instructors associated with athletics maintain National Youth Sports Coaches Association (NYSCA) certification or a Town approved equivalent in the specific sport they are leading.
- (k) Screen administrators, teachers, coaches, and instructors by the following means: 1) job description; 2) job application; 3) verbal or written interview; and 4) complete and pass an annual background screening by Southeast Security Consultants, Inc. (SSCI) or a Town approved equivalent. Criteria for satisfying the annual background check will be measured by the results from SSCI in relation to the Town of Mansfield Volunteer Coaches Background Check Policy.
- (l) Ensure that only screened administrators, teachers, coaches, and instructors are in charge of leading program participants. If a parent helper is to assist the group, at a minimum, a screened and approved volunteer must supervise the lesson, practice and/or game.
- (m) Provide an opportunity for a formal participant evaluation (i.e. handout

evaluation forms at the last two sessions) including the satisfaction of participants with the program content, knowledge and capabilities of teachers/coaches/instructors, effectiveness of administrators, and overall enjoyment of the program.

- (n) The co-sponsored group or organization must abide by all rules, regulations, and standards set forth by the Mansfield Parks and Recreation Department, the Town of Mansfield, and the Board of Education. As a local chapter of the NYSCA (a division of the National Alliance for Youth Sports, NAYS), the Parks and Recreation Department follows the National Standards for Youth Sports as published by NAYS.

Section 5: Annual Review. An organization representative must meet with the Recreation Advisory Committee at least once annually to review the organization's program, past fiscal year's budget and proposed coming fiscal year's budget, and plans for the next fiscal year. The organization must submit in writing, two weeks prior to this meeting, any changes in the organization's purposes, goals and objectives, officers, program administration and personnel, or fee structure, if any, for enclosure in the Recreation Advisory Committee's agenda package.

Section 6: Co-sponsorship Agreement. It shall be the policy of the Mansfield Parks and Recreation Department, and ~~the~~ with the recommendations or advice of the Recreation Advisory Committee, to accept an organization under the Co-sponsorship Agreement, attached hereto, if it is deemed that such an organization is in need of assistance for continuation and growth as determined through a detailed review of items in Sections 3, 4, and 5 of this policy. Under the Co-sponsorship Agreement, the co-sponsored organization may be eligible for the following support and services upon conforming to the specified stipulations:

- (a) Scheduling services such as coordinating facility use and providing facilities (fields or concessions) when available. Notification of such matters must be made to the Department of Parks and Recreation, preferably one month in advance or as soon as possible to assure accommodation. Co-sponsored groups are responsible for their own detailed scheduling needs for practices and games, but must coordinate general facility use with the Department.
- (b) For Youth Sports: A clinician for providing NYSCA coaches training and/ or administrators training a minimum of once per year for each sport group. Membership fee not included.
- (c) Possible May be eligible for loans of Department equipment. Request must be made to the Department as soon as possible.
- (d) Co-sponsored groups/organizations are invited to submit program

information for additional advertising support for publication in the Department's program brochure.

Section 7: Withdrawal of Co-sponsorship Status. The Mansfield Parks and Recreation Department, ~~and the~~ with the recommendations or advice of the Recreation Advisory Committee, reserve the right to withdraw approval for co-sponsorship with adequate notice, contingent upon any or all of the following stipulations:

- (a) If the conditions of the Co-sponsorship Agreement including the general regulations are not substantially met.
- (b) If the rules, regulations, and standards of the Mansfield Parks and Recreation Department are violated.
- (c) If, in the determination of the Department, and with the recommendations or advice of the Recreation Advisory Committee, the co-sponsored group is self-sufficient and no longer needs the services of the Department.
- (d) In any other situation, as determined by the Department, and with the recommendations or advice of the Recreation Advisory Committee, in which the Co-sponsorship agreement is no longer in the best interest of the Town of Mansfield.
- (e) Other: Unethical, immoral or other misbehavior by any one or more of the co-sponsored organization representatives may warrant a review of such concerns by the Department and Recreation Advisory Committee. The review may result in withdrawal of the co-sponsorship. Decisions may be appealed as set forth in Section 8.

Section 8: Appeals. Any group or organization shall have the right to appeal a decision of the Department and Recreation Advisory Committee that resulted in a denial or withdrawal of co-sponsorship status. Appeals shall be heard by a board of review appointed by the Town Manager. An appeal shall be filed with the Office of the Town Manager within thirty (30) days of the time the decision was issued and the organization was informed. The aggrieved group or organization and the Department and Recreation Advisory Committee shall have a chance to present material in support of their position. The board of review shall make a determination through a majority vote whether to uphold or overturn the decision of the Department and Recreation Advisory Committee. The decision of the Department and Recreation Advisory Committee shall stand while the appeal is being considered.

Forms for application for Co-sponsorship are available to groups and organizations at the Mansfield Parks and Recreation Department, 10 South Eagleville Road, Mansfield, Connecticut 06268.

MANSFIELD PARKS AND RECREATION DEPARTMENT

Application for Organization Co-sponsorship
and Co-Sponsorship Agreement

ORGANIZATION: _____

CONTACT PERSON: _____ TITLE: _____

ADDRESS: _____

DAY PHONE: _____ EVENING PHONE: _____

SIGNATURE: _____ DATE: _____

This is a: _____ New Application _____ Renewal Application

Instructions/Special Conditions:

- 1) All information required by the Co-sponsorship Policy must be submitted with this application.
- 2) All approvals for assistance desired will only be valid if all requests for assistance and the information regarding that request are submitted to the Department within the time frame specified in the Co-sponsorship Policy. It is the responsibility of the organization to confirm deadline dates for request of services.
- 3) Please attach and check-off the following items:
 - () - Statement of Community Need - CSP Section 3a
 - () - Organization History - CSP Section 3b
 - () - Statement of Purpose, Goals and Objectives - CSP Section 3c
 - () - Organizations Constitution and By-Laws - CSP Section 3d
 - () - List of Current Officers and Board of Directors - CSP Section 3d
 - () - Plan of Evaluation - CSP Section 3e
 - () - Plan of Accountability for Equipment - CSP Section 3f
 - () - Copy of Insurance Coverage - CSP Section 3g
 - () - Copy of Proposed Budget - CSP Section 4c
 - () - Participant membership list - CSP Section 4e
 - () - List of Certified Coaches/Volunteers - CSP Section 4j

Other Comments: _____

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager; Jennifer Kaufman, Parks Coordinator
Date: March 23, 2009
Re: Recreational Trails Program Grant

Subject Matter/Background

In January 2005, the Town Council approved an application to the Department of Environmental Protection's (DEP) Recreational Trails Program to obtain funding to improve public access and interpretation of the Colonel Experience Storrs meadow and bog and the Commonfields. These properties are significant agricultural, scenic and historical landmarks in Mansfield Center and are permanently preserved by the Town. In addition, these properties provide a link to Joshua's Trust's Pond Lot, the State of Connecticut's Echo Woods, and the Mansfield Center Streetscape. The DEP subsequently awarded a grant in the amount of \$15,340, with in-kind services from the Town totaling \$3,068 per the grant requirement.

When the Town applied for this grant in 2005, the Town's deed to the Commonfields indicated a 50-foot right-of-way across the rear of the abutting property. This right-of-way is necessary to connect the trail from one parcel of land to another across the abutting property. As we proceeded with this project, we discovered that the right-of-way was not in the abutting property owner's deed, making the Town's right-of-way invalid. The Town has been negotiating with the property owner for well over a year now to establish a permanent right-of-way across the abutting property; these negotiations should be complete within the next few months. Due to this right-of-way issue, the Town has not begun the proposed project. As part of the negotiations, the abutting property owner is requiring that a fence be installed between his property and the right-of-way to protect a historic barn on his property.

To address these issues, staff applied for an extension to the grant contract to 2011 and requested an additional \$9638.00 to cover the cost of fencing. The DEP has agreed to extend the grant contract to 2011 and to provide the Town with the additional requested funding. The award contract is attached.

In order for the contract to be extended and the additional funds to be released, the Town Council is required to update its certified resolution. A revised project scope of work and budget is attached for your review.

Financial Impact

The total project cost is now \$24,978.00. The DEP will contribute 80% of this project, or \$19,982.40. The Town will contribute in-kind services of \$4,995.60. These in-kind services will be provided by the abutting property owner who has agreed to install the fence and by an Eagle Scout candidate who has agreed to build the bird blind as part of his requirements for his Eagle Scout badge.

Legal Review

No legal review of the project is required.

Recommendation

For the reasons outlined above, staff recommends that the Town Council authorize the Town Manager to execute the necessary contract(s) with the DEP. If the Town Council supports this recommendation, the following motion is in order:

Be it resolved that it is in the best interests of the Town of Mansfield to enter into contract(s) with the Department of Environmental Protection.

In furtherance of this resolution alone, Matthew W. Hart, the Town Manager of the Town of Mansfield or acting Town Manager is duly authorized on behalf of the Town of Mansfield to enter into and sign said contract(s) with the Department of Environmental Protection for the purpose of receiving funding from the Recreational Trails Program. The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contract(s) and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk of Mansfield is authorized to impress the seal of the Town of Mansfield on any such document, amendment, rescission, or revision.

Attachments

- 1) Project Scope of Work, Budget, and DEP Contract
- 2) Map

CHECK ONE:
 GRANT
 PERSONAL SERVICE AGREEMENT

1. THE STATE BUSINESS UNIT AND THE CONTRACTOR AS LISTED BELOW HEREBY ENTER INTO AN AGREEMENT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN AND/OR ATTACHED HERETO AND SUBJECT TO THE PROVISIONS OF SECTION 4-98 OF THE CONNECTICUT GENERAL STATUTES AS APPLICABLE.

2. ACCEPTANCE OF THIS CONTRACT IMPLIES CONFORMANCE WITH TERMS AND CONDITIONS SET FORTH BY THE OFFICE OF POLICY AND MANAGEMENT PERSONAL SERVICE AGREEMENT STANDARDS AND PROCEDURES.

(1) <input type="checkbox"/> ORIGINAL	(2) IDENTIFICATION #s. P.S. 2006-6289
<input checked="" type="checkbox"/> AMENDMENT	P.O. 14272

CONTRACTOR	(3) CONTRACTOR NAME Town of Mansfield	(4) ARE YOU PRESENTLY A STATE EMPLOYEE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
	CONTRACTOR ADDRESS 4 S. Eagleville Road, Mansfield, CT 06268	CONTRACTOR FEIN/SSN 06-6002032

STATE AGENCY	(5) AGENCY NAME AND ADDRESS DEP - Bureau of Outdoor Recreation, State Parks Division, 79 Elm Street, Hartford, CT 06106-5127	(6) Dept No. DEP44321
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CONTRACT PERIOD	(7) DATE (FROM) 06/01/2006	THROUGH (TO) 05/30/2011	(8) INDICATE <input type="checkbox"/> MASTER AGREEMENT <input type="checkbox"/> CONTRACT AWARD NO. _____ <input checked="" type="checkbox"/> NEITHER
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(9) CONTRACTOR AGREES TO: (Include special provisions - Attach additional blank sheets if necessary.)

Contract PSA #2006-6289 dated 06/01/2006 is hereby amended as follows:

- The contract is extended by 2 years to change the end date of the contract from 05/30/09 to 05/30/2011.
- \$7,710.40 is added to the \$12,272.00 to increase it to \$19,982.40.
- Terms/Conditions previously listed on page 2 are deleted in their entirety and replaced with the Terms / Conditions listed on page 2 attached herein.
- Items 20, 22 and 23 of Administrative Requirements previously listed on Pages 3 and 4 of 4 are deleted in their entirety and replaced with Items 20, 22 and 23 included in Attachment 1.
- Item 24 included in Attachment 1 is added and made a part of this contract.
- Appendix A Scope of Work has been revised to add a task for the purchase and installation of fencing and other administrative reporting requirements. See pages A-1 through A-3 attached hereto.
- Appendix C Budget is revised and attached hereto.

(10) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES.

Grant funds shall be released on a reimbursement basis not to exceed \$19,982.40, and shall be provided at a rate not to exceed eighty percent (80%) of the valid and documented project expenses.

Total Payments Not to Exceed the Maximum Amount of \$19,982.40.

(11) OBLIGATED AMOUNT
 \$19,982.40

(12) Amount	(13) Dept	(14) Fund	(15) SID	(16) Program	(17) Project	(18) Activity	(19) Bud Ref	(20) Agency CF 1	(21) Agency CF 2	(22) Account
\$12,272.00	DEP44321	12060	20296	64002	DEP00002024000		2009		DEP00005	55050
\$7,710.40	DEP44321	12060	20296	64002	DEP00002024000		2009		DEP00004	55050

An individual entering into a Personal Service Agreement with the State of Connecticut is contracting under a "work-for-hire" arrangement. As such, the individual is an independent contractor, and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship of Internal Revenue Code Section 3121 (d) (2). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible themselves for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

ACCEPTANCES AND APPROVALS	(23) STATUTORY AUTHORITY CGS Sec. 22a-6(a)(2) as amended CGS Secs. 22a-21 and 22a-21a USC Title 23 Section 104 & 206
(24) CONTRACTOR (OWNER OR AUTHORIZED SIGNATURE)	TITLE DATE
(25) AGENCY (AUTHORIZED OFFICIAL)	TITLE Deputy Commissioner DATE
(26) ATTORNEY GENERAL (APPROVED AS TO FORM)	DATE

TERMS / CONDITIONS

EXECUTIVE ORDERS

Contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Four of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1973, concerning violence in the workplace, all of which are incorporated into and are made a part of the Contract as if they had been fully set forth in it. At the Contractor's request, the Client Agency shall provide copies of these orders to the Contractor. The Contract may also be subject to Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms and Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services, in accordance with their respective terms and conditions.

N-DISCRIMINATION

The following subsections are set forth here as required by section 4a-60 of the Connecticut General Statutes as amended by PA 07-142:

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to sections 46a-56, as amended by this act, 46a-68e and 46a-68f; (5) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56, as amended by this act. If the contract is a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project. Prior to entering into the contract, the contractor shall provide the state or such political subdivision of the state with documentation in the form of a company or corporate policy adopted by resolution of the board of directors, shareholders, managers, members or other governing body of such contractor to support the nondiscrimination agreement and warranty under subdivision (1) of this subsection. For the purposes of this section, "contract" includes any extension or modification of the contract, and "contractor" includes any successors or assigns of the contractor.

(b) For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

(c) Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: The contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The contractor shall develop and maintain adequate documentation, in a manner prescribed by the commission, of its good faith efforts.

(e) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

The following subsections are set forth here as required by section 4a-60a of the Connecticut General Statutes as amended by PA 07-142:

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56, as amended by this act; (4) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56, as amended by this act. Prior to entering into the contract, the contractor shall provide the state or such political subdivision of the state with documentation in the form of a company or corporate policy adopted by resolution of the board of directors, shareholders, managers, members or other governing body of such contractor to support the nondiscrimination agreement and warranty under subdivision (1) of this subsection. For the purposes of this section, "contract" includes any extension or modification of the contract, and "contractor" includes any successors or assigns of the contractor.

(b) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

DEMERNIFICATION

The Contractor shall indemnify, defend and hold harmless the State and its officers, representatives, agents, servants, employees, successors and assigns from and against any and all (1) Claims arising, directly or indirectly, in connection with the Contract, including the acts of commission or omission (collectively, the "Acts") of the Contractor or Contractor Parties; and (2) liabilities, damages, losses, costs and expenses, including but not limited to, attorneys' and other professionals' fees, arising, directly or indirectly, in connection with Claims, Acts or the Contract. The Contractor shall use counsel reasonably acceptable to the State in carrying out its obligations under this section. The Contractor's obligations under this section to indemnify, defend and hold harmless against Claims includes Claims concerning confidentiality of any part of or all of the Bid or any Records, any intellectual property rights, other proprietary rights of any person or entity, copyrighted or uncopied compositions, secret processes, patented or unpatented inventions, articles or appliances furnished or used in the Performance of the Contract.

The Contractor shall reimburse the State for any and all damages to the real or personal property of the State caused by the Acts of the Contractor or any Contractor Parties. The State shall give the Contractor reasonable notice of any such Claims.

The Contractor's duties under this section shall remain fully in effect and binding in accordance with the terms and conditions of the Contract, without being lessened or compromised in any way, even where the Contractor is alleged or is found to have merely contributed in part to the Acts giving rise to the Claims and/or where the State is alleged or is found to have contributed to the Acts giving rise to the Claims.

The Contractor shall carry and maintain at all times during the term of the Contract, and during the time that any provisions survive the term of the Contract, sufficient general liability insurance to satisfy its obligations under this Contract. The Contractor shall name the State as an additional insured on the policy and shall provide a copy of the policy to the Agency prior to the effective date of the Contract. The Contractor shall not begin Performance until the delivery of the policy to the Agency.

The rights provided in this section for the benefit of the State shall encompass the recovery of attorneys' and other professionals' fees expended in pursuing a Claim against a third party.

This section shall survive the Termination, Cancellation or Expiration of the Contract, and shall not be limited by reason of any insurance coverage.

STATE LIABILITY

The State of Connecticut shall assume no liability for payment for services under the terms of this agreement until the contractor is notified that this agreement has been accepted by the contracting agency and, if applicable, approved by the Office of Policy and Management (OPM) or the Department of Administrative Services (DAS) and by the Attorney General of the State of Connecticut.

Attachment 1

Cancellation/Termination. This contract shall remain in full force and effect for the entire term of the contract period stated unless cancelled by DEP giving the Contractor written notice of such intention at least 30 days in advance. DEP reserves the right to cancel the contract without prior notice when the funding for the contract is no longer available. Notwithstanding any provisions in this contract, DEP, through a duly authorized employee, may terminate the contract whenever the agency makes a written determination that such termination is in the best interests of the State. DEP shall notify the Contractor in writing of termination pursuant to this section, which notice shall specify the effective date of termination and the extent to which the Contractor must complete performance under the contract prior to such date. DEP has forty-five (45) days after the effective date of termination or cancellation to reimburse the Contractor for its performance rendered and accepted by the DEP, in addition to all actual and reasonable costs incurred in completing the portions of performance, which the contractor was required to complete, by the termination or cancellation notice. DEP reserves the right to recoup any deposits, prior payment, advance payment or down-payment made if the contract is cancelled or terminated prior to performance being rendered for which said deposits or payments were made.

Severability. If any term or provision of the Contract or its application to any person, entity or circumstance shall, to any extent, be held to be invalid or unenforceable, the remainder of the Contract or the application of such term or provision shall not be affected as to persons, entities or circumstances other than those as to whom or to which it is held to be invalid or unenforceable. Each remaining term and provision of the Contract shall be valid and enforced to the greatest extent possible by law.

Forum and Choice of Law. The Contract shall be deemed to have been made in the City of Hartford, State of Connecticut. Both Parties agree that it is fair and reasonable for the validity and construction of the Contract to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Contractor waives any objection which it may now have or will have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

Sovereign Immunity. The parties acknowledge and agree that nothing in the Solicitation or the Contract shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of the Contract. To the extent that this section conflicts with any other section, this section shall govern.

APPENDIX A
SCOPE OF WORK

Purpose: To improve the recreation trails in the State of Connecticut

Description: The Grantee agrees to conduct a project entitled: **A Path Through Time**

1. Trail Improvements:

- A. The grantee shall improve public access and interpretation of the Colonel Experience Storrs Meadow and Bog at the Common fields in Mansfield Center, Connecticut. As part of this improvement, the grantee shall define a small gravel parking area along Bassetts Bridge Road with wooden guardrails and appropriate landscaping.
- B. The grantee shall install a gate over Farm Road to provide public access and protect trail from motorized vehicles.
- C. The grantee shall define new mowed footpath that allows public access while respecting the agricultural uses of the property.
- D. The grantee shall clean and repair the stonewall along the cemetery and Field A. The map-illustrating Field A is attached hereto and made a part hereof as Appendix D.
- E. The grantee shall install a bird blind and benches to provide view of the bog for bird watchers.
- F. The grantee shall install appropriate signage at the entrance and interpretive signs within the property.
- G. The grantee shall develop an outline interpretive trail guide highlighting the historical, agricultural, and natural features as well as the linkages to other permanently preserved property in Mansfield Center, Connecticut.
- H. The grantee shall install 600 linear feet of 3 rail PVC fencing and two gates to define the location of the trail and separate the trail from an adjacent property owner.

2. Maintenance: Ongoing maintenance of the A Path Through Time shall be the responsibility of the Contractor.

3. Public Access: The Contractor agrees and understands that the trail & amenities (parking, benches, etc.) shall be open to the public, which for purposes of this agreement shall be defined as any resident of any municipality, state, country or nation.

4. Match Requirements: The Contractor agrees to provide to the Commissioner, documentation that it has provided not less than twenty percent (20%) of the project cost as matching contribution. Match documentation may be submitted with each interim invoice and must be submitted with the final invoice. Matching contribution may be in the form of in-kind labor and/or equipment, equipment lease/rental or material purchase or donation above and beyond the grant amount. In-kind labor shall be defined as the pay rate for that particular job function. No fringe or indirect cost shall be added to In-kind labor. Equipment shall be credited at the rate allowable by the current Federal Emergency Management Agency (FEMA), Schedule of Equipment Rates or a rate mutually agreed upon should said equipment not be listed, or the full amount if equipment is leased or rented.

5. **Budget:** The contractor shall adhere to the budget, which is included in this contract as Appendix C.
6. **Publication of Materials:** The Contractor must obtain written approval from DEP's Recreational Trails Coordinator prior to distribution or publication of any printed material prepared under the terms of this contract.
7. **Submission of Materials:** For the purposes of this contract, all correspondence, summaries, reports, products and extension requests shall be emailed to laurie.giannotti@ct.gov or submitted to:

Laurie Giannotti
Recreational Trails Coordinator
Department of Environmental Protection
BOR – State Parks Division
79 Elm Street
Hartford, CT 06106-5127

8. **Progress Reports:** Following execution of this contract, the Contractor shall provide summaries of project status to the Recreational Trails Coordinator once every three months during the time in which this contract is in effect. Such summaries shall include a brief description (1 or more pages) indicating the work completed to date and the anticipated project completion date if different from the current contract expiration date. **An interim financial report may also be included as an appendix at this time** (see Appendix C for format).

The first quarterly progress reports shall be submitted to the DEP within three months of contract execution. Please email (or mail reports on a CD or other electronic storage device as appropriate) if possible. Digital photos and maps (digital photos taken of hard copy maps are acceptable) are also preferred.

9. **Interim Financial Reports:** If the Contractor has completed a portion of the project and wishes to submit an invoice, the Contractor shall submit an Interim Financial Report to the Recreational Trails Coordinator, with supporting documentation sufficient to demonstrate expenditures identified in the project proposal. Amounts spent on specific items such as material, labor, or contractual service, etc. shall be included. All in-kind matching costs shall be itemized by dates, hours, and value of services, as well as the names of the providers of such services. A sample format is attached as Appendix C; simply change the title to indicate that this is an INTERIM Financial Report.
10. **Final Report:** Within 30 days of the expiration date of this contract, the Contractor shall submit to the Recreational Trails Coordinator, a Final Report including documentation, satisfactory to the Commissioner, demonstrating that all the elements of Appendix A have been met including, but not limited to: a digital photograph(s) of the completed project, and/or a copy of the printed materials, and acknowledgement of the receipt of the Recreational Trail Program Grant at the project site or in any printed materials. **A final financial report must also be included as an appendix at this time.** Please email (or mail reports on a CD or other electronic storage device as appropriate) if possible.
11. **Final Financial Report:** Within 30 days of the expiration date of this contract, the Contractor shall submit a Final Financial Report to the Recreational Trails Coordinator, with

supporting documentation sufficient to demonstrate expenditures identified in the project proposal. This report shall be included as an appendix of the final report. Amounts spent on specific items such as material, labor, or contractual service, etc. shall be included. All in-kind matching costs shall be itemized by dates, hours, and value of services, as well as the names of the providers of such services.





**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager
Date: March 23, 2009
Re: Acceptance of Easement for Highway Purposes – Meadowbrook and Conantville

Subject Matter/Background

The Town is being offered an easement at the corner of Conantville and Meadowbrook Roads; this conveyance would allow the Town to realign or make the intersection safer with sightline improvements. This easement was arranged in connection with a planned development that is no longer pending.

Following the receipt of staff reports, the Planning and Zoning Commission has determined that the proposed conveyance would promote public safety and Plan of Conservation and Development goals and objectives and, therefore, should be accepted by the Town. This easement across land owned by of Alice Kolega (129 Conantville Road) would provide the Town access rights for future highway improvements but it would not obligate the Town to make any improvements at the subject intersection. With prior authorization, a private party in association with a development project also could utilize the subject access rights to improve the Meadowbrook/Conantville Road intersection.

The attached reports from the Director of Planning and Asst. Town Engineer provide additional background information. A copy of the subject easement and associated easement map also are attached.

Financial Impact

Accepting the easement would necessitate some additional staff time, but no special costs.

Legal Review

The subject easement would need to be reviewed and approved by the Town Attorney.

Recommendation

The proposed easement would facilitate future traffic safety improvements at the Meadowbrook/Conantville Road intersection, which is within one of Mansfield's Planned Development areas. Acceptance of the easement would not obligate the Town to make

any improvements at the subject intersection. For these reasons, staff recommends that the Town Council authorize the Town Manager to accept the proposed easement.

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

Move, effective March 24, 2009, to authorize Town Manager Matthew W. Hart to accept a proposed easement for highway purposes on property of Alice Kolega, 129 Conantville Road as depicted on a map prepared by Datum Engineering and Surveying dated July 24, 2008 as revised on November 20, 2008.

Attachments

- 1) 03/17/09 letter from Planning and Zoning Commission
- 2) 03/12/09 memo from Director of Planning
- 3) 03/11/09 memo from Assistant Town Engineer
- 4) 02/23/09 letter from Attorney S. Schragger and copy of proposed easement
- 5) Reduced copy of the subject easement plan map dated 7/24/08, as revised 11/20/08



**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, March 17, 2009
Re: 8-24 Referral; Proposed Conantville Road-Highway Easement

At a meeting held on 3/16/09, the Mansfield Planning and Zoning Commission adopted the following motion:

“That the Planning and Zoning Commission notify the Town Council that, pursuant to Section 8-24 of the Connecticut General Statutes, the Commission has reviewed the proposed easement for highway purposes on property of Alice Kolega, 129 Conantville Road, as depicted on a July 24, 2008 map, revised to November 20, 2008, as prepared by Datum Engineer and Surveying, LLC, and has determined that the subject easement promotes public safety and Plan of Conservation and Development goals and objectives. Therefore, the Commission recommends that the proposed easement be accepted by the Town Council.”

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, March 12, 2009
Re: Proposed Conantville Road-Highway Easement



Within the 3/2/09 PZC Meeting packet, a 2/23/09 letter from Attorney Schragger and associated mapping were distributed. At issue is whether a proposed easement across land of Kolega at the corner of Conantville and Meadowbrook Roads should be accepted by the Town. Final action on this easement request must be taken by the Town Council and the PZC review is required by Section 8-24 of the State Statutes.

The subject easement rights would allow the Conantville/Meadowbrook Road intersection to be realigned or made safer with sightline improvements. As shown on the easement map, the current intersection is not at ninety degrees and there are sightline limitations, particularly for north bound vehicles on Conantville Road. The easement was arranged in association with a planned development which no longer is pending. I am not aware of any current plans to improve this intersection. Acceptance of the subject easement would facilitate future realignment and/or sightline improvements by either a private developer or the Town. Acceptance of the easement does not obligate the Town to make any improvements to the subject intersection.

The area of the subject easement is within a Plan of Conservation and Development designated "Planned Development Area". It is anticipated that both vehicular and pedestrian traffic will increase in this area over time. The attached 3/11/09 memo from the Assistant Town Engineer supports the Town's acceptance of the subject highway easement.

Summary/Recommendation

The proposed highway easement will help the Town and any private developer within the subject "Planned Development Area" address future traffic safety issues. Accepting the easement does not obligate the Town to take any actions and presents no conflicts with Mansfield's Plan of Conservation and Development or regulatory provisions. Accordingly, it is recommended that the PZC communicate to the Town Council its support for accepting the subject easement. The following motion has been drafted for the PZC's consideration:

That the Planning and Zoning Commission notify the Town Council that, pursuant to Section 8-24 of the Connecticut General Statutes, the Commission has reviewed the proposed easement for highway purposes on property of Alice Kolega, 129 Conantville Road, as depicted on a July 24, 2008 map, revised to November 20, 2008, as prepared by Datum Engineer and Surveying, LLC, and has determined that the subject easement promotes public safety and Plan of Conservation and Development goals and objectives. Therefore, the Commission recommends that the proposed easement be accepted by the Town Council.

Memorandum:

March 11, 2009

To: Planning & Zoning Commission
From: Grant Meitzler, Assistant Town Engineer
Re: Proposed Conantville Rd Easement

This easement has been offered for the mutual benefit of the Town and an adjacent property owner, the Estate of Michael Dilaj.

The easement covers an area adjacent to the Conantville/Meadowbrook intersection providing general rights for highway purposes. The area defined in the easement will allow for future improvements that may be needed for increased traffic at this location.

There is not any specific plan for intersection improvement now. This easement will greatly expand the options available for work here when that time arrives.

**THE LAW OFFICE OF
SAMUEL L. SCHRAGER & ASSOCIATES, LLC**

1733 Storrs Road, P.O. Box 534, Storrs, Connecticut 06268
860-487-0350 / FAX 860-487-0030

February 23, 2009

Mansfield Planning & Zoning Commission
Town of Mansfield
4 South Eagleville Road
Storrs, Connecticut 06268

Re: **Easement for Highway purposes
Meadowbrook Road, Mansfield**

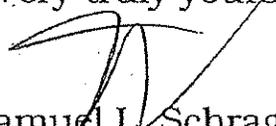
Dear Commissioners:

This office represents Chatham Hill, LLC and Erodoni Road, LLC the owners of two parcels of land situated on the westerly side of Meadowbrook Road where it intersects with Conantville Road in Mansfield.

My client has obtained and recorded in the land records an easement from Alice Kolega of 129 Conantville Road for a sanitary sewer line to cross her property in order to service the two parcels referenced above. The town engineering staff recommended that my client also obtain from Mrs. Kolega an easement for highway purposes in order to improve the Conantville-Meadowbrook intersection. Mrs. Kolega has executed such an easement, but I have been advised that before it can be recorded the Commission needs to review the matter.

I am enclosing a copy of this easement for your referenced. Should you have any questions, please feel free to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read 'S. Schrager', written over the closing text.

Samuel L. Schrager

enclosure

Please return to
SAMUEL L. SCHRAGER, ESQ.
1733 STORRS ROAD
P.O. BOX 334
STORRS, CONNECTICUT 06268

EASEMENT

ALICE H. KOLEGA of 129 Conantville Road, Mansfield Center, Connecticut (hereinafter referred to as "Grantor") hereby grants to the **TOWN OF MANSFIELD**, a Connecticut municipal corporation (hereinafter referred to as "Grantee"), a permanent easement for highway purposes at the intersection of Conantville Road and Meadowbrook Road in the Town of Mansfield, County of Tolland and State of Connecticut over that portion of the land of the Grantor situated on the easterly side of Meadowbrook Road and the westerly side of Conantville Road and designated as "Easement to be Granted in Favor of the Town of Mansfield For Highway Purposes" as shown on a plan entitled: "Easement Plan prepared for **ALICE H. KOLEGA**, 129 Conantville Road, Mansfield Center, Connecticut Scale: 1" = 40' Date: July 24, 2008" which plan was prepared by Datum Engineering & Surveying, LLC of Mansfield Center, Connecticut, and which plan is or is about to be filed in the land records of the Town of Mansfield.

Dated at Tucson, Arizona on January 26, 2009.

Signed, sealed and delivered in the presence of:

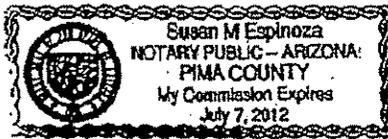
Margaret Kolega
Deigh Parkin

Alice H. Kolega
Alice H. Kolega

STATE OF ARIZONA:
COUNTY OF Pima : ss. X January 26, 2009

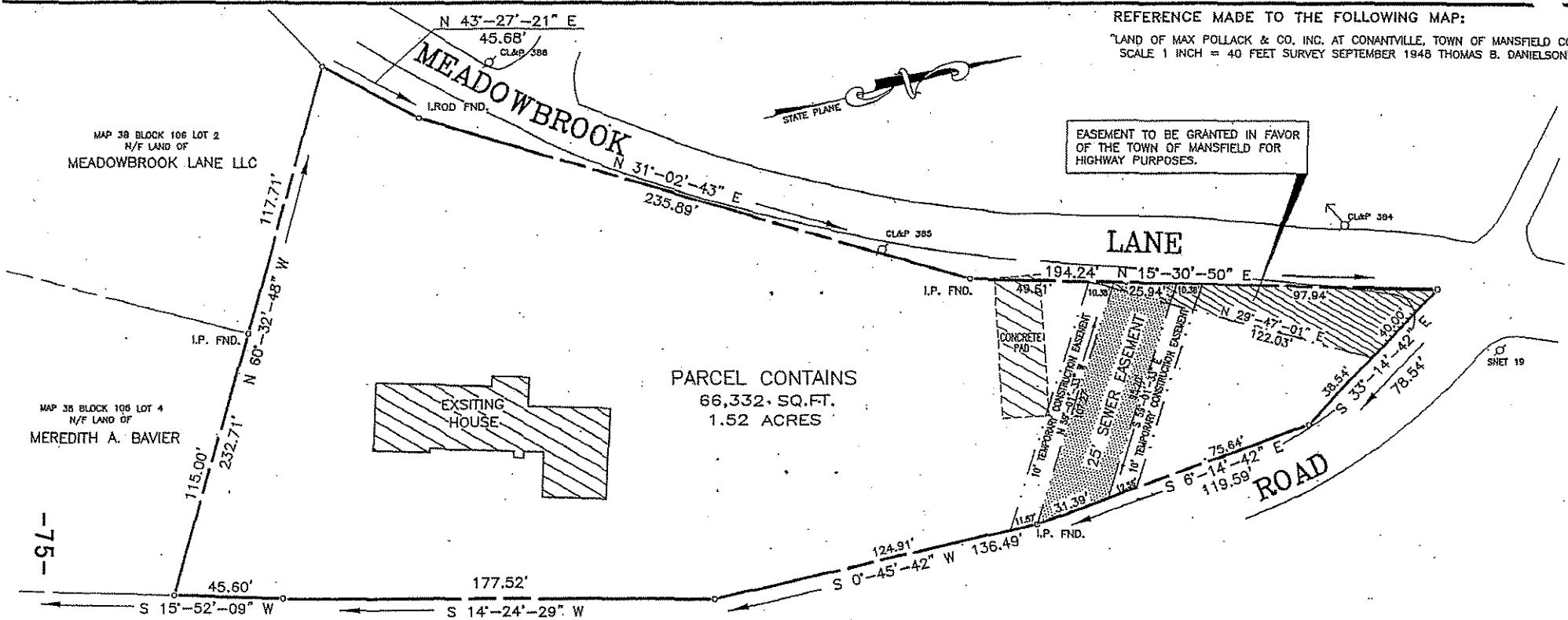
Personally appeared Alice H. Kolega, signer of the foregoing instrument and acknowledged the same to be her free act and deed, before me.

Susan M. Espinoza
Notary Public
My Commission Expires:



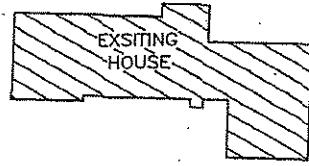
REFERENCE MADE TO THE FOLLOWING MAP:

"LAND OF MAX POLLACK & CO. INC. AT CONANTVILLE, TOWN OF MANSFIELD CONN., SCALE 1 INCH = 40 FEET SURVEY SEPTEMBER 1948 THOMAS B. DANIELSON".



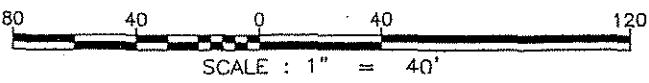
EASEMENT TO BE GRANTED IN FAVOR OF THE TOWN OF MANSFIELD FOR HIGHWAY PURPOSES.

PARCEL CONTAINS
66,332 SQ.FT.
1.52 ACRES



--- LEGEND --- CONANTVILLE

PROPERTY LINE	—————
ABUTTER PROPERTY LINE	-----
EASEMENT LINE	- · - · - · -
EDGE OF PAVEMENT	—————
IRON ROD FOUND	○ I.R.O.D. FND.
IRON PIPE FOUND	○ I.P. FND.
UTILITY POLE	⊙



THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300b-1 THRU 20-300b-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES - "MINIMUM STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ENDORSED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. IT IS AN EASEMENT MAP BASED ON A DEPENDENT RESURVEY CONFORMING TO HORIZONTAL ACCURACY, CLASS "A-2". THIS SURVEY IS INTENDED TO DEPICT AND NOTE THE POSITION OF A PROPOSED EASEMENT WITH RESPECT TO EXISTING MONUMENTATION.

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

EDWARD PELLETER, L.S. #14203

ANY ORIGINAL OR DUPLICATE OF THIS MAP IS NOT VALID UNLESS IT BEARS THE EMBOSSED SEAL OF THE SURVEYOR WHOSE REGISTRATION NUMBER AND SIGNATURE APPEAR ABOVE. NO OTHER CERTIFICATION OR WARRANTY IS EXPRESSED OR IMPLIED.

EASEMENT PLAN

PREPARED FOR

ALICE H. KOLEGA

129 CONANTVILLE ROAD
MANSFIELD CENTER, CONNECTICUT

SCALE: 1" = 40' DATE: JULY 24, 2008
REVISED NOVEMBER 20, 2008

ENGINEERING & SURVEYING, LLC

132 CONANTVILLE ROAD
MANSFIELD CENTER, CT 06250

TEL (860)456-1357 FAX (860)456-1840

JOB NO. 208057



PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager
Date: March 23, 2009
Re: Town Manager's Proposed FY 2009/10 Budget

Subject Matter/Background

At Monday's meeting, I will present my proposed budget for FY 2009/10. For your reference, I have attached a copy of the Revised Budget Review Calendar. Please note that a few of the meeting dates have changed since the original distribution of the schedule.

Attached

- 1) Revised FY 2009/10 Budget Review Calendar

REVISED
BUDGET REVIEW CALENDAR
FOR BUDGET YEAR 2009-10

<u>DATE</u>		<u>TIME</u>	<u>ITEM</u>
Mar. 23	Mon	7:30 PM	Budget Presented to Town Council - Regular Meeting with brief introduction & review of process Council Chambers - Audrey P. Beck Municipal Building
Mar. 26	Thu	7:00 PM	Council Budget Workshop - Major cost drivers, policy changes & initiatives, discussion questions Council Chambers - Audrey P. Beck Municipal Building
Mar. 30	Mon	6:30 PM	Council Budget Workshop - Additional Q & A Session and Board of Education review Council Chambers - Audrey P. Beck Municipal Building
Apr. 2	Thu	7:00 PM	Public Information Session on Mgr's budget Council Chambers - Audrey P. Beck Municipal Building
Apr. 6	Mon	6:30 PM	Council Budget Workshop - Question & Answer Session Buchanan Auditorium - Mansfield Public Library
Apr. 13	Mon	7:30 PM	Public Hearing on Budget Council Chambers - Audrey P. Beck Municipal Building
Apr. 16	Thu	7:00 PM	Council Budget Workshop - Capital & CNR discussion Buchanan Auditorium - Mansfield Public Library
Apr. 20- 24			School Break
Apr. 20	Mon	7:30 PM	Adoption of Budget and Recommended Appropriations Buchanan Auditorium - Mansfield Public Library
Apr. 21	Tue	7:30 PM	Adoption of Budget and Recommended Appropriations (if necessary) Buchanan Auditorium - Mansfield Public Library
Apr. 23	Thu	7:00 PM	Public Information Session #2 Buchanan Auditorium - Mansfield Public Library
May 12	Tue	7:00 PM	Annual Town Meeting Mansfield Middle School Auditorium

MINUTES

Mansfield Advisory Committee on Persons with Disabilities

Regular Meeting - Tuesday December 23, 2008

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

- I. Recording Attendance: Present: K. Grunwald (staff), J. Blanshard, Sgt. James Kodzis, Resident State Trooper (guest), J. Tanner, W. Gibbs (Chair), K.A. Easley (staff)
Regrets: J. Sidney, C. Colon-Semenza
- II. Approval of the Minutes: The minutes for the Meeting of November 25, 2008 were approved as written.
- III. New Business
 - a. Welcome Sgt. James Kodzis, Resident State Trooper. Discussion re: accessible parking violations. J. Tanner stated that she sees frequent violations at the lot at Starbucks. Sgt. Kodzis indicated that officers could be stationed there to increase enforcement efforts. Citizens can take a picture of violations and send them to the police, although they may not be able to issue a citation on that basis. He expressed concern

about residents getting into arguments with the violators. He would prefer to try some enforcement efforts first; start by giving warns and escalate to fines over time. Questions were raised about the amount of the fine, and whether or not it is subject to a town ordinance or state law. Sgt. Kodzis will check into the amount indicated by state law. J. Tanner has information about the cost of signs being made to list the amount of the violation; W. Hammon will get costs as well. Sgt. Kodzis also suggested talking with Jim Hintz in the Office of Off-Campus Student Services at UConn about this; look at raising awareness amongst students.

- b. "Other": K. Grunwald reported on a request for community service from a boy scout who is earning a badge in "disability awareness." He has been referred to the Low Vision group at the Senior Center, and it was also suggested that he could be used to assist residents with disabilities shoveling snow.

IV. Old Business

- a. Discussion re: a web page for this committee (W. Gibbs/K. Grunwald): The group discussed proposed content for the page including local

resources, people first language, web resources (careers, employment, ADA, other links). In general we would like to include information on issues pertinent to Mansfield, a suggestion box, identify issues that are raised by this group, provide information about this committee: mission statement, what we can do for you?, accomplishments (about us), map identifying accessible locations (bathrooms, etc.), current events/topics being discussed. K. Grunwald and W. Gibbs will meet after this meeting to outline the structure and send the information to Jaime Russell.

- b. Follow-up on signage for accessible parking slots and moving spaces at the Community Center: K. Grunwald distributed draft copies of a letter to be sent to Curt and the Postmaster at the Storrs Post Office. These letters will go out under Wade Gibbs' signature as chair of the committee.
- c. Status of other accessibility issues previously identified: K. Grunwald will check with Bill Hammon re: his discussion with Louise Bailey about the doors into the library.

V. Adjournment: meeting adjourned at 3:15 PM. Sgt. Kodzis will check on fines and a plan for enforcement for our next meeting.

Respectfully submitted,

Kevin Grunwald

Animal Control Activity Report

REPORT PERIOD

2008 / 2009

PERFORMANCE DATA	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	This FY to date	Last FY to date
Complaints investigated:														
phone calls	212	223	196	162	171	171	141	147					1423	1489
road calls	25	30	21	18	14	24	18	16					166	155
dog calls	92	123	90	71	77	64	63	76					656	733
cat calls	76	71	74	68	75	74	49	48					535	516
wildlife calls	17	7	7	4	4	5	8	5					57	47
Notices to license issued	10	18	8	14	4	3	6	5					68	96
Warnings to license issued	4	374	69	8	4	5	56	0					520	319
General warnings issued	3	8	4	2	0	3	3	8					31	25
Infractions issued	1	0	0	2	1	0	2	1					7	26
Notices to neuter issued	0	10	3	0	0	3	1	1					17	8
Dog bite quarantines	2	1	1	3	2	1	2	0					12	9
Dog strict confinement	0	0	0	0	0	1	0	0					1	0
Cat bite quarantines	0	1	0	0	0	0	0	1					2	2
Cat strict confinement	0	0	0	0	0	0	0	0					0	0
Dogs on hand at start of month	5	2	5	4	6	2	2	4					30	35
Cats on hand at start of month	11	30	24	16	18	8	6	10					123	91
Impoundments	39	27	27	28	18	22	19	14					194	187
Dispositions:														
Owner redeemed	8	6	13	6	9	7	4	4					57	45
Sold as pets-dogs	3	3	2	3	2	3	0	2					18	41
Sold as pets-cats	10	18	18	14	18	12	7	9					106	107
Sold as pets-other	0	0	0	0	0	0	0	0					0	0
Total destroyed	2	3	3	1	3	2	2	2					18	16
Road kills taken for incineration	1	0	1	0	1	1	0	1					5	6
Euthanized as sick/unplaceable	1	3	2	1	2	1	2	1					13	10
Total dispositions	23	30	35	24	32	24	13	17					198	209
Dogs on hand at end of month	2	5	4	6	2	2	4	4					29	34
Cats on hand at end of month	30	24	16	18	8	6	10	7					119	70
Total fees collected	\$984	\$1,259	\$ 1,373	\$ 924	\$ 1,048	\$ 513	\$ 301	\$581					\$6,983	\$ 7,843

Scotland dogs FY 08/09 to date 10
 Hampton dogs FY 08/09 to date 0

Total 10

Mansfield Board of Education Meeting
January 29, 2009
Minutes

Attendees: Mary Feathers, Chair, Shamim Patwa, Vice Chair, Chris Kueffner, Secretary, Dudley Hamlin, Mark LaPlaca, Katherine Paulhus, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin. Director of Finance, Jeff Smith

Absent: Gary Bent, Martha Kelly, Min Lin

The meeting was called to order at 7:45pm by Ms Feathers, Chair.

HEARING FOR VISITORS: None

COMMUNICATIONS:

1. Email from Anne Soracchi requesting the Board continues the support of the Suzuki program.
2. Memo from the Mansfield Education Association regarding the 2009-2010 school calendar.

ADDITIONS TO THE PRESENT AGENDA: None

COMMITTEE REPORTS: None

Vinton PTA: Kathy Ward, President and Sarah Delia, Secretary reported on the various ways support is provided by the PTA to Vinton School.

REPORT OF THE SUPERINTENDENT:

- 2009-2010 Proposed Budget – Mr. Baruzzi and Dr. Leclerc reviewed the District Management, Support Services, Special Education, and Other Program sections of the budget.
- Enhancing Student Achievement – Two new activities have been approved.
- Citizen's Budget Guide – To increase communication regarding the Town Budget process, the Town Manager's office is preparing a budget guide that will be distributed throughout the Town.
- District Energy Administrative Regulation – Mr. Baruzzi discussed the new energy regulation that will clarify and provide guidance for all Town and Board employees in instituting energy saving measures.
- 2009-2010 – The proposed calendar was distributed to the Board. It was prepared in conjunction with the Region 19 sending schools and EASTCONN Region schools.

NEW BUSINESS: None

CONSENT AGENDA: **MOTION** by Mr. Kueffner, seconded Mr. Hamlin that the following item for the Board of Education meeting of January 29, 2009 be approved or received for the record:

That the Mansfield Public Schools Board of Education approves the minutes of the January 22, 2009 Board meeting. **VOTE:** Unanimous in favor.

HEARING FOR VISITORS: Jessica Higham spoke regarding the pre-school program.

SUGGESTIONS FOR FUTURE AGENDA: None

MOTION by Ms Patwa, seconded by Mrs. Paulhus, adjourn at 10:33pm. **VOTE:** Unanimous in favor.

Respectfully submitted,

Celeste N. Griffin, Board Clerk

Mansfield Board of Education Meeting
February 5, 2009
Minutes

Attendees: Mary Feathers, Chair, Shamim Patwa , Vice Chair, Dudley Hamlin, Mark LaPlaca, Katherine Paulhus, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin, Director of Finance, Jeff Smith

Absent: Gary Bent, Martha Kelly, Chris Kueffner, Min Lin

The meeting was called to order at 7:52pm by Ms Feathers, Chair.

HEARING FOR VISITORS: None

COMMUNICATIONS:

1. Letter from Chaplin Board of Education regarding sending grade 7 & 8 students to Mansfield Middle School.
2. Letter of resignation from Gary Bent.

ADDITIONS TO THE PRESENT AGENDA: None

COMMITTEE REPORTS: None. Ms Feathers and Mr. Baruzzi discussed various Legislative Breakfasts they attended.

Southeast PTO: Kim O'Keefe, President reported on the various ways support is provided by the PTA to Southeast School.

REPORT OF THE SUPERINTENDENT:

- 2009-2010 Proposed Budget – Mr. Baruzzi, Dr. Leclerc, and Mr. Smith reviewed questions raised at previous meetings. **MOTION** by Mr. Hamlin, seconded by Ms Patwa to adopt the Superintendent's proposed 2009-2010 budget of \$20,930,570. **VOTE:** Unanimous in favor.

Mrs. Paulhus left at 9:00pm.

- Proposal for a Writing Center at Mansfield Middle School – Mr. Cryan and Mr. Russell discussed implementing a Writing Center during the 09-10 school year. No action taken at this time.

NEW BUSINESS: None

CONSENT AGENDA: No action taken at this time.

That the Mansfield Public Schools Board of Education approves the minutes of the January 29, 2009 Board meeting.

That the Mansfield Board of Education adopt the 2009-2010 school calendar as recommended by the superintendent.

HEARING FOR VISITORS: Kim O'Keefe and Andrea Lennon, spoke regarding regionalization and Chaplin students attending Mansfield Middle School. Jessica Higham spoke regarding regionalization.

SUGGESTIONS FOR FUTURE AGENDA: None

Meeting adjourned at 9:53pm.

Respectfully submitted,
Celeste N. Griffin, Board Clerk

Mansfield Commission on Aging Minutes

9:30 AM – Senior Center
Monday, February 9, 2009

PRESENT: K. Grunwald (staff), C. Pellegrine, M. Thatcher, J. Quarto, S. Gordon, A. Holinko, T. Quinn (Chair), K. Doeg, P. Richardson (staff), C. Phillips
REGRETS: J. Kenny (staff)

- I. **Call to Order:** Chair T. Quinn called the meeting to order at 9:35 AM
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes:** the minutes of the **January 12, 2009** meeting were accepted as written.
- IV. **Correspondence** – Chair and Staff: K. Grunwald distributed copies of an article on the Enfield Senior Center requesting donations. The recommendation is that this suggestion be brought to the Association.
- V. **New Business**
 - Review of Agency Funding Requests: K. Grunwald was unable to bring a summary of the agency funding requests, but did have the applications for commission members to review. There was some discussion as to the role of the Commission in reviewing these applications. The question arose as to whether or not this group should recommend cuts in funding, or to just prioritize? Some members were uncomfortable recommending cuts, and the general feeling was that the recommendation should be whether or not the agency provides a service that meets the needs of seniors. The following Commission members agreed to review the applications that we have received and present their recommendations at the March meeting: Carol Phillips- TVCCA (Meals on Wheels); Tim Quinn- McSweeney Center; Carol Pellegrine- Companions and Homemkers; Sam Gordon- WRTD- Dial-A-Ride.
 - Proposed representative from Juniper Hill: Ruth Gunn- not present.
 - "Other"
- VI. **Optional Reports on Services/Needs of Town Aging Populations**
 - A. **Health Care Services**
 - Wellness Center and Wellness Program – J. Kenny was out sick; no report.
 - Mansfield Center for Nursing and Rehabilitation – J. Kenny was out sick; no report. . C. Pellegrine raised some questions about MCNR, and the number of residents who need long-term care.

B. Social, Recreational and Educational

Senior Center – P. Richardson reported on the withdrawal of funding for the Municipal Transportation grant by the State. This grant has been used by the Town primarily to fund rides to medical appointments outside of the Dial-A-Ride region. Members were encouraged to show their support for this program. She distributed copies of her monthly report. Healthnet has discontinued financial support for their aerobics program. The Windham Hospital meal is no longer being offered on Wednesday. The Town and the Association are looking at having the Sparks newsletter produced by an outside company, which would reduce the overall cost to the Town by approximately \$9000.

Senior Center Assoc. – John Brubacher (for Tom Rogers): not present; no report. P. Richardson reported that the Association raised over \$600 through a “Take Note” benefit concert.

C. Housing

Assisted Living Advisory Committee: K. Grunwald reported that he has met with representatives of Masonicare to discuss an affiliation with the Mansfield Community Center. They have still not announced the proposed location for their facility. Some questions were raised about the Assisted Living services that are offered at Juniper Hill.

Wrights Way, Juniper Hill, Jensen’s Park, Other: no report.

D. Related Town and Regional Organizations such as:

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

C. Phillips provided information on job opportunities for seniors through Companions and Homemakers. C. Pellegrine mentioned that the Probate Court is always looking for people to serve as conservators. C. Pellegrine feels that both of these are things that should be promoted more actively.

VII. Old Business

- Long Range Plan for 2007- 2010: Update on Action Plans (all): no discussion.

IX. Adjournment

Meeting adjourned at 10:36 AM. Next meeting: **Monday, March 9, 2009** at **9:30 AM** at the Senior Center

Respectfully submitted,
Kevin Grunwald



COMMITTEE ON COMMITTEES
January 27, 2009 @ 6:00 PM
AUDREY P BECK BUILDING
ROOM B

Present: Leigh Duffy (Chair) and Gene Nesbitt Excused: Bruce Clouette

Chair Leigh Duffy called the meeting to order at 6:00 p.m. Minutes of the December 15, 2008 meeting were approved as presented.

Members discussed the newly formed Sustainability Committee noting that most of the outside appointing authorities have indicated their appointments. Mr. Nesbitt will contact the Chair of the Board of Ed since they have offered 2 candidates. Ms. Duffy will write up a volunteer notice reflecting the need for one member from each of the 3 areas of expertise, economic vitality, social justice and environmental protection. Interviews will be arranged to hear from applicants.

Ms. Duffy requested an effort to gather the email addresses of all volunteers be undertaken. The Town Clerk will begin the process by contacting committee chairs.

The Town Clerk will ask Pat Maines the names of the new people who are interested in the Beautification Committee (Carol Enright and Dick Norgaard).

The Committee discussed the request of the Solid Waste Committee to expand their charge to be more reflective of the work currently being done in Ginny Walton's office. They asked that the Recycling Agent prepare a description of what she envisions. Ms. Duffy will call the members of the Committee to ascertain their interest in continuing to serve.

Mr. Nesbitt will talk to Town Manager Matt Hart regarding the combining of the 4 Grievance Committees.

The Committee agreed to officially disband the Fire and Emergency Services Committee and the Wellness Center Advisory Board. They will also move forward to change all locally codified committees to 3 year staggered terms.

Mr. Nesbitt will call Director of Human Services Kevin Grunwald to see if current DCYF requirements affect the composition of the Youth Services Board.

The meeting was adjourned at 7:00 p.m.



COMMITTEE ON COMMITTEES
February 26, 2009 @ 7:00 PM
AUDREY P BECK BUILDING
ROOM B

Present: Leigh Duffy (Chair), Bruce Clouette and Gene Nesbitt

Chair Leigh Duffy called the meeting to order at 7:00 p.m.

Members agreed to make the following recommendations to the Town Council:
Advisory Committee on Persons with Disabilities – Jane Blanshard and Jennifer Tanner
Beautification Committee- Richard Norgaard and Carol Enright
Arts Advisory – Tom Bruhn
Agricultural Committee – current members not previously reappointed.
Historic District Commission – Tony Holt, Isabelle Atwood, John Nardi and Anita Bacon

Mr. Clouette reported that the contact person for the Senior Sparks is Patty Richardson and Virginia Walton is in charge of the landfill news. Both were receptive to the idea of inserting information about volunteer opportunities in their publications. Mr. Nesbitt spoke to Tax Collector Christine Gamache who expressed concern that an additional announcement in the tax mailing would increase the price of the mailing, and Parks and Recreation Director Curt Vincente who shared concerns about the amount of advertising available for the next brochure. Ms. Duffy will compose a press release announcing current vacancies and forward it to Sara-Ann Chaine for distribution.

Members discussed the newly formed Sustainability Committee. Ms. Duffy has spoken to Lynn Stoddard who has expressed an interest. She will also call Elizabeth Peterson, William Lennon and Sally Milius all of whom have expressed an interest in the Committee. Mr. Clouette will call Lee Terry.

Mr. Nesbitt will draw up a list of committees whose terms could be changed to 3 years to present to the Council, including the Sustainability Committee. He will also confer with the Town Manager regarding combining the ADA Committee with the Advisory Committee on Persons with Disabilities and the possibility of reorganizing the Personnel Grievance Committee to be a sub-committee of the Town Council with the 2 Town Manager appointments occurring on per grievance basis.

Mr. Clouette will suggest to the Community Quality of Life Committee that they include changes to the structure of the Housing Board of Appeals in the amendments they are considering to the Housing Code. He will also contact the citizens who spoke at the

public hearing on Lions Field to see if anyone is interested in serving on the Parks Advisory Committee.

The meeting was adjourned at 8:15 p.m.

Mary Stanton, Town Clerk

Approved Minutes

TOWN OF MANSFIELD COMMUNICATIONS ADVISORY COMMITTEE

Monday, February 23rd, 2009, 7:00 pm
Audrey P. Beck Building, Conference Room C

Members Present: Toni Moran (Chair), Joyce Crepeau, Leila Fecho, Patrick McGlamery (Recorder)

Town Staff Present: Jaime Russell

I. Call to order

II. Approval of Minutes

1. Minutes of 12/15/08 Approved; L. Fecho motioned, J Crepeau 2nd.
2. Minutes of 1/26/098 Approved; P. McGlamery motioned, L. Fecho 2nd.
3. Minutes of 2/2/09 Approved; P. McGlamery motioned, L. Fecho 2nd.

III. Public Comment: None

IV. Old Business

A. Mission (See Attached "Mansfield Communications Advisory Committee Goals" for this agenda item): Goals Approved; J Crepeau motioned, L. Fecho 2nd. P. McGlamery agreed to work on list of Communication Channels.

B. Budget process: Deferred.

C. School projects (Mansfield & Region 19) communications efforts:

1. Advise on C.G.S. §9-369b: Approved; P. McGlamery motioned that T. Moran draft a letter to the Town Council, Mansfield and Region #19 Boards of Education to pass an ordinance that allows for the creation of a committee to prepare "concise summaries of arguments in favor of, and arguments opposed to, local proposals or questions approved for submission to the electors".
2. Advise that T. Moran draft a letter to elected legislators regarding C.G.S. §9-369b.

D. Comparable towns / programs; review materials from Windsor if received: Nothing new. T. Moran asked that committee members review the new budget guide before the end of the week.

E. Television broadcast of Council Meetings: It would be beneficial if committee members could view the DVD. J. Russell with ask for 'loaner.'

F. Membership Issues: T. Moran recommends that a letter be written to the Town Council requesting the Council create Alternative Members. J. Russell will discuss this with the Town Clerk.

V. New Business:

1. Strategic Planning questions: L. Fecho will feed-back for 3/16/09.
2. L. Fecho reported on the test survey she performed at the Reg. #19 referendum. She agreed to compile the data.
3. Committee requested a logo for a letter template. J. Russell will follow up.

VI. Reports: None.

VII. Communications: Received letter from the Committee on Aging. T. Moran sent a response.

VIII. Agenda for the Next Meeting: Next meeting cancelled. The Committee will meet again on 3/16/09.

IX. Adjournment: Committee adjourned at 8:57; J Crepeau motioned, L. Fecho 2nd.

Respectfully Submitted,
Patrick McGlamery, Secretary pro tem

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 21 January 2009
Conference B, Beck Building
MINUTES

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

1. The meeting was **called to order** at 7:34p by Chair Quentin Kessel.

2. The draft **minutes of the 17 December 08 meeting** were approved, with the addition of a missing verb in the last sentence of item 5.

3. IWA business.

a. Lehmann participated in the **IWA field trip** on 01/12; his report is attached.

b. **W1419 (Chernushek, Middle Tpk.)** Mr. Chernushek has cleared and re-graded about one acre of his land for a horse riding area. The cleared area lies in a valley drained by an intermittent stream flowing into a large wetland to the north. Mr. Chernushek did not obtain an IWA permit for this work. Meitzler's view is that he does not need one – or would not need one, had he avoided clear-cutting by leaving in the stumps – because the work falls under a farming exemption in the Town's wetland regulations. In the absence of a legal opinion on this issue, which nobody present was qualified to give, the Commission agreed to treat Mr. Chernushek's proposal as it would any application involving wetlands. It further agreed unanimously (motion: Stevenson, Silander) to communicate to the IWA a number of concerns about this project which the Commission does not have sufficient information to resolve, and to urge the IWA to look into them:

- How will sedimentation of the downstream wetland from deforestation, re-grading and horse riding be prevented?
- How will nutrient loading of the downstream wetland from horse manure be prevented?
- What is the design of the two brook crossings (culvert size, etc.) and is it adequate?

c. **W1421 (Clark, Farrell & Hanks Hill Rds)** A 4-lot subdivision is proposed, one lot (No.3) containing the existing house. After some discussion the Commission unanimously agreed (motion: Stevenson, Trainor) to make the following recommendations to the IWA/PZC:

- If possible, switch primary and reserve septic locations on Lots 1 & 2 to increase distance from wetlands.
- Run the DAE for Lots 1 and 2 along the rear stone wall so that the land beyond remains forested.
- Shrink the DAE for Lot 4 so as to buffer the wetland.
- Locate driveway cuts for Lots 1 and 2 so as to save the larger trees in the meadow.
- Designate a Conservation Corridor from Hanks Hill Rd. to the proposed Conservation Easement to provide access for wildlife.

4. Planner's Update and Continuing Business. The Commission briefly noted developments in some matters of interest.

a. CL&P has responded to the Town's letter on the proposed **Interstate Reliability**

Project. Kessel indicated that the Town's concerns had not, in his view, been adequately addressed and was persuaded to prepare a memo for the Council to this effect.

b. Some residents have expressed concerns about odors from the proposed **UConn Composting Facility**. The University is attempting to reassure them.

c. The Draft EIS for the **extension of North Hillside Rd** to Rt. 44 has been prepared. The preferred alignment is defended as the least environmentally offensive of the Build options (No Build not being an option at this point), where environmental offense is largely reckoned in terms of impact on wetlands.

5. Adjourned at 8:49p.

Scott Lehmann, Secretary
22 January 09; approved 18 March 09

Attachment: Report on 1/12/09 IWA Field Trip

Since the day was quite cold and the ground covered with snow, we did not walk these properties. Only such "site characteristics" as could be observed from driveways or roads were noted.

W1419 (Chernushek, Middle Tpk) The area Mr. Chernushek has identified as a garden site does not appear to be suited for this purpose. It will receive limited sunshine, lying as it does along the bottom of a fairly steep NE-facing slope topped by trees.

W1421 (Clark, Hanks Hill & Farrell Rds) The only part of this development that is really close to wetlands is a foundation drain on Lot 2, which exits about 30 ft from wetlands. However, the DAEs for Lots 1, 2, & 4 extend quite close to wetlands and appear to be larger than necessary. Those for Lots 1 & 2 might be pulled back to the stone wall (save for the path of the foundation drain). For some reason, the primary septic areas for Lots 1 and 2 are closer to the wetland than the associated reserve areas; is it possible to switch their locations for these lots? The location of driveways for Lots 1 and 2 could be adjusted to preserve some nice trees; the stone wall along Farrell Rd is rubble, not fine stonework, and nothing of significance would be lost by shifting the driveway cuts a bit from the existing gateways.

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE**

THURSDAY, JANUARY 22, 2009

MINUTES

Present: Phil Barry, Tom Callahan, Mark Hammond, Matt Hart, AJ Pappanikou,
Phil Spak, Frank Vasington

Staff: Cynthia van Zelm

1. Call to Order

Chair Tom Callahan called the meeting to order at 3:35 pm.

2. Comments on Minutes from December 18, 2008

Phil Barry made a motion to approve the minutes of December 18, 2008. AJ Pappanikou seconded the motion. The minutes were approved.

3. Update on Storrs Center Project

Ms. van Zelm said LeylandAlliance's application to the State Traffic Commission, with changes, was being reviewed by Town and University staff.

She said that the sign which gives commercial rental contact information for Evan O'Brien at Cushman & Wakefield, and Ryan Bloom at Live Work Learn Play should be up in two locations on Storrs Road in 2 to 3 weeks. She said that Mr. O'Brien and Mr. Bloom will be meeting with additional potential tenants next week.

Ms. van Zelm said that she continues to work with Leyland and the communications group on getting the message out about progress. The team is looking at a new town paper to be printed some time in April and a public informational meeting. Ms. van Zelm said the Partnership will also be doing its own early spring newsletter.

4. Review of December 31, 2008 Financials

The Committee reviewed the Partnership's financials as of December 31, 2008. Ms. van Zelm noted that the fund balance amount was due to the fact that the Partnership's attorney Lee Cole-Chu and its relocation consultant Phil

Michalowski have not had to put in as much time during this fiscal year, thus far, as anticipated. Ms. van Zelm said it is a matter of timing in terms of when most of the relocations will occur. With the focus on Phase 1A, it allows more time to address the current tenants in the buildings that will come down. Matt Hart noted that the focus over the last few months has been the development agreement between the Town and Leyland where Town resources have been utilized.

5. Budget Discussion

The Committee continued to discuss the FY09/10 budget for the Partnership. Mr. Pappanikou noted that he thought it was important to keep a reasonable amount of money in the budget for contingency.

The Committee will continue its discussion on the budget and the Board will be updated at its February meeting.

6. Office Space Discussion

The Committee discussed the current office space lease.

7. Update on Four Corners Sewer Advisory Committee

Phil Spak said the Advisory Committee had met three times. He reiterated that sewers may end up being mandated by the State at Four Corners. The Committee is also looking at the potential of water service at Four Corners. Mr. Spak said that there will probably be two meetings in February to meet with the people that would be affected by any sewerage of the area.

8. Update on Grants

Ms. van Zelm said the Partnership had submitted a grant to CT Main Street for a parking management study to look at the issue of surrounding parking to Storrs Center. At the request of the State Office of Policy and Management, she notified them that the Town's pending STEAP (Small Town Economic Assistance Program) grant for town square infrastructure should be reactivated.

9. Adjourn

Mr. Pappanikou made a motion to adjourn the meeting. Mr. Barry seconded the motion. The motion was approved unanimously. The meeting adjourned at 5 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Tuesday, February 3, 2009
Mansfield Downtown Partnership Office
1244 Storrs Road**

4:00 PM

Minutes

Present: Steve Bacon, Tom Callahan, Bruce Clouette, Gregory Haddad, Philip Lodewick (by phone), Janet Jones, Frank McNabb, Kristin Schwab, Phil Spak, Betsy Treiber

Staff: Cynthia van Zelm

1. Call to Order

Board Vice President Betsy Treiber called the meeting to order at 4:03 pm.

2. Opportunity for Public to Comment

There was no public comment.

The Board moved to item Number 7 as a quorum was not yet present.

3. Approval of Minutes

Bruce Clouette made a motion to approve the minutes. Tom Callahan seconded the motion. The motion was approved unanimously.

4. Director's Report

Executive Director Cynthia van Zelm said she is focusing a lot of attention on communications. She said the Frequently Asked Questions on the Partnership website were in the midst of being updated. Ms. van Zelm noted that the Partnership's newsletter and a publication from LeylandAlliance were planned for this spring. Ms. van Zelm said she had a good reception from the UConn Council of Deans at a presentation this morning.

Ms. van Zelm said the monthly open house is this Thursday. Board member Steve Bacon will be staffing it with her. Ms. van Zelm thanked Board members and others for staffing the Open House. She passed around the sign-up sheet for future dates.

Ms. van Zelm reminded the Board that Winter Fun Day is scheduled for Sunday from 1 pm to 4 pm. She said that Kathleen Paterson was still looking for some volunteers if they were available.

Ms. van Zelm said the Partnership was unfortunately not awarded a CT Main Street award for its parking management study as awards were only given to existing downtowns that would preserve current facilities.

5. Update on Storrs Center and Next Steps

Ms. van Zelm said the review committees for engineering work on Storrs Road had completed its evaluation of responses to the Town's request for qualifications and would be sending out requests for proposals and fee proposals for the work.

Ms. van Zelm said the sign to be placed on Storrs Road advertising contacts for leasing of commercial space in Storrs Center was now in production.

6. Approval of Changes to Personnel Policies

Mr. Clouette made a motion to approve changes to the Mansfield Downtown Partnership Personnel Policies related to the provision of payment in lieu of health benefits. Janet Jones seconded the motion. The motion was approved unanimously.

7. Update on Four Corners Sewer Advisory Committee

Phil Spak indicated that Four Corners Sewer Advisory Committee Chair Gene Nesbitt and Mansfield Public Works Director Lon Hultgren would be at the March Board meeting to provide a more detailed report on the Committee's work.

Mr. Spak said the Committee has met four times and has added the issue of water service for review. He said an open house will be held soon as well as a meeting with surrounding property owners.

Mr. Spak said the potential failures of the septic systems in the area was an incentive to evaluate service at Four Corners.

Mr. Callahan reiterated the need to evaluate what it would take to get water to the Four Corners from a logistics and financial standpoint.

Kristin Schwab asked how any potential water service at Four Corners would affect Storrs Center. Mr. Callahan said the University's water plan continues to plan for water to Storrs Center.

8. Report from Committees

Advertising and Promotion

Ms. van Zelm said the League of Women Voters will be sponsoring a presentation on an update on Storrs Center this spring. Steve Bacon said this would be a good venue to get information out on Storrs Center.

Festival on the Green

In Ms. Betsy Paterson's absence, Ms. van Zelm said the first Festival on the Green meeting is scheduled for February 18 at 5 pm.

Finance and Administration

Mr. Callahan said the Finance and Administration Committee had a preliminary conversation about the Partnership's FY09/10 budget. Mr. Callahan said the Committee is looking at the major expense items. The budget has remained at the same amount for the last two years with equal representation from the Town and the University.

Mr. Callahan said the development agreement between Storrs Center Alliance and the Partnership requires the Board to review and approve updates to the Business Plan for Storrs Center. Mr. Callahan said Board President Philip Lodewick sent a letter requesting this update from Storrs Center Alliance. The focus would be on a detailed Business Plan for Phase 1A.

Membership Development

Betsy Treiber said that 262 membership renewals had been received for a total of \$13,470 in dues. A 2nd letter asking for renewals went out in January. She said at its next meeting, the Membership Development Committee will review the list of who has not renewed and start making reminder calls.

Ms. Treiber said an e-mail had been sent to current members and interested parties regarding membership.

Nominating

Mr. Lodewick said the Nominating Committee had met before this meeting. He said a full slate of nominees were ready for approval by the Board and the membership to become Board members at the start of the new fiscal year of July 1, 2009. Bill Simpson has been nominated by the Mansfield Business and Professional Association.

Mr. Lodewick said the Nominating Committee is recommending an undergraduate student from the University as an additional Board member. He said Ms. Treiber and Ms. van Zelm had met with Jim Hintz, Director of Off-

Campus Student Services, who will work with the Board on identifying a way to recruit a student. Frank McNabb asked how long a student would serve and the suggestion was two years. Mr. Lodewick said a proposal will be brought to the Board to vote on at a future meeting.

Mr. Callahan made a motion to go into Executive Session to discuss personnel matters. Mr. Clouette seconded the motion.

9. Executive Session – Personnel

Present: Mr. Bacon, Mr. Callahan, Mr. Clouette, Mr. Haddad, Ms. Jones, Mr. Lodewick (by phone), Mr. McNabb, Mr. Spak, Ms. Schwab, and Ms. Treiber.

10. Adjourn

Ms. Schwab made a motion to adjourn the meeting. Ms. Jones seconded the motion. The motion was approved unanimously and the meeting adjourned at 5:30 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE
Festival on the Green Subcommittee
Wednesday, February 18, 2009
Partnership Offices
1244 Storrs Road (Storrs Commons)
(860) 429-2740
5:00 p.m.**

Minutes

Present: Kim Bova, Sara-Ann Chainé, Steve Rhodes, Barry Schreier, and Kristin Schwab

Staff: Cynthia van Zelm and Kathleen Paterson

1. Call to order

Kathleen Paterson called the meeting to order at 5:00 pm.

2. Public comment

There was no public comment

3. Date and time of Festival and Fireworks

After some discussion, the committee decided on Saturday, September 12 and Sunday, September 13, 2009.

4. Committee chairs/leaders

Ms. Paterson informed the committee that several people had confirmed that they would serve as chairpersons: Bruce John (Music), Barry Schreier and Tom Birkenholz (Parade), Ginny Walton (Recycling), Cynthia van Zelm (Sponsors), and Ms. Paterson (Vendors). She asked for volunteers or suggestions to chair: Art, Food, Set-up, Volunteers (Ms. Paterson will co-chair), and Area Captains.

Kim Bova volunteered to work on Art.

Kristin Schwab volunteered to coordinate the Set-up efforts.

Mr. Schreier suggested asking Dee Goodrich to be an Area Captain again.

Steve Rhodes suggested asking a student in UConn's Department of Education to help the Children's activities. **Mr. Rhodes will contact the department for suggestions.**

Ms. Paterson said she was open to having a student assist in the planning if s/he would be on campus all summer as most of the planning occurs then.

Ms. Paterson added that Dana Rieger, who volunteered in the office last year, had expressed interest in doing so again.

Mr. Rhodes said people from his office could also help in the Partnership office that day.

5. Discuss Celebrate Mansfield Weekend

Ms. Paterson reported that she met with the members of the League of Women Voters (LWV) who are planning the Know Your Towns Fair (KYTF). They discussed the proposal of having the events on the same weekend as part of the "Celebrate Mansfield Weekend" (CMW). She said that the meeting was very positive and that the LWV representatives would like to participate in the CMW.

Ms. Paterson reviewed the proposal with the committee. She said that each event would remain independent but that they would cooperate on joint publicity efforts.

Ms. Paterson also said that she and Ms. van Zelm had met with Joe Muro and Michelle Childs of ReminderNews. Mr. Muro will be stepping down from the Festival subcommittee and Ms. Childs will be joining it. Ms. Childs has worked on the Festival flyers in past years and has some good ideas for future promotional efforts.

Ms. Paterson said that she will speak to Carolyn Stearns to see if Storrs FFA is still interested in having an antique car and farm equipment show on the day of the Festival.

Ms. Paterson will also speak to the Parks and Rec Department to see if they would like to host another event during that weekend [DONE – Spoke to Curt Vincente; he will discuss with Jennifer Kaufman.]

Mr. Rhodes asked how many vehicles would be involved with the FFA show. **Ms. Paterson will ask Ms. Stearns for more details.**

Ms. Schwab thought that Ms. Stearns is also involved with 4-H; she suggested that they might like to participate, too.

Ms. Paterson said she spoke to Rod Rock from Jorgensen, but he did not yet have a performance schedule for the fall season.

Ms. Schwab suggested placing the Festival sandwich boards at all of the events during the weekend.

Ms. Paterson explained her idea of an activity to promote all of the events. She suggested having a card listing all of the events. This card would be distributed in the weeks prior to the weekend and at each event. Visitors would have their card punched or stamped at each event. At the Festival, they could turn in their card for a chance at a prize. This activity would replace the gift baskets from the past two years; some of those past donors may wish to participate in the new program. Visitors would be eligible for different prizes depending on how many events they attended.

Mr. Schreier suggested having more than one event on Friday evening. He suggested a performance at Connecticut Repertory Theater or the high school in addition to a sporting event.

Ms. Bova suggested asking the Altnaveigh if they would like to host a wine tasting at their restaurant on Friday.

Ms. van Zelm will contact Gail Parks at the Altnaveigh with this idea.

Sara-Ann Chainé explained to the committee that the Town cannot commit to the fireworks this year. She said that the cost is more than the Town can afford in this budget. She added that, if the committee would like to proceed with the fireworks or another event at Mansfield Hollow State Park, the Town could likely cover the costs of the Department of Environmental Protection agents.

The committee discussed several options for covering the costs of the fireworks, band(s), and portables. **The committee will look into alternative events ideas and funding sources.**

6. Review budget

Mr. Rhodes suggested eliminating the t-shirts and using that money towards the fireworks.

Ms. van Zelm noted that one of the benefits for Sponsors is to be listed on the t-shirts.

Ms. Paterson said that she would like to have a website for the event and that the Sponsors could be listed there, perhaps giving them more exposure.

Mr. Rhodes suggested having one headliner at the fireworks and one at the Festival and filling in with local acts.

Ms. Paterson suggested eliminating the inflatables and replacing them with another stage for local acts. She said the magician had approached her last year about having at least one set performance time.

7. Discussion of music

Ms. Schwab would like to have the Senior Chorus perform again. She agreed with Mr. Rhodes' idea of having one headliner and more local acts.

Ms. Bova suggested having square dancing.

Ms. Paterson said there is a contra band in the area. She also thought that the Quiet Corner Fiddlers might be a good group to have.

Ms. Chainé suggested the Ukrainian Club for polka music.

Ms. Schwab expressed concern that if the stage was located in the Children's area, then people might expect children's entertainment.

Ms. Paterson suggested flip-flopping the Community and Children's areas.

Ms. Bova expressed concern with the two stages competing with each other.

Ms. van Zelm relayed to the committee the conversation she had with Mr. John about music. He would like to bring in a new band or bands this year.

Ms. Schwab said that the committee needs to decide what time of mood they would like the music to set.

Ms. Bova suggested that someone tell Mr. John that they would like a danceable band. **Ms. Paterson will contact Mr. John to discuss music [DONE].**

Ms. Schwab said that she had attended a performance of the *a cappella* groups from UConn and that they were impressive. She thought they would be a good addition to the event.

Ms. Bova suggested the jazz band at UConn as a good group to tap.

Ms. Schwab said that Kay Numasic has a community band during the summer that may be interested in performing.

Ms. Chainé commented that it is the quality and energy of the music that draws people back to the event and not necessarily the name of the group.

8. Other

Ms. Paterson asked if the group would like to have the Farmers Market again. She reported that the vendors did not sell very much but would likely participate if asked.

Mr. Rhodes suggested replacing the Juried Art Show with a community art project, like an oversized canvas that visitors could paint. He suggested asking a group of artists to come up with a preliminary design to use as a guide.

Ms. Paterson suggested holding the Juried Art Show as a separate event.

Ms. Bova said that the Arts Advisory Committee had discussed holding an indoor art show at the Community Center.

Ms. Schwab noted that the events that had been held outside of the Festival area during the event had not been as successful. She suggested holding the art show in an open storefront in the Marketplace building. **Ms. van Zelm, Ms. Paterson, and Ms. Schwab will see if any of the open spaces would be adequate for an art show.**

Ms. Paterson suggested inviting artists to come and create a piece during the day so that visitors could witness the process behind the art.

Ms. Paterson added that Mr. Muro had said that the Reminder would like to do some sort of show to highlight the local artists they employ with their phonebook covers. She wondered if they would be interested in sponsoring the Juried Art Show.

9. Adjourn

The meeting adjourned at 7:00 pm.

Minutes prepared by Cynthia van Zelm and Kathleen M. Paterson.

TOWN OF MANSFIELD
Ethics Board
Thursday, January 29, 2009
Audrey Beck Municipal Building, Conference Room C
4:30pm

Minutes

Members Present: Mike Sikoski, David Ferrero, Eleanor Plank, Win Smith, Nora Stevens
Elected Officials Present: Mayor Elizabeth Paterson
Staff Present: Matthew Hart, Town Manager, Maria Capriola, Assistant to Town Manager

I. APPROVAL OF MINUTES FROM 1/22/09

A motion was made by Mr. Sikoski and seconded by Ms. Stevens to adopt the minutes of January 22, 2009 as presented. The minutes were adopted unanimously.

II. PUBLIC COMMENT

None.

III. CHAIRPERSON'S REPORT

None.

IV. DISCUSSION OF REVISIONS TO CODE & RULES OF PROCEDURE

Mayor Paterson and Town Manager Hart commended the Board for their efforts thus far and offered feedback and suggestions. The Board intends to present its work (and recommended revisions to the Code) to the Town Council at a February Council meeting.

Mayor Paterson informed the Board of a free CCM Ethics Training that members can attend. It will be February 17th from 9am to noon at the Cromwell Town Hall. Board members interested in attending will contact Ms. Capriola for registration.

VI. FUTURE AGENDAS AND MEETING SCHEDULE

The next meeting will be held February 5, 2009 at 4:30pm (if needed).

VII. ADJOURNMENT

The meeting adjourned at 5:25pm.

Respectfully Submitted,
Maria E. Capriola,
Assistant to Town Manager

Mansfield Historic District Commission

Minutes, Meeting Dec.9, 2008

Members Present: I. Atwood, A. Bacon, G. Bruhn, J. McGarry, D. Spencer
Others Present: Charles Dainton, Dainton Electric and Dr. Gary Bent, 97 Mansfield Hollow Road

The meeting convened at 8:00 p.m.

The minutes from the September meeting were approved. The October meeting was cancelled due to bad weather and there was no November meeting as the Town Hall was closed for Veterans Day.

Dr. Gary Bent outlined for the Commission his plan to redirect wires from the back of his house to the front due to an unsafe service head. After discussion, D. Spencer proposed that the unsafe situation was in part due to the power line hanging directly over Dr. Bent's house. It was D. Spencer's opinion that the problem should be rectified by CL&P as soon as possible, and he agreed to write a letter to support this position.

It was agreed that if the power connection were redirected to the side of the house, it would be a much better solution and that Dr. Bent would not need to come back to the Commission for approval.

J. McGarry presented to the Commission materials he received while attending a State Historic Preservation Commission Meeting in March in Jewett City. He also referred the Commission to the website resource.

The meeting adjourned at 9:05p.m.

Respectfully submitted,

Gail Bruhn
Chairman

Mansfield Historic District Commission

Minutes, Meeting Feb. 13, 2009

Members Present: I. Atwood, A. Bacon, G. Bruhn, J. McGarry, J. Newmyer, D. Spencer
Others Present: Dan and Anne Newmyer and Kay Holt

The meeting convened at 8:00 p.m.

Discussion revolved round the status of the renovation project at the home of Dan and Anne Newmyer at 31 Centre Street, Mansfield Centre Historic District. The project was previously approved by the Commission.

The garage portion of the project has been constructed, and the scale of the project as well as the size and materials used for the garage doors has raised concerns from several committee members as well as village residents. Dan Newmyer contends that the scale is not different from that originally submitted, and that once the existing structure is rebuilt, the scale will not be objectionable,

Dave Spencer agreed, although he felt that greater detail should have been supplied to the Committee with the initial proposal. The Committee, in approving the initial project, relied heavily on the fact that committee member Spencer was the contractor for the project. Kay Holt expressed her concerns regarding the scale of the project within the context of the historic village, as well as her dissatisfaction with the size and the synthetic composition of the garage doors. She also requested detail on the side elevations.

Dan Newmyer agreed to return to the Committee after construction reconvenes. He also agreed to consider different materials for the garage doors and windows.

There was no other business conducted, and the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Gail Bruhn
Chairman

Sara-Ann Chainé

From: webmaster@mansfieldct.org
Sent: Monday, March 09, 2009 4:33 PM
To: Sara-Ann Chainé
Subject: IWA Approved 2-2-09 Minutes

MINUTES
MANSFIELD INLAND WETLANDS AGENCY
Regular Meeting
Monday, February 2, 2009
Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall,
K. Holt, P. Kochenburger,
P. Plante, B. Pociask, B. Ryan
Alternates present: G. Lewis (arrived 7:02 p.m.)
Alternates absent: M. Beal, L. Lombard
Staff present: G. Meitzler (Wetlands Agent)

Chairman Favretti called the meeting to order at 7:00 p.m. Lewis was appointed to act if needed.

Minutes:

1-5-09 - Hall MOVED, Ryan seconded, to approve the 1-5-09 regular meeting minutes as written.
MOTION PASSED UNANIMOUSLY.

1-12-09 Field Trip- Holt MOVED, Goodwin seconded, to approve the 1-12-09 field trip minutes as written. MOTION PASSED with Holt and Goodwin in favor and all others disqualified.

1-20-09- Gardner MOVED, Ryan seconded, to approve the 1-20-09 special meeting minutes as written.
MOTION PASSED with all in favor except Hall who disqualified himself.

Communications:

The Wetlands Agent's Monthly Business report and the draft minutes of the 1-21-09 Conservation Commission meeting were both noted.

Outstanding Enforcement Actions:

W1419 - Chernushek, 473 Middle Turnpike-violation

Pending outcome of public hearing on application.

W1400 - Glode - Stafford Rd

Item has been referred to the Town Attorney who is working towards an outcome with the property owner. Item was tabled.

Old Business:

W1421 - Clark - Hanks Hill/Farrell Rds - 4 lot subdivision

Ed Pelletier, Datum Engineering, distributed and reviewed the changes to revised plans, dated 2/2/09. His changes were based on the recommendations in staff reports.

Holt MOVED, Gardner seconded, to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Sheila Clark (File W1421), for a 4-lot residential subdivision on property owned by the applicant, located on the north side of Hanks Hill Road and the west side of Farrell Road, as shown on a map dated October 30, 2008, revised through February 2, 2009, and as described in other application submissions.

This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction and maintained during construction and removed when disturbed areas are completely stabilized.
2. The DAE and footing drain on Lot 2, and the DAE on Lot 4, shall be revised to increase the separation distance from wetlands to a minimum of 25 feet.
3. The plans shall be redrawn to accommodate Condition #2, with the approval of the Inland Wetlands Agent.

This approval is valid for a period of five years (until February 2, 2014), unless additional time is requested by the applicant and granted by the Inland Wetlands Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this Agency for further review and comment. MOTION PASSED UNANIMOUSLY.

Public Hearing:

W1419 - Chernushek, 473 Middle Turnpike - Application

Chairman Favretti opened the Public Hearing for the application of Chernushek at 7:22 p.m. Members present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Pociask, Ryan, and alternate Lewis. Wetlands Agent Meitzler read the legal notice as it appeared in the Chronicle on January 22 and January 28, 2009, and noted a 1-28-09 report from G. Meitzler, Wetland Agent and a 2-2-09 report distributed this evening from the Town Attorney.

Mr. Chernushek stated that he received Meitzler's 1-28-09 report and agreed to all of his recommendations.

Holt reviewed with the applicant the questions raised by the Conservation Commission. Favretti requested that the applicant work with Meitzler to finalize the details of the recommended changes; the applicant agreed.

Chairman Favretti noted no comments or questions from the public, applicant, or agency. Holt MOVED, Gardner seconded, to continue the Public Hearing on the application and the Violation Hearing until March 2, 2009. MOTION PASSED UNANIMOUSLY.

New Business:

W1422 - DeBoer, Center St - Single family Residence

Goodwin stated that as receipt motions are administrative actions, she felt comfortable putting the DeBoer receipt motion on the floor. However, she would be disqualifying herself on any further consideration of action on this application. Then Goodwin MOVED, Holt seconded, to receive the application submitted by DeBoer Family Limited Partnership (File W1422) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a single family residence, located at 28 Centre Street, on property owned by the applicant, as shown on a map dated 11-24-08, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED UNANIMOUSLY.

Field Trip:

A field trip date was set for Tuesday, February 10, 2009 at 12:15 p.m.

Reports of Officers and Committees:

None noted.

Other Communications and Bills:

Noted.

Adjournment:

The meeting was adjourned at 7:39 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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Sara-Ann Chainé

From: webmaster@mansfieldct.org
Sent: Monday, March 09, 2009 4:32 PM
To: Sara-Ann Chainé
Subject: IWA Field Trip Approved Minutes 2-10-09

MINUTES

MANSFIELD INLAND WETLAND AGENCY/PLANNING AND ZONING COMMISSION
FIELD TRIP
Special Meeting
Tuesday, February 10, 2009

Members present: M. Beal, R. Favretti, B. Gardner, K. Holt, L. Lombard
Staff present: G. Meitzler, Wetlands Agent, Assistant Town Engineer;
G. Padick, Director of Planning;

The field Trip began at 12:25 p.m.

1. DEBOER, 28 CENTRE STREET - Proposed Single family Residence, IWA file W1422
Members were met on site by property owner Mr. Richard DeBoer and Joseph Boucher of Towne Engineering. Site and neighborhood characteristics were observed. No decisions were made.

The field trip ended at approximately 12:40 p.m.

Respectfully submitted,

K. Holt, Secretary

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Minutes of February 3, 2009-rescheduled from January 7, 2009
Acting Secretary – Michelle Baughman
Mansfield Parks Advisory Committee

Present: Julianna Barrette, Eric Kruger, Cindy Weiss, Tom Harrington, Sue Harrington, Michelle Baughman, Ethan Avery, Jenn Kaufman, Matt Hart.

The meeting was called to order at 7:31 p.m.

The minutes of the November 5th meeting were accepted with minor changes, and approved on a motion by C. Weiss and seconded by T. Harrington.

New Business:

1. We welcomed visitor Matt Hart, Town Manager, who had kind words to say about the time that PAC members contribute. He asked us to voice any concerns and offered to field any questions. The possibility of a future Nature Center was discussed. Moss Sanctuary was posed as one possibility for the location of this future Nature Center. A four acre parcel is put aside for this purpose in the Moss Sanctuary management plan.
2. Nominations for the Samuel G. Dodd Award for distinguished volunteer service in Mansfield natural area: Tom and Sue Harrington, and Betty Robinson were nominated. The general consensus was to award it to Betty Robinson for all her work in organizing trail maintenance parties and volunteering to lead hikes and activities for many different organizations on Mansfield Parks properties.
3. 2009 Meeting Dates: No changes to the schedule were made.
4. Annual Report: Jen has already completed and submitted this year's report and she will bring it to committee next fall.
5. CT Trails Day: Sue Harrington is leading an event on June 6. Jen asked if someone else would like to lead another event. No one volunteered.
6. PAC Comments on PCZ file # 1280-4 lot subdivision at Farrell and Hanks Hill Roads: We like the location of the conservation easement and we are very pleased that it abuts the Joshua Trust Property Wetton Woods near Dog Lane.

Continuing Business:

1. Management Plan Assignments as follows: Fifty Foot Cliff to Julianne Barrette; Mount Hope Park to Penny Potter; Merrow Meadow and Shelter Falls to Sue & Tom Harrington; Dunhamtown Forrest to Cindy Weiss, Ethan Avery, and Michelle Baughman; School House Brook to Michelle Baughman. We will have members of PAC report on their properties in the spring.
2. Source to Sea: Sue Harrington's program has had a date change to May 3rd. Michelle Baughman is still leading a hike on the Willimantic River Greenway Mid River Trail on May 16th which will include meeting at the final destination of the hike (River Park) where parking is plenty, and then car spot to the trail head (Merrow Meadow) where parking is limited. At the conclusion of the hike, drivers will be transported back to their cars.

3. FOMP Upcoming Programs: Thursday, March 5th Jean Haskell and Madge Manfred are leading a Nature Reading Group at the MCC Teen Center. This event also repeats on the following dates: Thursday, April 2nd and Thursday, May 7th. Saturday, May 3rd Sue Harrington is leading a nature walk along the Mt. Hope River where she will teach participants about the flora, fauna, and migratory birds of this environment. Saturday, May 16th Michelle Baughman is leading a hike on the Willimantic River Greenway Mid River Trail which will include walking through Merrow Meadow Park, Spring Manor Trail, the Village of Mansfield Depot, Lynch Landing, and River Park. Saturday, June 6th Sue Harrington is leading a wild flower walk in the Barrows Pond area of School House Brook Park. There is no charge for participating in any of these events.
4. PAC Projects: Jen will try to get Becky Lehman to attend the April PAC meeting to tell us about the Park Stewardship Program, the writing of a Stewardship Manual and training so citizens can learn how to become Stewards of our Mansfield park properties.

Staff Reports:

1. WHIP Project Update: Jeff Ward of the Connecticut Agricultural experiment Station has been studying Japanese barberry and other non-native invasive species at School House Brook Park and Mount Hope Park. His research has shown that removing Barberry reduces the black legged tick population (which is a carrier of Lyme disease) because a certain type of mouse that is a tick carrier is attracted to the berries. He has discovered that using a propane torch and herbicides to remove the Japanese barberry has been very effective in reducing the tick population, which will in turn have a positive effect on public health.
2. Recent Acquisitions: There are four recently acquired properties that include: The Dorwort Property on Wormwood Hill and Mulberry Roads, the Luce Property which abuts the Chapin Trial side of Coney Rock Preserve, The Lion's Club field (which used to be leased to the town), and the Moss Sanctuary (located across the street from the Community Center).
3. NAV Workdays: There were a total of 209 volunteer work hours this fall, comprised of 131 UConn student volunteer hours and 78 Alternative Incarceration volunteer hours.
4. Grant in Process: Jen has completed a grant for trail guides for River Park and she has applied for an extension on the grant for trail guides for Commonfields (which connects Bassets Bridge to the Joshua Trust Pond Lot property near Cemetery Road).
5. Grants Applied For: Jen has applied for a New England Parks Association Grant to fund a rain garden at River Park.

Other Committee Minutes:

1. Conservation Commission: We would like to do something at Lynch Landing (which is not a town owned property, it is owned by Tim Quinn). Perhaps we can get students of E.O at the Depot to take on a project of building and donating a bench.

2. Open Space Preservation Committee: The proposed apartment complex on Huntington Lodge Road entitled Pond Place should have sewers so that we do not end up with another community septic situation like we had at White Oak Condominiums.
3. Planning and Zoning Commission: Eric Kruger asked if the PCZ can schedule their field trip meetings at a different time (not during the middle of the work day) so that more people might be able to attend.

Other:

1. Cindy Weiss brought to our attention that columnist Peter Marteck did a recent article in the Hartford Courant about the Last Green Valley potentially losing it's Federal Funding and urged citizens to write their congress men to please not allow that to happen.

Adjournment

1. This meeting was adjourned at 8:32 p.m. by a motion from T. Harrington and seconded by E. Kruger.
2. Next meeting is March 4, 2009, at 7:30 pm in the Mansfield Community Center Conference Room.

Sara-Ann Chainé

From: webmaster@mansfieldct.org
Sent: Monday, March 09, 2009 4:34 PM
To: Sara-Ann Chainé
Subject: PZC Approved 3-2-09 Minutes

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION
Regular Meeting, Monday, March 2, 2009
Council Chambers, Audrey P. Beck Municipal Building

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

The Chairman called the meeting to order at 7:42 p.m. Alternates Lewis and Lombard were appointed to act.

Minutes:

2/17/09- Pociask and Lombard noted that they have reviewed the tapes of the meeting. Ryan MOVED, Pociask seconded, to approve the 2/17/09 minutes as written. MOTION PASSED with Favretti, Holt, Pociask, Ryan, Lewis and Lombard in favor, with Goodwin disqualified.

Public Hearing:

4-Lot Subdivision, Hanks Hill & Farrell Rds., Clark Estates Subdivision, File #1280

Chairman Favretti opened the Public Hearing at 7:43 p.m. Members present were Favretti, Goodwin, Holt, Pociask, Ryan, and alternates Lewis and Lombard, both acting. Director of Planning, Gregory Padick, read the legal notice as it appeared in the Willimantic Chronicle. The following correspondence was noted: Letter from Datum Engineering & Surveying, Edward Pelletier, dated February 4, 2009; Subdivision Plan Review Memo of Eastern Highlands Health District, Geoffrey Havens, dated February 6, 2009; Memo from Mansfield Conservation Commission, dated February 11, 2009; Memorandum from Assistant Town Engineer, Grant Meitzler, dated February 24, 2009; Letter from Gene and Audrey Barberet, dated February 24, 2009; Letter from Joshua's Tract President, Warren Church, dated February 25, 2009, and Memo from Director of Planning, Gregory Padick, dated 2/26/09. 3/2/09 letter requesting an extension of the Public Hearing period from Datum Engineering & Surveying, Edward Pelletier (distributed this evening). Neither the applicant nor any members of the audience were present to discuss the application. Holt MOVED, Lombard seconded, to accept the letter from Datum Engineering requesting an extension for the Public Hearing period by 35 days. MOTION PASSED UNANIMOUSLY. Then Pociask MOVED, Lombard seconded, to continue the Public Hearing to **April 6, 2009**. MOTION PASSED UNANIMOUSLY.

Zoning Agent's Report:

Items A-C were noted.

D. Modification Request for a Proposed BAE Revision, Lot 21 Beacon Hill Estates, Spring Hill Properties o/a, File #1214-2-Memo from Zoning Agent

Holt MOVED, Ryan seconded, that the Planning & Zoning Commission approve a Building

Area Envelope revision for Lot 21 in the Beacon Hill Estates Subdivision as proposed in a 2/19/09 modification request from Spring Hill Properties entitled "Subsurface Sewage Disposal Design" as prepared by Datum Engineering & Surveying and dated revised 2/19/09. MOTION PASSED UNANIMOUSLY.

Old Business:

1. Review of Land Uses/Potential Zoning Violations: Hall Property, Old Mansfield Hollow Road

The Commission requested that Hirsch provide a draft enforcement letter with timing provisions for review at the March 16, 2009 meeting. At this same meeting, those issues, previously suggested by Commissioner Plante to be referred to the Regulatory Review Committee, also will be discussed.

2. Proposed Zoning Regulation Amendment, Valley View, LLC, File #1281

Item tabled- awaiting 3/16/09 Public Hearing.

3. Proposed Special Permit Modification, 1559 Stafford Road, Valley View LLC, File #105

Item tabled- awaiting 3/16/09 Public Hearing.

4. Town Council/Town Manager Referral: Mansfield 2020: A Unified Vision/Housing and Sustainability and Planning Vision Points and Action Steps

After a brief discussion, Commission members requested Padick to draft a written response for review at the next meeting.

5. Potential Re-Zoning of the "Industrial Park" zone on Pleasant Valley Road and Mansfield Avenue.

Item tabled- awaiting 3/4/09 staff meeting with primary property owners.

New Business:

1. Special Permit Application, Proposed Efficiency Unit to an existing Single Family Home, 447 Browns Rd., Brenckle o/a File #1282

Goodwin MOVED, Lombard seconded, to receive the Special Permit application (File # 1282) submitted by Patricia Brenckle for a single-family residence with efficiency unit, on property located at 447 Browns Road, owned by the applicant, as shown on plans dated 2-27-98, revised through 2-18-09, and as described in other application submissions, and to refer said application to the staff for review and comment and to set a Public Hearing for April 6, 2009. MOTION PASSED UNANIMOUSLY.

2. Application to Amend the Zoning Map, Whispering Glen, LLC, 73 Meadowbrook Lane, File #1283

Lombard MOVED, Holt seconded, to receive the application submitted by Whispering Glen, LLC (File # 1283) to change the zone classification of a 10.12 acre parcel of land, owned by Lakeway Farms, L.P., located at 73 Meadowbrook Lane, from a R-20 zone to a DMR (Design Multiple Residence) zone, as shown on plans dated 7/20/07 and as submitted to the Commission, and to refer said application to the staff for review and comment, and to set a Public Hearing for May 4, 2009. MOTION PASSED UNANIMOUSLY.

3. Special Permit Application for a Proposed 37 Unit Multi-Family Development, Whispering Glen, LLC, 73 Meadowbrook Lane, File #1284

Lombard MOVED, Holt seconded, to receive the Special Permit application (file # 1284) submitted by Whispering Glen, LLC, for a 37-unit residential condominium development on property located 73 Meadowbrook Lane owned by Lakeway Farms, L.P., as shown and described in application submissions, and to refer said application to the staff, the Design Review Panel, the Advisory Committee on Persons with Disabilities, the Traffic Authority and Conservation Commission for review and comments, and to set a Public Hearing for May 4, 2009. MOTION PASSED UNANIMOUSLY.

4. Proposed Mansfield Affordable Housing Technical Assistance Grant Application

Padick summarized his memo on the subject grant application proposal and the application prerequisite that requires the PZC to endorse the Town's submittal and agree to consider any

recommended Incentive Housing zones. He also provided additional background on the Home CT program, the associated technical assistance grant obligations and Mansfield's expressed goals of providing more affordable housing opportunities. It was noted that the grant program did not mandate the PZC to take any action even if potential Incentive Housing Zones were identified.

During discussion, members expressed many concerns including: (1) a loss of regulatory control over application submission, review and approval processes for new multi-family developments; (2) the significant cost of the proposed consultant study; (3) the need to follow statutory guidelines, particularly regarding minimum densities and approval processes, and (4) the uncertainty that the state will meet the financial commitments included in the Home CT legislation. Members also noted that the PZC already has the authority to create similar zone classifications and/or alter regulatory provisions regarding housing development and provisions for affordable housing. By consensus, the Commission agreed not to endorse the Town's submittal of the subject technical assistance grant application. Members also noted that they support the goal of promoting additional affordable housing in Mansfield.

5. Proposed Easement for Highway purposes, Conantville and Meadowbrook Roads

Holt MOVED, Lombard seconded, to refer the easement request submitted by Attorney Samuel L. Schragger regarding property located at 129 Conantville Road, owned by Alice Kolega, to staff for review and comment. MOTION PASSED UNANIMOUSLY.

Reports of Officers and Committees:

Chairman noted next Regulatory Review Committee meeting on March 24, 2009 at 1 p.m., and a field trip set for March 16, 2009 at 1:00 p.m.

Communications and Bills:

Items noted.

Adjournment:

Chairman Favretti declared the meeting adjourned at 8:38 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

TOWN/UNIVERSITY RELATIONS COMMITTEE

Tuesday, February 10, 2009
Audrey Beck Municipal Building
Council Chambers
4:00 pm

Minutes

Present: M. Beal, T. Callahan, Bruce Clouette, J. Elkins, M. Hart, J. Hintz, R. Miller,
S. Rhodes,

Staff: M. Capriola, J. Jackman, G. Padick, C. van Zelm

1. Opportunity for Public to Address the Committee
Roger Adams, Executive Director of the Windham Chamber spoke to the Chamber's revised website, www.windhamchamber.com.
2. December 9, 2008 Meeting Minutes
Mr. Callahan made a motion to adopt the minutes, seconded by Mr. Beal. The minutes of December 9, 2008 were passed unanimously.
3. Announcements and Updates
 - UCONN Compost Facility
Mr. Miller provided an update on the compost facility project. The project is currently in the design process and the University hopes to begin composting in the fall. The facility will consist of a hoop barn structure. The main entrance will be located off of Route 32; the facility will be set-back from the road and concealed by a wooded buffer.
 - Mansfield Community-Campus Partnership (MCCP)
Ms. Elkins provided an update on activities of the MCCP. The group is researching legislation/best practices in neighboring states such as mandatory training for people serving and selling alcohol. The group has seen consistent participation from properties owned and managed by ING.
 - Student Life Committee Review of UCONN Spring Weekend
Ms. Elkins provided an update. The report of the Committee was presented today, February 10, 2009. Recommendations included the creation of a joint standing over-arching committee consisting of Town and University officials as well as utilizing parking restrictions as a means to dissuade outsiders from attending Spring Weekend.
 - Committee on Community Quality of Life
Mr. Hart and Mr. Clouette provided an update on the recently re-commissioned Committee on Community Quality of Life. The Committee has met a few times and is currently being educated on Quality of Life issues such as the housing and public health codes and enforcement activities.

- Mansfield Downtown Partnership (MDP)

Ms. van Zelm provided an update on the Storrs Center project. Leyland Alliance (developer) is currently soliciting tenants and focusing on Phase 1A/Dog Lane. MDP is working on: revisions for the DOT permit; soliciting bids for engineering work on Storrs Road. Beginning in the fall, MDP will have a new slot on its Board specifically designated for a student member.

- Four Corner's Sewer Project

Mr. Hart provided an update on the Four Corner's Sewer Study. Council has recently established a Four Corner's Sewer Advisory Committee. The Advisory Committee is making a presentation to stakeholders on March 24th and is looking to obtain feedback from the stakeholders. The Committee has also met with and discussed public water and sewer infrastructure issues with CT Water Company.

4. Mansfield 2020: A Unified Vision (Strategic Plan)

Ms. Capriola and Mr. Hart provided an update regarding Mansfield's strategic planning process. Council is currently soliciting feedback on the community visioning process from select advisory committees and elected boards. The Town-University Relations Committee has been asked to provide feedback on the Housing and Town/University Relations vision points. The Committee agreed to work on their response at its next meeting in March.

5. Other Business

- Mr. Padick provided an update on the status of the proposed Ponde Place development.
- Mr. Hintz stated that the University has been able to add a little over 400 on-campus beds (housing) for its students.
- Mr. Callahan announced a meeting on 2/19/09 that the University will hold with the Storrs Heights neighborhood re: water supply and Agronomy Farm.

The meeting adjourned at 5:20pm.

Next Meeting: March 10, 2009

Respectfully Submitted,
Maria E. Capriola
Assistant to Town Manager
Town of Mansfield

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D19 voters missed boat to make school top grade

By BRIAN ROSS 3/9

I am writing to thank the District 19 Board of Education and the building committee led by Bill Ryan for their time and effort in trying to solve the problems that exist with E.O. Smith's outdoor athletic facilities. The board didn't wake up one day with the idea of spending \$3.8 million. The plan as presented was an attempt to solve as many problems as possible in one shot so as not to waste money in the future, going back and adding things later at more expense.

At a cost of two \$20 bills a year for the average taxpayer beginning in July 2010, Smith students would have been able to use the new field this year. Four fall sports teams — football, boys and girls soccer, and girls field hockey would have had use of the field for games. The track teams would have had a functional track next spring for practice and meets. The tennis courts would not be a joke any longer. All gym class students would have been able to be out later in the fall and earlier in the spring on a surface that isn't a mud hole. Youth programs and the public would have been able to use the facilities. To keep costs down, this plan didn't address the inadequate baseball and softball fields. Every dollar spent to bus the track team and repair the tennis courts with its failed base, might as well be lit

Community voices

on fire and burned.

I find it hard to believe that in 1971 my high school (Windsor) had better facilities than Smith has today. At the height of the Vietnam War the town built a new middle school and high school athletic facility. Track, bleachers, press box, a building with locker rooms, concession, and public restrooms. The town has since added lights, redone the track and added irrigation.

The project at Smith was not full of extras. It was an infrastructure project that could have helped local construction firms. This money was not going into the never-ending rising salaries. The reason for the artificial turf field was that there is no water behind the school. No other towns in the state have lights, of course.

Smith sits between the first-rate facilities at Tolland and Windham high schools and the University of Connecticut and Eastern Connecticut State University. I would like to see *the Chronicle*, with its two editorials opposed to the project, to even the playing field. No night games for Windham High, no one needs lights. Turn off the irrigation, the water comes from Region 19 towns anyway.

Close the bleachers and have the parents, grandparents and fans stand on slopes and along the fence around the field. Close the press box. Have a staff member call the game hanging out a classroom window with a home speaker system that most folks can't hear, just like at Smith. Close the concessions. The heck with the booster club. Close the bathrooms, let people go in the locker rooms to use the bathroom, which was the practice at Smith up until last year when we got a portable toilet.

There is no leadership from the town governments on this issue. With all the state money that goes to Mansfield, to have this situation at the high school is unacceptable. Most towns have great pride in their high school athletics but this isn't the case here. It is as if Region 19 is an adversary in voter's minds. Successful schools across the state have first-class academic and athletic facilities. Interest rates are low and builders need work. If Chaplin students come on board the fields will get more use.

Thirty years from now when most of us will have passed on, Smith students would have been using these facilities and thankful it was done right. Two \$20 bills in July 2010 and dropping after that folks. Very shortsighted.

Ross is the parent of an E.O. Smith student.

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Development consultant dishes tips for Mansfield

By CAITLIN M. DINEEN
Chronicle Staff Writer

MANSFIELD — Town councilors were told earlier this week they could increase tourism in Mansfield by working with surrounding towns to promote the area.

Officials from AKRF — an environmental, planning and engineering consulting firm — urged council members Monday to work with towns that are part of the Windham Region Council of Governments to provide more reasons why people should visit this section of the state.

Based in New York, AKRF also has a Willimantic office.

AKRF was hired by WINCOG, of which Mansfield is a member, through a grant to assess towns in its coverage and how the towns could expand economic development.

Representatives from the firm were at the council meeting to give members an update of their project.

"It seems like you all can do a lot better if you work together," said Peter Liebowitz, senior vice president at AKRF.

Liebowitz's partner, Vice President of AKRF Martin Brogie, agreed and said the region needs a boost in promotion.

"I think people would agree that the local tourism initiative in this region is very weak," said Brogie.

Towns included in WINCOG are Chaplin, Columbia, Coventry, Hampton, Lebanon, Mansfield, Willington and Windham.

WINCOG is a voluntary asso-

ciation of municipal governments serving nine communities in eastern Connecticut that provides services to member towns in the areas of land-use and fiscal planning.

"While it's generally an overall regional approach, we're seeing how each town can expand on a specific site or topic," said Liebowitz.

The study by AKRF is expected to be completed in six months.

According to Liebowitz, Mansfield has a large population of 18- to 24-year-olds — which he partially attributed to the University of Connecticut — and said town officials need to work to keep that population engaged in the community. "You have this amazing group of 18- to 24-year-olds," said Liebowitz. "But, in many ways, you seem to be missing the most economical component of it, this group spends a lot of money."

Liebowitz said the town would do better to encourage student spending locally if they worked to promote what Mansfield and nearby Windham offer in terms of retail. "It will help Mansfield if Windham has a stronger retail

base," said Liebowitz.

In addition to catering to the college-age population, Brogie and Liebowitz said Mansfield officials can better package the town as an ideal place for new residents and new businesses.

"It's part advertising," said Brogie. "It's the place to be, a better place to live."

According to Brogie, local officials can present Mansfield as an ideal town and people will likely move to the area. "Keeping Mansfield a livable place is very, very important," he said.

Council members said they appreciated the update and hope to implement recommendations announced at the end of the study.

Councilman Bruce Clouette said he hopes Brogie and Liebowitz understand regions should still remain competitive when promoting local businesses.

"I just hope that you will be forthright about that," said Clouette.

Brogie said he knew towns have a "competitive nature" but it was still important for municipalities to work together.

"Everyone's playing in the same sandbox," he said.

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Opinion

Chronicle

Lucy B. Crosbie
President

Kevin Crosbie
Publisher

Charles C. Ryan
Editor

Editorial

We offer these threads, needles

Needles, however, to the towns that are still members of the McSweeney Regional Senior Center ^{3/16} in Willimantic, but only paying a pittance toward the center's operations. Of the \$57,850 granted by towns to help fund the center's \$340,000 annual budget, \$40,850 of it came from Windham this fiscal year. The host town paying the most for a regional center is understandable. What we don't understand is why that amount is more than double the amount of all the other towns combined? Towns contributing to the center are Andover, Ashford, Chaplin, Columbia, Coventry, Hampton, Lebanon, Mansfield, Scotland, Willington and Windham. While many of these towns have their own senior centers, McSweeney is host to many regional services such as dental and health clinics, along with a regular lunch program. If area residents can benefit from this, then the member towns need to contribute more.

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2 the Chronicle, Willimantic, Conn., Saturday, March 14, 2009

Health district nets \$75K grant

By CAITLIN M. DINEEN
Chronicle Staff Writer

MANSFIELD — While finances are being stretched thin for many organizations, officials at the Eastern Highlands Health District are glad to be one of 13 recipients of funds from the National Association of Chronic Disease Directors.

The health district applied for funding in January and was told it was selected earlier last week. It will receive a total of \$75,000 spread out over three years.

The funds come at a time when, district officials say they need it most.

"We've been looking for alternative sources of money for the health program," said EHHD Director Robert Miller. "But getting funding is challenging."

The health district, located on South Eagleville Road in Mansfield, services Andover, Ashford, Bolton, Columbia, Coventry, Mansfield, Scotland, Tolland and Willington.

The grant — part of the Action Communication for Health, Innovation and Environmental Change Initiative (ACHIEVE) — was given to organizations with programs geared toward preventing chronic diseases. "The National Association of Chronic Disease Directors is pleased to partner with the Eastern Highlands Health District to support the ACHIEVE Initiative," said John Robitscher, executive director of NACDD. "Promoting healthier lifestyles and supporting healthy communities will help us meet our goal of reducing chronic diseases."

According to the NACDD web site, "the purpose

of ACHIEVE is to bring together local leaders and stakeholders to build healthier communities by promoting policy, systems and environment change strategies that focus on physical activity, nutrition, tobacco cessation, obesity, diabetes and cardiovascular disease."

According to Miller, most funding from the grant does not have specific purposes, but some of it must fund travel expenses and training for health district officials.

Part of the funding will go to the district's "Matters of the Heart Partnership," said Miller.

"We're certainly going to use it to build upon the existing coalition," he said.

Miller said this partnership is comprised of individual community residents and agencies promoting healthy behavior and chronic disease prevention.

He said the partnership hopes to educate community members and local government officials about the need for heart-healthy lifestyles, including the importance of exercise and healthy eating.

"With that contingency base, hopefully we'll be able to create policy changes in the community," said Miller.

In addition to community outreach, the funds will be used to further educate members of the health district initiative.

"This grant will provide training, mentoring and technical assistance for our local initiative so we can fine-tune our existing partnership and create positive interventions in our community," said the health district's education program coordinator, Ande Bloom.

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Editor: 3/12

Are we living in a bubble, or are our heads just in the sand?

After seven years of hard work by the Mansfield Downtown Partnership, local people are still asking, when is this supposed to happen?

After they have secured permits, pored over contracts and worked on plans to relocate businesses and secure funding, we see permits expiring, construction costs skyrocketing and the economy in a nosedive.

Newspapers daily report shopping malls cutting hours and retail operations closing. Several businesses in Mansfield have closed in the past few weeks.

According to Secretary of the State Susan Bysiewicz, a record number of businesses shut their doors in 2008, and the state witnessed a significant decline in business starts.

Her office reports that 13,456 businesses filed paperwork last year to dissolve, the highest number since record-keeping began in the year 2000 (an 18 percent increase over 2007).

So is it a time for investment and expansion? If the state really wants to save money, it can delete funds for the Mansfield Downtown Partnership.

**Jane Blanshard, Camille Forman
Kenneth Forman, Mary Gawlicki**

Joan J. Hall, Matthew Proser

Irene Schein, Nancy Wengel

Julie Wright

Mansfield

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I. DAVID MARDER & ASSOCIATES, LLC

Item #15

ATTORNEYS AT LAW
76 SOUTH FRONTAGE ROAD
VERNON, CONNECTICUT 06066-5518

REC'D MAR 19

I. DAVID MARDER
JOEL A. DEFELICE

TELEPHONE
(860) 871-8000

FACSIMILE
(860) 871-8307

E-Mail
i.d.marder@snet.net

March 16, 2009

Town Council
Town of Mansfield
4 South Eagleville Road
Mansfield, CT 06268

RE: Law Day 2009 / Nomination for Liberty Bell Award

Dear Sir or Madam:

Each year the Tolland County Bar Association participates in a nationwide celebration of Law Day. This year, Law Day ceremonies will be held May 1, 2009, at the Superior Court, 20 Park Street, in Rockville, at 10:00 AM.

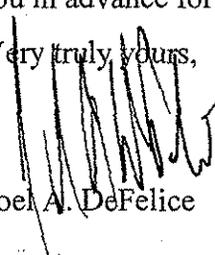
Law Day is intended to honor our great heritage of liberty, justice and equality under the law. Law Day was first proclaimed by President Eisenhower in 1958, and Congress later passed a joint resolution in 1961 designating May 1st of each year as Law Day.

As part of the day's ceremonies, an award is given to a non-lawyer, citizen of the County, who has rendered outstanding community service in promoting a better understanding and appreciation of the law. I have enclosed a nomination form for your review. Please forward all nominations to: I. David Marder & Associates, LLC, ATTN: Law Day 2009, 76 South Frontage Road, Vernon, Connecticut 06066.

The recipient of the Liberty Bell award will be chosen from the entries and honored at this year's Law Day ceremonies. Should you have any questions, please feel free to contact me at (860) 871-8000, or co-chair Attorney Christopher Hite, at the Law Office of Dale Roberson, Tel. (860) 872-3000.

The Tolland County Bar Association thanks you in advance for your participation.

Very truly yours,


Joel A. DeFelice

Enclosure



Joshua's Tract Conservation and Historic Trust, Inc.
PO Box 4, Mansfield Center, CT 06250-004

October 28, 2008

REC'D MAR 12

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

Dear Matt,

This is to acknowledge the receipt of a check from the Town of Mansfield for \$12,500 for the Town's share in the Purchase of the 5.9 acre Luce parcel on Mulberry Road.

. As you know this is a key parcel in the protection of abutting properties owned by the Trust, protecting the entrance to the Mullane Trail to the Proposal Rock/Coney Rock open space complex. This purchase has added last remaining piece to a future loop trail linking Coney Rock, Land Trust land, Dorwart property, Nipmuck Trail and the Lyons Club property.

We look forward continued cooperative efforts between Town of Mansfield and Joshua's Tract in preserving valuable open space in the Town of Mansfield.

Sincerely,

Warren Church
President, Joshua's Tract Conservation and Historic Trust

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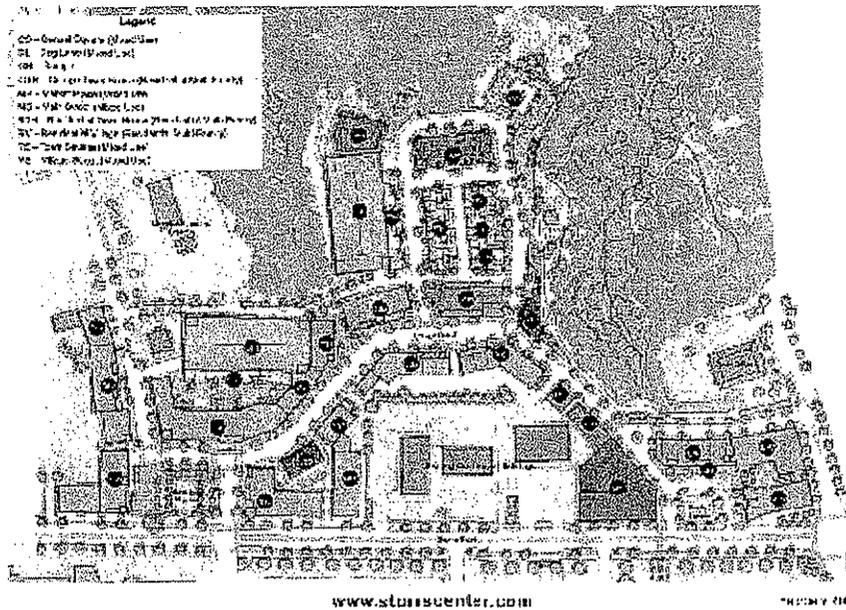
Obama bill includes Storrs Center funds

by: Brenda Sullivan | Editor Wednesday, March 11th, 2009



STORRS
MANSFIELD
CENTER

Concept Plan



Concept plan for Storrs Center - updated February 2009. Image courtesy of Mansfield Downtown Partnership.

The Storrs Center development planned for downtown Mansfield received a major commitment today with the approval of a \$712,500 appropriation to be designated for critical components of the project's infrastructure.

The appropriation is included in the FY2009 Omnibus Budget bill that passed the House and Senate and expected to be signed by President Obama today, March 11.

Speaking for the Mansfield Downtown Partnership, the organization guiding the Storrs Center development, Executive Director Cynthia van Zelm said, "This is a major boost for Storrs Center and will aid significantly in laying the groundwork for Phase 1 of the project. Once again, the Federal government has generously come forward with critical financial support."

The funds will be used for construction of the pedestrian and bicycle-friendly network of streets, as well as sidewalks, parks and other open spaces, infrastructure and landscaping that will serve the mixed-use development.

Storrs Center, once developed, will include a "town square" and a "market square" and will progress in stages, in order to keep moving ahead during difficult economic times.

The new funding will likely be designated for Phase 1 of the project, which will include two buildings on the North side of Dog Lane and the realignment of Dog Lane with a new intersection at Storrs Road/Route 195. The appropriation was sponsored by Senator Joseph Lieberman and Congressman Joseph Courtney. The application for the funding was submitted by the Town of Mansfield in February, 2008.

Vice President of Planning and Development for the project's master developer LeylandAlliance, Macon Toledano, said in a prepared statement today, "We extend our thanks to both Senator Lieberman and Congressman Courtney for their strong leadership and ongoing support for Storrs Center. The funding, appropriately, will help create the pedestrian-friendly network of streets, sidewalks and infrastructure that will begin to define the new civic heart of Mansfield."

Posted March 11, 2009

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TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



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

Matthew W. Hart, Town Manager

March 12, 2009

Governor M. Jodi Rell
Executive Office of the Governor
State Capitol
210 Capitol Avenue
Hartford, Connecticut 06106

Re: Stimulus Funding for Storrs Center

Dear Governor Rell:

On behalf of the Town of Mansfield, we are pleased to submit a request for funding available from President Obama's Recovery and Reinvestment Act of 2009 for the new Storrs Center "Main Street" project to be undertaken in Mansfield, Connecticut.

Storrs Center Project: Executive Summary

Storrs Center is the most ambitious public/private undertaking in the history of the Town of Mansfield, home to the University of Connecticut, and certainly one of the most ambitious public/private initiatives in the history of our State. It establishes a unique standard for the application of principles of sustainability and smart growth in the creation of a new Connecticut college town center. Storrs Center will create a true college town for the state's flagship university and an economically vibrant, sustainable, town center generating new goods and services, substantial job opportunities and tax income for Mansfield and the region. It will be compact and walkable with mixed-use buildings, retail shops, restaurants, offices, housing and public parks. The project has re-affirmed a commitment to sustainability and green building with the adoption of a comprehensive set of guidelines.

In 2008, the State generously granted \$10 million to Storrs Center for the construction of a parking garage that is an essential element in the project's first phase. We are extremely appreciative of the grant, which has positioned us to move ahead with the first phase of the project. Support from the State and Federal government has resulted in an \$18 million commitment which will leverage over \$180 million in private investment.

A New, Expanded Plan, with Unprecedented Levels of Sustainability

Based on the goals and conditions of President Obama's stimulus plan, we have carefully re-examined how the Storrs Center project could surpass its established goals for sustainable development with an enhanced framework of high efficiency, "green" infrastructure that would, we believe, result in Storrs Center becoming the "greenest" college town center in the United States. The possibility of an undertaking of this significance only exists for the timely reason that we are presently bringing our

approval process to closure and are poised to begin construction of a dynamic new downtown for Mansfield. Given this exceptional opportunity and the mandates that we all face to transform our nation's future, we have outlined a strategy to bring Storrs Center squarely into the forefront of new development that focuses on fundamental social, environmental, and economic needs and that will serve as an inspiration for municipalities in Connecticut and, indeed, throughout the United States.

Our goal under this enhanced program is nothing less than to achieve a 50 percent reduction in the use of energy and water compared to existing industry standards for projects of this scale. This energy production strategy, combined with high standards for efficiency and a focus on pedestrian and multi-modal activities, will promote the State's efforts to identify serious, long term solutions for the reduction of energy use and costs. The implementation of alternative energy sources, such as solar, wind and co-generation, will, over time, pay for themselves in energy savings, lead to dramatically decreased dependence on fossil fuel resources, and substantially decrease our carbon footprint for a project of this magnitude.

The attached exhibit, entitled "Public and Community Based Infrastructure, Energy, Water and Transit Facilities", provides a side-by-side comparison of estimated costs for the original Storrs Center design versus the new, expanded recommendation.

The intent of this ambitious scope expansion is to create a program for sustainable infrastructure, energy conservation, protection of natural resources, pedestrian-oriented civic life, economic development and job generation that, we believe, embodies the ideals of the Obama Stimulus Plan.

The development team has received critical local site zoning approvals and permits for Storrs Center. The site and demolition work for the first phase of the project is now shovel-ready, meaning that actual construction can begin within 30 – 45 days. As initial construction gets underway, plans for subsequent work can simultaneously be finalized for issuance within 120 days.

The life of the Storrs Center project, of course, extends over many years and will accordingly lead to an ongoing generation of jobs and a lasting positive economic impact, both immediate and for the long term. The phased construction will allow us to integrate the proposed features into the project plans in a manner that is entirely consistent with the approvals that are already in place. Confirmation of the proposed stimulus package would put the Town of Mansfield in position to move forward immediately with the expanded scope of green, municipal infrastructure outlined in this application.

Summary: Five Compelling Reasons why the Enhanced Green Plan for Storrs Center Deserves Stimulus Funding

- 1) Immediate construction activity to begin in a region of Connecticut that is in dire need of the economic stimulus
- 2) New job generation, which would be dramatically increased under the scope of the Enhanced Green Plan:
 - o Over 296 construction jobs annually during construction
 - o 907 permanent jobs at total project build-out

- 3) Economic impact, which would be substantially increased under the Enhanced Green Plan:
 - o Creation of over \$225 million in total value at build-out
 - o Creation of over 80 new businesses
 - o Creation of \$325 million in projected market value
 - o A new location for the development of small businesses and incubator concepts associated with the University
- 4) Net tax projection for Mansfield, estimated \$2.6 million annually at total project build-out under the current plan, would be significantly increased under the Enhanced Green Plan
- 5) Clear objectives for sustainable development, already adopted and published under the current plan, would dramatically be expanded under the Enhanced Green Plan
 - o Photovoltaic roofs, wind energy/turbine components, heat and power co-generation
 - o Local, municipally-owned energy production facilities
 - o Centralized geothermal heat exchange system
 - o Gray water recapture and reuse system
 - o Creation of a 30-acre managed, conservation area
 - o Homes that use 50 percent less energy and water
 - o Candidate for LEED for Neighborhood Development program

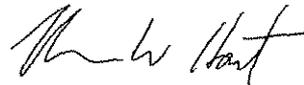
Based upon the scope described in this letter and the objectives that we have outlined, including the creation of the most advanced, unique, "green" college town center in the United States, we are requesting \$64M for the implementation by the Town of Mansfield of this exceptional plan. We are proud and excited by the existing plans already developed for Storrs Center and are moving ahead aggressively to implement them. In the context of the current economic mandates, however, we feel it is important to delineate an ambitious, alternative plan for a new Main Street and college town center that will also establish unprecedented standards for towns and cities around the country in the effort to re-invent our economy, our communities, and our relationship with our planet.

If this is a goal which you believe is consistent with the intent of the President's Stimulus Plan, we trust that we have made a cogent case in support of the Storrs Center project. We hope you will view our request favorably and we look forward to further discussion.

Sincerely,



Elizabeth C. Paterson
Mayor



Matthew W. Hart
Town Manager

Cc: Matthew Fritz, Office of the Governor
Donald Williams, State Senator
Denise Merrill, State Representative
Mansfield Town Council
Dr. Michael Hogan, University of Connecticut
Cynthia van Zelm, Mansfield Downtown Partnership
Mark Paquette, Windham Region Council of Governments

STORRS CENTER, MANSFIELD, CT
 PUBLIC AND COMMUNITY BASED INFRASTRUCTURE, ENERGY, WATER, AND TRANSIT FACILITIES
 ESTIMATE FOR EXPANDED SCOPE SITE DEVELOPMENT WITH HIGH EFFICIENCY RESOURCE MANAGEMENT FACILITIES

INFRASTRUCTURE COMPONENT Item	EXISTING		PROPOSED EXPANDED SCOPE			INCREASE		REASON New Components
	All Phases	Phase 1	Phase 2	Phase 3	All Phase	Add		
FINAL BID DOCUMENTS FOR PUBLIC INFRASTRUCTURE								
Civil, Landscape, and Environmental Restoration	400,000	200,000	150,000	150,000	500,000	100,000	Design for New Civic Components and Forestry Program	
SUBTOTAL	400,000	200,000	150,000	150,000	500,000	100,000		
SITE CLEARING AND STORM WATER MANAGEMENT								
Environmental Remediation & Demolition	650,000	250,000	50,000	350,000	650,000	0		
Earthwork and Site Preparation/Soils Improvement	1,250,000	500,000	250,000	500,000	1,250,000	0		
Storm Water Management Systems	1,350,000	750,000	350,000	250,000	1,350,000	0		
Erosion Control	80,000	20,000	40,000	20,000	80,000	0		
Retaining Walls & Vertical Barrier Curb for Wildlife Protection	650,000	350,000	200,000	100,000	650,000	0		
Forest Restoration and Interpretive Activity Center	0	0	250,000	0	250,000	250,000	Forest Restoration and Interpretive Center	
Public Landscaping and Streetscapes	750,000	350,000	200,000	200,000	750,000	0		
SUBTOTAL	4,730,000	2,220,000	1,340,000	1,420,000	4,980,000	250,000		
PRIMARY UTILITIES AND PUBLIC SERVICES								
Water Service	375,000	50,000	200,000	125,000	375,000	0		
Sanitary	550,000	50,000	350,000	150,000	550,000	0		
Gas Service	85,000	25,000	35,000	25,000	85,000	0		
Electric/Telephone/Cable	150,000	45,000	60,000	45,000	150,000	0		
Community Based Broadband Wireless Networking Facilities	0	250,000	0	0	250,000	250,000	Wireless Broadband Communications Facilities in Garage 1	
SUBTOTAL	1,160,000	420,000	645,000	345,000	1,410,000	250,000		
PUBLIC STREETS, PARKS, AND SITE AMENITIES								
Pavement	1,050,000	450,000	300,000	300,000	1,050,000	0		
Sidewalks and Site Amenities	2,750,000	1,250,000	750,000	750,000	2,750,000	0		
Municipal Town Square Amphitheatre and Park Facilities	0	1,250,000	0	0	1,250,000	1,250,000	Amenities and Performance Area in Town Square	
Municipal Children's Garden, Health and Play Facility (Biophilic Focus)	0	0	250,000	0	250,000	250,000	Play Area and Learning Center for Children and Nature	
Municipal Community Activity Center	0	250,000	0	0	250,000	250,000	Community Based Activity Features	
SUBTOTAL	3,800,000	1,700,000	1,050,000	1,050,000	5,550,000	1,750,000		
STRUCTURED PARKING AND STORMWATER MGMT. FACILITIES								
Parking Facilities/Solar Infrastructure/Storm Water Management Design	1,200,000	750,000	750,000	300,000	1,800,000	600,000	Design for Transit and Solar Facilities	
Structured Parking Facilities Expanded Multi-Modal Capacity and Turbine Room	14,446,596	3,000,000	14,000,000	3,800,000	20,800,000	6,353,404	Expand Parking for Increased Multi-Modal Capacity	
New Transit and Multi-Modal Facilities on Street and in Structures	0	500,000	500,000	200,000	1,200,000	1,200,000	Add Facilities for Increased Multi-Modal Activity	
Cistern Based Water Collection System and Re-use Facilities	0	150,000	150,000	150,000	450,000	450,000	Add Common Water Collection and Re-Use Facility	
SUBTOTAL	15,646,596	4,400,000	15,400,000	4,450,000	24,250,000	8,603,404		
ENERGY PRODUCTION AND WATER MANAGEMENT FACILITIES								
New Energy and Water Management Facilities Design	0	250,000	300,000	200,000	750,000	750,000	Design for Energy and Water Conservation District	
Garage Roof and Solar Support Infrastructure	0	1,750,000	1,750,000	0	3,500,000	3,500,000	Add Level to Garage for Support of Solar Components	
Solar Array at Garage Rooftop Level PV@8.00/W	0	2,800,000	2,800,000	0	5,600,000	5,600,000	Add Photovoltaic Solar Collectors for Energy	
Wind Energy/ Turbine Components	0	400,000	400,000	0	800,000	800,000	Add Localized Wind Turbine Facilities for Energy	
Heat and Power Co-Generation Facility (Gas Turbine Recip System)	0	7,500,000	100,000	100,000	7,700,000	7,700,000	Add Gas Turbine Co-Generation Facility	
Centralized Geothermal Heat Exchange System	0	1,500,000	1,000,000	1,000,000	3,500,000	3,500,000	Add Common Geothermal Heat Exchange Source	
Gray Water Recapture and Reuse System	0	800,000	400,000	400,000	1,600,000	1,600,000	Add Gray Water Collection and Re-Use Facility	
SUBTOTAL	0	15,000,000	6,750,000	1,700,000	23,450,000	23,450,000		
SUBTOTAL ALL CATEGORIES	25,736,596	23,940,000	25,335,000	9,115,000	58,390,000	32,653,404		
Contingency at 10%	2,573,660	2,394,000	2,533,500	911,500	5,839,000	3,265,340		
GRAND TOTAL	28,310,256	26,334,000	27,868,500	10,026,500	64,229,000	35,918,744		