



**TOWN OF MANSFIELD  
TOWN COUNCIL MEETING  
MONDAY, June 22, 2009  
COUNCIL CHAMBERS  
AUDREY P. BECK MUNICIPAL BUILDING  
7:30 p.m.**

**AGENDA**

Page

<b>CALL TO ORDER</b>	
<b>ROLL CALL</b>	
<b>APPROVAL OF MINUTES .....</b>	<b>1</b>
<b>PUBLIC HEARING</b>	
1. <b>Proposed Amendments to the Special Police Services Ordinance/Fees for Special Public Safety Services Ordinance .....</b>	<b>19</b>
<b>OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL</b>	
<b>TOWN MANAGER'S REPORT</b>	
<b>OLD BUSINESS</b>	
2. <b>Proposed Amendments to the Special Police Services Ordinance/Fees for Special Public Safety Services Ordinance (Item #2, 03-23-09 Agenda) .....</b>	<b>21</b>
3. <b>Ordinance for Obtaining Goods and Services (Item #2, 05-11-09 Agenda) .....</b>	<b>37</b>
4. <b>Community/Campus Relations (Item #1, 06-08-09 Agenda) (no attachment)</b>	
5. <b>Community Water and Wastewater Issues (Item #2, 06-08-09 Agenda) (no attachment)</b>	
<b>NEW BUSINESS</b>	
6. <b>Appointment of Council Member .....</b>	<b>49</b>
7. <b>Freedom of Information Act Policy Update .....</b>	<b>51</b>
8. <b>Bond Reauthorization – Mansfield Streetscape Improvements .....</b>	<b>53</b>
9. <b>Amendments to Capital Fund Budget - Mansfield Streetscape and Pedestrian Improvements; Improvements to Storrs Road Project .....</b>	<b>55</b>
10. <b>Inter-local Services Agreement with Columbia .....</b>	<b>57</b>
11. <b>Agreement between the Town of Mansfield, Mansfield Board of Education and Region 19 Board of Education for Financial Management, Information Technology and Risk Management Services .....</b>	<b>63</b>
12. <b>Contract between the State of Connecticut Department of Public Safety and the Town of Mansfield for Resident State Police Services .....</b>	<b>69</b>

DEPARTMENTAL AND COMMITTEE REPORTS .....	81
REPORTS OF COUNCIL COMMITTEES	
REPORTS OF COUNCIL MEMBERS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
13. L. Frankel re: Special Public Services Ordinance.....	105
14. Communications Advisory Committee re: Town Meetings.....	107
15. PZC re: Walkway and Streetscape Improvements .....	109
16. L. Bailey/M. Hart/J. Russell re: Cuts to Technology and Libraries .....	111
17. G. Padick re: Draft Windham Regional Land Use Plan 2009.....	115
18. State of Connecticut Department of Public Health re: Public Act 09-30 .....	155
19. State of Connecticut Employment and Training Commission re: WIA .....	157
20. Community Energy re: Renewable Energy Certificate .....	159
21. <u>Chronicle</u> "Another eatery signs on for new downtown Storrs" – 06-03-09.....	163
22. <u>Chronicle</u> "D19 has concerns about road plan" – 06-06-09 .....	165
23. <u>Chronicle</u> "Editorial: We offer these threads, needles" – 06-08-09 .....	167
24. <u>Chronicle</u> "Editorial: We offer these threads, needles" – 06-15-09 .....	169
25. <u>Chronicle</u> "Four Corners fixes could cost \$14.1M" – 06-10-09.....	171
26. <u>Chronicle</u> "Letter to the Editor" – 06-05-09.....	173
27. <u>Chronicle</u> "Letter to the Editor" – 06-09-09.....	175
28. <u>Chronicle</u> "Letter to the Editor" – 06-10-09.....	177
29. <u>Chronicle</u> "Letters to the Editor" – 06-11-09.....	179
30. <u>Chronicle</u> "Letter to the Editor" – 06-15-09.....	181
31. <u>Chronicle</u> "Mansfield budget represents value" – 06-15-09.....	183
32. <u>Chronicle</u> "Mansfield Library victimized" – 06-09-09.....	185
33. <u>Chronicle</u> "Mansfield Oks streetscape proposal" – 06-09-09 .....	187
34. <u>Chronicle</u> "Mansfield to vote again on budget" – 06-15-09.....	189
35. <u>Chronicle</u> "Meeting to focus on Mansfield Four Corners" – 06-08-09.....	191
36. <u>Chronicle</u> "Town meeting take aim at Route 195" – 06-06-09.....	193
37. <u>Mansfield Today</u> "Bringing sewers/water to Four Corners..." – 06-09-09 .....	195
38. <u>Mansfield Today</u> "Budget clears referendum hurdle by almost..." – 06-16-09.....	199
39. <u>Mansfield Today</u> "Four Corners sewer/water project could cost \$14M" – 06-10/09 ...	201
40. <u>Mansfield Today</u> "Referendum puts proposed \$43 million..." – 06-15-09 .....	203
41. <u>Mansfield Today</u> "Smart Growth for Mansfield supports..." – 06-08-09 .....	205
42. <u>Mansfield Today</u> "Major pre-construction approval for Storrs..." – 06-17-09.....	207
43. <u>Mansfield Today</u> "Voters approve \$1.47 million for Route 195..." – 06-14-09 .....	209

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL**

**FUTURE AGENDAS**

**EXECUTIVE SESSION**

**44. Strategy and Negotiations with Respect to Pending Claims or Pending Litigation,  
CGS §1-200(6)(B)**

**45. Strategy and Negotiations with Respect to Collective Bargaining, CGS §1-200(2)**

**ADJOURNMENT**

PAGE  
BREAK

SPECIAL MEETING-MANSFIELD TOWN COUNCIL

May 18, 2009

**DRAFT**

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 7:00 p.m. in Conference Room B of the Audrey P. Beck Building

I. CALL TO ORDER

Present: Clouette, Duffy, Haddad (7:30 p.m.) Koehn, Nesbitt, Paterson, Paulhus, Schaefer

1. Mr. Paulhus moved and Mr. Schaefer seconded to recess the meeting and move into executive session to review and discuss strategy or negotiations with respect to collective bargaining and a review and discussion of commercial and financial information provided in confidence by Storrs Center Alliance CGS§§1-200(6), 1-210(b)(5)(B).

II. EXECUTIVE SESSION

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

Present: Clouette, Duffy, Koehn, Nesbitt, Paterson, Paulhus, Schaefer  
Also included: Matt Hart, Town Manager

2. Review and discussion of commercial and financial information provided in confidence by Storrs Center Alliance in accordance with CGS§§1-200(6), 1-210(b)(5)(B).

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

Also included: Town Manager Matt Hart, Director of Finance Jeff Smith, Bond Counsel Doug Gillette,

III. ADJOURNMENT

The Council reconvened in public session.

Mr. Nesbitt moved and Mr. Clouette seconded to adjourn the meeting.

Motion to adjourn passed unanimously.

Elizabeth Paterson, Mayor

Town of Mansfield  
Special Town Meeting  
June 8, 2009  
E.O. Smith High School Auditorium

Mayor Elizabeth Paterson called the Special Town Meeting to order at 7:00 p.m. in the auditorium of the E. O. Smith High School and called for the election of a Moderator.

Gregory Haddad moved to nominate Carol Pellegrine as Moderator. The nomination was seconded and the motion to approve the nomination passed unanimously.

Mrs. Pellegrine read the notice of the meeting as published and posted. Without objection Town Clerk Mary Stanton was appointed as the Secretary for the meeting and Roberts Rules of Order were adopted. Mrs. Pellegrine outlined the rules of debate for the meeting asking the public to limit their initial comments to five minutes.

Mrs. Pellegrine recognized Town Council Finance Committee Chair Bruce Clouette who offered the following resolution:

**RESOLUTION APPROPRIATING \$302,000 FOR COST WITH  
RESPECT TO WALKWAY AND STREETScape IMPROVEMENTS  
ALONG STORRS ROAD (CONN. ROUTE 195) AND FLAHERTY ROAD,  
AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE  
SAME AMOUNT TO FINANCE THE APPROPRIATION.**

RESOLVED,

- (A) That the Town of Mansfield appropriate THREE HUNDRED TWO THOUSAND DOLLARS (\$302,000) for cost with respect to walkway and streetscape improvements along the western side of Storrs Road (Conn. Route 195) approximately from its intersection with Bolton Road to the Liberty Bank Plaza property, walkway and streetscape improvements along Flaherty Road approximately from its northern intersection with Storrs Road to its intersection with Storrs Height Road, and related work and improvements. The appropriation may be spent for design, acquisition, installation and construction cost, equipment, materials, engineering and other consultant fees, legal fees, net temporary interest and other financing cost, and other expenses related to the project. The Town Manager is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.
- (B) That the Town issue its bonds or notes, in an amount not to exceed THREE HUNDRED TWO THOUSAND DOLLARS (\$302,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

- (C) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed THREE HUNDRED TWO THOUSAND DOLLARS (\$302,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (D) The Town Manager, The Director of Finance, and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, The Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.
- (E) That the Town hereby declares its official intent under Federal Income Tax Regulation Sections 1.150-2 that project cost may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years,

- (F) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.
- (G) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or temporary notes.

The motion was seconded and Mr. Clouette was recognized for purposes of discussion. Mr. Clouette described the scope of the project stating the goal is to improve the pedestrian-friendly character and walkability of the center of Town. The concept was first endorsed by the Town Council in 2002. Mr. Clouette stated the project is independent of but complimentary to the efforts of the Downtown Partnership.

Mrs. Pellegrine recognized Director of Public Works Lon Hultgren to further describe the project and to answer technical questions from those present.

Cynara Stities, Hanks Hill Road, requested a description of the types of flashing lights being considered at the crosswalks.

Answer: Crosswalk designs under consideration include pavement lights and lighted pedestrian crossing signs.

Tom Markland, Flaherty Road, asked who would be responsible for the snowplowing of the walkways.

Answer: The Town will maintain the area.

Martin Sommer, Warrenville Road, questioned the condition of the existing sidewalk in front of the high school and the town hall.

Answer: The existing sidewalk will need to be rebuilt even if this project is not approved. Sondra Morrison, Farmstead Road, asked if a rotary at Rtes 195 and 275 is part of this project.

Answer: No it is not.

Robert Coughlin, Storrs Heights Road, asked if flashing lights at the crosswalks would be adequate.

Answer: DOT regulates what lighting is appropriate for Rte 195.

Lenore Grunko, Hanks Hill Road, asked if there is data that supports the use of flashing lights at crosswalks.

Answer: Studies have been done that show enhanced crosswalks are effective.

Ernest Herrick, Ravine Road, asked if variables such as change orders are included in the total amount to be appropriated.

Answer: Yes

Annie Perkins, Stearns Road, asked why the walkway was positioned on the western side of the road.

Answer: The slopes are too steep on the eastern side and therefore a walkway would be too costly to install.

Robert Dyjak, Atwoodville Road, questioned why the 5 existing pedestrian crossings on Rte. 195 are not adequate.

Answer: Residents have expressed a need for crosswalks in this area.

Aline Booth, Wormwood Hill Road, wondered whether the trees in front of the high school will be preserved and whether or not any changes are planned to the street side of the curb.

Answer: The preliminary plans show only one tree will be affected and all changes will be on the other side of the curb.

Moderator Carol Pellegrine thanked Mr. Hultgren and asked if there were additional residents who would like to speak.

Ric Hossack, Middle Turnpike, requested the vote on the resolution be by paper ballot. The motion was seconded and passed with 162 in favor and 145 opposed.

Lyn Stoddard, Ravine Road, spoke in favor of the resolution commenting that its implementation would help us wean ourselves from vehicles and make the town more livable. Ms. Stoddard noted that we would be spending \$300,000 to receive over \$1,000,000.

Karla Fox, Storrs Heights Road, explained the public safety issue for those living in the Storrs Heights area. Ms. Fox commented that residents have been working on the issue for a decade.

Howard Raphaelson, Timber Drive, spoke in favor of the project saying it makes sense economically to approve the authorization. The repairs on the existing sidewalks in front of the high school and the town hall will cost more than the matching funds will cost the Town.

Jane Blanshard, Sycamore Drive, commented that other sections of Town, including Glen Ridge, have also been requesting sidewalks.

Martin Sommer, Warrenville Road, spoke in favor of the motion for both fiscal and social reasons. Fiscally we are sharing the burden of financing this project with everyone in the state whereas if we just do the repairs to the sidewalks it will come only from Mansfield residents. Socially this project will improve the safety and well being of our citizens.

Deidre Goodrich, Westwood Road, stated that support for the project is an important step for planning for the future.

Jill Coghlan, Stafford Road, spoke in favor of the project and asked when the money will be available.

Don Curtis, Fern Road, asked how Rte 195 was chosen over South Eagleville Road.

Don Baxter, Storrs Heights Road, spoke in favor of the project noting the high school students living on Storrs Heights Road are not bussed to school, making a safe walk way even more important.

Peter Millman, Dog Lane, spoke in favor commenting that the project shows one more way the Town is working to improve its livability. In the future, Mr. Millman would like to see the sidewalks extended to Birchwood Heights.

Charles Dainton, Mansfield City Road, questioned the budgetary implications for the Department of Public Works and asked if the deterioration of the sidewalks is a result of lack of maintenance.

Stella Ross, Hanks Hill Road, spoke in support of the project and asked if any consideration had been made to providing post with doggy bags along the route.

Corine Noorgard, Wormwood Hill Road, called the question.  
The motion was seconded and passed on a voice vote.

The vote on the resolution as presented was by paper ballot. With 328 persons voting, the motion passed with 270 in favor and 58 opposed.

Without objection the meeting was adjourned at 9:00 p.m.

Mary Stanton  
Town Clerk

REGULAR MEETING-MANSFIELD TOWN COUNCIL

June 8, 2009

**DRAFT**

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 9:15 p.m. in the Student Restaurant at E.O. Smith High School.

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Mr. Clouette moved to approve the minutes of the May 26, 2009 Special meeting as presented. Seconded by Mr. Nesbitt the motion passed with all in favor except Mr. Haddad who abstained. Mr. Clouette moved and Mr. Schaefer seconded to approve the minutes of the May 26, 2009 meeting as corrected. Motion passed with all in favor except Mr. Haddad who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, reiterated his desire to attend the Freedom of Information work session on June 25<sup>th</sup>.

Betty Wassmundt, Old Turnpike Road, attended the Finance Committee meeting and requested additional data and information be given to the Council prior to a decision being made on the Interlocal Finance Agreement with Columbia. Ms. Wassmundt would like an itemization of all related cost.

IV. TOWN MANAGER'S REPORT

Report included.

The Town Manager also reported the Traffic Authority has met with the residents of 72 Mansfield City Road and has agreed to review signage and other available options.

Mr. Clouette requested an update on new plans for the guardrails on the Gurleyville Bridge. The Town Manager will report back.

Regarding the Town Manager's report on Future Agenda Items, Mr. Nesbitt requested a workshop on police services prior to the contract approval and further discussion on the scope of the proposed parking steering committee's responsibilities.

The Town Manager recommended the public safety contract be renewed for one year since the contract expires on June 30, 2009, but agreed that the issue should soon be brought before the Council for a general discussion. The proposed parking garage will also be a future agenda item in the near future.

V. OLD BUSINESS

1. Community/Campus Relations

Town Manager Matt Hart commented that the Committee on Community Quality of Life met recently and discussed various aspects of the Strategic Plan, recommendations for blight enforcement policies and potential residential rental parking requirements.

Mayor Paterson reported the Community/Campus Partnership discussed a number of summer projects and announced that the Town Gown Committee will soon include a member from the Campus/Community Partnership. The Mayor also announced UConn's appointment of Jim Hintz as co-chair.

2. Community Water and Wastewater Issues

The Town Manager reported the University Water and Sewer Advisory Committee would be meeting on June 18<sup>th</sup> at 5:30 p.m. in the Bishop Center. He will forward the agenda to the members as soon as it is received.

Mr. Nesbitt reminded members of the June 9 informational meeting regarding the Four Corners Sewer project and urged them to attend.

VI. NEW BUSINESS

3. Windham Region Chamber of Commerce Tourism Update

To be rescheduled

4. Transfer of Uncollected Taxes to Property Suspense Book

Mr. Clouette moved effective June 8, 2009, to transfer \$95,536.61 in uncollected property taxes to the Mansfield Property Suspense Book, as recommended by the Collector of Revenue.

Mr. Clouette stated the Finance Committee did review the transfer and recommends its acceptance to the Council.

Ms. Koehn asked if the suspense list could be put on the website, noting that it might serve as an impetus for people to pay. Ms. Koehn moved and Mr. Haddad seconded a motion to refer the matter to the Finance Committee.

Motion passed unanimously.

Mayor Paterson asked if liens could be put on the properties of those on the list. The Finance Department will review.

Motion passed unanimously.

5. Capital Improvement Program Closeouts/Adjustments

Mr. Clouette moved, effective June 8, 2009, to approve the adjustments to the Capital Projects Fund, as presented by the Director of Finance in his correspondence dated June 2, 2009.

Mr. Clouette reported the Finance Committee discussed and recommends the adjustments to the Council.

Motion passed unanimously.

6. CSEA, Local 760 (Public Works) Contract Extension, July 1, 2009- June 30, 2010

Mr. Haddad moved and Mr. Nesbitt seconded, effective June 8, 2009, to authorize the Town Manager to execute the proposed one-year contract extension to the existing Collective Bargaining Agreement between the Town of Mansfield and Local 760, CSEA, Public works Employees, which agreement shall enter into effect on July 1, 2009 and expire on June 30, 2010.

Mr. Schaefer questioned the meaning of the words "significantly less" in the memo. Mr. Hart explained that the union has agreed to meet again if revenues fall to a level that might precipitate layoffs.

Motion passed unanimously.

7. Non-Union Compensation for July 1, 2009- June 30, 2010 (FY 09/10)

Mr. Haddad moved and Mr. Paulhus seconded to endorse the Town Manager's recommendations regarding wage and benefits freezes for regular non-union employees for Fiscal Year 2009-1020 (July 1, 2009- June 30, 2010) as outlined in this memorandum.

Mr. Schaefer moved to amend the motion to add the wording found in the Agenda Item Summary for the CSEA, Local 760 Contract, which states that if financial circumstances improve then wages may be revisited. This would allow regular non-union employees to receive the same potential benefits as the union employees. Seconded by Mr. Haddad the motion passed with all in favor except Mr. Paulhus.

The motion as amended passed with all in favor except Mr. Paulhus who voted nay.

8. Communicating Mansfield Positions

Ms. Koehn requested a motion be developed that addresses how the Mayor and other members of the Council speak for or represent the

Council in various situations. Ms. Koehn reiterated that her request has nothing to do with the existing Council members or individual personalities but rather the development of an overall policy.

Mr. Clouette moved and Mr. Paulhus seconded to refer Ms. Koehn's request to the Personnel Committee.  
Motion passed unanimously.

Ms. Koehn moved and Mr. Haddad seconded to add the February 3, 2009 letter regarding Communicating of Mansfield Positions to the Town Council Policy Index.

Motion passed unanimously.

VII. DEPARTMENTAL AND COMMITTEE REPORTS

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette, Chair of the Finance Committee, reported the Committee has reviewed the Interlocal Agreement with the Town of Columbia for financial services and are members supportive of the endeavor. Mr. Clouette noted that the Committee had five months of data to evaluate.

IX. REPORTS OF COUNCIL MEMBERS

Mr. Nesbitt asked that the Council have a discussion regarding the inclusion or exclusion of the public at the scheduled June 25<sup>th</sup> Freedom of Information training session. After a discussion members agreed that there would be one training session scheduled for staff and one scheduled for elected officials, members of advisory boards and the public. The Assistant to the Town Manager and Town Clerk will make the arrangements.

X. PETITIONS, REQUEST AND COMMUNICATIONS

9. D. Holmes re: Downtown Project
10. M. Capriola re: Volunteer Drivers for Community Transportation Programs
11. Mansfield Public Library Advisory Board re: staff reduction
12. Planning, Acquisition, and Management Guidelines for Mansfield Open Space, Park, Recreation, Agricultural Properties and Conservation Easements
13. Court of Probate re: Re-structuring of the Probate Court
14. M. Stanton re: petition

15. L. Hultgren re: Force Account Work Schedule – 2009 Construction Season
16. Press Release: Four Corners Sewer/Water Advisory Committee
17. Press Release: Storrs Center Signs Letter of Intent
18. COST Town Leader's E-Bulletin
19. Chronicle "Downtown planners to meet Tuesday" – 06-01-09
20. Chronicle "Editorial: Towns stepped up where state failed" – 05-21/09
21. Chronicle "Group pushes to put Storrs Center project to..." – 05-29-09
22. Chronicle "H1N1 flu hits town" – 05-29-09
23. Chronicle "Letter to the Editor" – 05-19-09
24. Chronicle "Letter to the Editor" – 05-20-09
25. Chronicle "Letter to the Editor" – 05-27-09
26. Chronicle "Letter to the Editor" – 05-30-09
27. Chronicle "Letter to the Editor" – 06-03-09
28. Chronicle "Letters to the Editor" – 06-04-09
29. Chronicle "Mansfield budget to go to referendum" – 06-02-09
30. Chronicle "Mansfield council says 'yes' to fire services fees" – 05-27-09
31. Chronicle "Mansfield is closer to a green town hall" – 06-02-09
32. Chronicle "Mansfield may charge for fire inspections" – 05-26-09
33. Chronicle "Memorial Day memories" – 05-26-09
34. Chronicle "Petition seeks referendum on town budget" – 05-28-093
35. Mansfield Today "BL Companies hired for Storrs Center..." – 06-01-09
36. Mansfield Today "New fees expected to boost town revenues" – 05-28-09

XI. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, expressed his disappointment in the Council's decision to hold 2 FOI training sessions. Mr. Hossack stated that he is one of the few citizens who take advantage of the law and feels that separate sessions would create walls between the staff and public.

David Freudmann, Eastwood Road, questioned the possibility of creating a mechanism that would allow residents to pay only the portion of the motor vehicle tax that they were accrued while they were in Town.

XIII. FUTURE AGENDAS

Ms. Koehn requested volunteer drivers for a community transportation program be discussed at a future meeting

Mr. Schaefer, referencing letters in the packet, asked that at the next meeting people who claimed the Annual Town Meeting was "packed" or "stacked" be in attendance to prove that it indeed was.

XII. ADJOURNMENT

Mr. Paulhus moved and Mr. Nesbitt seconded to adjourn the meeting at 10:40 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

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

# Memo

To: Town Council  
From: Matt Hart, Town Manager *MH*  
CC: Town Employees  
Date: June 8, 2009  
Re: Town Manager's Report

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

### Budget and Finance

- *FY 2009/10 Budget* – as you know, the budget referendum will be held on June 16, 2009 from 6:00 AM – 8:00 PM in the Council Chambers of the Audrey P. Beck Municipal Building. The ballot will consist of three questions:
  - Are you in favor of the budget as adopted on May 12, 2009?
  - If the budget is defeated, is the town budget portion too high or too low?
  - If the budget is defeated, is the school budget portion too high or too low?

I encourage all eligible voters to come out and exercise their right to participate in the referendum. The Fiscal Year 2009/10 Budget adopted at town meeting can be viewed on the Town of Mansfield's website at [www.MansfieldCT.org](http://www.MansfieldCT.org).

### Council Action Items/Requests for Information

- *Communication between Troop C and Resident State Trooper's Office* – Mike Sikoski, Wildwood Road, questioned why, when asked, the resident state trooper was not aware of a home invasion that occurred in his neighborhood. As explained by SGT Kodzis, Resident State Trooper Coordinator, the incident did not constitute a "home invasion." The individual involved was arrested and charged with trespassing and breach of peace. A review of the circumstances surrounding this case reveal that these charges were appropriate. Additionally, all area police personnel may not have been aware of this particular situation due to the fact that this investigation was closed with an arrest and no subsequent action was pending by office personnel. For additional information regarding communication please refer to my previously submitted correspondence. If there are any other questions regarding this matter please feel free to contact me.
- *Volunteer Drivers for Community Transportation Programs* – Please see item number 11 in your June 8, 2009 Council packet for an update on this item.

### Departmental/Division News

- *Controller/Treasurer* - We are pleased to announce that Paula Jeffers is being promoted to the position of Controller-Treasurer effective July 1, 2009. Paula has been a great resource and asset to both the Department of Finance and the Town of Mansfield and we are confident that she will continue to do a fine job in her new role. Congratulations, Paula!
- *Emergency Operations Center Grant Award* - The Office of Emergency Management received a grant for EOC (Emergency Operations Center) Equipment, Training and Exercise (ETE) Program being offered by DEMHS from the Emergency Management Performance Grant (EMPG) program. The grant award is

\$15,000 with no local match. The grant will be used to replace existing two-way radio equipment that is more than 25 years old and to add communications equipment to improve inter-operability for local and regional Emergency Management communications capabilities.

- *Rural Minor Collector Grant* – In 2007 the Town accepted a federal rural minor collector grant from the WINCOG region in the amount of approximately \$110,000 to update the bridge railings on the Gurleyville Road bridge over the Fenton River. The project was scoped by the DOT, approved and a designer was hired to design the new railing. After exploring the ways in which the new railing could be attached to the existing bridge, we have come to the conclusion (with the help of the DOT's bridge unit and our consultant) that it will be too costly to attempt to attach the new railings to the existing bridge. The bridge's beams are hollowed-out precast concrete sections that do not have enough concrete in their side walls to support the bolted connections that would be required to hold on the new railing. A solution to reconstruct the deck to provide the needed additional side-strength is not considered to be practical. As the Town has other rural minor collector roads, we have asked WINCOG and the DOT to substitute another project for this one. The project we have selected is to improve the drainage along the steep section of Wormwood Hill Road which is currently served by open ditches and is a significant maintenance problem. WINCOG has agreed to back this substitution, so the next step will be to have the DOT's project concept unit review the project and determine (with the Town) a scope and grant-eligible cost. We expect this process to be completed this year and the project to be designed and constructed in 2010.

#### Future Agenda Items

I have the following items listed for future agenda items:

- Contract with Connecticut Department of Public Safety for Resident State Trooper Services
- Discussion with Metro Hartford Alliance
- Mansfield 2020 (Strategic Plan) – review feedback from advisory committees
- Parking steering committee for Storrs Center project
- Review of advisory committees

#### Major Projects and Initiatives

- *Four Corners Project* – The Four Corners Sewer/Water Advisory Committee will be sponsoring a Mansfield Community Informational Meeting to discuss the environmental, economic and aesthetic issues and proposed improvements related to the Four Corners area located around the intersection of Route 195 and Route 44 in Mansfield. The meeting will be held on Tuesday, June 9, 2009 in the Council Chambers of the Audrey P. Beck Municipal Building. An informal discussion with the Advisory Committee and Town Staff will start at 6:30 pm. The informational session will start at 7:00 pm followed by a question and answer period. We will review the history, current proposal for public water and sewer, potential benefits of the project and the challenges that we must address for the project to reach completion. The Four Corners area has suffered from serious water and sewer environmental issues for 20 years. The provision of public water and sewer service to the Four Corners area would mitigate these serious environmental problems. In addition, the project would create a significant opportunity for sustainable economic development resulting in an expanded tax base for Mansfield and provide a more attractive "gateway" to Mansfield and the University of Connecticut, reflecting the pride that we have in our community. Please join us on June 9th to learn more about the project and to give us your input. Contact Gene Nesbitt at [ghnesbitt@charter.net](mailto:ghnesbitt@charter.net) or Lon Hultgren at 860-429-3332 or [HultgrenLR@mansfieldct.org](mailto:HultgrenLR@mansfieldct.org) for further information.
- *General Assembly Passes Legislation for Mansfield Sewer Treatment* - This session, Representative Denise Merrill sponsored and advocated for legislation to authorize UConn to receive and treat sewage from the Town of Mansfield. This item was a legislative priority for Mansfield; the bill passed unanimously in both the House and Senate.
- *Mansfield Middle School Fuel Conversion Project* – Progress continues on the Mansfield Middle School Fuel Conversion Project. The concrete foundation for the new boiler plant is in and the underground piping to the school will be installed this week. Installation of piping and duct work is ongoing inside the school and after June 24<sup>th</sup> the two shifts will consolidate to one day shift. With students out of school, the effort

will increase for a late fall completion date or to provide heat to the school when required. The four inch gas main on Spring Hill Road has been installed and tested. The contractor expects to have the gas main in Maple Road installed by the middle of this week. Davis road construction is scheduled for July.

### Member Organizations

- *Mansfield Downtown Partnership*

- Storrs Center has announced a new letter of intent agreement with a national restaurant chain to be a tenant in the first phase of the project. Moe's Southwest Grill, a Mexican fare franchise, will be the second restaurant to make a preliminary commitment to the development. Last month, Vanilla Bean Café signed a similar letter of intent for Storrs Center. Moe's Southwest Grill is a well-priced, "quick serve" restaurant featuring burritos, quesadillas, nachos, salads and fajitas. The Moe's experience centers on "welcoming your hunger and then satisfying it." Every meal is customized specifically for the customer. Owned by Atlanta-based Focus Brands Company, the operation has franchises across the country. In Connecticut, restaurant locations include West Hartford, New Haven, South Windsor and Milford. Macon Toledano, Vice President of Planning and Development for master developer LeylandAlliance, states, "We welcome the early commitment from Moe's Southwest Grill. They exactly match one of the restaurant 'profiles' targeted through our 'casting' process. Moe's will be a great addition to the commercial/retail tenant mix at the new Storrs Center Main Street." Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership adds, "We expect Moe's to have a wide appeal to UConn students and faculty as well as local residents and visitors. Their reputation for relaxed dining at a reasonable price point should make them an ideal destination at Storrs Center."
- BL Companies, the Meriden-headquartered engineering firm, has been retained by the Town of Mansfield to provide engineering services for the modifications to Storrs Road. This represents a significant step in the pre-construction phase of Mansfield's new "Main Street" and the development of Storrs Center. BL will provide final design recommendations for the roadway, including handling of utilities, lighting and landscaping, pedestrian traffic, drainage, streetscape improvements, traffic signals, signage and permit application guidelines. The BL engagement will continue through preparation of construction documents. BL Companies is a leader in delivering high-quality, integrated architecture, engineering and related services to public and private clients for land development, building design and infrastructure projects. They serve a range of sectors, including commercial, community development, education, public residential and retail. BL is already an established member of the Storrs Center team, providing civil engineering, environmental sciences, landscape architecture and transportation engineering services to the project. As part of the planning process for Storrs Center, BL has prepared ongoing, in-depth traffic studies and analysis for Storrs Road. Speaking for the Town of Mansfield, Director of Public Works Lon Hultgren states, "We're pleased to announce that BL Companies is on board for the final design and documentation of the Storrs Road improvement plan. They are an extremely competent and technically proficient firm, who were selected from a list of candidate firms based on their qualifications, track record on similar projects and their competitive proposal." Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership adds, "The improvements to Storrs Road will play a key role in the civic life of Mansfield and in the success of Storrs Center. We look forward to having BL Companies' design incorporated into the overall master plan for the project. We are hoping for an approval from the State Traffic Commission soon for Storrs Road so that the Town can begin this work as soon as the final plans are completed. This is the final pre-construction approval required for the project."

## Upcoming Events

- *Car Seat Check Up* – Have your car seat checked free of charge by an experience car seat technician! Results from previous safety seat checks have shown that 4 out of 5 car seats are used incorrectly. Come to the Mansfield Community Center on June 10<sup>th</sup> from 10:00 AM – 12:30 PM to have your child's car seat checked for free.
- *Farmers Market Kitchen* - Starting on June 27, Mansfield's Agriculture Committee and Parks and Recreation Department will co-sponsor the "Farmers Market Kitchen" with Rebecca Canfield. This series of five "farm to fork" cooking demonstrations and tastings will provide simple, delicious recipes made with fresh ingredients from local farms. Each hour-and-a-half program will be held on the last Saturday of the month from June through October just before the Storrs Farmers Market. Rebecca Canfield is a graduate of the Culinary Institute of America, and a Food Services manager at UConn, where she promotes eating local food through the Local Routes program. Residents and nonresidents can register for one or more programs at the Community Center or by visiting [www.MansfieldCT.org](http://www.MansfieldCT.org) and clicking on the Community Center logo. For questions or more information, contact Jennifer Kaufman at [KaufmanJS@MansfieldCT.org](mailto:KaufmanJS@MansfieldCT.org).
- *Father's Day Paddling Event* - Friends of Mansfield Parks and Mansfield Parks and Recreation invite you to celebrate Father's Day and the first day of summer along the Willimantic River Blueway for a roundtrip paddle from River Park in Mansfield to Eagleville Lake. Join us at River Park Sunday, June 21 from 1pm to 5pm for a flat-water canoe/kayak trip beginning at River Park's new wheelchair accessible launch site. All levels of experience are welcome. Choose a short or long trip. Bring your own boat or rent a kayak from the Mansfield Community Center for a nominal fee. Life Jackets are required. Will cancel for heavy rain. Participants must pre-register for this free event at the Mansfield Community Center or by visiting [www.MansfieldCT.org](http://www.MansfieldCT.org) and clicking on the Community Center logo. For questions or more information, contact Jennifer Kaufman at [KaufmanJS@MansfieldCT.org](mailto:KaufmanJS@MansfieldCT.org).
- *Tour de Mansfield: Village to Village* – Save the date! The fifth annual Tour de Mansfield: Village to Village will be held on July 18, 2009 (rain date July 25). Sponsored by the town, the Mansfield Downtown Partnership, and the Mansfield Community Center, the day is designed to appeal to riders of all levels, and will include a 5-mile Family Fun ride led by police officers and 20 and 40-mile challenge rides. The rides will start and end at the Mansfield Community Center and will conclude with a barbecue. Please join us and experience Mansfield by bicycle!

## Upcoming Meetings

- Youth Service Bureau Advisory Board, June 9, 2009, 11:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- PZC Regulatory Review Committee, June 9, 2009, 1:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Town/University Relations Committee, June 9, 2009, 4:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Four Corners Sewer Advisory Committee Information Session, June 9, 2009, 6:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- School Building Committee, June 10, 2009, 5:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Ad hoc Regionalization Study Committee, June 11, 2009, 5:00 PM, Library Media Center, EO Smith High School
- Mansfield Board of Education, June 11, 2009, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building
- Committee on Committees, June 15, 2009, 6:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, June 15, 2009, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Communications Advisory Committee, June 15, 2009, 7:00 PM, Conference Room C, Audrey P. Beck Municipal Building

- Open Space Preservation Committee, June 16, 2009, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Four Corners Sewer Advisory Committee, June 16, 2009, 7:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Conservation Commission, June 17, 2009, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, Monday, June 22, 2009, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building

LEGAL NOTICE  
TOWN OF MANSFIELD  
PUBLIC HEARING June 22, 2009  
Proposed Amendments to the Special Police Services Ordinance  
*(To re-titled: Fees for Special Public Safety Services)*

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on June 22, 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 14 day of June 2009.

PAGE  
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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; SGT James Kodzis, Resident Trooper Coordinator; David Dagon, Fire Chief; John Jackman, Director of Emergency Management  
**Date:** June 22, 2009  
**Re:** Amendments to Special Police Services Ordinance/Fees for Special Public Safety Services Ordinance

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**Subject Matter/Background**

As you will recall, on March 23, 2009 the Town Council conducted a public hearing on the proposed amendments to the Special Police Services Ordinance (suggested to be re-titled as "Fees for Special Public Safety Services Ordinance"). At Council's request, staff closely reviewed the issues presented at the public hearing and recommended the following additional changes to the draft:

- Revise §70-1 to add an additional statutory authorization reference
- Revise §70-2 to expressly provide that a determination of disturbance, nuisance or serious nuisance would be based on the totality of circumstances, and that the absence or departure of public safety personnel from any such activity or conduct would create a risk to health and safety
- Revise §70-3 to extend health and safety services to bystanders; to clarify costs as those expenses incurred; to further define the type of event focused upon by this ordinance and define what constitutes a nuisance or serious nuisance as set forth in state law.
- Revise §70-4 to clarify the conditions which may be present in a dangerous situation
- Revise §70-5 to include previous experience with a particular property, owner or event organizer as one of many possible considerations in determining whether the situation warrants citation.

With these changes, staff recommended that the Council conduct a second public hearing regarding the proposed amendments to the ordinance. The Town Council endorsed this recommendation and scheduled a second public hearing for tonight's meeting to solicit public comment on the draft dated May 26, 2009.

In the interim, based on Council comments and discussion at the May 26<sup>th</sup> meeting, staff has revised the proposal somewhat further. There are two substantive suggestions that I would highlight in the new draft dated June 22, 2009:

- 1) Revise §70-2 to clarify that the regulated conduct or activity requires town "resources above and beyond the level of public safety services that must be provided in *ordinary* circumstances." Further, that the "costs resulting from any such special continued or subsequent response by public safety personnel to an event at which there is a nuisance, serious nuisance or disturbance...should be paid by the responsible person(s) rather than the taxpayers of the Town of Mansfield." Staff believes the proposed revision is important to make it clear that the deployment of personnel and other resources at special events such as University Spring Weekend does not constitute the "level of services normally provided" (see §70-2 of 5/26/09 draft). This change would serve to clarify that enforcement personnel have the discretion to apply the ordinance during events such as Spring Weekend, if warranted by the totality of the circumstances.
- 2) Revise §70-5 to further illustrate the factors and circumstances that the Town Manager may consider when deciding to issue a citation and bill under the provisions of the ordinance. More specifically, the proposed revision provides that the Town Manager may consider, among other circumstances, "past experience with the same property and owner or event organizer," whether or not the property owner has implemented a bona fide "security plan," the perceived "degree of difficulty" faced by the responsible person to "end, disperse or control" the event, the "extent of fault that may be reasonably attributed" to the responsible person "for any failure to end, disperse or control the event," and the "propriety of the determination" made by the police officer to refer the matter to the Town Manager. By clarifying the factors that the Town Manager may consider when making a determination to issue a citation under the ordinance, staff believes the ordinance would provide more specific notice to property owners and event organizers of what is expected of them when they host or organize an event, and provide increased guidance for such "responsible persons" to manage their properties and/or events responsibly. The proposed revisions to this section should address the concern expressed by property owners at the March 23<sup>rd</sup> public hearing that the property owner would be unfairly cited under the ordinance regardless of whether or not he/she had employed measures such as a security plan to limit and control problematic events on their property.

Staff does not believe that the proposed additional revisions are so significant as to warrant a third public hearing on the ordinance.

#### **Financial Impact**

The ordinance as revised does not have a direct cost to the Town of Mansfield. However, it would offset expenditures for public safety services that exceed those normally provided.

### **Legal Review**

The original proposed amendments and all subsequent revisions have been prepared in consultation with the Town Attorney. The Town Attorney has approved the proposed ordinance as to form.

### **Recommendation**

Unless the public hearing raises any additional issues that we have not considered, or if the Town Council wishes to make further revisions, staff recommends that the Council adopt the proposed *Town of Mansfield Fees for Special Public Safety Services Ordinance*, as further amended by staff in the draft dated June 22, 2009. From my perspective, the revised ordinance will provide public safety personnel with an important tool to address various quality of life issues that we are facing in our neighborhoods.

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

*Move, to approve the proposed ordinance to be known and cited as the Town of Mansfield Fees for Special Public Safety Services Ordinance, dated June 22, 2009, which ordinance shall be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.*

### **Attachments**

- 1) Town of Mansfield Fees for Special Public Safety Services Ordinance (Current Ordinance)
- 2) Town of Mansfield Fees for Special Public Safety Services Ordinance (dated March 23, 2009)
- 3) Town of Mansfield Fees for Special Public Safety Services Ordinance (dated May 26, 2009)
- 4) Town of Mansfield Fees for Special Public Safety Services Ordinance (dated June 22, 2009)

**Chapter 70, POLICE**

[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 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 Services Ordinance." This Article is authorized by C.G.S. §7-148(c)(7)(E), (H)(viii) and (xiii) and (b)(2) 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 State Police involvement) for second or subsequent responses to the scene of a party when the responding officer determines that continued activity constitutes a threat to the health, safety or general welfare of the public. Return calls to a party to disperse uncooperative participants or to address other party-related activity is a drain on personnel and resources, often leaving other areas of the town without adequate levels of police 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 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 OR SUBSEQUENT RESPONSES** -- Includes the salaries of the police officers for the amount of time actually spent in responding to or remaining at the party, at a rate established by the Town Manager, plus the actual cost of any medical treatment to injured town employees, or emergency service personnel and the cost of repairing any damaged town equipment or property.

## **Current Ordinance**

**DISTURBANCE** -- Activity at a party which appears to constitute a nuisance in that it reasonably causes annoyance or discomfort to those not involved in the party.

**PARTY** -- Includes a gathering or event 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 where the party takes place or, in the sole discretion of the Manager, the apparent organizer of the party. 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.**

A. During a first response to a complaint of a disturbance at a party, if the responding officer determines, in the officer's sole discretion, that the party presents the potential for ongoing disturbance, the responding officer may, among other things, deliver to any person who reasonably appears to be a party organizer or property owner a "Notice of Violation: 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 disturbance of the peace. You may be charged all personnel and equipment and other costs incurred as a result of each subsequent response by the police to this location.

B. The notice may also contain such other information as deemed necessary by the Town Manager to accomplish the purposes of this section.

### **§ 70-5. Second response; preparation of bill.**

If a second or subsequent response is made to the same party and if, at such second or subsequent response, the officer determines that further disturbances have occurred, then a bill for the costs incurred by the town for its second and subsequent responses shall be prepared by the Manager and promptly delivered to the responsible person.

### **§ 70-6. Collection; lien.**

The Director of Finance is authorized to collect such bill and reasonable costs of collection, including attorneys fees, 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 § 12-181, C.G.S.

### **§ 70-7. Appeals.**

Any person 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

## ***Current Ordinance***

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 § 70-4 above shall be prima facie evidence of its having been given.

## **Chapter 70: PUBLIC SAFETY**

[HISTORY: Adopted by the Town Council of the Town of Mansfield: Art. 1, 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.

## **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.

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## **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, C.G.S. Section 47a-7(b), 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, based on the totality of the circumstances, that continued activity constitutes or encompasses a "disturbance" as defined herein, "nuisance" as defined in C.G.S. section 47a-32, "serious nuisance" as defined in C.G.S. section 47a-15, or 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 or would constitute or result in a disturbance, nuisance, or serious nuisance, 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 the general public welfare, or making a return visit 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 above and beyond the level of services normally provided and constitutes a public nuisance, the costs of which should be paid by the responsible person(s). 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 discontinue, prevent or contain a disturbance, nuisance or serious nuisance, ensure the health or safety of participants or bystanders, or 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 expenses incurred by the Town of Mansfield for the time actually spent in responding to or necessarily remaining at any such 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 or serious nuisance, is a danger or threat to health, safety, or general welfare, or unreasonably causes significant annoyance or discomfort to persons 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, party, or social activity whose primary purpose and function is not religious, educational, or political in nature.

**NUISANCE** — As defined in C.G.S. section 47a-32, "nuisance" shall be taken to include, but shall not be limited to, any conduct which interferes substantially with the comfort or safety of other tenants or occupants of the same or adjacent buildings or structures.

**RESPONSIBLE PERSON** — The person or persons who own the property 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.

**SERIOUS NUISANCE** — As defined in C.G.S. section 47a-15, "serious nuisance" means, but shall not be limited to, substantial and willful destruction of part of the dwelling unit or premises, or conduct which presents an immediate and serious danger to the safety of other tenants or the landlord.

**§ 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, based on the totality of the circumstances, the event presents a threat to health, safety or the general public welfare, or constitutes an ongoing disturbance, nuisance or serious nuisance, the responding officer may, among other things, deliver to any person who the officer reasonably determines 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 and Written Warning is given to you as a result of a first response by the Town of Mansfield to a dangerous situation, disturbance, nuisance or serious 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 reasonably 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, nuisance or serious 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 has occurred due to an event and an officer has reasonably determined that a further disturbance has occurred, or if a property owner or event organizer or his or her agent has been ordered to end, disperse or otherwise control an event and it is determined by the Town Manager, based on the totality of the circumstances, including but not limited to past experience with the same property and owner or event organizer, that any such person has failed to adequately do so, then a

citation and bill for the costs incurred by the town for its continued or subsequent response due to 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.

## 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.

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## 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, C.G.S. Section 47a-7(b), and by §C103 of the Mansfield Town Charter.

### § 70-2. Purpose.

It is the purpose of this Article to recover the town's costs for fire or emergency medical services or local or State Police services resulting from continued or subsequent responses to the scene of an event by public safety services personnel when a responding officer determines, based on the totality of the circumstances, that continued activity at any such event constitutes a "disturbance" as defined herein, "nuisance" as defined in C.G.S. section 47a-32, "serious nuisance" as defined in C.G.S. section 47a-15, or a threat to the health, safety or general welfare of the public, including any situation in which any such officer or officers are present at a location where such activity is ongoing, 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 or constitutes or will result in a disturbance, nuisance, or serious nuisance, 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 the general public welfare, or making a return visit to an event to disperse participants or to try to control other event-related activity after any responsible person has been reasonably warned to control, end or disperse participants in the event is an unnecessary drain on public safety personnel and resources, often leaving other areas of the town without adequate levels of police, fire or emergency medical services protection, which requires **resources above and beyond the level of public safety services that must be provided in ordinary circumstances. The costs resulting from any such special continued or subsequent response by public safety personnel to an event at which there is a nuisance, serious nuisance or disturbance as defined herein taking place should be paid by the responsible person(s) rather than by the taxpayers of the Town of Mansfield.** Enforcement of this Article shall neither require nor preclude the enforcement of any criminal law, or any other civil 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 or return to said event to try to discontinue, prevent or contain a disturbance, nuisance or serious nuisance, ensure the health or safety of participants or bystanders, or to protect the general public welfare, after reasonable written warning to end, disperse or otherwise control the event has been given by a police officer without a reasonably effective 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 expenses incurred by the Town of Mansfield for the time actually spent in necessarily returning to or remaining at any such 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 as the result of such special public safety services.

**DISTURBANCE** — Activity at an event which reasonably appears to a responding officer of the Town of Mansfield to constitute a nuisance or serious nuisance, is a danger or threat to health, safety, or the general welfare, or unreasonably causes significant annoyance or discomfort to persons 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, party, or social activity whose primary purpose and function is not religious, educational, or political in nature.

**NUISANCE** — As defined in C.G.S. section 47a-32, "nuisance" shall be taken to include, but shall not be limited to, any conduct which interferes substantially with the comfort or safety of other tenants or occupants of the same or adjacent buildings or structures.

**RESPONSIBLE PERSON** — The person or persons who own the property where the event takes place or any 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.

**SERIOUS NUISANCE** — As defined in C.G.S. section 47a-15, "serious nuisance" means, but shall not be limited to, substantial and willful destruction of part of the dwelling unit or premises, or conduct which presents an immediate and serious danger to the safety of other tenants or the landlord.

**§ 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, based on the totality of the circumstances, the event presents a threat to health, safety or the general public welfare, or constitutes an ongoing disturbance, nuisance or serious nuisance, the responding officer may, among other things, deliver to any person who the officer reasonably determines 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 and Written Warning is given to you as a result of a first response by the Town of Mansfield to a dangerous situation, disturbance, nuisance or serious nuisance during an event organized by you or on your property. Pursuant to Chapter 70, Article I of the Code of the Town of Mansfield, you may be charged to pay for all personnel and equipment and other costs incurred as a result of any continued or subsequent response by public safety personnel to this location, if you are warned to end, disperse or otherwise reasonably control the event within a reasonable time and fail to reasonably comply."

- B. The notice may also contain such other information deemed necessary by the police officer at the scene of an event at which the officer determines that public safety personnel may remain or return to address a disturbance, nuisance or serious 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 Article.

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

If a continued or subsequent response has occurred and an officer has reasonably determined that said response is the result of a further disturbance that has happened or continued after notice and written warning have been given, or if a property owner or event organizer or his or her agent has been warned to end, disperse or otherwise control an event and it is determined by the Town Manager, based on the totality of the circumstances, including but not limited to past experience with the same property and owner or event organizer, any security plan that has been created and/or implemented by said responsible person(s), the degree of difficulty facing said person(s) to end, disperse or control said event, the extent of fault that may be reasonably attributed to him, her or them for any failure to end, disperse or control the event, and the propriety of the determination made by the officer to refer the matter to the Town Manager for determination that any such person has in fact failed to reasonably end, disperse or control the event, then a citation and bill for the costs incurred by the town for its continued or subsequent response reasonably resulting from any such failure by such owner or organizer shall be prepared by the Town Manager or his agent or delegate or police officer and 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; Dennis O'Brien, Town Attorney; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer  
**Date:** June 22, 2009  
**Re:** An Ordinance for Obtaining Goods and Services

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**Subject Matter/Background**

To date, the Town Council has discussed and conducted a public hearing regarding the proposed Ordinance for Obtaining Goods and Services. The proposed ordinance and comments were referred to the Finance Committee for further review. Over the course of several meetings, the Finance Committee discussed and has incorporated several edits. In the attached draft I have highlighted the various changes endorsed by the Finance Committee, including more recent concepts that the Committee asked staff to incorporate in the document. The most significant revisions may be summarized as follows:

- Revise §3(B) to provide language encouraging the Boards of Education to adopt similar purchasing policies. At the committee level, there was some discussion whether the Town should mandate, pursuant to its service agreement with the Boards for financial management services, the Boards' adoption of the policy. Staff recommends against including a mandatory provision due to the fact that the Boards of Education must comply with a separate set of purchasing regulations for school construction grants and because of a concern that the Boards might feel uncomfortable with the Town mandating such a requirement. Consequently, staff favors and has incorporated the alternative that the committee had discussed in which the Boards of Education would be *encouraged* to adopt similar purchasing policies.
- Revise §3(C) regarding the purchase of environmentally sound products and services. The committee emphasized the importance of the inclusion of this section and did consider changing the incorporating a policy of Environmentally Preferred Purchasing (EPP). This suggestion was ultimately dropped due to a concern that the phrase is a term of art and would mandate a scope of review that is beyond the resources of the Town or the purchasing cooperatives that the Town utilizes.
- Revise §4(B) to provide that the Town Manager's approval is required with respect to certain delegations made or revoked by the Purchasing Agent

- Revise §4(D) to emphasize the importance of timeliness in notifying the Finance Committee when the Purchasing Agent awards a contract for goods and services, not including professional services, other than by concealed bid
- Revise §4(E) to remove references to the Board of Education and Superintendent of Schools
- Revise §4(F)(3) to emphasize the importance of timeliness in notifying the Finance Committee when the Purchasing Agent and Town Manager have made a determination of brand name or sole source selection
- Revise §4(I) to require the Town to execute an agreement for professional services with the Town Attorney
- Revise §4(I)(6) to provide that the Town Manager shall have sole discretion to execute a professional services contract in amount in excess of \$10,000
- Revise §4(J) to include a Invoice Schedule provision to ensure timely billing on the part of the vendor or contractor

### **Financial Impact**

The proposed ordinance does not present any direct financial impacts. However, the intention of this ordinance is that the Town will obtain the best possible value for the goods and services that it purchases.

### **Legal Review**

The original ordinance was prepared in consultation with the Town Attorney. He has approved the revised ordinance with respect to form.

### **Recommendation**

At the direction of the Finance Committee, staff has prepared the most recent version of the ordinance. If the Committee and the Council as a whole are prepared to endorse the proposed ordinance, the following motion is in order:

*Move, to adopt the proposed Ordinance for Obtaining Goods and Services, dated June 22, 2009, which ordinance shall be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.*

### **Attachments**

- 1) An Ordinance for Obtaining Goods and Services, dated June 22, 2009

Town of Mansfield  
Code of Ordinances  
"An Ordinance for Obtaining Goods and Services  
By the Town of Mansfield"

*Draft dated June 22, 2009*

Section 1. Title.

This chapter shall be known and may be cited as "the Ordinance for Obtaining Goods and Services.

Section 2. Legislative Authority.

This chapter is enacted pursuant to the provisions of Town Charter section C506 B (1) (c)

Section 3. Purpose and Application.

- A. The purpose of this ordinance is to provide a set of procedures designed to obtain the best possible value for the necessary goods and services purchased by the Town of Mansfield, in accordance with Article V Section 506 of the Town Charter. The Town Council has determined that competitive bidding in some instances may be against the best interest of the Town. The Council, therefore, invokes its powers under Article V Section 506B. (1)(c) to establish this ordinance designed to better ensure receipt by the Town of the best possible value for necessary goods and services by taking advantage of all prudent purchasing methods and opportunities available in the marketplace including the open competitive bidding process and delegates authority to implement these procedures to the Purchasing Agent. These procedures are further designed to provide for the fair and equitable treatment of all persons involved in public purchasing by the Town of Mansfield.
- B. This Ordinance shall apply to the purchase of all supplies, materials, equipment and other commodities and contractual services and construction (hereafter referred to as "products and services") required by any department, agency, board or commission of the Town, irrespective of the source of funds, except the purchase of specialized goods and contractual services for the purpose of instruction by the Board of Education. **The Mansfield Board of Education and the Region 19 Board of Education shall be encouraged to adopt purchasing regulations similar to the provisions of this Ordinance.** Nothing herein contained shall be construed to prevent the Director of Finance from serving, to the extent requested, as the Purchasing Agent for all requirements of the Board(s) of Education.

C. In order to increase the development and awareness of environmentally sound products and services, the Town of Mansfield will ensure that wherever possible and economically feasible, specifications are amended to provide for consideration of environmental characteristics. Consideration may be given to those products that from a life cycle perspective, adversely affect the environment in the least possible way. This means that the Town of Mansfield will make a reasonable effort to choose products and services that:

- 1) are produced in an environmentally responsible friendly way
- 2) are distributed in an environmentally responsible friendly way
- 3) cause the least possible damage to the environment
- 4) can be removed in an environmentally responsible friendly way
- 5) ~~involve ethical considerations in their choice.~~

~~As for product areas which are not covered by environmental label criteria, the environmental impact of the product is assessed to the extent possible via the Environmental Protection Agency guides or information and guidance from other sources.~~

#### Section 4. Solicitation and award procedures.

A. As provided in the Town Charter the Director of Finance shall serve as the Purchasing Agent for the Town, and shall be responsible for the procurement of all products and services for the Town. Subject to the limitations set forth in the Charter and in section 1B of this Ordinance, the Purchasing Agent shall have the authority to approve all contract specifications, prescribe the method of source selection to be utilized in the procurement of all products or services, award all contracts for products and services based on a determination of the bidder who offers the best value to the Town, and shall have the authority necessary to enforce the purchasing provisions of the Charter and these Rules. In addition, the Purchasing Agent shall have the following specific duties:

- 1) Inspect all supplies, material and equipment ordered by and delivered to the town to ensure compliance with specifications and conditions affecting the purchase thereof, or delegate the inspection thereof to such Town employees as are authorized to purchase said supplies, materials or equipment in accord with subsection B of this section;
- 2) Procure and award contracts for, or supervise the procurement of, all products and services needed by the Town, and maintain custody and care of all contracts for goods and contractual services to which the Town is a party;
- 3) Transfer between offices or sell, trade, or otherwise dispose of surplus supplies, materials, or equipment belonging to the Town;

- 4) Prepare, issue, revise, and maintain all bid specifications and establish and maintain programs for specification development, and the inspection, testing, and acceptance of products and services;
- 5) Prepare and adopt operational procedures governing the procurement functions of the Town;
- 6) Have the discretion and authority for cause ~~in appropriate instances~~ to disqualify vendors and to declare them to be irresponsible bidders and to remove them from receiving any business from the Town;
- 7) To cancel, in whole or in part, an invitation to bid, a request for proposals, or any other solicitation, or to reject, in whole or in part, any and all bids or proposals when to do so is in the best interests of the Town;
- 8) To require, when necessary, bid deposits, performance bonds, insurance certificates, and labor and material bonds or other similar instruments or security which protect the interests of the Town;
- 9) Procure for the Town all federal and state tax exemptions to which they are entitled;
- 10) Ensure that the Town is exempt from state fair trade laws as provided by the Connecticut General Statutes;
- 11) To join with other units of government and with private sector organizations in cooperative purchasing plans when the best interests of the Town would be served;

B. **Delegations to Other Town Officials.** With the approval of the Town Manager, the Purchasing Agent may delegate any portion of the authority to purchase certain products and services to other Town employees, if such delegation is deemed necessary and appropriate for the effective and efficient operation of Town government and for the procurement of those items. The Purchasing Agent, with the approval of the Town Manager, may revoke such delegation at any time. The Person to whom such authority is delegated shall be responsible for complying with the requirements of the Charter, this ordinance and any rules or regulations which may exist relating to the execution of the procurement process.

C. **Methods of Source Selection.** In accordance with Article V of the Town Charter, unless otherwise prescribed by law, the Purchasing Agent shall take advantage of all prudent purchasing methods and opportunities available in the marketplace. This includes, but is not limited to, such methods as

competitive sealed bids, competitive sealed proposals, competitive negotiation, sole source procurement, small purchase procedures, credit card procedures, bulk ordering, emergency purchases, multi-step bidding, internet purchasing, use of cooperative purchasing plans and public auctions.

In deciding which method to utilize, the Purchasing Agent may take into consideration the following factors:

- 1) how to obtain the best value for the commodity;
- 2) whether or not to utilize a fixed-price or fixed-service contract under the circumstances;
- 3) whether quality, availability, or capability is overriding in relation to price;
- 4) whether the initial installation needs to be evaluated together with subsequent maintenance and service capabilities and what priority should be given to these requirements;
- 5) what benefits are derived from product or service compatibility and standardization and what priority should be given these requirements;
- 6) whether the marketplace will respond better to a solicitation permitting not only a range of alternative proposals, but evaluation, discussion, and negotiation of them before making the award;
- 7) what is practicable and advantageous to the Town;
- 8) the availability of vendors;
- 9) the efficiency of the process;
- 10) the fair and equitable treatment of potential participants;
- 11) the degree to which specifications can be made clear and complete;
- 12) the timeliness of the process to the needs of the Town;

D. **Award of Contract.** Contracts shall be awarded, by the Purchasing Agent, to the vendor who offers the best value to the Town. The Finance Committee shall be advised in the next quarterly financial report, or sooner when appropriate, when the Purchasing Agent ~~Director of Finance~~ awards a contract for goods or services (but not professional services as defined in Section I) other than by competitive sealed bid in accordance with Article V, Section 506B (1) (c) of the Town Charter. Best value shall be determined by

consideration of some or all of the following factors as deemed appropriate by the Purchasing Agent:

- 1) The quality, availability, adaptability, and efficiency of use of the products and service to the particular use required;
- 2) The degree to which the provided products and services meet the specified needs of the Town, including consideration, when appropriate, of the compatibility with and ease of integration with existing products, services, or systems;
- 3) The number, scope, and significance of conditions or exceptions attached or contained in the bid and the terms of warranties, guarantees, return policies, and insurance provisions;
- 4) Whether the vendor can supply the product or service promptly, or within the specified time, without delay or additional conditions;
- 5) The competitiveness and reasonableness of the total cost or price, including consideration of the total life-cycle cost and any operational costs that are incurred if accepted;
- 6) A cost analysis or a price analysis including the specific elements of costs, the appropriate verification of cost or pricing data, the necessity of certain costs, the reasonableness of amounts estimated for the necessary costs, the reasonableness of allowances for contingencies, the basis used for allocation of indirect costs, and the appropriateness of allocations of particular indirect costs to the proposed contract;
- 7) A price analysis involving an evaluation of prices for the same or similar products or services. Price analysis criteria include, but are not limited to: price submissions of prospective vendors in the current procurement, prior price quotations and contract prices charged by the vendor, prices published in catalogues or price lists, prices available on the open market, and in-house estimates of cost;
- 8) Whether or not the vendor can supply the product or perform the service at the price offered;
- 9) The ability, capacity, experience, skill, and judgment of the vendor to perform the contract;
- 10) The reputation, character and integrity of the vendor;
- 11) The quality of performance on previous contracts or services to the Town or others;

- 12) The previous and existing compliance by the vendor with laws and ordinances or previous performance relating to the contract or service, or on other contracts with the Town or other entities;
- 13) The sufficiency, stability, and future solvency of the financial resources of the vendor;
- 14) The ability of the vendor to provide future maintenance and service for the use of the products or services subject to the contract.

#### **E. Common Specifications and Standards.**

- 1) In accordance with this ordinance, all of the Town's departments, agencies, boards and commissions (~~including the Board of Education~~) shall work together with the Purchasing Agent to identify common needs and establish standard specifications for the purchase of goods and contractual services which are commonly used by more than one department, agency, board, or commission.
- 2) The Purchasing Agent shall be responsible for identifying goods and contractual services common to the needs of the Town, School Department and their boards and commissions and for preparing and utilizing standard written specifications submitted for such goods and contractual services. After adoption, each standard specification shall, until revised or rescinded, apply in terms and effect to every purchase and contract for said goods or contractual service. The Town Manager may exempt any using agency of the Town and ~~the Superintendent of Schools may exempt any agency of the Board of Education~~ from the use of the goods or contractual services in such standard specification if, in his/her their judgment, it is to the best interest of the Town to so do.

#### **F. Sole Source Procurement and Brand Name Specification.**

- 1) It is the policy of the Town to encourage fair and practicable competition consistent with obtaining the best possible value for the necessary products and services required by the Town. Since the use of sole source procurement or a brand name specification is restrictive, it may be used only when the Purchasing Agent makes a written determination that there is only one practical source for the required product or service or that only the identified brand name item or items will satisfy the Town's needs and the Town Manager concurs with such finding. A requirement for a particular brand name does not justify sole source procurement if there is more than one potential vendor for that product or service.

- 2) Any request by a Using Agency that procurement be restricted to one potential contractor or be limited to a specific brand name shall be accompanied by an explanation as to why no other will be suitable or acceptable to meet the need.
  - 3) A record of all sole source procurements and brand name specifications shall be maintained. Sole source records shall list each contractor's name; the amount and type of each contract; a listing of the products or services procured under each contract; and the effective dates of the contract. Brand name records shall list the brand name specification used, the number of suppliers solicited, the identity of these suppliers, the supplier awarded the contract, and the contract price. The Town Council Finance Committee shall be advised, in the next quarterly financial report, or sooner when appropriate, when the Purchasing Agent ~~Director of Finance~~ and the Town Manager have made a determination of brand name or sole source selection.
- G. All purchases made and contracts executed by the Purchasing Agent shall be pursuant to a written or electronic purchase order from the head of the office, department or agency whose appropriation will be charged, and no contract or order shall be issued to any vendor unless and until the Director of Finance certifies that there is to the credit of such office, department or agency a sufficient unencumbered appropriation balance to pay for the supplies, materials, equipment or contractual services for which the contract or order is to be issued. This requirement may be deferred in the event that an emergency situation requires prompt action by the Purchasing Agent. This section will not prevent the use of open purchase orders or the use of a purchasing card program designed to consolidate many small transactions onto a single monthly invoice.
- H. The responsible head of each department, office, institution, board, commission, agency or instrumentality of the Town shall certify, in writing, to the Purchasing Agent the names of such officers or employees who shall be exclusively authorized to sign purchase orders for such respective department, office, institution, board, commission, agency or instrumentality, and all requests for purchases shall be void unless executed by such certified officers or employees and approved by the Purchasing Agent.
- I. **Professional Services.** As the procurement of professional services is generally exempt from the requirements of competitive sealed bidding, all contracts for professional services including legal services shall be obtained in accordance with the following guidelines; with the exception of the Town Attorney who shall be chosen in accordance with Article III Section 305 of the Town Charter. The Town Manager shall execute an agreement for professional services with the appointed Town Attorney.

- 1) A Request for Proposal (RFP) or Request for Qualifications (RFQ) shall be written for all requests for professional services (except as described in subsection 3 below) in excess of \$10,000. The RFP or RFQ They shall be written in such a manner as to describe the requirement to be met, without having the effect of exclusively requiring a proprietary product or service, or procurement from a sole source, unless approved in accordance with the requirements of this Article.
- 2) When the scope of work is less precise, the preferred method of obtaining professional services shall be through the use of competitive negotiation. The process used for the solicitation of proposals shall assure that a reasonable and representative number of vendors are given an opportunity to compete. The Town Manager may limit the number of qualified vendors considered and may approve solicitation by invitation or public notice.
- 3) In accordance with Article III Section 305 (C) of the Town Charter, the Town Manager with the approval of the Town Council may obtain special legal services other than the Town Attorney. In obtaining those services the Town Manager may consider in addition to hourly rate, the reputation, character and integrity of the firm, the quality of performance on previous contracts and services to the Town, the ability of the firm to provide these services over an extended period, and the ability, capacity, experience, skill and judgment of the attorneys performing the service.
- 4) The award of a professional services contract shall be done in a manner designed to obtain the best possible value to the Town and with consideration of the factors listed in Subsection D of this Ordinance titled "Award of Contract".
- 5) Professional services are defined as:
  - a) work requiring knowledge of an advanced type in a field of study and which frequently require special credentialing, certification or licensure. Such areas include but are not limited to engineers, architects, appraisers, medical service providers, consultants, actuaries, banking services, legal, or;
  - b) work that is original and creative in character in a recognized field or artistic endeavor or requires special abilities and depends primarily on a person's invention, imagination, or creative talent. Such fields or artistic endeavor include but are not limited to the following: health & fitness, cultural arts, crafts, ice skating, specialty area instructors; and

- c) work that requires consistent exercise of independent discretion and judgment to perform according to their own methods and without being subject to the control of the Town except as to the result of the work.
  - d) professional service providers shall not be dependent on the Town as their sole client, and must be clearly considered an independent contractor as opposed to an employee as defined by State and Federal laws, regulations, and court decisions.
- 6) On behalf of the Town, the Town Manager ~~or the Purchasing Agent~~ shall have the authority and responsibility to execute professional service contracts in excess of \$10,000.
- J) **Invoice Schedule.** All contracts for goods, contractual services and professional services to which the Town is a party shall include a **provision requiring the vendor or contractor to invoice the Town in a timely manner, pursuant to a schedule established by the Purchasing Agent.**
- K) **Custody of Contracts.** All contracts for goods, contractual services and professional services to which the Town is a party shall be kept in the office of the Purchasing Agent and shall be under the care and custody of the Purchasing Agent unless the Purchasing Agent has delegated the authority to take custody of such a contract to another Town official in accord with subsection B of this section. All other contracts to which the Town is a party or to which any officer or board, bureau or commission of the town, acting in behalf of the Town, is a party shall be kept on file in the Town Clerk's office and shall be under the care and custody of the Town Clerk. When any officer, board, bureau or commission of said Town shall require any original contract in which the Town is interested, as aforesaid, the contract shall not be taken from the Town Clerk's or Purchasing Agent's office until such officer, board, bureau or commission has given a receipt therefore, and a copy of such contract shall be filed with the Town Clerk or Purchasing Agent, as soon as the same can be made. The above provisions shall not apply when any such contract is needed for temporary use in the town building and is returned on the same day that it is taken.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Mary Stanton, Town Clerk  
**Date:** June 22, 2009  
**Re:** Appointment of Council Member

---

**Subject Matter/Background**

On June 17, 2009, the Mansfield Republican Town Committee nominated Meredith Lindsay as the Republican replacement for Alison Blair, who has resigned from the Mansfield Town Council.

The Republican Town Committee has respectfully requested that the Council consider this item as the first item of new business.

**Recommendation**

If the Town Council concurs with the recommendation made by the Republican Town Committee, the following motion is in order:

*Move, effective June 22, 2009, to appoint Meredith Lindsay to serve as a member of the Town Council, to fill the vacancy created by Alison Blair's resignation from the Council for the term ending November 16, 2009.*

**Attachments**

- 1) P. Plante re: Appointment of Council member

**MANSFIELD REPUBLICAN TOWN COMMITTEE**  
**P.O. BOX 32**  
**MANSFIELD CENTER, CONNECTICUT 06250**

June 18, 2009

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

Dear Mr. Hart:

On June 17, 2009, the Mansfield Republican Town Committee conducted its monthly business meeting. At that meeting, the membership chose Meredith Lindsay as the Republican replacement of Allison Blair who resigned from the Mansfield Town Council.

I would request that the Mansfield Town Council accept Meredith Lindsay as a member of the Council for the remainder of Ms. Blair's term.

I request that the issue of Ms. Lindsay's replacement of Ms. Blair be placed as item #1 on the Council's agenda for its 6-22-09 meeting. If accepted as a replacement, Ms. Lindsay, she would be able to serve for that meeting, forward.

Sincerely:



Peter G. Plante

Chairman, M.R.T.C.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Mary Stanton, Town Clerk  
**Date:** June 22, 2009  
**Re:** FOIA Policy Update

---

**Subject Matter/Background**

As you may recall, staff implemented a FOIA policy in February of this year. The policy also established a set of internal procedures that has centralized the process for handling FOIA requests.

The policy was intended to:

- Ensure that a consistent process is followed throughout the organization when responding to FOI requests
- Ensure that the Town is being timely and responsive to FOI requests
- Ensure that the Town is responding to FOI requests in an efficient manner and deploying staff resources appropriately
- Ensure that the Town is documenting its responses to FOI requests
- Ensure that the Town is complying with Connecticut FOI statutes, such as the release of documents subject to disclosure and the non-release of documents or information such as social security numbers or bank account numbers of employees or other confidential information that is exempt from disclosure
- To recoup some revenue for processing FOI requests by charging allowable fees as established by state statute

Four and a half months into implementation of the policy, staff has found that they have been able to accomplish the intended goals stated above. Staff is now more confident that FOI requests are being processed in a manner that is consistent with the law. Staff also feels that the newly established process provides an improved means for processing citizen requests.

Arguably, the amount of requests received by staff has been voluminous for a community our size. Since the first of the year, staff has received 50 FOI Request Forms, which consisted of 84 separate requests for information. Eighty-four separate requests divided by 5.5 months<sup>1</sup> is the equivalent of processing 15 citizen requests for information per month. These numbers do not reflect general information requests and communications sent to staff via email by citizens.

<sup>1</sup> Data reported is for the time period of January 1, 2009 – June 11, 2009

The types of requests received vary depending on the information being sought. A sample of the information requested includes:

- Resumes and employment applications of employees
- Individual timesheets, payroll, and leave information of employees
- Documents related to employee benefits
- Payment vouchers and invoice back-up
- Various General Ledger and accounting printouts
- Fire Department reports related to calls for service
- Contracts for services and studies performed for the Town
- Ingoing and outgoing email communication of staff
- Ingoing and outgoing communication between staff and legal counsel
- Ingoing and outgoing communication between staff and citizens
- Outstanding check information

Most of these requests are for documents that would not normally be published on a Town website, particularly documents related to an individual's employment history, payment vouchers, etc. When processing requests related to employee work history, benefits, risk management, and legal counsel/pending litigation staff must carefully review the documents and redact confidential material that is not subject to disclosure. Examples include social security numbers, medical conditions, personal bank account numbers, and home addresses of public safety personnel.

Conservatively, depending upon the volume and nature of the FOI requests received, the departments of Finance, Town Manager's Office, and Town Clerk are collectively spending 5-15 hours per week processing requests. In some instances, staff is collectively spending more than 15 hours per week processing FOIA requests.

### **Financial Impact**

Since February, we have collected \$97.50 in FOI fees. In most instances, the requesters are seeking to publicly inspect documents and may only copy select portions of the information.

Processing FOI requests has an impact on staff resources. The following positions are those most commonly involved with processing FOI requests depending upon the nature of the documents being sought: Assistant to Town Manager (\$40.70/hr)<sup>2</sup>, Town Clerk (\$38.22/hr), Assistant Town Clerks (\$26.13/hr), Controller-Treasurer (\$49.11/hr), Finance Clerks (\$24.82/hr), Payroll Administrator (\$28.69/hr) and the Human Resources Associate (\$23.83/hr).

### **Recommendation**

Staff is providing this report/update at the request of Council. No specific action is recommended at this time.

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<sup>2</sup> Hourly rates do not reflect additional costs such as payroll taxes and benefits.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager  
**Date:** June 22, 2009  
**Re:** Bond Reauthorization – Mansfield Streetscape Improvements

---

**Subject Matter/Background**

The adopted 2008/09 Capital Fund Budget includes \$1,466,000 for the Mansfield Streetscape and Pedestrian Improvements Project. On May 26, 2009 the Town Council approved three resolutions related to the project accomplishing the following: 1) appropriate \$1,173,000 in federal grant funding; 2) appropriate \$302,000 local share and authorize the issuance of bonds in the same amount to finance the appropriation; and 3) call and set the date for a Special Town Meeting as required by the Town Charter. The Special Town Meeting was held on June 8, 2009, to consider and act on the resolutions adopted by the Town Council at the May 26<sup>th</sup> meeting. The voters approved the appropriation and subsequent issuance of bonds to fund the project by a vote of 270 to 58.

As a final step in this process, Bond Counsel has advised that the Council needs to reapprove the resolution appropriating \$302,000 for walkway and streetscape improvements along Storrs Road (Conn. Route 195) and Flaherty Road. Section 407 of the Town Charter provides that "the Council, after approval of consecutive actions of the Council and a Town Meeting, may authorize ... the issuance of bonds...." As explained by Bond Counsel, this procedure requires a Council action, a Town Meeting action and then a final Council approval.

**Financial Impact**

This resolution approves the issuance of bonds in the amount of \$302,000. The 2008/09 Capital Fund Budget included \$293,200 in funding from bond proceeds. As previously explained, an additional \$8,800 has been included to cover bond issuance costs.

**Recommendation**

As Council and the voters have already passed the resolution, staff recommends that the Council reapprove the resolution per the Bond Counsel's request.

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

*Resolved, in accordance with Sections 406 and 407 of the Town Charter, the Town Council hereby reapproves the resolution entitled "Resolution Appropriating \$302,000 For Costs With Respect To Walkway And Streetscape Improvements Along Storrs Road (Conn. Route 195) And Flaherty Road, And Authorizing The Issue Of Bonds And Notes In The Same Amount To Finance The Appropriation" as originally adopted by the Town Council at a meeting held May 26, 2009 and approved by the voters of the Town at a Special Town Meeting held June 8, 2009.*



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer  
**Date:** June 22, 2009  
**Re:** Amendments to Capital Fund Budget - Mansfield Streetscape and Pedestrian Improvements; Improvements to Storrs Road Project

---

**Subject Matter/Background**

The Capital Fund Budget needs to be amended to reflect the following actions:

1. The appropriation of the Department of Transportation (DOT) grant in the amount of \$1,173,000 and the appropriation of \$302,000 of bonded funds for the Mansfield Streetscape and Pedestrian Improvements project as approved by the actions of the Town Council (May 26, 2009), the Town Meeting (June 11, 2009) and reauthorization by Town Council (June 22, 2009). Since this project was included in the 2008/09 adopted Capital Fund Budget, the actions taken by the Town Council and Town Meeting require that the budget be amended to increase the project by \$9,000 to cover the costs associated with the issuance of the bonds.
2. The appropriation of the Department of Economic and Community Development (DECD) Urban Action grant to undertake the Improvements to Storrs Road Project, whose application was authorized by a resolution of the Town Council on November 26, 2007. The project financing plan and original budget was approved by DECD on March 5, 2008 in the amount of \$2,500,000. This grant will provide for roadway improvements consisting of resurfacing, granite curbing, drainage improvements, traffic signal modification and replacement, brick paved sidewalks, and landscaping improvements.

**Recommendation**

Staff recommends that the Town Council amend the Capital Fund Budget for the Streetscape and Pedestrian Improvement Project, and for the Improvements to Storrs Road Project. If the Council concurs with this recommendation, the following motion is in order:

*Move, to approve the adjustments to the Capital Fund Budget, as presented by staff in the schedule dated June 22, 2009.*

**Attachments**

- 1) Proposed Adjustments to the Capital Fund Budget

PROPOSED ADJUSTMENTS TO THE CAPITAL FUND BUDGET  
JUNE 22, 2009

JOB #	DESCRIPTION	FUNDING SOURCE	REVENUE BUDGET					EXPENDITURE BUDGET				BALANCE TO SPEND (OVERSPENT)
			CURRENT BUDGET	PROPOSED CHANGE	AMENDED BUDGET	ACTUAL REVENUES	OVER/ (UNDER) PROPOSED	CURRENT BUDGET	PROPOSED CHANGE	AMENDED BUDGET	ACTUAL EXPEND.	
84122	Improvements to Storrs Road	Urban Action Grant	-	2,500,000	2,500,000	-	(2,500,000)	-	2,500,000	2,500,000	-	2,500,000
84123	Streetscape & Pedestrian Improv.	DOT Grant	1,172,800	200	1,173,000	-	(1,173,000)					
		Bonds	293,200	8,800	302,000	-	(302,000)					
			1,466,000	9,000	1,475,000	-	(1,475,000)	1,466,000	9,000	1,475,000	-	1,475,000
			<u>\$ 1,466,000</u>	<u>\$ 2,509,000</u>	<u>\$ 3,975,000</u>	<u>\$ -</u>	<u>\$(3,975,000)</u>	<u>\$ 1,466,000</u>	<u>\$ 2,509,000</u>	<u>\$ 3,975,000</u>	<u>\$ -</u>	<u>\$ 3,975,000</u>



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *Matt*  
**CC:** Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer  
**Date:** June 8, 2009  
**Re:** Inter-local Services Agreement with Columbia

---

**Subject Matter/Background**

The Town of Columbia wishes to continue purchasing financial management services from the Town of Mansfield for FY 2009/10. Columbia is undergoing a charter revision and wishes to have that process complete before hiring a permanent Finance Director. At their June 8, 2009 meeting, the Finance Committee discussed and endorsed the proposed agreement.

**Financial Impact**

Under the proposed agreement, Mansfield would provide Columbia with the services of an accountant or controller for up to 10 hours per week for the period July 1, 2009 to June 30, 2010. In exchange, Columbia would pay Mansfield a total of \$30,000 for the services provided. It should be noted that all of this is unbudgeted revenues for FY 2009/10 and no additional wages will be paid to any employee for this work. The net profit can be calculated as follows:

Service revenue	\$30,000
Salaries & benefits (based on 10/hrs week)	( 25,362)
Profit Margin	\$ 4,638
Percentage	15.5%

As explained in the attached communication from incoming Director of Finance Cherie Trahan, she is confident that due to the reallocation of responsibilities within the department we could support Columbia without jeopardizing service to the Town of Mansfield. She does point out that the workload during the busiest times of the year might necessitate additional work hours for salaried staff, who would be compensated in form of compensatory time should the workweek exceed 40 hours.

**Recommendation**

The Finance Committee recommends that the Town Council authorize the Town Manager to execute the proposed agreement.

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

*Move, effective June 22, 2009, to authorize the Town Manager to execute the proposed Inter-local Agreement between the Town of Mansfield and the Town of Columbia for Financial Services from July 1, 2009 to June 30, 2010.*

**Attachments**

- 1) Inter-local Agreement between the Town of Mansfield and the Town of Columbia for Financial Services
- 2) C. Trahan re: Inter-local Agreement with Columbia for FY 2009/10

**Interlocal Agreement between the Town of Mansfield and the Town of Columbia for  
Financial Services**

THIS AGREEMENT is made this \_\_\_\_\_ day of June 2009, by and between the **TOWN OF MANSFIELD**, a municipal corporation chartered under the laws of the State of Connecticut (herein referred to as "Mansfield") and the **TOWN OF COLUMBIA** (herein referred to as "Columbia").

**Whereas**, Mansfield has senior staff experienced in municipal accounting and financial matters; and,

**Whereas**, Mansfield is willing to provide municipal financial and accounting services to Columbia; and,

**Whereas**, Columbia has the need for financial and accounting services;

**Now therefore**, for the promises and considerations specified herein, Mansfield and Columbia (hereinafter referred to as "the Parties") do hereby agree as follows:

A. Mansfield Agrees:

1. To provide Columbia with the financial services of an employee holding the position with the Town of Mansfield of "Accountant" or "Controller," who shall allocate an average of ten hours per week of his/her working hours to Columbia from July 1, 2009 – June 30, 2010.
2. Said work may be performed at the offices of the Town of Columbia or Town of Mansfield, or at or from any other location agreeable to the parties.
3. To keep confidential all reports, information, dates, etc. given to or prepared by Mansfield under this agreement which Columbia requests to be kept confidential and shall not make available the same without prior approval from Columbia.

B. Columbia Agrees:

1. To pay Mansfield a fee of \$30,000 for the services provided in section A above, \$15,000 payable upon execution of this agreement and \$15,000 payable December 15, 2009.
2. To hold Mansfield and any of Mansfield's officers, agents or employees harmless from any liability (including reasonable attorney's fees and all costs) for any and all damages to persons and property resulting from the actions of Mansfield unless such damages are caused by, or are the result of, the misconduct of Mansfield or any of Mansfield's officers, agents or employees.

C. Mansfield and Columbia Agree that:

1. The term of this Agreement shall be for July 1, 2009 through June 30, 2010. If this Agreement is executed and services begin after July 1, 2009, the fee shall be pro-rated accordingly.
2. Either party to this Agreement may terminate the Agreement and thereafter be relieved of further performance if the other party materially fails to perform any of the covenants or conditions contained herein, provided written notice is provided to the other party a minimum of thirty (30) days in advance of said termination stating the reasons for the proposed termination and the party upon whom said notice was given fails to rectify the situation within the thirty (30) day notice period. Said right to terminate shall be cumulative to any other legal right or remedy.
3. This Agreement shall not be altered, changed or amended except for formal written amendment duly executed by both parties hereto. The performance by either party of its obligations under this Agreement shall not operate in any way as a waiver of non-compliance or breach by the other party.
4. This agreement and its contractual obligations shall not be assigned, in whole or part, by either party without prior notification and subsequent written consent of the other party.

**SIGNED AND DATED**

**Town of Mansfield**

**Town of Columbia**

\_\_\_\_\_  
Town Manager                      Date

\_\_\_\_\_  
Town Administrator              Date

\_\_\_\_\_  
Witness                              Date

\_\_\_\_\_  
Witness                              Date

\_\_\_\_\_  
Witness                              Date

\_\_\_\_\_  
Witness                              Date

# Memorandum

To: Matt Hart, Town Manager  
From: Cherie Trahan, Controller/Treasurer  
Date: 6/4/2009  
Re: Inter-local Agreement with Columbia for FY 2009/10

---

Attached is a proposed inter-local agreement with the Town of Columbia for financial services for Fiscal Year 2009/10. Our current agreement is set to expire on June 30, 2009.

Under the current agreement, we are providing Columbia with the financial services of an accountant and controller up to ten hours per week. The proposed agreement would continue that support from July 1, 2009 until June 30, 2010. Since the Town of Columbia is in the process of revising their Charter, they wish to continue with our services until the new Charter is in place and they have the time to recruit and hire a new Finance Director.

While our Finance Department is undergoing many changes this fiscal year, having worked the past several months with the Town Administrator and staff from Columbia, I am confident that we can continue to support them and maintain our own level of service. While efficiencies within the department will allow the shifting of some responsibilities, during our busiest times (budget season), it is very probable that additional work hours will be needed by some exempt staff. I am not proposing any additional wages, but rather compensatory time will be awarded should the work week exceed 40 hours.

I am proposing a fee of \$30,000 for the 12-month period. While all of this is unbudgeted revenues, and adds no additional costs to the Town, it also more than covers our actual costs for the hours worked. In other words, it covers our salary and benefits costs plus a profit margin for the Town of approximately 20%.

Therefore, I recommend continuing with an inter-local agreement for financial services with the Town of Columbia.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer  
**Date:** June 22, 2009  
**Re:** Agreement between the Town of Mansfield, Mansfield Board of Education and Region 19 Board of Education for Financial Management, Information Technology and Risk Management Services

---

**Subject Matter/Background**

The agreement between the Town of Mansfield, the Mansfield Board of Education and Region 19 Board of Education for accounting, bookkeeping, information technology and risk management services was originally entered into shortly after the creation of the Regional School District in 1986. This agreement has been modified and extended over the years as the signatories have expanded or contracted the services provided. The agreement signed in 2006 for the period July 1, 2006 through June 30, 2009, was accompanied by a major change in service delivery when the three entities created a combined technology department with a Director of Information Technology.

The current agreement does not break new ground in the amount of services provided, but does formalize the previously unwritten agreement whereby the Town will provide to the R-19 Board the services of the Town's Director of Finance who shall serve as the R-19 Board's Business Manager. This is similar to the agreement between the parties for the services of the Mansfield Board's Director of Information Technology.

The agreement also more equitably divides the costs of the Director of Finance between the parties from 15% Region, 51% Town and 34% Mansfield Board to 30% each for the Boards of Education and 40% for the Town. This division of costs is not based on time but rather on the degree of difficulty, in the judgment of senior management, involved with financially managing each organization.

Finally, this agreement does not try to spell out the level of cooperation between the Town and the Mansfield Board of Education. That level of cooperation has built up gradually over a long period of time and is far more involved and complicated than the services being provided to the Regional School District. In our analysis, it is management's opinion that to attempt to fully describe that relationship between the Town and the Mansfield Board or Education is unnecessary and would ultimately prove counterproductive to this agreement.

### **Financial Impact**

The costs and/or revenues associated with the first year of the agreement have been incorporated within the adopted 2009/10 budget. Greater levels of detail on specific expenditures are also available in the adopted budgets.

### **Legal Review**

This agreement has been reviewed and approved as to form by legal counsel to the Town and both Boards of Education.

### **Recommendation**

The Mansfield Board of Education will be asked to approve the agreement at its meeting on June 18, 2009. Staff recommends that the Town Council authorize me as Town Manager to execute the attached agreement. With approval from the Council, we would then forward the agreement to the Region 19 Board of Education for its consideration.

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

*Move, effective June 22, 2009, to authorize the Town Manager to execute the Agreement between the Town of Mansfield, Mansfield Board of Education and Region 19 Board of Education for Financial Management, Information Technology and Risk Management Services, for a term commencing on July 1, 2009 and expiring on June 30, 2012.*

### **Attachments**

- 1) Agreement between the Town of Mansfield, Mansfield Board of Education and Region 19 Board of Education for Financial Management, Information Technology and Risk Management Services

AGREEMENT BETWEEN  
THE TOWN OF MANSFIELD,  
THE MANSFIELD BOARD OF EDUCATION  
AND  
THE REGION 19 BOARD OF EDUCATION  
FOR FINANCIAL MANAGEMENT, INFORMATION TECHNOLOGY  
AND RISK MANAGEMENT SERVICES

This Agreement is made and entered into, effective on the 1<sup>st</sup> day of July 2009, by and between the Town of Mansfield (hereinafter called the Town), The Mansfield Board of Education (hereinafter called the Mansfield Board) and the Region 19 Board of Education (hereinafter called the R-19 Board).

Whereas, the Town and the Mansfield Board share certain financial management, information technology and risk management services, and R-19 Board wishes to engage the Town and the Mansfield Board to render certain financial management, information technology and risk management technical services hereinafter described in connection with the administration of Regional School District No. 19; and

Whereas, to the extent that this Agreement is entered into by and between the Mansfield Board and the R-19 Board, such Boards enter into such Agreement in accordance with the provisions of Section 10-158a of the Connecticut General Statutes.

Now therefore the parties do mutually agree as follows:

1. The R-19 Board agrees to engage the Town and the Mansfield Board, and the Town and the Mansfield Board agree to perform the services hereinafter set forth.
2. The Town, working through its Director of Finance, shall do, perform and carry out in a satisfactory and proper manner, a scope of activities established by the R-19 Board and its Superintendent, and acceptable to the Town, for the purpose of providing to the R-19 Board the financial and risk management services described in this Agreement.
3. The Mansfield Board, working through its Director of Information Technology, shall do, perform and carry out in a satisfactory and proper manner, a scope of activities established by the R-19 Board and its Superintendent, and acceptable to the Mansfield Board and its Superintendent, for the purpose of providing to the R-19 Board the Information Technology services described in this Agreement.

For the period beginning July 1, 2009 to June 30, 2012, the Town and the Mansfield Board will provide the following services:

A. Operations

The Town and the Mansfield Board shall provide R-19 with the following services:

1. Provide the R-19 Board with an automated cash disbursements system which shall provide for a systematic paying of bills.
2. Provide the R-19 Board with an automated cash receipts system which will systematically record the receipt of cash.
3. Provide the R-19 Board with a fully operational payroll system including all necessary State and Federal reporting.
4. Provide the R-19 Board with accounting and bookkeeping services through monthly trial balance preparation for all funds and account groups.
5. Provide the R-19 Board with an automated budget package for all funds.
6. Prepare computer generated financial reports for all funds in the same form as is currently being provided. Any changes in form shall be mutually agreed to by the R-19 Superintendent and the Director of Finance for the Town.
7. Prepare a Comprehensive Annual Financial Report in accordance with GAAP.
8. Prepare monthly, quarterly and annual reports and other reports as needed.
9. Prepare the ED-001 for submission to State Department of Education.
10. Pursuant to a Memorandum of Understanding between the R-19 Board and the Edwin O. Smith Foundation, Inc., provide financial management services to the Foundation as enumerated in the agreement.
11. Provide the R-19 Board with a centralized risk management system for all insurances including: medical, auto, general liability, and workers' compensation.
12. Provide the R-19 Board with Information Technology services that assist in supporting the existing R-19 Board Staff in the following areas:
  - Local Area Network (LAN) management
  - System Usage
  - Disk space usage
  - Backup verification
  - Overall Network Health
  - Error Logs
  - System Performance
  - Installation of updates: Antivirus software and definitions
  - Configure user ID's and e-mail addresses when required
  - Shared network printing
13. Provide the R-19 Board with Information Technology services that assist in supporting the existing R-19 Board in the following areas:
  - 1) Wide Area Network (WAN) management
  - 2) Remote Access Service Assistance
  - 3) Internet Connectivity

14. Provide the R-19 Board with other services and technological support that are requested by the R-19 Superintendent and are acceptable to the Town and the Mansfield Board, as applicable.

B. Personnel

1. The Town will provide the personnel necessary to process the accounting information as provided by the R-19 Board personnel, to ensure a satisfactory end result.
2. It is mutually recognized by the parties that the Director of Finance has the authority on questions dealing with the design and implementation of the Financial Management System. Should there be changes to the Financial Management System requiring additional budget expenditures, such changes shall be presented by the Director of Finance to the Town and Mansfield Board for approval prior to proceeding with same.
3. The Mansfield Board will provide to the R-19 Board the services of the Mansfield Board's Director of Information Technology (on the basis of shared services with the Mansfield Board). In providing such services, the Mansfield Board's Director of Information Technology shall perform for the R-19 Board the services described in the job description attached hereto, which may be amended from time to time by the Mansfield Board. In carrying out such services for the benefit of the R-19 Board, the Mansfield Board's Director of Information Technology shall have the authority to coordinate and direct the activity of all IT personnel at all locations insofar as their activities directly impact the integration of technology into the curriculum and/or for the use of technology in support of the overall operations of either school district. The Mansfield Board's Director of Information Technology shall be an employee of the Mansfield Board only.
4. The Town will provide to the R-19 Board the services of the Town's Director of Finance who shall serve as the R-19 Board's Business Manager (on the basis of shared services with the Town). In providing such services, the Town's Director of Finance shall perform for the R-19 Board such services as described in the job description attached hereto, or as requested by the R-19 Superintendent of schools. The attached job description may be amended from time to time by the Town.

C. Compensation

1. The Town agrees to provide to the R-19 Board the financial services described in this Agreement at a cost not to exceed \$85,810 for fiscal year 2009-2010. The Mansfield Board agrees to provide to the R-19 Board the Information Technology services described in this Agreement at a cost not to exceed \$95,130 for fiscal year 2009-2010. The above costs shall be adjusted annually, as mutually agreed.

2. For budget purposes, the Town, the Mansfield Board and the R-19 Board shall share the cost of the Director of Finance position as follows: Town 40%; Mansfield Board 30%; and R-19 Board 30%. The above amount shall be adjusted annually during the remainder of this Agreement, based upon the Town Administrator's Pay Plan for nonunion personnel.

D. Termination for Cause an/or Convenience

During the term of this Agreement, the Town, the Mansfield Board or the R-19 Board may terminate this contract at the end of any given fiscal year. Notice of such termination must be given in writing to all parties to this Agreement at least 120 days prior to the end of the fiscal year.

E. Changes

The Town, the Mansfield Board or the R-19 Board may, from time to time, require changes in the scope of services of this agreement. Such changes, including any increase or decrease in the amount of compensation to be paid to the Town or Mansfield Board, as applicable, as mutually agreed upon by and between the Town, the Mansfield Board and the R-19 Board, shall be incorporated in written amendments to this contract.

**IN WITNESS WHEREOF**, the parties hereto have authorized their designated representatives to set their hands.

\_\_\_\_\_  
Witness  
Matthew W. Hart, Town Manager      Date  
(For the Town)

\_\_\_\_\_  
Witness  
Fred A. Baruzzi, Superintendent      Date  
(For the Mansfield Board of Education)

\_\_\_\_\_  
Witness  
Bruce Silva, Superintendent      Date  
(For the Region 19 Board of Education)



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to the Town Manager; SGT James Kodzis, Resident State Trooper Supervisor  
**Date:** June 22, 2009  
**Re:** Contract between the State of Connecticut Department of Public Safety and the Town of Mansfield for Resident State Police Services

---

**Subject Matter/Background**

Attached please find the contract renewal between the Town and the Connecticut Department of Public Safety, Division of State Police for Resident Trooper Services. The contract would run from July 1, 2009 to June 30, 2011 and would provide the services of one Resident State Police Supervisor and seven Resident State Police Troopers.

**Financial Impact**

As you know, the FY 2009/10 reimbursement rate for the Resident State Trooper program has yet to be determined by the state. To err on the side of caution, we have budgeted at the 85 percent reimbursement rate as proposed by the Governor. In the event that the reimbursement rate holds at 70 percent, we will have sufficient funds available for an eighth trooper (for total of nine with the supervisor).

**Recommendation**

Because the town has been well served by the Resident State Trooper program, staff recommends that the Town Council authorize the Manager to renew the proposed contract. The state has requested that the Council adopt a resolution empowering the Town Manager to sign the contract on behalf of the Town. If the Council supports this recommendation, the following resolution is in order:

*Resolved, effective June 22, 2009, that Town Manager Matthew W. Hart be and is herewith authorized to execute a contract on behalf of the Town of Mansfield with the Connecticut Department of Public Safety, Division of State Police, for the services of one Resident State Police Supervisor and seven Resident State Police Troopers for the period beginning July 1, 2009 and ending June 30, 2011.*

**Attachments**

- 1) Contract between the State of Connecticut and the Town of Mansfield for Resident State Trooper Services

**CONTRACT BETWEEN THE STATE OF CONNECTICUT  
DEPARTMENT OF PUBLIC SAFETY, DIVISION OF STATE POLICE  
AND THE**

**TOWN OF:** Mansfield, Connecticut

**TOWN ADDRESS:** Mansfield Town Manager  
4 South Eagleville Road  
Mansfield, CT 06268

**FOR THE SERVICES OF RESIDENT STATE POLICE TROOPERS**

**TOWN FEIN#:** 06-6002032

**AGREEMENT NUMBER:** 2000/291

**CONTRACT PERIOD:** July 1, 2009 to June 30, 2011

In consideration of the Town of Mansfield (hereinafter the "Town"), acting through its Chief Executive Officer (hereinafter the "Town CEO"), duly authorized, paying all costs pursuant to Connecticut General Statutes Section 29-5 and other good and valuable consideration, the Department of Public Safety, Division of State Police (hereinafter the "State Police"), acting through its Commissioner, duly authorized, hereby agrees to provide the Town of Mansfield with the services of One (1) Resident State Police Supervisor(s) and Seven (7) Resident State Police Trooper(s) during the above-referenced contract period.

This Contract is subject to the following additional terms and conditions:

**I. Law Enforcement Operations and Activities**

The Town hereby delegates to the Division of State Police the authority to supervise and direct the law enforcement operations of appointed constables and police officers in the Town as set forth below. All town police officers/constables shall be subject to applicable provisions of the current Resident State Trooper Program Administration and Operations Manual of the Department of Public Safety (hereinafter the "Manual"). The applicable Manual sections shall be provided to the Town CEO and each police officer or constable of the Town who shall be responsible for compliance therewith. The Town shall ensure that each police officer or constable in the Town provides a signed copy of the form attached hereto as Exhibit A evidencing such town police officer's or constable's receipt of the applicable Manual sections and his or her understanding that he or she is responsible for adhering to such applicable Manual sections.

### **A. Patrol Activities and Assignments**

The Resident State Police Supervisor or Trooper, as applicable, assigned to each Town shall be responsible for making all patrol and special activity assignments for Town police officers or constables, including the law enforcement duties to be performed, the hours of shifts to be worked, scheduling of vacations and other personal leave, as applicable, taking into consideration the needs of the Town after consultation with the Town CEO, sound police practices, and any rights of the Town police officers or constables as specified in existing labor contract agreements.

### **B. Investigative Methods**

The use of investigative methods, including but not limited to the conduct of all criminal investigations, application for and execution of all arrest and search warrants, use of force, vehicular pursuits, related activities, and reporting procedures, in the Town shall be in accordance with the provisions of the Manual.

Serious crimes, serious injury crimes and most complex incidents that involve in-depth, follow-up investigation, crime scene processing, seizure of evidence, application for and execution of search warrants, and out-of-town investigative work shall be conducted by the Resident State Police Supervisor or Trooper, as applicable, by State Police personnel assigned to the area State Police Troop, respective State Police major crime unit or any other State Police investigative unit deemed appropriate by the State Police. The State Police may, in its sole discretion, make exceptions to this policy on a case-by-case basis. A serious or complex investigation may be assigned to a town police officer or constable by the State Police after taking into consideration the nature of the case, requirements of the investigation, the shift resources, response time, and the experience and training of the Town police officer or constable.

Every effort will be made by the State Police to allow a Town police officer or constable to remain involved in self-initiated, serious criminal investigations.

### **C. Reports and Records**

All Town police investigative records shall be maintained by the Department of Public Safety. All investigative reports shall be prepared, formatted and submitted in the manner approved by State Police. The Town shall be responsible for providing network access to the State Police records management system in accordance with the requirements of the State Police.

#### **D. Chain of Command**

Resident State Police Supervisors or Troopers, where applicable, shall directly supervise the law enforcement operations of all Town police officers or constables. The Town CEO of a resident trooper town shall have reasonable, direct access to the area State Police Troop Commander, the Resident Trooper Supervisor and Resident State Police Troopers for regular and on-going communications regarding law enforcement problems in the Town.

In the absence of the assigned Resident State Police Supervisor or Trooper, where applicable, the chain of command for Town police officers or constables shall progress to the area State Police Troop Commander, or his duly assigned on-duty shift supervisor, and to the State Police District Commander.

The intent of this contract is to provide positive direction for the working relationship between town police officers or constables and State Police personnel. All significant conflicts between Town police officers and constables and State Police personnel shall be referred to the next senior officer in the State Police chain of command.

#### **E. Telecommunications**

The Town shall follow all State Police procedures regarding use, access and maintenance of State Police supplied telecommunications equipment and technology. If the Town operates its own radio system and dispatch function, Town police officers/constables, when dispatched to respond to an incident by such dispatch center, shall immediately notify the Troop State Police dispatch center of the incident to which they are responding.

#### **F. Use of Police Canines by Town Police Officers or Constables**

The use of police canines by Town police officers/constables shall be consistent with State Police policies and procedures. Towns electing to use alternative programs for training and certification or recertification of police canines shall assume all costs and liabilities associated with such programs. In the event a Town police canine is employed in a manner inconsistent or contrary to policies and procedures of the Department of Public Safety, the Town assumes all liability for any injuries or damages caused thereby.

## **II. Administrative Responsibility**

The Town shall retain administrative responsibility for its personnel, including but not limited to, ensuring compliance with POST requirements regarding hiring, lateral entry appointments, and in-service training responsibilities.

### **A. Training**

The Town shall be solely responsible for meeting all entry level requirements for selecting newly hired Town police officers or constables and for providing basic recruit training for such officers consistent with Connecticut General Statutes Section 7-294a et seq. and associated Regulations of Connecticut State Agencies enacted by the Police Officer Standards and Training Council (POSTC). In addition, the Town shall be solely responsible for providing all required in-service training for Town police officers or constables as mandated for recertification or otherwise required by law. Resident State Police Supervisors or Troopers, as applicable, shall cooperate with the Town by scheduling Town police officers and constables so as to enable them to meet these requirements in a timely manner.

### **B. Administrative Investigations/Discipline**

All misconduct or performance issues on the part of Town police officers or constables which cannot reasonably be resolved through counseling or the issuance of a Performance Observation Report (POR) by the Resident State Police Supervisor or Trooper, if applicable, and which may warrant the imposition of discipline, however minor, or the need for additional remedial training, shall be promptly reported to the Town CEO. The Town CEO shall be kept apprised of any counseling or the issuance of any Performance Observation Reports.

Allegations of misconduct on the part of Town police officers or constables which cannot reasonably be resolved through counseling or the issuance of a Performance Observation Report (POR) by the Resident State Police Supervisor or Trooper, if applicable, and which may warrant the imposition of discipline, however minor, shall be investigated by the State Police in a manner consistent with the provisions of the Manual and with existing labor contract agreements, if any. The State Police may recommend the imposition of appropriate disciplinary measures and/or remedial training for Town police officers or constables. Imposition of discipline, if any, upon Town police officers or constables, or assignment for additional training to remedy performance deficiencies on the part of Town police officers or constables, shall be the responsibility of the Town.

### **C. Evaluations**

The Town recognizes that evaluations are: 1) an effective supervisor's tool; and 2) that they identify superior or substandard work performance.

Consistent with existing labor agreements, the Resident State Police Supervisor or Trooper, if applicable, and the Department of Public Safety shall provide recommendations to the Town CEO concerning the periodic evaluation of the work performance of Town police officers or constables.

The Town shall implement a work performance evaluation system for all of the Town's police officers or constables. Such work performance evaluations shall be issued at least annually.

The Town shall make the final disposition on all work performance evaluations. Copies of completed work performance evaluations shall be filed in each Town police officer or constable's official personnel files which shall be available to Resident State Police Supervisors and Troopers, as applicable, upon request.

### **III. Costs and Schedule of Payments**

The Town agrees to reimburse the State Police for the cost of compensation, maintenance and other expenses, including reasonably necessary overtime costs, for its assigned Resident State Police Supervisor or Trooper(s), as applicable, consistent with the provisions of Connecticut General Statutes Section 29-5, in accordance with the following:

A. The State Police shall invoice the Town on a quarterly basis, in arrears, for the accrued costs of services rendered under this Contract during the preceding quarter.

B. The Town shall pay the State Police for the invoiced costs of services rendered under this Contract on a quarterly basis within thirty (30) days of receipt of each invoice. If the Town disputes all or a portion of a pending invoice, it shall be the responsibility of the Town CEO to notify the State Police in writing before payment is due.

C. The State Police shall have the right to assess a late fee in the amount of 5% of the unpaid balance of each quarterly invoice for which undisputed amounts remain unpaid after sixty (60) days. In calculating unpaid amounts, partial payments shall first be applied to the oldest outstanding quarterly balances, and then to each successive outstanding quarterly balance until fully paid.

#### **IV. Risk of Loss and Indemnification**

The Town assumes the risk of loss for any and all activity involving full or part-time Town constables, municipal police officers, other municipal employees providing police services, law enforcement officers providing police services pursuant to a mutual aid agreement with the Town, and Town police canines, and hereby agrees to hold harmless the State of Connecticut and the Department of Public Safety, its officers, agents and employees, from any cause or action arising out of the activity of such full or part-time Town constables, police officers or other municipal employees, or if applicable, the activity of any town police canine, and to indemnify the State of Connecticut and the Department of Public Safety, its officers, agents and employees, for any liability resulting from the same. For the period covered by this Contract, the Town will insure itself and its employees with a \$1,000,000.00 combined single limit police professional liability or law enforcement liability insurance policy, or its equivalent, naming the State of Connecticut and the Department of Public Safety, its officers, agents and employees, as an additional insured with respect to any liability for acts of Town constables, municipal police officers or other municipal employees, law enforcement officers providing police services pursuant to a mutual aid agreement with the Town, or if applicable, the activity of any town police canine, and submit a certificate of insurance (or self-insurance) to the Department of Public Safety prior to the effective date of this Contract.

It is understood and agreed by the parties that each Resident State Police Supervisor or Trooper, as applicable, exercising his or her police power or performing services pursuant to this Contract is an employee of the State of Connecticut and not of the Town and that, except to the extent limited by law, the State of Connecticut, and not the Town, is responsible for such Resident State Police Supervisor or Trooper's actions while in the performance of their assigned duties.

#### **V. Notices**

Any written notices required under this Contract shall be delivered as follows:

If to the Town:

Mansfield Town Manager  
4 South Eagleville Road  
Mansfield, CT 06268

If to the Department of Public Safety:

John A. Danaher, III, Commissioner  
Department of Public Safety  
1111 Country Club Road  
Middletown, CT 06457-9294

## **VI. Non-discrimination**

A. The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to sections 46a-56, as amended, 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. 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. Such documentation shall be in the form of the resolution attached hereto as Attachment A."

B. For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one percent 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.

For purposes of this section, "commission" means the commission on human rights and opportunities.

For purposes of this section, "public works contract" means any agreement between any individual, firm or corporation and the state or any political subdivision of the state other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the state, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

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 in every subcontract or purchase order entered into in order to fulfill any obligations 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 orders 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.

F. Pursuant to Public Act 89-227, as of January 1, 1991, no agency of the State of Connecticut may purchase any new products packaged in or composed in whole or in part of polystyrene foam if such foam is manufactured using chlorofluorocarbons (CFC). Manufacturers are required by the Act to provide information regarding the CFC content of polystyrene foam used in such products or packaging to any person selling the product who requests such information. By submitting an offer to sell to or accepting an order

from the State of Connecticut the vendor certifies that no CFC are used in the manufacture of polystyrene foam contained in such products or packaging.  
Effective 7/01/89 – Amended 4/01/91

**Non-Discrimination on the Grounds of Sexual Orientation.**

A. 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; (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. Such documentation shall be in the form of the resolution attached hereto as Attachment A."

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 subcontractor 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.

**VIII. Governor's Executive Orders**

This Agreement 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. Seventeen 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, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of the Agreement as if they had been fully set forth in it. This agreement 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.

**IX. Termination**

This Contract shall remain in full force and effect for the entire term of the Contract period stated above unless sooner terminated by either the Town or the State Police by providing thirty (30) days prior written notice of its intent to terminate the Contract.

Town of Mansfield

State of Connecticut  
Department of Public Safety

By \_\_\_\_\_

By \_\_\_\_\_

Its  
Duly Authorized

John A. Danaher, III  
Its Commissioner

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Associate Attorney General  
Office of the Attorney General

Date: \_\_\_\_\_

EXHIBIT A

**RESIDENT STATE TROOPER ADMINISTRATION & OPERATIONS MANUAL**  
*ACKNOWLEDGEMENT OF RECEIPT*

I, \_\_\_\_\_, have received a copy of the Resident State Trooper Administration and Operations Manual and understand that as a local officer/constable in the Town of Mansfield, I am responsible for complying with the provisions of this manual.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Official Personnel File

**MANSFIELD DOWNTOWN PARTNERSHIP  
BUSINESS DEVELOPMENT AND RETENTION COMMITTEE  
Mansfield Downtown Partnership Offices  
April 14, 2009**

**5:00 PM**

**MINUTES**

Present: Chair: Mike Gergler, Roger Adams, Marty Hirschorn, Doryann Plante,  
Girish Punj, Matt Raynor, Steve Rogers, Rene Schein

Staff: Cynthia van Zelm

**1. Call to Order**

Michael Gergler called the meeting to order at 5:05 pm.

**2. Public Comment**

There was no public comment.

**3. Comments on Meeting Notes**

The minutes were approved by consensus.

**4. Update on Storrs Center Project**

Mr. Gergler said until about a month ago, there had not been a lot of activity regarding the leasing of Storrs Center. Some members expressed interest in meeting more often even if the Storrs Center project was in a quiet stage with respect to the Committee's work. There was also a suggestion that if there is a length of time between meetings, that minutes go out soon after the meeting.

Ms. van Zelm relayed that the focus is on Phase 1A, the section of the project north of Dog Lane.

**5. Update on Relocation**

Ms. van Zelm said that Campus Florist had submitted a relocation claim; it was reviewed by the Partnership's relocation consultant Phil Michalowski; and the Partnership Finance and Administration Committee approved relocation benefits for Campus Florist.

**6. Update on Casting and Leasing Process**

Ms. van Zelm said that Cushman & Wakefield had been retained by the master developer LeylandAlliance to work with Live Work Learn to negotiate letters of intent with both some current, and new businesses.

Rene Schein expressed concern about the concept of percentage rent. With that in mind, Steve Rogers suggested that the Committee look into parameters regarding leases. Mr. Gergler said the Partnership's committees can make recommendations to the Partnership Board of Directors.

Mr. Rogers also expressed concern that the length of time the project has taken can tie up businesses in terms of looking at making improvements to their business. Is it worth it if they will need to move? He suggested that some assurances for tenants on timing be conveyed by Leyland.

Marty Hirschorn asked about the process for reviewing the type of tenants for Storrs Center. Mr. Rogers said that his understanding is that Live Work Learn Play creates an imaging concept which includes what types of businesses to pursue and their location in the project. Cushman & Wakefield then works on identifying businesses and negotiating with them. Cynthia van Zelm said that the Partnership office sends all its inquiries to LeylandAlliance and now to Evan O'Brien at Cushman & Wakefield and Ryan Bloom at Live Work Learn Play. Ms. van Zelm also reminded the Committee that some time ago, they had received a presentation by Live Work Learn Play at the Greek Center, which identified their initial programming for Storrs Center.

Doryann Plante noted that retailers have specific interest in who they are located next to in a development.

Mr. Gergler said it will be important to understand the programming for the project.

Girish Punj noted that there is a lot of risk for the developer. It will also be more difficult for the smaller businesses to take on a lot of risk.

The Committee discussed the concept of triple net which is common with commercial leases. Ms. Plante said it typically includes taxes, insurance and common area maintenance.

## **7. Future Meetings**

The Committee agreed to meet in four to five weeks. Mr. Gergler will continue to try to connect with Mr. O'Brien at Cushman & Wakefield and Mr. Bloom at Live Work Learn Play.

## **8. Adjourn**

The meeting adjourned at 6:25 pm.

*Meeting notes taken by Cynthia van Zelm.*

Approved Minutes

**TOWN OF MANSFIELD  
COMMUNICATIONS ADVISORY COMMITTEE**

Monday, May 18, 2009  
Audrey Beck Municipal Building

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

Elected Officials and Staff Present: Jaime Russell

I. **Meeting Called to order** at 7:05p by chairperson Moran

II. **Approval of Minutes** – With changes, minutes approved unanimously.

III. **Public Comment** – Resident Betty Wassmundt of 54 Old Turnpike Road shared that the Town Council is eager to hear our recommendations. Recognizing one way Mansfield could achieve greater citizen participation in governance is by improving communications, Ms. Wassmundt offered some specifics for the committee to consider regarding signage and the web site. She noted a very nice, readable, glass-enclosed sign announcing events in front of the school on 32 in Willington. Maybe we should consider signs like this in front of the three grammar schools, MMS and Town offices. She felt that the A-frame signs posted for the Town Meeting were less legible than the FFA plant sale signs (too much lettering and letters too small on Town signs). She noted the antiquated sign posts around town are still used, and recommended if they are to continue using them, maybe consider using color-coordinated paper to designate different types of events/meetings and the use of larger font to catch the reader's eye from a distance (for example, "Town Meeting" in large print, followed by the standard text on bright purple paper, "Region 19 Referendum" on bright red paper...). And, in today's technological world, we need to rely more on the web site. Her recommendation is that we propose training for citizens on how to navigate the Town site. Some specific recommendations of web site content to be posted to enable open, transparent government: policy and procedure manuals, contracts (i.e., Town Manager, Finance Director), and negotiated agreements with the unions. Ms. Wassmundt reiterated her offer to volunteer to help the Town post information to the web site.

IV. **Old Business** –

A. **Budget Process – 1. Regular Budget** – For the sake of clarity, the following terms used for the documents published by the Town: "Citizen's Budget Guide" refers to the 4-pg document created/published for the first time this February, describing the budget process and timeline, modeled after the Windsor document we reviewed with Town Manager Matt Hart 12/15/08; "Budget in Brief" 4-pg document mailed for the first time this year to residents immediately prior to the Town Meeting; "5/12 Council

Adopted Budget Packet” 40+pg/1.3mb PDF packet distributed with purple cover at the Town Meeting; “Full Budget Document” which is the complete 337-pg/17mb PDF document.

Chairperson Moran will draft a letter to the Council commending the Town’s effort to encourage participation in the Town Meeting. Ads ran in the Chronicle. “Budget in Brief” document mailed to homes, done in part as a direct response to our recommendation. We applaud the mailing and the clarity of the content provided. We further recommend the continued promotion of “how to make a motion” by including the Budget in Brief document as the first item in the table of contents in the “5/12 Council Adopted Budget Packet” so the reader’s level of confidence (comfort and recognition) is enhanced.

To promote transparent governance, the budget documents need to be available to the public earlier in the process. The “Citizen’s Budget Guide” should be more widely distributed to encourage early participation in the process. The “Budget in Brief” was available this year (on Web) about a week prior to the Town Meeting, the “5/12 Council Adopted Budget Packet” by Wednesday (four days prior to the meeting) and the Full Budget Document by Thursday (three days prior to the meeting). Printed copies of the purple packet were available at the Town Offices by Friday (two days prior to the meeting). We strongly recommend that the printed documents be available earlier, relative to the fixed date of the Town Meeting. We discussed that if printed documents were available in multiple locations on Friday (Thursday distribution), that might suffice. Locations to include, minimally: Town Hall, all schools, community center, senior center, and the library.

Email notification (requiring Q-notify list-serve opt-in) sent on Monday with the link to the site and mention to arrive early to check in with ID could have been sent out several days earlier (if documents posted to web site by Wed, Q-notify should be scheduled to go out on same day rather than three days later).

The Town Meeting venue/process improvements noticed and commended, especially the projection of the motions on the floor. Recommend further promote “written motions will greatly facilitate the process” as the one written motion, handed to the keyboardist was processed smoothly and professionally. NOT that all motions must be submitted in writing, but recommend some wording of the motion be written to facilitate the process of projecting the motion as intended.

**2. Referendum Process** – If the petition for referendum is validated, we strongly recommend the signs be simplified for legibility and posted in high-traffic areas as recommended previously.

**B. Membership Issues** – No news to report. One vacancy still exists.

**C. New Media** – Mr. McGlamery offered to bring a process recommendation to the June 1<sup>st</sup> meeting to flush out the communications channels list with additional details.

**V. New Business**

**Survey** – Communications Preference Survey implemented at the Town Meeting. Response was positive and participation greater than anticipated. We discussed how to compile and analyze data. If there is a referendum, we should absolutely offer the same (minor text changes) survey to the voters after they vote. To ensure we collect data from a good cross-section of our citizens, we feel it important to offer the opportunity to take the survey to all who come to vote, recognizing we should expect a lower response rate than at the Town Meeting. Aline Booth motioned and Patrick seconded the motion that Chairperson Moran request approval for the survey from the appropriate officials. All were in favor. Implementation details to be discussed as needed at our next meeting.

**5/6/09 Referral on Open and Transparent Government** – We have several questions for Mr. Haddad to clarify their expectations. Chairperson Moran will report back to the committee regarding the scope of the recommendations, strategy vs. policy, and level of detail expected for October presentation to Town Council.

NEXT MEETING: June 1st in Conference Room B.

**VI. Reports** – no additional reports

**VII. Communications** –

As listed above, 5/6/09 Referral received and distributed as part of tonight's agenda packet.

**VIII. Adjournment** – Motion made by Ms. Fecho, seconded by Ms. Crepeau; meeting adjourned at 9:02p.

Respectfully Submitted, 5/20/09  
Leila Fecho, Secretary pro tem

**Mansfield Commission on Aging Agenda**

**9:30 AM – Senior Center**

**Monday, May 11, 2009**

PRESENT: K. Grunwald (staff), T. Rogers, T. Quinn (Chair), S. Gordon, J. Quarto, W. Bigl, C. Pellegrine, P. Richardson (staff), C. Phillips, A. Holinko, Lida Bilokur (guest), J. Brubacher

REGRETS: M. Ross, M. Thatcher

- I. **Call to Order:** Chair T. Quinn called the meeting to order at 9:30 AM.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes** of April 20: Please note that J. Quarto should be listed under regrets. The minutes were accepted with that correction.
- IV. **Correspondence** – Chair and Staff: none.
- V. **New Business**
  - A. **Role of the Commission on Aging:** C. Phillips distributed copies of the “Role of the Commission on Aging”, and also had information from the State Commission which recommends how a local Commission should be formed. T. Quinn reminded members that the charge of the Town Council to this Commission is advisory. C. Phillips came across material from 1974 and 1979. Question as to whether this group has any executive authority. T. Quinn hopes that this group can formalize some way of letting people know what services are available to seniors in Town. He would like to see the Town re-institute the town-wide newsletter to all residents. J. Quarto pointed out that Sparks is sent out yearly to all registered voters over the age of 55. P. Richardson added that the Town Manager’s report is sent out regularly via email.
  - B. **Communications/Newsletters from Senior Housing facilities:** P. Richardson distributed a copy of the Juniper Hill newsletter.
  - C. **“Other”:** none.
- VI. **Optional Reports on Services/Needs of Town Aging Populations**
  - A. **Health Care Services**

Wellness Center and Wellness Program – J. Kenny was not present; P. Richardson distributed a copy of her monthly report.  
Mansfield Center for Nursing and Rehabilitation – J. Kenny was not present; no report.
  - B. **Social, Recreational and Educational**

Senior Center – P. Richardson distributed a copy of her monthly report. She mentioned that Generations Health Clinic will be doing dental screening at the Senior Center. The Center will no longer be open on Saturday due to the ending of the DSS grant that funded this. The MySeniorCenter registration system has been installed and seniors are starting to receive their cards to “swipe in.” This system will eventually replace the sign-in book and class registration. P. Richardson explained what information is being collected, and also said that this can potentially be used as a mailing list for Sparks.

Senior Center Association – J. Brubacher (for Tom Rogers): T. Rogers reported that the Association is awaiting approval by the Association for a new publisher of Sparks. This will save the Town of Mansfield approximately \$7000 per year in production costs. Lida Bilokur stated that the final recommendation has not been agreed upon. The Association is also revising their bylaws to make them consistent with their expectations regarding the role of the Town in working collaboratively with the Association.

#### C. Housing

Assisted Living Advisory Committee: K. Grunwald reported that Masonicare has finalized an option to purchase a piece of property for their proposed facility.

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

#### D. Related Town and Regional Organizations such as:

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

T. Quinn mentioned that the Annual Town meeting will be Tuesday night. K. Grunwald added that transportation will be available to anyone who is unable to drive.

### VII. Old Business

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

B. Mansfield 2020: Review of Action Plans: copies of the Commission’s responses to the questions posed around these items were distributed to Commission members.

- New Senior Center: the feeling is that this is not likely in the current fiscal climate. J. Brubacher mentioned that recently the MSCA Chorus performed in Wallingford, and they were very impressed with the facility there. He suggested that a group of seniors should visit Wallingford and find out how they got this built. T. Rogers suggested having the Town Council form a study committee. J. Quarto suggested that the Town Council form a committee to explore options to partner with Masonicare to expand the Senior Center facility. J. Brubacher made a motion that a small group (he, K. Grunwald, T. Quinn, J. Quarto) get together to make a recommendation to the Commission around this issue. This motion was seconded, and

approved unanimously. W. Bigl has suggested that the Town look at acquiring the land adjacent to the Community Center for a new Senior Center. P. Richardson feels that starting the process of accreditation would be helpful to support the need for a new Center. C. Pellegrine feels that it is within the charge of the Commission to make a recommendation to the Council to pursue exploring partnership options with Masonicare.

- Board of Senior Citizens: T. Quinn has discussed this with the Mayor, and she feels that this is not viable.
- Transportation: C. Pellegrine pointed out that the feeling of the Commission is that this is a priority and needs to be expanded. There is a consensus that there are areas of the town that are not served by public transportation. Park & Ride is another idea that was discussed. There was some discussion about the perceived need for transportation vs. the actual need. K. Grunwald mentioned the availability of the Municipal Transportation grant, which may not be funded in the State budget. P. Richardson added that there are other services for seniors that may be eliminated or reduced in the State budget. S. Gordon asked about the availability of bus schedules, which can be difficult to read. T. Quinn asked whether or not this is a problem that the Commission should address? W. Bigl mentioned that possibility of a map being posted. C. Pellegrine suggested putting an article in Sparks to remind seniors about the bus. C. Phillips feels that people will only use the bus when they absolutely need to. J. Quarto said that the question becomes when you need it where would you go for the information? P. Richardson indicated that schedules are located at the Senior Center. K. Grunwald suggested inviting Mindy Perkins from the Transit District to come to a COA meeting; he will do that for the June meeting. Several members of the Commission will ride the bus prior to our next meeting.
- Tax Relief: no discussion
- Employment Opportunities: The feeling is that the lack of local businesses makes this less of a priority. P. Richardson mentioned that Community Companions and Homemakers is interested in hiring seniors. In general there does not seem to be a lot of interest in this issue.

### VIII. Adjournment

The meeting adjourned at 10: 48 AM. Next meeting: **Monday, June 8, 2009** at 9:30 AM at the Senior Center

Respectfully submitted,  
Kevin Grunwald

TOWN OF MANSFIELD  
Ethics Board  
Thursday, May 14, 2009  
Audrey Beck Municipal Building, Conference Room B  
4:30pm

Minutes

Members Present: Mike Sikoski, David Ferrero, Nancy Cox, Lena Barry, Win Smith, Nora Stevens  
Staff Present: Maria Capriola, Assistant to Town Manager

I. APPROVAL OF MINUTES FROM 4/30/09

A motion was made by Mr. Smith and seconded by Ms. Stevens to adopt the minutes of April 30, 2009 as presented. The minutes were approved unanimously as presented.

II. PUBLIC COMMENT

None.

III. CHAIRPERSON'S REPORT

None.

V. DISCUSSION ON ETHICS CODE

The Board continued to review and discuss Ms. Cox's suggestions regarding the Ethics Code. Recommended changes and pending items for further discussion are attached to these minutes. At the 5/14 meeting the following decisions were made:

- Revise language in 25.4C(3), gifts and favors (Smith, Cox, Sikoski, Ferrero abstention, Stevens abstention);
- Revise language in 25.4C(4), use of influence tabled to a future meeting for further discussion;
- Revise language in 25.4C(6), disclosure of interest (all in favor)
- Add a subsection to 25.4C(6), disclosure of interest to include language regarding annual disclosure statements  
Smith, Cox, Sikoski, Ferrero abstention, Stevens abstention);
  - Add language to Annual Disclosure subsection re: people required to file (all in favor);
  - Add language to Annual Disclosure subsection re: time and place for filing (all in favor);
  - Add language to Annual Disclosure subsection re: candidates for elected office (all in favor).

VI. FUTURE AGENDAS AND MEETING SCHEDULE

The next meeting will be held June 4, 2009 at 4:30pm

VII. ADJOURNMENT

The meeting adjourned at 6:45 pm.

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

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING  
MINUTES  
May 13, 2009

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

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

Alternates – Accorsi, Clauson, Gotch

**THOMAS G. WELLES, JR. & MERCEDES WELLES – 7:00 PM**

To hear comments on the application of Thomas G. Welles, Jr. & Mercedes Welles, for a Variance of Art X, Sec J. 2, 3, 4, 8, & 9 to create an additional dwelling unit within an existing 4-unit, multi-family residence at 297 Stafford Rd.

Mr. Welles purchased the property, which was in need of a lot of work, through a foreclosure sale. At that time, it had 5 separate baths and kitchens for 5 separate units. He totally gutted and rebuilt the units, using the existing floor plan. He claims that the 5 units were a pre-existing situation when he purchased the property and that he had no knowledge that it was in violation of zoning regulations. He feels that his hardship is that the building pre-existed zoning regulations and that he did not create the hardship.

Neighborhood Opinion Sheets were submitted, showing no objections from abutters.

**Business Meeting:**

Fraenkel moved to approve the application of Thomas G. Welles, Jr. & Mercedes Welles, for a Variance of Art X, Sec J. 2, 3, 4, 8, & 9 to create an additional dwelling unit within an existing 4-unit, multi-family residence at 297 Stafford Rd, as shown on submitted plan.

In favor of denying application: Fraenkel, Katz, Pellegrine, Singer-Bansal, Wright

Reasons for denial:

- No hardship
- There is evidence that owner was aware building was approved for 4 units
- Approval of application would be detrimental to town and neighborhood
- Owner does not live on property

**CHRIS CHARRON – 7:30 P.M.**

To hear comments on the application of Chris Charron, for a Special Exception of Art IX, Sec C.2.b to add a 26'x26' attached 2-car garage addition onto a non-conforming house, 8' within required front yard setback at 777 Stafford Rd.

Mr. Charron represented the property owners, William & Janet Glode. He is proposing to build a 26' x 26', 2-car, attached garage on the north side of the house with access from within the structure. Changes will be made to an existing bank and to the angle of the driveway to allow easier access to the garage.

Abutters were not willing to sign a Neighborhood Opinion Sheet. Certified receipts, showing neighbors were notified, were submitted.

**Business Meeting:**

Fraenkel moved to approve the application of Chris Charron, for a Special Exception of Art IX, Sec C.2.b to add a 26'x26' attached 2-car garage addition onto a non-conforming house, 8' within required front yard setback at 777 Stafford Rd, as shown on submitted plan.

In favor of approving application: Fraenkel, Katz, Pellegrine, Singer-Bansal, Wright

Reasons for approval:

- Will improve value of property
- Will not adversely affect neighborhood

**APPROVAL OF MINUTES FROM FEBRUARY 11, 2009**

Wright moved to approve the minutes of February 11, 2009 as presented.

Motion passed

**BUSINESS MEETING**

The November 12, 2008 application from Wei Wu Guo for a satellite dish antenna was discussed. Changes to the regulations concerning these antennas are included in the 4/27/09 Draft Revisions to the Zoning and Subdivision Regulations. Singer-Bansal made a motion to issue a refund to the applicant, seconded by Katz. All in favor.

**DENNIS ROY – 8:00 P.M.**

To hear comments on the application of Dennis Roy for a Variance of Art VIII, A, to construct a 22'x23' house addition, approximately 27' from the side property line at 62 Woodland Rd.

Mr. Roy is proposing to add a 1-story, 22'x23' addition onto the left side of the house. Due to the location of the septic and well and the slope of the front of the house, there is no other place for the addition.

Abutting property owners were not willing to sign a Neighborhood Opinion Sheet.

**Business Meeting:**

Wright moved to approve the application of Dennis Roy for a Variance of Art VIII, A, to construct a 22'x23' house addition, approximately 27' from the side property line at 62 Woodland Rd, as shown on submitted plan.

In favor of approving application: Fraenkel, Katz, Pellegrine, Singer-Bansal, Wright

Reasons for approval:

- Topography
- Location of septic and well creates hardship
- Will not impact neighbors

**ADJOURNMENT**

Meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Julie Wright  
Secretary



COMMITTEE ON COMMITTEES  
May 18, 2009 @ 6:00 p.m.  
Room B, Audrey P Beck Building

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

Chair Leigh Duffy called the meeting to order at 6:00 p.m.

Minutes of the April 20, 2009 meeting were approved as presented.

Members agreed to recommend Marsha Wilhoit to the School Building Committee and Joseph Blyskal to the Communication Advisory Committee

Ms. Duffy will set up a chart showing the new terms of office as approved at the last Town Council meeting and the Committee will review the list at the next meeting.

Members agreed to plan a Volunteer Recognition event for August 8<sup>th</sup> from 2 to 4. The event will be held in front of the town hall. Ms. Duffy will compose a flyer asking committees to create a poster board or demonstration outlining some of the accomplishments of their individual committees. Current volunteers will be recognized and new volunteers encouraged. The event will coincide with the weekly farmer's market.

A motion to adjourn passed at 6:55 p.m.

Mary Stanton, Town Clerk



**TOWN OF MANSFIELD**  
**OFFICE OF THE YOUTH SERVICES BUREAU**

---

Pat Michalak, MA  
Youth Service Bureau Coordinator

**Mansfield YSB Advisory Board**  
**Minutes**

Tuesday, May 12, 2009  
12:00 noon @ Mansfield Town Hall  
Conf. Rm. B

**PRESENT:** K. Grunwald (staff), E. Mantzaris (Chair), J. Marchon (staff), K. McNamara (staff), P. Michalak (staff), F. Perrotti, Jay O'Keefe (staff),

**I. Call to Order:** Chair E. Mantzaris called the meeting to order at 12:05 PM. She introduced Jay O'Keefe, who will be joining the committee as a representative of the Parks & Recreation Department.

**II. Approval of minutes:** The minutes of the 3/17/09 and 4/14/09 meetings were approved as written.

**III. Reports**

Director's Report – K. Grunwald distributed copies of the Department's quarterly report from January-March of 2009. He also reminded members that the Annual Town meeting is tonight, and identified areas of the Human Service Department budget that have been reduced.

Coordinator's Report –

- P. Michalak announced that Frank Perrotti was honored as Mansfield's youth volunteer of the year at a recent NECASA event. Congratulations to Frank!
- P. Michalak has been reaching out to more community agencies, and talked about the recent Give & Go program at UConn (an idea originally proposed by a YSB client). YSB clients benefitted from contributions through this program, including the Grandparents Group. This was the

pilot year for the program, and hopefully it will continue beyond this year. F. Perrotti has been helpful with delivering items.

- Staff also consulted with a janitor at UConn around the issue of cleaning out the room of a student who had committed suicide. Staff assisted in recommending the development of a policy to handle this differently in the future.
- Staff attended a training session on violence, and met with individuals from Hamilton-Sunstrand around developing a mentoring program to be run through the school system.
- A presentation on the YSB was made to the Board Of Education.
- P. Michalak shared a letter from Candace Morrell about a student's experience in the JUMP program.

#### IV. Old Business

K-12 revised Vision Plan 2020 (attached): K. Grunwald explained the background of this Action Plan, stating that it was an attempt to reflect Advisory Board feedback in expanding an Action Item that came out of the strategic planning effort (Expand Youth Services). K. McNamara suggested adding a focus on supervising social work graduate students. Some questions were raised about how this will be used? F. Perrotti made the point that there need to be resources brought in to make sure that these things actually happen. E. Mantzaris stated that it needs to be clearer about who is being served. E. Griffin asked for clarification around the role of the Grandparents Group. How do we quantify the number of people who are potentially seeking services? P. Michalak sees this Action Item as a start; it is important to make people aware of what the YSB is doing, and to attend the committee meeting in June to meet with the Town Manager. Staff recently met with the resident State Trooper, who was unaware of what Youth Services does. E. Mantzaris feels that we first need to identify what the need is. C. Morrell feels it's important to establish annual goals and then to report back periodically on how those goals are being met. Data collection will support the need for expanded services. S. Riffle suggested that each action step needs to be followed with more specific objectives and steps. There was discussion regarding what level of detail that needs to be included in this Action Plan to provide adequate feedback to the Steering Committee? J. Marchon feels that more detail in the Action Steps will assist the Steering Committee in determining needs and priorities. In general committee members felt that there needs to be more detail included to educate the Steering Committee members about the scope of the services that are currently provided. S. Riffle suggested that

part of this needs to reference the continuation of existing services. What about identifying the need to expand staff to be able to deliver these services?

Action items for this committee: collect data to determine the current level of services, report annually to the Town Council (YSB) to educate them about the range of services that are provided, report to the Town Manager at the June meeting around the services that are delivered, describe what staff would like to be able to provide to existing clients to serve their needs. Table the final action plan until the June meeting. S. Riffle suggested strategizing to get the message across to identify what is currently being provided, and what the needs are that are not being met. Strengthen the message that a lot is done, but there is still an unmet need.

#### **V. New Business**

Tony Velasquez – New Member: no discussion.  
Advisory Board Membership: no discussion.

#### **VI. Other**

**Adjournment:** the meeting adjourned at 1:00 PM.

Respectfully submitted,

Kevin Grunwald

## APPROVED MINUTES

Town of Mansfield  
Communications Advisory Committee  
June 1, 2009, 7:00 pm  
Audrey P. Beck Building, Conference Room B

I. Called to Order at 7:05. Attending: R. Pellegrine, A. Booth, T. Moran (Chair), P. McGlamery (Reporting), L. Fecho, Jaime Russell.

II. Approval of Minutes. R. Pellegrine motioned to pass, P. McGlamery seconded. Minutes accepted with minimal corrections.

III. Public Comment: David Freudmann, 22 Eastwood Road spoke on three topics: thanking MCAC for work on signage at last year's referendum, questioning the efficacy of timely reportage for the June 8th Special Town Meeting (Chair Moran agreed to make recommendations to Town Council), questioning whether it was possible for MCAC to request that a question be asked in the Referendum about whether the Town Center Project should go forward (after lengthy discussion MCAC felt it is not the role of the committee to advise the Town Council on this issue).

### IV. Old Business

A. Budget Process: Chair Moran's letter was improved and approved. Chair Moran will have a conversation with Mayor Patterson ASAP about getting out signage about the June 8th Special Town Meeting.

B. Membership Issues: New member announced.

C. Communications Channels: P. McGlamery presented a worksheet for each channel. P. McGlamery will send worksheets in appropriate formats to members. Members agreed to take responsibilities:

Broadcast - TV, Radio; Static - signage, bulletin boards; Human - Face to Face = **A. Booth**.

Broadcast - Phone, email; Static - signage, bulletin boards; Human - Face to Face = **L. Fecho**

Broadcast - print media (newspapers, newsletters, etc.); Static - signage, bulletin boards; Human - Face to Face = **D. Pellegrine**

Static - Web; Digital - Wiki, Blog, social network (Facebook, MySpace, etc.); Static - signage, bulletin boards; Human - Face to Face = **P. McGlamery**

D. Survey Results: None

E. Response to the Town Council's Resolution: Chair Moran has yet to talk with Town folks. P. McGlamery agreed to send out info on Web Heuristics.

F. Summer Calendars: None

V. New Business: None

VI. Reports: None

VII. Communications: None

VIII. Agenda for the Next Meeting: Budget and Communication Policy Development.

IX. Adjournment

TOWN/UNIVERSITY RELATIONS COMMITTEE

Tuesday, May 19, 2009  
Audrey Beck Municipal Building  
Council Chambers  
4:30 pm

Minutes

Present: M. Beal, R. Blicher, T. Callahan, M. Hart, Jared Ashmore for S. Keating (student representative), A.J. Pappanikou, E. Paterson, S. Rhodes, Bruce Clouette

Staff: J. Jackman, G. Padick, J. Hintz

1) Opportunity for Public to Address the Committee

Brian Buckman asked that the committee have balanced representation, and that as the committee is restructured that membership from the Town, University and Students be equally represented.

2) April 14, 2009 Meeting Minutes

The minutes of April 14, 2009 were passed unanimously.

3) Mansfield 2020: A Unified Vision (Strategic Plan)

M. Hart provided an overview of the Strategic Plan, the process used to develop the plan and the next steps. The committee reviewed the Strategic Plan vision points and action items for housing and university-town action items.

a) Housing – By consensus, the committee recommended that the vision point be reworded to clearly demonstrate that housing is a community issue and that as an action step the committee should share and coordinate information amongst the stakeholders.

b) Town-university relations – by consensus the committee is willing to lead on improving relationships between the university communities.

M. Hart will prepare a draft for the committees review.

4) Other Business/Announcements

a) Committee Membership

S. Rhodes provided the committee with a draft "Supplemental Memorandum of Understanding Between the Town of Mansfield, Connecticut and the University of Connecticut." The draft proposes to expand the membership of the committee and includes a revised committee charge to include Spring Weekend responsibilities.

It was moved and seconded to add the President of the Undergraduate Student Government or his/her designee and Chair of the Student Government External Affairs Committee or his/her designee as committee members.

Motion passed unanimously.

It was moved and seconded to add the Town Manager, reduce the three citizens to two and to add one member from the Mansfield Community Campus Partnership as committee members.

After discussion, a motion to amend the main motion was made and seconded to keep the citizen membership at three members.

Motion to amend passed unanimously.

Main motion passed unanimously.

Moved and seconded to recommend to the University of Connecticut and the Town of Mansfield adopt the Supplemental Memorandum of Understanding Between the Town of Mansfield, Connecticut and the University of Connecticut as amended.

Motion passed unanimously.

- b) E. Paterson forwarded a communication in regard to the amount of trash in the Hunting Lodge Road area that she received from a citizen.
- c) S. Rhodes and J. Jackman will provide the committee with a draft Spring Weekend Report..

The meeting adjourned at 6:35 PM.

Next Meeting: June 9, 2009

Respectfully Submitted,

John Jackman, Emergency Management Director, Town of Mansfield

Town of Mansfield  
**CONSERVATION COMMISSION**  
Meeting of 20 May 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:* Alison Hilding, Stan Gormley, Grant Meitzler (Wetlands Agent).

1. The meeting was **called to order** at 7:35p by Chair Quentin Kessel.

2. **Public comment.** Alison Hilding voiced two concerns about test wells for the proposed Ponde Place project:

- a. Removal of groundwater during well-testing – and through water use by the proposed complex, should it be built – may cause chemicals from the old UConn landfill to migrate into this area, polluting additional residential wells along Hunting Lodge Rd.
- b. Wastewater generated by the project would be treated by UConn and diverted to the Willimantic River for discharge rather than recharging groundwater at the site, which may adversely affect the quantity and quality of groundwater at other wells in the area.

{The Commission discussed the test-wells at its April meeting and mentioned the potential for chemical migration in its comment on W1428. The diversion issue concerns the Ponde Place project itself and should be raised if and when that comes up for approval.}

3. The draft **minutes of the 15 April 09 meeting** were approved, with the insertion of “Additionally, subdivision regulations and special permit requirements contain provisions that might be strengthened to further protect stratified drift aquifers.” between sentences 4 and 5 of item 2.

4. **IWA business.**

- a. Lehmann participated in the **IWA field trip** on 12 May 09; his report is attached.
- b. **W1430 ( Gormley, 853 Storrs Rd).** The applicant proposes to replace an existing above-ground swimming pool with a slightly larger in-ground pool at the same location. The site is at the edge of a fairly steep slope to a small intermittent stream, and Lehmann expressed concern about the potential for erosion during and after construction and recommended a retaining wall. Meitzler believes that a low wall of boulders along the stream would serve; material for it would no doubt be unearthed during excavation for the pool. The Commission agreed unanimously to the following **motion** (Stevenson, Lehmann): A retaining wall should be considered for the steep slope along the stream-course to prevent erosion and protect the pool.
- c. **W1430 (Block, 8 Hanks Hill Rd).** The applicant proposes to enlarge a tiny house close to Hanks Hill Rd. by extending it to the NE, parallel to the road, and to create 11 designated parking places along Hanks Hill Rd. The site is part of the old Weeks trailer park, recently upgraded by the applicant with 7 new manufactured duplexes. Lehmann noted that upgraded park has a lot of impermeable surface, which drains to wetlands. The Commission, wondering why so many parking places were proposed (the applicant notes that they are not needed for the existing units), unanimously agreed to the following **motion** (Lehmann, Trainor): To minimize additional impermeable surface and to screen the mobile-home park from the road, the Commission suggests replacing some of the

proposed parking places along Hanks Hill Rd. with landscaping.

**5. PZC 907 (Draft revisions to Zoning & Subdivision Regulations)** A number of revisions to Zoning and Subdivision Regulations have been proposed; only those regarding farm animals and common driveways seem closely connected to the concerns of the Commission. The Commission's views on these proposals, as developed in discussion, are expressed in the following **motions**, which were passed unanimously:

- (i) **Agricultural Use Regulations: Farm animals** (Lehmann, Silander): The Commission recognizes the need for tightening regulation of agricultural practices. It welcomes provisions designed to protect wetlands and other water resources, in particular, sections 3(c), 3(e), and 3(g) and sections 4(c), 4(g), and 4(h) under "U. Agricultural Uses" (pp.3-5). The Commission views the proposed regulations as a work in progress and hopes that the PZC will be open to input on specifics from Mansfield residents and other Town Committees.
- (ii) **Subdivision Regulations: Common driveways** (Kessel, Lehmann): The Commission is concerned about misuse of common driveway provisions, which were supposed to promote cluster development, to enable developments that are not clustered and would not be feasible without these provisions (as when expensive roads on the yield plan supply frontage for additional houses, but are replaced by common driveways in reality). Accordingly, the Commission suggests that the common driveway provisions be tightened so that:
  - A 3/4 vote of the PZC is required to approve a common driveway application for 3 to 5 houses (in 2(b), p.16, change "three (3)" to "two (2)" in both places).
  - In reviewing any request for a common driveway serving 3 to 5 houses, the PZC shall consider whether the arrangement will *significantly* reduce environmental impacts and *significantly* promote vehicular and pedestrian safety (in 2(b)(2) and 2(b)(3), p.16, replace "The degree to which" with "Whether" and insert "significantly" after "will").

**6. Aquifer protection.** Town Planner Greg Padick plans to attend the Commission's June meeting to discuss revising zoning regulations to give more protection to stratified drift aquifers. He is proposing fairly modest adjustments to current language. To prepare for this discussion, Kessel urged Commission members to review regulations from Tolland and Ridgefield, copies of which were distributed.

**7. EIE comment.** The draft letter from the Council and PZC to the University regarding the two proposed academic buildings seems fine to those Commission members who read it.

**8.** The meeting **adjourned** at 9:30p. Next meeting: 7:30p, Wednesday, 17 June 09.

Scott Lehmann, Secretary  
21 May 09; approved 17 June 09

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Attachment: Report on 12 May 09 IWA field trip

IWA 1430 (Block property, 8 Hanks Hill Rd – close to 195). The proposal is to transform a tiny house close to Hanks Hill Rd into one that is merely small by constructing an addition parallel to

the road. The land falls steeply from the road so that the existing house is one story in front and two in back; the addition would retain this configuration. The rest of the property is a recently upgraded mobile-home park: there are 6 new manufactured units on a level below the tiny house. Wetlands lie beyond them; there is a lot of impermeable surface (roofs, paved parking) that drains into them via a paved swale. (I must have missed the meeting at which the park upgrade was discussed, since I don't remember anything about it.) The proposed addition would probably contribute only marginally to runoff, since it would replace a steep slope with a roof.

IWA 1431 (Cormier-Gormley property, 853 Storrs Rd – half-way down Spring Hill). The proposal is to replace an above-ground swimming pool with a slightly larger in-ground pool. The existing pool stands at the edge of a short, steep drop to a small stream that drains a pond, flowing through a stone viaduct under a barn before emerging near the pool. This slope seems to me to need a retaining wall; at present, vegetation and a few rocks hold the soil. Since the pool site is very close to – and steeply uphill from – the stream, extra care should be taken with construction.

Scott Lehmann, 14 May 09

PAGE  
BREAK

350 Hunting Lodge Road  
Storrs CT 06268  
June 10, 2009

REC'D JUN 16

Mayor Betsy Patterson  
4 Eagleville Road  
Mansfield, CT 06268

Dear Mayor Patterson:

As residents of Hunting Lodge Road we are greatly interested in the "Town of Mansfield fees for special public services ordinance."

Unfortunately, we will not be able to attend the June 22 public hearing.

Our major concern is the third line of Section 70-2 Purpose which states in part:

"the scene of an event when the responding officer determines . . ." We believe the wording should be changed to "the scene of all events in the town where the responding officer determines..."

Spring Weekend events must not be excluded from the Ordinance.



Larry Frankel



Anita Frankel

PAGE  
BREAK



**TOWN OF MANSFIELD  
COMMUNICATIONS ADVISORY COMMITTEE**

REC'D JUN 16

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
STORRS MANSFIELD, CT 06268-2599

June 16, 2009

Mansfield Town Council

Dear Council Members,

The Communications Advisory Committee has asked me to share with you our observations on the communication aspect of the two most recent Town Meetings.

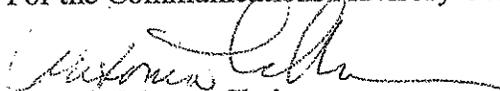
To begin with, we would like to commend the Council and the Town Manager, Matt Hart, for the improvements in the town's budget processes. We were particularly pleased by the mailing that went to every household prior to the meeting. It laid out several of the major elements of the budget(s) clearly, giving explanations as appropriate for a brief summary. The easy availability of the Manager's budget online early in the process was also helpful to voters. We were also pleased with the materials distributed at the meeting itself. They were not only helpful and clear, but included information on voter's rights and the procedures for exercising those rights. Another improvement in the process this year was the use of PowerPoint to make the actual content of motions made on the floor visible to the audience. This was extremely useful. Other advertisements for the meeting, newspaper ads, roadside signs, website information, press releases, were all helpful in alerting voters to the importance of the meeting. In addition, the creation and wide distribution of the Citizen's Guide to the Budget must have had an impact in helping residents understand some of the complexities of a town budget. We were also pleased to discover that the Council had set aside funding to acquire improved equipment for broadcasting Council and other meetings. We were, however, concerned about the lack of publicity and public information regarding the Special Town Meeting of June 8. Given the widespread belief that the topic of that meeting had a direct or indirect connection to the Downtown Partnership, and the sensitive nature of that project, we believe that there should have been signs posted as soon as the Council set a date for a Special Meeting. We also urge that this be adopted as a routine practice, if not a formal policy.

We have some recommendations for next year. First, we would like to see bigger, more informative signs, and more of them. Second, we believe that distribution of the Council's budget only at the meeting itself makes the usefulness of the document very limited. Even if voters came an hour early, there would not have been enough time to

digest the contents of that important packet. Distribution at a time so close to the meeting might lead some to believe that the "openness" proclaimed by the document was in fact a sham. We are fully aware of the difficulty of producing an accurate document in a very short timeframe, but we would urge the Council to try to have a limited number of hard copies available in several central locations in the week prior to the meeting itself, as well as making it available on line.

We are currently analyzing the survey results collected at the Town Meeting, and intend to have a duplicate survey (with the wording appropriately adjusted) in the event of a referendum. As soon as we have something to report, we will share that with you. We greatly appreciate your allowing us to conduct the survey. The survey will clarify where people actually get information; these results will allow us to craft reliable recommendations for expanded communication between the town and its citizens.

For the Communications Advisory Committee,



Antonia Moran, Chair



**PLANNING AND ZONING COMMISSION  
TOWN OF MANSFIELD**

Item #15

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

To: Town Council  
From: Planning and Zoning Commission  
Date: Tuesday, June 16, 2009  
Re: 8-24 Referral; Walkway and Streetscape Improvements

At a meeting held on 6/15/09, the Mansfield Planning and Zoning Commission adopted the following resolution unanimously:

RESOLVED, that the Planning and Zoning Commission of the Town of Mansfield approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut:

Walkway and streetscape improvements along the western side of Storrs Road (Connecticut Route 195) approximately from its intersection with Bolton Road to the Liberty Bank Plaza property, walkway and streetscape improvement along Flaherty Road approximately from its northern intersection with Storrs Road to its intersection with Storrs Heights Road, and related work and improvements;

provided that this resolution is for approval of conceptual plans only. Each project is subject to and shall comply with all applicable zoning, site plan, subdivision, inland wetlands and other laws, regulations and permit approvals, and this resolution shall not be a determination that any such project is in compliance with any such applicable laws, regulations or permit approvals.

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**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**

Matthew W. Hart, Town Manager

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

June 16, 2009

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

Dear Governor Rell,

We encourage you to reconsider your recently proposed cuts to technology and libraries in Connecticut. These reductions would have a significantly negative impact on Mansfield's residents and prove fiscally onerous for taxpayers.

Your administration recently proposed that the state should:

- Suspend funding for all Internet circuits and filtering for Connecticut libraries and public school districts (Connecticut Education Network).<sup>1</sup>
- Suspend funding for the state-wide digital library for Connecticut libraries, schools, and residents (Connecticut Digital Library).<sup>2</sup>
- Suspend or reduce funding for programs and technologies that enable libraries state-wide to share resources and work cooperatively to increase access and equity. Affected programs include the state-wide online library catalogs, the ConnectiCard program, the Cooperating Library Service Units and Service Centers, and the Interlibrary Loan Service.<sup>3</sup>

If these reductions were to occur, Mansfield residents would experience an immediate loss of library and educational services. All of the computers in our public library and schools rely on Internet access provided by the Connecticut Education Network (CEN). Patrons to the Mansfield Public Library access the Internet everyday to complete research on a range of topics. This is a critical extension to the resources physically available at the library. Mansfield students would be unable to complete online research at school and teachers would be prevented from incorporating Internet resources into classroom instruction. This would be very disruptive to the learning

<sup>1</sup> *Budget Negotiations Proposal*. Connecticut Governor's Office. 28 May 2009. Page 7.  
<[http://www.ct.gov/governorrell/lib/governorrell/budgetnegotiationsreport\\_may28\\_02.16pm\\_rev.pdf](http://www.ct.gov/governorrell/lib/governorrell/budgetnegotiationsreport_may28_02.16pm_rev.pdf)>.

<sup>2</sup> *Ibid*, Page 32.

<sup>3</sup> *Ibid*.

process because our students and teachers utilize educational Internet resources every school day.

Additionally, the Connecticut Digital Library (iCONN) is an invaluable resource for Mansfield's citizens. iCONN provides access to thousands of resources including magazines, journals, newspapers, images, and subject-area specific sources for health, science, business, law, history, genealogy, and teaching. Furthermore, these resources are easily accessible from any Internet-connected computer at libraries, schools, or homes as iCONN puts information at the fingertips of Mansfield's residents. Our town's adults regularly use iCONN to research topics related to their professional and personal needs and interests. Mansfield's children frequently use iCONN to complete class assignments and support their educational growth.

Furthermore, the impact would be disproportionately disruptive for children and adults who do not have regular access to the Internet at home as the public library and our schools are the two primary free Internet access options in our community. This would create a situation where a portion of our town's residents and youth would literally be disconnected from the online resources that have become an essential part of today's society.

The proposed reductions would prove fiscally onerous for taxpayers as well. CEN and iCONN pool the aggregate size of all of Connecticut's schools and libraries to achieve tremendous economies of scale. For example, iCONN costs only 2.6 million dollars to operate, but if municipalities provided this service independently it would cost 48.8 million dollars!<sup>4</sup> By their very nature, public libraries specialize in resource sharing and are models of how to pool resources and make dimes work like dollars. Libraries are leaders in cooperation and spending tax money efficiently for the direct benefit of the citizens of Connecticut. Shouldn't this model be encouraged and supported? Also, the staffs at CEN and iCONN have been technically savvy and responsive, and both of these resources have an excellent record of reliable service.

Additionally, the State receives two million dollars in annual Federal e-rate funds that would no longer be available to Connecticut. Even more funding would be jeopardized as Connecticut's schools and libraries would be unable to participate in any grants with online components and Connecticut would be poorly positioned to apply for stimulus broadband funding given the stimulus fund requirements that states demonstrate a commitment to expand Internet access.<sup>5</sup>

Also, the loss of the Internet in Connecticut's libraries and classrooms greatly diminishes the value of the investments already made over the past decade in infrastructure and equipment. We would suddenly find the capabilities of already purchased computers and educational equipment significantly curtailed. On a related note, it raises the question of how many businesses would want to invest in developing operations in a state that is not developing the online skills of its future workers.

The answer to this item is not to simply "invoice" libraries and schools for these services. For a number of reasons, this suggestion would prove problematic. First, it would jeopardize the two

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<sup>4</sup> *Cost Benefit: What iCONN Saves the State's Libraries and Municipalities*. iCONN, 3 June 2009. <[http://www.iconn.org/cost\\_benefit.pdf](http://www.iconn.org/cost_benefit.pdf)>.

<sup>5</sup> William Cibes, "Re'll Would Sever Internet Links for Schools, Libraries", *Hartford Courant*, May 31, 2009.

million dollars in e-rate funding since the Federal deadline for submitting e-rate proposals has already long since past. Second, most libraries and districts have finalized their budgets; it is too late to incorporate additional funding. Third, this would widen inequities in Connecticut as communities with fewer resources would be unable to afford the cost and would be disconnected from the network.

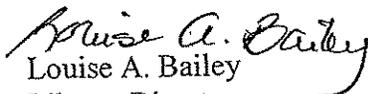
Fourth, the cost-effective aggregate design that makes this system work efficiently is also a design that would be difficult to equitably invoice. Would communities that happen to be a farther distance from the network's hub in East Hartford be penalized because they require more miles of fiber optic cabling to connect? Would districts that excel at leveraging the educational benefits of the Internet be penalized with higher invoices for making the best use of this resource? Finally, shifting the expense to local districts would contradict the commitment that the State made earlier this decade to CEN and iCONN.

In closing, the proposed cuts would prove harmful to Mansfield's citizens and fiscally burdensome for taxpayers. We ask that you not to enact any of the "suspend funding" or "reduce funding" items specified in your second budget as they relate to the state's library system, iCONN, and the Connecticut Education network. These cuts will seriously affect local municipalities and their public libraries and schools. Given the global and digital aspect of today's world, the State should do whatever it reasonably can to support online access to our libraries and schools.

Sincerely,



Matthew W. Hart  
Town Manager



Louise A. Bailey  
Library Director



Jaime L. Russell  
Director of Information Technology

Cc: Mansfield Town Council  
Frederick Baruzzi, Superintendent of Schools  
Senator Donald E. Williams, Jr.  
Representative Denise Merrill

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

Item #17

---

GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Mansfield Planning and Zoning Commission  
From: Gregory Padick, Director of Planning  
Date: June 15, 2009  
Re: Draft Windham Regional Land Use Plan 2009

As previously communicated, the Windham Regional Planning Commission is in the process of updating the 2002 Windham Region Land Use Plan. We have just been informed that the Windham Region Planning Commission will hold a public hearing on the draft Regional Land Use Plan on Wednesday July 1, 2009 in the Buchanan Auditorium of the Mansfield Public Library, 54 Warrenville Rd Mansfield Center, CT 06250 at 7:00 p.m. At this hearing, anyone may submit written or verbal testimony. Written comments will be received until August 6<sup>th</sup>, and may be addressed to WINCOG, 700 Main St., Willimantic, CT 06226. A copy of the plan is available at <http://www.wincog.org/publications.html#land> or by calling 860-456-2221.

I have reviewed the draft 2009 plan and will attend the July 1<sup>st</sup> Public Hearing. Based on my review to date, I have the following comments for consideration by the PZC.

- The 2009 draft plan is clearly written and well organized. It includes a specific vision and a listing of regional goals and land use actions. There are specific policies and recommendations for each of the six (6) land use categories utilized in the plan. Appendix A lists numerous action recommendations for consideration by municipal and regional representatives. Four (4) maps are utilized to present land use data. Of importance, the text and mapping note that the mapping should be used as a guide and that any location may contain characteristics for more than one (1) land use category.
- A two (2) page summary, dated 5/20/09, which was distributed with the draft plan, presents the major revisions from the current 2002 plan.
- My review of the text of the draft plan indicates that the stated vision, goals, policies and recommendations for regional land use actions are fully consistent with Mansfield's 2006 Conservation and Development and the State's current Conservation and Development Policies Plan. The draft plan also is considered to be consistent with the recently prepared Mansfield 2020: A Unified Vision.
- My review of the mapping indicates that the depicted land use categories generally are consistent with Mansfield's 2006 Plan of Conservation and Development and the State's Land Use Plan mapping. However, a few variations have been identified that warrant comment and further consideration. More specifically, the draft Regional Plan does not include within the Storrs Regional Center a Mansfield designated medium to high density age restricted residential classification north of Route 44 and west of Cedar Swamp Road. This area is within the planned Four Corners Sewer service area. In addition, the draft Storrs Regional Center does not include another medium to high density age restricted residential classification off of Maple Road adjacent to the nursery and rehabilitation center. This area has been identified for a potential assisted living project by a Town designated preferred developer. The draft plan also does not include land south of Puddin Lane between Freedom Green and Storrs Road or land south of Pleasant Valley Road and west of Mansfield City Road within the Willimantic Regional Center. All of these areas are considered "Planned Development Areas" in Mansfield's 2006 Plan of Conservation and Development and warrant further consideration for inclusion into regional center classification.

With the noted exception of some mapping inconsistencies, the proposed draft 2009 Windham Regional Land Use Plan text and mapping are considered to be consistent with Mansfield 2006 Plan of Conservation and Development and our recently prepared Strategic Plan: Mansfield 2020: A Unified Vision. Following the July 1, 2009 Public Hearing, I will work with Mansfield representatives to prepare a letter expressing Mansfield's comments.

Cc: Town Council, Conservation Commission, Open Space Preservation Committee

5/20/09  
**Summary of proposed changes to  
 Windham Region Land Use Plan to date**

Overview

The Regional Planning Commission updated the Windham Region Land Use Plan to:

- reflect changes in the WINCOG boundary (i.e. added Willington/removed Ashford),
- reflect new policy requirements for regional plans (i.e. compact, transit accessible, pedestrian-oriented mixed use development patterns and land reuse, a.k.a. “smart growth”),
- improve existing language for clarity of message, and
- update and improve mapping of conservation and development priorities.

Vision Statement

- Rewrote bullet #2 (development efficiency) for more emphasis on public transit and density.

Regional Goals

- Rewrote and expanded goal regarding public transit.  
*Impetus for change: need for more emphasis on transit-accessibility and sustainability.*

Regional Actions

- Rewrote and expanded goal regarding community and alternative septic systems.  
*Impetus for change: recognition that village-density development in rural areas cannot happen without community or alternative septic treatment.*
- Rewrote goal regarding future road planning.  
*Impetus for change: recognition that planning commissions have the authority to dictate development patterns through road layout planning.*

Regional Centers (formerly Central Areas with Public Utilities)

- In Policy section: add **signs** to list of things that are encouraged to be in harmony with the surrounding neighborhoods in terms of scale, style and height
- In Policy section: add **signage** to list of things that are encouraged to create a pedestrian friendly environment
- In Recommended Actions: change the term structures to **development** to include signs  
*Impetus for change: need to address signage*
- In Recommended Actions: added language supporting Mansfield Downtown Partnership

Rural Community Centers

- In Policy section: add Signage should contribute to and reinforce the character of the Rural Community Center

- In Policy section: add and site improvements to list of things that are encouraged to contribute to and reinforce the character of rural community centers
  - In Recommended Actions: add Effective design review procedures can be an especially useful tool.
- Impetus for change: need to address signage and design guidelines*

#### Commercial Nodes (formerly Rural Commercial/Industrial Nodes)

- In Policy section: add Parking areas should be pedestrian friendly and moderately sized.
  - In Policy section: Encourage a minimum number small, appropriately lit signs rather signs characteristic of strip development.
  - In Recommended Actions: add Flexible signage standards that focus on excellence and efficiency in design to list of things zoning regulations might include.
- Impetus for change: need to address signage and design guidelines*

#### Preservation Areas

- Only changes to map (See map changes).

#### Rural Conservation Areas

- No changes.

#### Historic Areas (formerly Historic Areas Overlay)

- Section is rewritten but only substantive changes are the addition of stonewalls as an historic resource
- Impetus for change: concern for stonewalls*

#### Map Changes

- Prepared 4 maps instead of 1 for easier reading. New maps include: Development Areas, Conservation Areas, Historic Areas, and Land Use Priorities (conglomerate map).
- Renamed "Central Areas with Public Utilities" to "Regional Centers"
- Renamed "Rural Commercial/Industrial Nodes" to "Commercial Nodes"
- Updated Permanently Protected Open Space with best available information
- Updated Preservation Area mapping with better sources or more current data if available
- Revised methodology for Preservation Areas slightly for improved analysis
- Re-delineated Willimantic and Storrs Regional Centers to reflect existing and planned sewer service areas and transit accessible areas
- Removed Mansfield Four Corners Commercial Node (now part of Storrs Regional Center)
- Added 2 Commercial Nodes in Willington (West Willington and Ruby Road/I-84 exit 71)
- Added Rural Community Center in Willington (Willington Hill)
- Masked Ashford (mapping exists but is not displayed)

DRAFT

**WINDHAM REGION**

**LAND USE**

**PLAN**

**2009**

Prepared 2009 by Regional Planning Commission and WINCOG Staff  
Adopted \_\_\_\_\_ by Windham Region Council of Governments

The preparation of this document was financed in part by grants from the U.S. Department of Transportation Federal Highway Administration, the Connecticut Department of Transportation, the Connecticut Office of Policy and Management, and by contributions from the member municipalities of the Windham Region Council of Governments. The opinions, findings, and conclusions expressed in this publication are those of the Windham Region Council of Governments and do not necessarily reflect the official views or policies of the funding agencies.

**WINDHAM REGION COUNCIL OF GOVERNMENTS**

700 Main Street  
Willimantic, Connecticut 06226

[WWW.WINCOG.ORG](http://WWW.WINCOG.ORG)

## WINDHAM REGION COUNCIL OF GOVERNMENTS

Municipality	Member	Alternate
Chaplin	Robert Dubos (T)	Vacant
Columbia	Donald Cianci	Jonathan Luiz (ML)
Coventry	Elizabeth Woolf (VC)	John Elsesser
Hampton	Maurice Bisson	Melanie Johnston
Lebanon	Joyce Okonuk (S)	Vacant
Mansfield	Betsy Paterson	Matt Hart
Scotland	Clark Stearns (C)	Vacant
Windham	Jean DeSmet	Vacant

## REGIONAL PLANNING COMMISSION

Municipality	Member	Alternate
Chaplin	Kevin McDonald (C)	Vacant
Columbia	Ted Melinosky (ML)	Norbert Blaine
Coventry	Vacant	Art Hall
Hampton	Kevin Grindle	Melanie Johnston
Lebanon	Keith LaPorte	Oliver Manning
Mansfield	Katherine Holt (VC)	Betty Gardner
Scotland	Vacant	Henry Bowers
Willington	John A. Sullivan	Andrew Marco
Windham	Claire Lary (S)	Vacant

(C) Chairman  
(T) Treasurer

(VC) Vice Chairman  
(ML) Member at Large

(S) Secretary

## STAFF

Mark Paquette	Executive Director
Jana Butts, AICP	Senior Planner
Dagmar Noll	Planner
Michael Cipriano	GIS Analyst
Janet Laukaitis	Office Manager

## TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
INTRODUCTION.....	1
WHY PREPARE A REGIONAL PLAN? .....	1
HOW TO USE THIS PLAN.....	2
ORGANIZATIONAL FLOW CHART.....	3
VISION FOR THE FUTURE.....	4
REGIONAL GOALS.....	5
REGIONAL LAND USE ACTIONS .....	8
LAND USE CATEGORIES, POLICIES, AND RECOMMENDED ACTIONS:	
1. REGIONAL CENTERS.....	9
2. RURAL COMMUNITY CENTERS.....	12
3. COMMERCIAL NODES.....	14
4. PRESERVATION AREAS.....	16
5. RURAL CONSERVATION AREAS.....	19
6. HISTORIC AREAS .....	22
 <u>APPENDICES</u>	
APPENDIX A: ACTION TABLE	
APPENDIX B: METHODOLOGY TO PRIORITIZE PRESERVATION AREAS	
APPENDIX C: COVER PHOTO CREDITS	
APPENDIX D: LAND USE MAPS -	
DEVELOPMENT AREAS	
CONSERVATION AREAS	
HISTORIC AREAS	
LAND USE PRIORITIES	

## INTRODUCTION

The Windham Region Council of Governments (WINCOG) is the state-designated regional planning organization (RPO) serving the Windham Planning Region. WINCOG has nine member\* towns: Chaplin, Columbia, Coventry, Hampton, Lebanon, Mansfield, Scotland, Willington, and Windham.

The Windham Planning Region encompasses 327 square miles in eastern central Connecticut. The largest urban centers are Willimantic (the urban portion of the Town of Windham) and Storrs (location of the University of Connecticut in the Town of Mansfield). The region is predominantly rural and is characterized primarily by undeveloped forestland. In 2000, the population of the Windham Planning Region was approximately 83,000 people.

The Windham Region Land Use Plan 2009 supersedes the plan of the same name adopted in 2002. The plan outlines regional goals, policies, and recommended actions for implementing the vision for regional land use over the next ten years. While the plan is advisory to local governments, WINCOG staff will provide technical assistance to member towns to encourage and assist with its implementation.

The following plan has been prepared through the cooperative efforts of Regional Planning Commissioners who are appointed representatives or alternates from each municipal planning commission, the chief elected officials of the member municipalities, other local planners and commissioners and WINCOG staff.



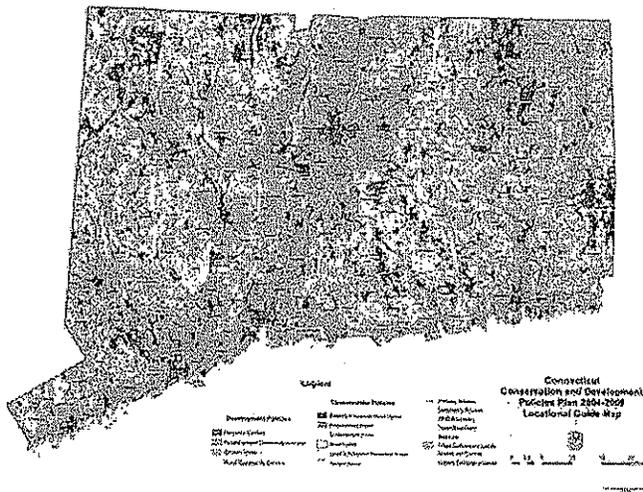
\* The Town of Ashford lies within the Windham Planning Region but is not a member of the Council of Governments.

## WHY PREPARE A REGIONAL PLAN?

Each regional planning organization in Connecticut prepares a plan of development. The plan promotes the coordinated land development of the planning region with the greatest efficiency and economy for the welfare and prosperity of its citizens. It includes recommendations for future land use, housing, principal highways and freeways, bridges, airports, parks, playgrounds, recreational areas, schools, public institutions, public utilities, agriculture and such other matters as, in the opinion of the agency, will be beneficial to the region.

In 2005, the Connecticut General Assembly created new criteria to address the state's policies for responsible growth. Regional plans now must identify areas where it is feasible and prudent to have compact, transit accessible, pedestrian-oriented mixed use development patterns and land reuse, and promote such development patterns and land reuse. The Windham Region Land Use Plan 2009 includes these new criteria.

The regional land use plan is advisory to its member municipalities. It presents issues that are regional in scope, but its implementation relies heavily on action at the municipal level to put in place land use regulations that are consistent with the plan's policy recommendations.



... and a municipal plan of conservation and development.

The regional land use plan is intermediate between the *Conservation and Development Policies Plan for Connecticut* ...



PLAN OF CONSERVATION & DEVELOPMENT  
2003



## HOW TO USE THIS PLAN

The Regional Planning Commission prepared a **VISION FOR THE FUTURE** of the Windham Region. They based this ideal on land use preferences expressed in local town plans as well as on their experiences both as residents of the region and as members of their local Planning and Zoning Commissions. Next, they looked at land use issues that were relevant to the Windham Region and developed a list of **REGIONAL GOALS** and **ACTIONS** as comprehensive strategies towards making the vision for the future of the Windham Region a reality.

With the understanding that different types of places have different conservation and development priorities, the Regional Planning Commission also identified five different land use categories. These categories are: 1) **REGIONAL CENTERS**, 2) **RURAL COMMUNITY CENTERS**, 3) **COMMERCIAL NODES**, 4) **PRESERVATION AREAS**, and 5) **RURAL CONSERVATION AREAS**. While a variety of different land uses may exist within these categories, they are unified by qualities such as location and function. Next, general **LAND USE POLICIES** were developed for each land use category. Some land use categories have special districts with specific policies. Because places of historic value may be found within any of the preceding five categories, a sixth **HISTORIC AREAS** category superimposes special historic preservation policies where appropriate within the primary land use categories. The categories are not intended to be mutually exclusive and they are not ranked in order of importance. They are generalized and any real location in the Windham Region may contain characteristics from more than one land use category. Although land use in the region is divided and classified in this way, the plan must be used as a whole. No category stands alone and each must be interpreted within the context of the entire document.

A map accompanies each land use category (see Appendix D). The maps show the general geographic coverage or location of each land use category. While every attempt has been made to make these maps as accurate as possible, they are only intended to be used as a guide.

Finally, **RECOMMENDED ACTIONS** were developed for each land use category. As with the regional actions, these were developed as strategies towards realizing the vision for the future of the Windham Region. The success of this plan will depend largely upon action at the municipal level. An **ACTION TABLE** has been developed as an appendix to help municipalities implement land use regulations and other policies that are consistent with the plan's recommendations.

The following flow chart shows how the plan is organized.

# \* VISION FOR THE FUTURE \*

## REGIONAL GOALS & ACTIONS



### LAND USE CATEGORIES:

1. REGIONAL CENTERS
2. RURAL COMMUNITY CENTERS
3. COMMERCIAL NODES
4. PRESERVATION AREAS
5. RURAL CONSERVATION AREAS
6. HISTORIC AREAS

## POLICIES BY LAND USE CATEGORY



• RECOMMENDED ACTIONS	• RECOMMENDED ACTIONS
• RECOMMENDED ACTIONS	• RECOMMENDED ACTIONS

# \*VISION FOR THE FUTURE\*

The future envisioned for the Windham Region includes:

- Vital urban centers and villages that are attractive and rewarding places to live, learn, work, shop, and recreate.
- An efficient public transportation system made possible by areas of high-density development and cost-effective public utilities.
- Diversified economic growth and quality jobs in development areas.
- Efficient energy use and conservation practiced through proper siting of development and use of green building practices.
- Unfragmented rural areas with active agriculture and other sustainable rural employment and which preserve scenic vistas and the rural character of the region.
- Preserved critical environmental resources such as unfragmented wildlife habitats and water supply recharge areas.
- Preserved cultural, historic, and archaeological resources.
- A range of housing options to meet the varied needs of residents.
- Effective land use controls and incentives that make this vision a reality.

## REGIONAL GOALS

The Windham Region Land Use Plan is based on the following nine goals.

1. **Development, especially intensive development, should be concentrated in areas where there is public water and sewer, public transportation service and facilities, sidewalks, schools, and other community infrastructure.** Infill development of vacant or under-utilized properties within regional centers is the highest development priority. New investment in infrastructure, if necessary, should focus on improving infill capacity. Implementing this objective will tend to:
  - a. Encourage the efficient use of existing urban land, reduce the pressure to prematurely develop rural land, and improve our ability to protect natural resources, such as unfragmented wildlife habitats, prime farmland, forest and water resources, among others.
  - b. Concentrate urban activity, which will help to revitalize regional centers, improve the quality and variety of cultural, commercial, housing, and employment opportunities, and improve the potential for public transportation.
2. **Safe, comfortable, high-quality housing should be available to all residents of the region at a cost they can afford.** The location, size, cost, and general variety of the region's housing stock and related community facilities should meet the different housing needs of the elderly, families, single person households, students, and other residents. New housing should be integrated with existing regional and rural community centers (such as apartments over stores) to encourage the vitality and safety of these centers after business hours. Residential land use regulations should allow flexible design standards that minimize impacts on topography, wildlife habitats, and water resources. Specific regional housing needs should be identified and local efforts should cooperatively focus on improving housing for all residents. Programs should be developed to help finance projects that bring vacant or derelict housing into conformance with building and safety codes.
3. **Public transportation should be promoted and expanded** to reduce energy consumption, alleviate congestion, increase mobility and job access, and promote responsible growth policies. More specific public transportation recommendations are included in the *Regional Transportation Plan 2005*.
4. **Energy-efficient development should be encouraged within the region** as part of an effort to conserve our nonrenewable energy resources, preserve and improve air quality, and to lower utility costs. Proper siting of development, along with proper building design, will result in a significant long-term reduction in energy consumption. The use of non-conventional methods (e.g. solar, wind, energy from waste, geothermal, etc.) for energy production should be encouraged, especially for heating and industrial use. Residential development should be designed for energy efficiency both in transportation (e.g. transit-oriented development) and energy consumption (e.g. solar, geothermal, etc.). Further development in the Windham Region should not degrade the air quality of the Region.

5. **Economic growth should be focused in areas with existing public infrastructure.** Infill development and reuse of underutilized sites such as brownfields are the highest priority for commercial and industrial uses.

**High-quality jobs** that foster creativity and provide opportunities for advancement would serve the interests of the region best. Attention should be given to retaining existing businesses and seeking additional businesses that are compatible with the region's clean environment.

**Agriculture and Agricultural Products** should be strongly encouraged for the strength and diversity which they add to the regional economy, to help make New England more self-sufficient in its food supply, to preserve the rural landscape currently committed to agriculture, and to encourage the expansion of such areas. A variety of devices should be considered to achieve this, including the promotion of new and existing agricultural uses, promotion of heritage tourism, continuation of preferential tax programs, public acquisition of development rights to agricultural lands and other development rights transfer programs.

**Home-based businesses** should be encouraged as long as they do not detract from the rural-residential character in which the businesses are located. Home-based businesses help rural town tax bases, provide in-town employment, and provide needed services without altering the rural character of an area.

More specific economic development recommendations are included in the *Northeastern Connecticut Economic Partnership Comprehensive Economic Development Strategy and the Windham Region Council of Governments Regional Economic Development Implementation Study*.

6. **The heritage of the Region should be preserved.** The Windham Region, part of the last large tract of predominantly rural land in the Boston-to-Washington megalopolis, is also known for its important place in colonial and industrial history. The Region contains many classic examples of the traditional Connecticut landscape: small colonial towns with white-spired churches and charming town greens; farm fields, barns, and stone walls; as well as distinctive mill villages. These features are testament to the Region's colonial, agricultural, and industrial past and help create our unique regional identity and spirit. Efforts to preserve the heritage of the region such as the Quinebaug-Shetucket Heritage Corridor's Action Plan, Main Street programs, Historic Districts, "Favorite Places" studies, historical and archeological studies, and farmland and open space preservation programs should be supported and expanded.
7. **Development in the Windham Region should not degrade water quality.** Land within and surrounding public water supply recharge areas, lake watersheds, inland wetlands, and river and stream corridors should be used in a manner which protects water quality and quantity, preserves aquatic habitats, minimizes hazards to life and property from flooding, provides access (visual and/or physical) for recreational purposes, and retains to the maximum extent possible lake shores and stream banks in an undeveloped state such that their beauty can be enjoyed by future generations.

8. **Wildlife habitats should be preserved because they are critical to the health of our natural environment and are the foundation of ecological communities.** Wildlife habitats can include: unfragmented forest blocks with habitat value indicators such as large size, a high ratio of interior habitat to exterior habitat, the presence of water resources, a high percentage of productive forest soils, and adjacency to existing preserved open space; corridors that facilitate wildlife movement between unfragmented blocks such as wetland and watercourse corridors and utility corridors; significant species' habitats (including rare, endangered, threatened, and species of special concern) and significant natural communities such as cedar swamps as inventoried in the CT Natural Diversity Database. Wildlife habitats should be identified, prioritized, and targeted for preservation as open space. Priority wildlife areas should be incorporated into local plans of conservation and development with special attention to those wildlife habitats most at risk of being developed.
  
9. **Municipal land use controls should foster and create strong, cohesive community centers and discourage expansion into valuable farmland and woodland.** Good local land use regulations are key to making the vision for the future of the Windham Region a reality.

## REGIONAL LAND USE ACTIONS

These regional land use actions apply to all land use categories. They are comprehensive in nature and should be applied at every possible opportunity.

- **Call for Tax & Educational Funding Reform.** Connecticut's over-reliance on the municipal property tax to fund education is an important factor driving sprawl. Towns must compete to attract business in order to grow their Grand List. This results in scattered development that is wasteful of both economic and natural resources and directly conflicts with the goals set forth in this plan. A new system is clearly needed.
- **Implement Flexible Land Use Regulations.** Zoning and subdivision regulations should not rely on "cookie-cutter" dimensional and use standards. They should implement conservation values and encourage compatibility with traditional development patterns and the landscape. They should focus on excellence in site design, landscaping, and architecture and may encourage historic preservation and economic development in appropriate areas. Design review procedures should be implemented for new development to preserve rural and neighborhood character.
- **Encourage Future Road Network Planning.** Commissions may implement village-density development and may promote connectivity and natural resource conservation by drafting a future road network map. When practical, the future road network map as well as context-sensitive road design, traffic calming and access management techniques should be used to maintain rural character and implement conservation and development goals.
- **Use Best Management Practices and Low Impact Development.** Require best management practices (BMP's) such as the reduction of impervious surfaces, on-site stormwater treatment, soil erosion and sedimentation control techniques, and invasive species control to minimize disruption of the natural environment.
- **Encourage Alternative/Community Septic Systems in Priority Development Nodes.** Village-density development in rural areas cannot happen without managed septic treatment such as alternative and community systems. These modern methods of septic treatment protect environmental resources and promote responsible growth. These new technologies should be promoted for their utility in making responsible growth development possible in rural areas.
- **Consider Intermunicipal Revenue Sharing.** With tax revenue sharing, towns may mutually benefit by encouraging economic development in towns with the infrastructure to support it and by compensating rural towns for remaining rural.
- **Consider a Transfer of Development Rights Program.** A transfer of development rights program (TDR) is a system that allows for the transfer of development potential away from rural areas to areas with a higher capacity for development. A TDR program compensates rural landowners to keep their land open while providing incentives to build in areas with underutilized capacity.

## 1. REGIONAL CENTERS

REGIONAL CENTERS have the highest development densities, public water and sewer systems, public transportation service and other public services. These areas already have the utilities, transportation access, services, and other characteristics that make intensive landuse most efficient and appropriate.

REGIONAL CENTERS are the highest priority for all forms of redevelopment and development including commercial, urban-density residential, and industrial. Remediation and infill are strongly encouraged where these areas have become derelict, contaminated (brownfields), or otherwise underutilized. The intent is to promote the vitality and revitalization of these areas and encourage actions that make these areas attractive and rewarding places to live, learn, work, shop, and recreate. All development in REGIONAL CENTERS must be sensitive to existing neighborhoods and environmental concerns.

There are two distinct REGIONAL CENTERS in the Windham Region:

- **Willimantic** including portions of the Route 6 corridor in North Windham and the Eastbrook Mall in Mansfield, and
- **Storrs Downtown** including the University of Connecticut Main Campus and Mansfield Four Corners (intersection of Rte. 44 and Rte. 195).

### CORRESPONDENCE WITH STATE PLAN

REGIONAL CENTERS are primarily designated on the State of Connecticut Conservation and Development Policies Plan (2005-2010), as: "Regional Centers" (red), "Neighborhood Conservation Areas" (pink), and "Growth Areas" (orange).

## **POLICIES FOR REGIONAL CENTERS**

- Encourage development of new jobs and commerce in regional centers.
- Encourage adaptive reuse of existing buildings and redevelopment of derelict sites.
- Encourage locating new public buildings in downtown or central locations with convenient pedestrian access.
- Encourage improved multi-modal transportation access to regional centers and links between regional centers.
- Encourage a mix of compatible uses such as residences and offices or small stores.
- Encourage buildings, façades and signage that are in harmony with the surrounding neighborhood in scale, style, and height.
- Encourage sidewalk, lighting, signage, and landscaping improvements that create a pedestrian-friendly environment.
- Encourage the creation and renovation of urban parkland and recreation areas and encourage linkages to larger park systems, trails, and greenways.
- Encourage an increased diversity of urban housing options including studios, apartments over stores, accessory apartments, and condominiums.

## **SPECIFIC POLICIES FOR DESIGNATED DISTRICTS:**

### **Willimantic:**

- As the primary regional center, Willimantic should be the highest priority for development.
- Cooperative relationships between the downtown community and Eastern Connecticut State University should be developed and encouraged. These alliances should recognize the potential inter-relationships between the communities and focus on the mutual benefits that may be attained through collaborative economic development.
- The Regional Planning Commission encourages the implementation of those recommendations contained in The Willimantic Downtown Revitalization Plan - "Willimantic! Putting the Puzzle Together." (1994), the Willimantic section of the Windham Plan of Conservation and Development (2007), and the City Rivers Plan (1976), where they are consistent with the policies noted above.

### **Route 6 Corridor in North Windham:**

- Consider interconnections of sewer service to encourage infill development within the immediate vicinity of the Route 6 Willimantic Bypass terminus. Extensions to the existing sewer service easterly along Route 6 should be considered only after all infill development opportunities have been exhausted.
- Strongly encourage regulations to protect the Route 6 corridor in Chaplin and Hampton from strip development.

- While North Windham is highly developed, it contains diverse and significant natural communities including 80-acres of Atlantic White Cedar swamp south of Route 6, the Windham Airport which contains a vestigial pitch pine community as well as habitat for rare and threatened invertebrate species, and the Mansfield Hollow Lake area. DEP's Natural Diversity Database, a listing of general areas of concern with regard to state and federally listed Endangered, Threatened, and Special Concern species and significant natural communities, lists eight occurrences in North Windham. Large commercial and infrastructure development in this area should be sensitive to these species and communities as well as to critical environmental concerns such as the Willimantic Reservoir. Runoff and habitat encroachment are the most critical issues that could do harm in these areas.

#### **Eastbrook Mall Area:**

- Encourage improvements to pedestrian and bicycle access.

#### **Storrs Downtown & Four Corners:**

- Development should be sensitive to water resources and public water supply recharge areas particularly as it relates to impacts to the Fenton and Willimantic Rivers systems.
- Public transportation and multi-modal transportation improvements should be supported to relieve road congestion and to provide better access to the university without increasing the need for parking spaces.
- Support the implementation of the plans for Storrs Center as envisioned by the Mansfield Downtown Partnership.

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### **RECOMMENDED ACTIONS FOR REGIONAL CENTERS**

- Evaluate and amend existing zoning regulations, as necessary, to make **REGIONAL CENTERS** the highest priority for redevelopment and development and to encourage compatible, mixed land uses and a variety of housing options.
- Develop effective design review procedures for new development and significant improvements to existing development in historic, commercial, trafficked, and highly visible areas.
- Use tax incentives and grants to provide financial assistance for the rehabilitation, restoration, and adaptive reuse of derelict buildings and sites for all land uses.
- Pursue funding to rehabilitate streetscapes and existing parks and to purchase additional land for parks, recreation areas, and greenway linkages.
- Improve transit service and expand the successful pre-paid transit fares program.
- Support improved inter-regional public transportation services to link **REGIONAL CENTERS** in the Windham Region with other urban areas.

## 2. RURAL COMMUNITY CENTERS

RURAL COMMUNITY CENTERS represent small nodes with relatively higher development densities than the surrounding lands and are the focus of rural community activity. They often have historic resources and a traditional New England village character. These areas may contain important community buildings such as post offices, libraries, churches, schools, community centers, small shops and eating establishments as well as important public places such as town greens, public parks and playgrounds, public monuments, and burial grounds. These areas often contain a variety of residential uses, mixed with non-residential uses in compatible building types. They usually have no public water or sewer service.

RURAL COMMUNITY CENTERS are appropriate locations for commercial and residential redevelopment and development. The intent is to encourage development in these areas that preserves and reinforces the character of the RURAL COMMUNITY CENTERS.

The following are RURAL COMMUNITY CENTERS in the Windham Region:

- Chaplin Street,
- Columbia Green,
- Coventry Village,
- North Coventry Village,
- Hampton Hill,
- Lebanon Green,
- Scotland Green,
- Mansfield Center,
- Mansfield Depot,
- Eagleville,
- Willington Hill,
- Windham Center,
- South Windham.

### CORRESPONDENCE WITH STATE PLAN

Most of the above are designated on the State of Connecticut Conservation and Development Policies Plan (1998-2003) as "Rural Community Centers" (yellow).

## POLICIES FOR RURAL COMMUNITY CENTERS

- Encourage clustered development with streets, lots, and buildings that are compatible with a traditional New England Village building pattern.
- Encourage development that faces or connects to the town green, if present, or other central focal point.
- Encourage architecture, signage, and site improvements that contribute to and reinforces the character of the rural community center.
- Encourage locating new public buildings, when needed, in rural community centers.
- Encourage the rehabilitation and adaptive reuse of existing structures that contribute to the character of the rural community center.
- Encourage small-scale commercial developments especially those that serve the daily needs of the community such as a general store, café, and post office.
- Encourage a mix of compatible uses such as residences and offices or small stores.
- Encourage pedestrian-friendly streets. Road improvements should not negatively impact the rural-historic character and integrity of these areas.
- Encourage and promote the restoration and creation of important community places such as town greens, landscaped parks, trails, and bikeways.

## RECOMMENDED ACTIONS FOR RURAL COMMUNITY CENTERS

- Identify existing or potential RURAL COMMUNITY CENTERS (or their equivalent) in municipal Plans of Conservation and Development.
- Create zoning districts for RURAL COMMUNITY CENTERS such as Village Districts or evaluate and amend existing zoning regulations, as necessary, to encourage development that contributes to and reinforces the character of the RURAL COMMUNITY CENTER.
- Use tax incentives and grants to provide financial assistance for the rehabilitation and adaptive reuse of existing structures that contribute to the character of the RURAL COMMUNITY CENTER.
- Pursue funding to rehabilitate and improve streetscapes, town greens, and other important community places by planting trees, installing information boards, attractive signage, and downward-directed lighting, and by providing public amenities such as benches, waste bins, and restrooms.
- Whenever feasible, electrical utilities should be placed underground to remove visual clutter, contribute to historic character, and improve the overall quality of the streetscape.
- Require substantial justification for the removal of or damage to distinguishing features such as stone walls, buildings, and healthy, mature trees.
- Encourage the use of effective design review procedures to implement civic design objectives.

### 3. COMMERCIAL NODES

COMMERCIAL NODES are clusters of commercial and/or industrial activity in otherwise sparsely developed areas. They are different from RURAL COMMUNITY CENTERS in that they tend to be more automobile-oriented and are most often found at highway interchanges, along railways, and at rural crossroads with relatively higher traffic volumes. They may contain auto-related commercial development such as gasoline stations and convenience stores, eating establishments, retail stores, offices, or shopping plazas such as Mansfield Four Corners. They may contain industrial-enterprise development such as light manufacturing and assembly facilities, wholesale distributors, or offices such as Katzman's Corner. They usually have no public water or sewer service and are usually not integrated with residential uses.

COMMERCIAL NODES are the most appropriate locations for compact, medium-scale commercial-retail and industrial-enterprise development in rural areas without public utilities. The intent is to contain these higher intensity uses in localized areas (nodes) in order to prevent sprawling "strip" development along highways and therefore, minimize the overall impact of commercial and industrial uses on rural areas. All commercial-retail and industrial-enterprise development should be either visually appealing or hidden from public view. Negative impacts should be buffered from adjacent uses. More intense and large-scale commercial and industrial uses should be located in REGIONAL CENTERS.

The following are COMMERCIAL NODES in the Windham Region:

- Katzman's Corner in Columbia (Intersection of Rtes. 6 & 66),
- Columbia Commercial Park (Intersection of Rte. 66 & Commerce Dr.),
- Intersection of Route 6 & Lynch Road in Chaplin,
- Perkin's Corner in Mansfield (Intersection of Rtes. 31 & 32),
- Intersection of Rtes. 203 & 32 in South Windham,
- Route 2 Interchange in Lebanon,
- Lebanon Industrial Park,
- Nadeau Industrial Park in Coventry (Rte. 31, north of N. School Rd.),
- Route 31 in S. Coventry (Rte. 31, south of Depot Rd.),
- Route 6 in Hampton (east of North Brook St.),
- West Willington (Intersection of Rtes. 32 & 44), and
- I-84 Interchange 71 in Willington (Ruby Road).

#### CORRESPONDENCE WITH STATE PLAN

On the State of Connecticut Conservation and Development Policies Plan (1998-2003), COMMERCIAL NODES are usually designated as "Growth Areas" (orange).

## POLICIES FOR COMMERCIAL NODES

- Encourage clustered development in **COMMERCIAL NODES**, rather than contributing to strip development along highways.
- Encourage the construction of interconnecting roads when necessary to promote infill development and maximize efficient land use.
- Encourage traditional-looking architecture for publicly visible structures rather than single-story, flat-roofed industrial style buildings.
- Encourage landscaped buffers when necessary to reduce potential negative impacts off-site.
- Encourage construction of parking areas behind buildings rather than along the main road.
- Encourage attractive, pedestrian friendly parking areas of moderate size.
- Encourage orderly and controlled vehicular movement at entrances and within parking areas.
- Encourage the rehabilitation and adaptive reuse of vacant structures.
- Encourage the use of existing rail infrastructure.
- Non-commercial/industrial uses should be allowed to the extent that they do not preclude commercial and industrial uses in these nodes.
- Large-scale commercial/industrial uses should be encouraged to locate in **REGIONAL CENTERS**.
- Encourage a minimum number small, appropriately lit signs rather signs characteristic of strip development.

## RECOMMENDED ACTIONS FOR COMMERCIAL NODES

- Proactively identify existing or potential **COMMERCIAL NODES** (or their equivalent) in municipal Plans of Conservation and Development. Rural towns may benefit from collaborating with adjacent towns in identifying these areas.
- Create new zoning districts for **COMMERCIAL NODES** or evaluate and amend existing zoning regulations, as necessary, to encourage clustered, small- and medium-scale commercial and industrial development. Zoning regulations may include:
  - a. strong buffering provisions to reduce potential negative impacts on adjacent parcels especially along zone boundaries,
  - b. reduced building setbacks to allow for cluster development,
  - c. parking standards based on anticipated need, not on gross floor area or other fixed standard,
  - d. parking areas located in rear or side yards rather than between the building and the street,
  - e. the use of shared entrances for adjacent developments, and
  - f. flexible signage standards that focus on excellence and efficiency in design.
- Depending on the proposed use and location, consideration should be made for pedestrian access and cohesion with existing residential neighborhoods or **RURAL COMMUNITY CENTERS**.

## 4. PRESERVATION AREAS

PRESERVATION AREAS are areas that should be protected from harmful forms of development or resource use. PRESERVATION AREAS contain two basic categories of resources: environmental resources and natural recreational resources. Environmental resources embody a wide range of elements that are closely associated with environmental quality. Some examples include wildlife habitat, water resources and public water supply recharge areas, as well as significant or unique natural communities. Natural recreational resources include parks, trails, greenways, and other recreation areas. PRESERVATION AREAS are primarily composed of lands that need to be preserved and protected but also include lands already permanently preserved through the purchase of development rights or other protections.

While there are different kinds of PRESERVATION AREAS, all require restrictions on use. The general policy for PRESERVATION AREAS is that they should be permanently protected from any immediate and potential negative impacts to the resource. Structural development should be avoided except as directly consistent with preservation values. Resource utilization and extraction, such as forestry and agriculture, should be sensitive to environmental resources. Land uses that are incompatible with preservation should be prohibited.

The following are PRESERVATION AREAS in the Windham Region:

- Permanently preserved open space, irrespective of ownership, including but not limited to parks, preserves, and lands for which the development rights have been acquired,
- currently unprotected open space areas identified in local plans as preservation priorities,
- wildlife corridors, greenways, linkages between open space areas and land adjacent to permanently protected open space,
- water bodies, inland wetlands, inundated areas, perennial and intermittent watercourses and their associated buffers including but not limited to river and streambelt corridors and land within 300' of lake shores,
- undeveloped prime farmland soils and additional farmland soils of statewide importance in blocks greater than twenty-five acres,
- unfragmented forest blocks greater than 500 acres,
- Class I & II public water supply watershed lands and lands that meet the physical criteria for Class I & II lands, irrespective of ownership, as relating to existing and potential surface water supplies,
- Preliminary and Final Aquifer Protection Areas as delineated by DEP Bureau of Water Management and other potential aquifer areas,
- floodways and the 100-year floodplain as defined by the Federal Emergency Management Agency,
- locations of state endangered, threatened, and special concern species as well as significant natural communities including but not limited to those recorded in the Natural Diversity Database,
- passive outdoor recreation areas,
- trails and non-motorized transportation corridors for pedestrians, bicyclists, and others,
- significant natural or scenic areas of regional importance.

## CORRESPONDENCE WITH STATE PLAN

On the State of Connecticut Conservation and Development Policies Plan (1998-2003), PRESERVATION AREAS are generally designated as: "Existing Preserved Open Space" (dark green), "Preservation Areas" (medium green), "Level A/B Aquifer Protection Areas" (vertical green hatch), and some "Conservation Areas" (light green).

The associated map for PRESERVATION AREAS indicates areas with multiple environmental and natural recreational resources on a regional scale. Not all PRESERVATION AREAS could be displayed. PRESERVATION AREAS in the Windham Region have been prioritized and divided into two sub-categories, priority and high priority areas. The following policies for PRESERVATION AREAS apply to both sub-categories; however, high priority PRESERVATION AREAS are preferred for permanent protection as open space. A full methodology for the PRESERVATION AREAS map may be found in Appendix C. For further information, users of this document are referred to the section titled "HOW TO USE THIS PLAN".

### POLICIES FOR PRESERVATION AREAS

- Encourage the identification and prioritization of local and regional PRESERVATION AREAS.
- Encourage development and/or resource utilization only as they are consistent with preservation priorities.
- Encourage permanent land and resource protection for PRESERVATION AREAS through donations or sale to land preservation organizations such as Joshua's Trust, or through the purchase/transfer of development rights.
- Encourage temporary land protections such as Public Act 490 for farm, forest, and open space until permanent protection is viable.
- Encourage those interested in permanently protecting open space to work proactively rather than reacting to development pressures. Avoid the permanent protection of land identified in this plan as a development priority.
- Investment priorities should reflect the need to maintain PRESERVATION AREAS in an undeveloped state.
- Encourage creation and extension of, and connections to preserves, parks, and natural recreational areas including greenways, trails, and transportation corridors for pedestrians and bicyclists.

## RECOMMENDED ACTIONS FOR PRESERVATION AREAS

- Evaluate and amend existing zoning and subdivision regulations, as necessary, to encourage protection of PRESERVATION AREAS. Zoning and subdivision regulations should discourage any structural development or resource utilization in PRESERVATION AREAS unless directly compatible with preservation values.
- Encourage creation of Conservation Commissions.
- Conduct natural resource inventories on a regional and municipal level to help identify PRESERVATION AREAS, particularly unfragmented forest blocks, wildlife corridors, and other open space priorities.
- Prioritize and incorporate PRESERVATION AREAS (or their equivalent) in municipal Plans of Conservation and Development.
- Pursue acquisition or protection of priority PRESERVATION AREAS for open space through either donation or sale to land preservation organizations such as Joshua's Trust and others or through the purchase or transfer of development rights.
- Conduct cost-benefit analyses to determine the fiscal benefits of open space on the tax base.
- Create a comprehensive registry of conservation easements on a regional and municipal level and use this registry in identifying preservation priorities.
- Create and develop a municipal open space acquisition fund.
- Pursue grant funding from state and regional agencies to aid in the protection of qualified PRESERVATION AREAS. Funding should be sought for any activity that may further the understanding of the need for open space.
- Extend and connect existing preserved open spaces to create interconnected blocks of protected land.
- Create linkages between existing greenways such the Charter Oak Greenway, CT Blue Blaze Trails, rail trails, and town trail systems.
- Encourage the creation of passive recreation areas.
- Require all applicants to inquire with the Department of Environmental Protection to determine if there is potential for state and federally listed Endangered, Threatened, and Special Concern species and significant natural communities in the vicinity of the development area.
- Require substantial justification for the removal of or damage to distinguishing features such as stone walls, buildings, and healthy, mature trees.

## 5. RURAL CONSERVATION AREAS

RURAL CONSERVATION AREAS are lands falling outside any of the other primary land use categories. They are characterized by sparsely developed or undeveloped land that may include natural resources such as productive forest soils but that do not include critical environmental or recreational resources. RURAL CONSERVATION AREAS are lands most at risk of development. They represent typically buildable land that is easily converted to low-density residential development as well as, most visibly, sprawling "strip" development along roadways. Development of this kind fragments wildlife habitat and consumes productive forest and farmland soils while it degrades rural character and quality of life.

RURAL CONSERVATION AREAS is the most important land use category in this plan. Other plans have undervalued these areas by representing them as transitional areas without clear development or preservation priorities. Recently, RURAL CONSERVATION AREAS have received greater attention as persistent economic pressures bring development that is inconsistent with natural resource conservation and rural, small-town character. The intent of this land use category is not to preserve these areas intact (like PRESERVATION AREAS), but rather, to make efficient use of the land by encouraging planned use management that contributes to rural character, prevents exploitation, and maintains the ecological equilibrium. The general policy is that structural development is more appropriately located in other areas such as REGIONAL CENTERS, RURAL COMMUNITY CENTERS, and COMMERCIAL NODES. Nevertheless, some development will occur in RURAL CONSERVATION AREAS. This development should be directly consistent with conservation values.

RURAL CONSERVATION AREAS in the Windham Region are:

- All areas falling outside any other land use category.

### CORRESPONDENCE WITH STATE PLAN

On the State of Connecticut Conservation and Development Policies Plan (1998-2003), RURAL CONSERVATION AREAS are generally designated as: "Rural Land" (white), and some "Conservation Areas" (light green).

## POLICIES FOR RURAL CONSERVATION AREAS

- Encourage the siting of development in more appropriate locations with established development priorities such as **REGIONAL CENTERS, RURAL COMMUNITY CENTERS, and COMMERCIAL NODES.**
- Encourage activities that preserve the character of scenic roads and their viewsheds, scenic vistas, and other highly visible or picturesque areas.
- Encourage the efficient use of land through the use of clustered housing and conservation subdivisions.
- Encourage the permanent protection of open space particularly in Preliminary Aquifer Protection Areas and other, potential aquifer areas, Class II public water supply watershed lands, and lands adjacent to **PRESERVATION AREAS.**
- Investment priorities should reflect the need to locate development in areas with established development priorities rather than in **RURAL CONSERVATION AREAS.**
- Encourage qualified home-occupation businesses that do not detract from the rural character of the area.
- Encourage environmentally sensitive farming and forestry activities in areas with productive farmland and forest soils.
- Encourage design plans that create the least possible impact on the existing topography and vegetation and that contribute to rural character.
- Encourage open space linkages to maintain wildlife corridors and trail/greenway connections.

## RECOMMENDED ACTIONS FOR RURAL CONSERVATION AREAS

- Identify and incorporate **RURAL CONSERVATION AREAS** (or their equivalent) into municipal Plans of Conservation and Development.
- Evaluate and amend existing zoning and subdivision regulations, as necessary, to encourage the siting of new construction in areas with development priorities rather than in **RURAL CONSERVATION AREAS.**
- For development that does occur in **RURAL CONSERVATION AREAS**, zoning and subdivision regulations should encourage the following conservation values:
  - a. Conservation of natural resources such as productive forest and farmland soils,
  - b. Creation of the least possible impact on the existing topography and vegetation,
  - c. Contribution to rural character by either blending with traditional rural structures and development patterns or by using existing topography and vegetation to create the least visible presence on the landscape.
  - d. Creation of open space linkages to maintain wildlife corridors and trail connections.
- Adopt and promote cluster subdivision regulations in **RURAL CONSERVATION AREAS.** These regulations should provide strong incentives to reduce lot sizes while maintaining density and conserving open space.

- Adopt regulations to preserve rural road frontage by limiting the number of curb cuts and by upgrading roads only along the existing footprint.
- Adopt regulations to reduce the visual impact of signage and lighting.
- Permit new loop and through roads as appropriate. New roads should contribute to rural character by avoiding excessive widths and by creating the least possible impact on existing topography, vegetation, and existing features. Cul-de-sacs, if necessary, should only be used for short road segments.
- Require substantial justification for the removal of or damage to distinguishing features such as stone walls, buildings, and healthy, mature trees.

## 6. HISTORIC AREAS

**HISTORIC AREAS** is a special overlay land use category composed of areas with historic value superimposed over any of the five principal land use categories. An overlay category has been developed because historic areas can occur within a variety of land uses. **HISTORIC AREAS** represents a diversity of resources that may include archeological sites, historic structures and districts, as well as the locations of historic events. Some historic areas are visually prominent such as the towering churches and graceful, mature homes of old town centers. Others may not be so apparent such as some archeological sites that have no discernible remnants above ground. Historic areas are a testimony to our pre-colonial, colonial, and industrial past and help shape our unique regional identity and spirit.

The underlying land use category should dictate development or conservation priorities within **HISTORIC AREAS**. Historic resources should be protected from immediate and potential negative impacts. Development within or near **HISTORIC AREAS** must protect the integrity of the resource. Preservation and adaptive reuse that contributes to the character of historic structures is strongly encouraged.

**HISTORIC AREAS** in the Windham Region may include but are not limited to:

- municipal historic districts or zones associated with historic preservation,
- historic buildings, sites, and districts identified in local plans as historic resources,
- historic districts and sites from the State Register of Historic Sites,
- historic districts and sites from the Federal Register of Historic Places,
- historic industrial and manufacturing sites,
- known archeological sites as inventoried by the State Office of Archeology,
- areas with archeological potential as defined by the State Office of Archeology,
- other historic features including but not limited to buildings, sites, districts, cemeteries, monuments, memorials, bridges, stonewalls and other historical locations and features.

### CORRESPONDENCE WITH STATE PLAN

On the State of Connecticut Conservation and Development Policies Plan (1998-2003), some **HISTORIC AREAS** are designated as "Historic Areas" (horizontal green hatch). Most historic areas in the Regional Land Use Plan are not shown on the state Conservation and Development Policies Plan. The map does not show exact locations for known archeological sites.

## POLICIES FOR HISTORIC AREAS

- Encourage preservation as the first priority for historic buildings, sites, districts, and features (e.g. stonewalls).
- Encourage adaptive reuse of historic structures that preserves the character and integrity of the resource.
- For development that occurs within or near historic sites/areas, encourage design plans that preserve and contribute to the historic character of the site/area.
- Encourage activities that preserve or contribute to the character of historic places, especially activities related to tourism development.
- Investment priorities should reflect the need to protect and enhance historic buildings, sites, and districts.

### *Archeological Sites and Areas with Archeological Potential*

- Encourage the protection of known or potential archeological sites until qualified professionals have evaluated and perhaps excavated the site.
- Encourage the screening of development applications and subdivisions for existing or potential archeological resources prior to any onsite activity.
- Encourage design plans and construction practices that create the least possible impact on known or potential archeological sites.

## RECOMMENDED ACTIONS FOR HISTORIC AREAS

- Identify HISTORIC AREAS (or their equivalent) in municipal Plans of Conservation and Development.
- Create zoning districts for HISTORIC AREAS or evaluate and amend existing zoning regulations, as necessary, to encourage historic preservation and compatible redevelopment in HISTORIC AREAS. Regulations should focus on encouraging historic preservation priorities in site design, landscaping, and architecture.
- Adopt and promote zoning and subdivision regulations that require all applicants to inquire of the office of the State Archeologist to determine if there is existing or potential for archeological sites within or in the vicinity of the development area. If existing or potential archeological resources are verified within the development area, procedures recommended by the office of the State Archeologist should be followed.
- Encourage creation of Historic District and Historic Properties Study Committees and Commissions.
- Continue to seek designation of historic buildings, sites, and districts in appropriate inventories such as the State and National Register of Historic Places.
- Use tax incentives and grants to provide financial assistance for the rehabilitation, restoration, and adaptive reuse of historic buildings, sites, and districts.
- Pursue funding to rehabilitate streetscapes, parks, and other public spaces in ways that enhance and contribute to historic character. Examples of projects include placing utilities underground and installing historically appropriate light fixtures and other pedestrian amenities.
- Require substantial justification for the removal of or damage to distinguishing features such as stone walls, buildings, and healthy, mature trees.

# APPENDIX A

## ACTION TABLE

Municipal land use commissions, particularly zoning commissions, and elected officials hold the powers and authorities that are necessary to fulfill the goals of the Windham Region Land Use Plan. While action must take place at the municipal level, the Windham Region Council of Governments will join municipalities in implementing the plan by providing guidance and technical assistance for municipal regulatory and policy changes. This ACTION TABLE has been developed as a guide to help municipalities implement land use regulations and other policies that are consistent with the plan's recommendations.

RECOMMENDED ACTIONS	ROLE	REFERENCE
<b>ZONING</b>		
<b>Evaluate and amend Zoning Regulations as necessary to:</b>		
<ul style="list-style-type: none"> <li>• Create flexible zoning regulations that focus on excellence in site design, landscaping, and architecture. They should not rely on "cookie-cutter" dimensional and use standards.</li> </ul>	Zoning Commission	See page 9
<ul style="list-style-type: none"> <li>• Develop effective design review procedures for new structures and significant improvements to existing structures in historic, commercial, trafficked, and highly visible areas.</li> </ul>	Zoning Commission	See page 9
<ul style="list-style-type: none"> <li>• Require best management practices (BMP's) such as the reduction of impervious surfaces, on-site stormwater treatment, soil erosion and sedimentation control techniques, and invasive species control to mitigate the impact of development.</li> </ul>	Zoning Commission	See page 9
<ul style="list-style-type: none"> <li>• Make <b>REGIONAL CENTERS</b> the highest priority for development and redevelopment.</li> </ul>	Zoning Commission	See page 12
<ul style="list-style-type: none"> <li>• Encourage development that contributes to and reinforces the character of <b>RURAL COMMUNITY CENTERS</b>.</li> </ul>	Zoning Commission	See page 14
<ul style="list-style-type: none"> <li>• Encourage the siting of new construction in areas with development priorities rather than in <b>RURAL CONSERVATION AREAS</b>.</li> </ul>	Zoning Commission	See page 21
<ul style="list-style-type: none"> <li>• Encourage clustered, small- and medium-scale commercial and industrial development in <b>COMMERCIAL NODES</b>. Zoning regulations may include:             <ol style="list-style-type: none"> <li>a. strong buffering provisions to reduce potential negative impacts on adjacent parcels especially along zone boundaries,</li> <li>b. reduced building setbacks to allow for cluster development,</li> <li>c. parking standards based on anticipated need, not on gross floor area or other fixed standard,</li> <li>d. parking areas located in rear or side yards rather than between the building and the street,</li> <li>e. the use of shared entrances for adjacent developments, and</li> <li>f. flexible signage standards that focus on excellence and efficiency in design</li> </ol> </li> </ul>	Zoning Commission	See page 16

<ul style="list-style-type: none"> <li>Encourage compatible, mixed land uses and a variety of housing options in priority development areas.</li> </ul>	Zoning Commission	See page 12, 14
<ul style="list-style-type: none"> <li>Encourage the use of effective design review procedures to implement civic design objectives.</li> </ul>	Zoning Commission	See page 14
<ul style="list-style-type: none"> <li>Encourage protection of <b>PRESERVATION AREAS</b>. Regulations should discourage any structural development or resource utilization in <b>PRESERVATION AREAS</b> unless directly compatible with preservation values.</li> </ul>	Zoning Commission	See page 19
<ul style="list-style-type: none"> <li>Encourage the following conservation values in <b>RURAL CONSERVATION AREAS</b>: conservation of natural resources such as productive forest and farmland soils, creation of the least possible impact on the existing topography and vegetation, contribution to rural character by either blending with traditional rural structures and development patterns or by using existing topography and vegetation to create the least visible presence on the landscape.</li> </ul>	Zoning Commission	See page 21
<ul style="list-style-type: none"> <li>Encourage historic preservation and compatible redevelopment in <b>HISTORIC AREAS</b>. Regulations should be flexible and focus on encouraging historic preservation priorities.</li> </ul>	Zoning Commission	See page 24
<ul style="list-style-type: none"> <li>Preserve rural road frontage by limiting the number of curb cuts and by upgrading roads only along the existing footprint.</li> </ul>	Zoning Commission	See page 21
<ul style="list-style-type: none"> <li>Require substantial justification for the removal of or damage to distinguishing features such as stone walls and healthy, mature trees.</li> </ul>	Zoning Commission	See page 14
<ul style="list-style-type: none"> <li>Reduce the visual impact of signage and lighting.</li> </ul>	Zoning Commission	See page 22
<ul style="list-style-type: none"> <li>Require all applicants to inquire with the Department of Environmental Protection to determine if there is potential for state and federally listed Endangered, Threatened, and Special Concern species and significant natural communities in the vicinity of the development area.</li> </ul>	Zoning Commission	See page 19
<ul style="list-style-type: none"> <li>Require all applicants to inquire with the State Archeologist to determine if there is existing or potential for archeological sites within or in the vicinity of the development area.</li> </ul>	Zoning Commission	See page 24
<b>PLANNING</b>		
<b>Evaluate and amend municipal Plans of Conservation and Development as necessary to:</b>		
<ul style="list-style-type: none"> <li>Identify existing or potential <b>RURAL COMMUNITY CENTERS</b> (or their equivalent).</li> </ul>	Planning Commission	See page 14
<ul style="list-style-type: none"> <li>Identify <b>RURAL CONSERVATION AREAS</b> (or their equivalent).</li> </ul>	Planning Commission	See page 21
<ul style="list-style-type: none"> <li>Prioritize and identify <b>PRESERVATION AREAS</b> (or their equivalent).</li> </ul>	Planning Commission	See page 19
<ul style="list-style-type: none"> <li>Proactively identify existing or potential <b>COMMERCIAL NODES</b> (or their equivalent) in municipal Plans of Conservation and Development. Collaborate with adjacent towns in identifying these areas.</li> </ul>	Planning Commission	See page 16
<ul style="list-style-type: none"> <li>Identify Historic Areas (or their equivalent) in municipal Plans of Conservation and Development.</li> </ul>	Planning Commission	See page 24

<b>Evaluate and amend Subdivision Regulations as necessary to:</b>		
<ul style="list-style-type: none"> <li>Promote cluster subdivisions that provide strong incentives to reduce lot sizes while conserving open space.</li> </ul>	Planning Commission	See page 21
<ul style="list-style-type: none"> <li>Provide flexible design guidelines and focus on implementing conservation. Subdivision regulations should not rely on "cookie-cutter" dimensional standards.</li> </ul>	Planning Commission	See page 9
<b>Additionally:</b>		
<ul style="list-style-type: none"> <li>Encourage alternative/community septic systems as part of a coordinated development strategy to allow village-density, clustered, responsible growth development in rural areas.</li> </ul>	WINCOG, other	See page 9
<ul style="list-style-type: none"> <li>Investigate a transfer of development rights (TDR) program at the local and/or regional level to provide incentives to build in areas with development priorities while pursuing the protection of open space and compensation for rural landowners.</li> </ul>	Planning Commission, WINCOG, other	See page 9
<ul style="list-style-type: none"> <li>Conduct natural resource inventories on a regional and municipal level to help identify <b>PRESERVATION AREAS</b>, particularly unfragmented forest blocks, wildlife corridors, and other open space priorities.</li> </ul>	Conservation Commission, WINCOG, other	See page 19
<ul style="list-style-type: none"> <li>Create Historic District and Historic Properties Study Committees and Commissions.</li> </ul>	Selectmen	See page 24
<ul style="list-style-type: none"> <li>Continue to seek designation of historic buildings, sites, and districts in appropriate inventories such as the State and National Register of Historic Places.</li> </ul>	Historic Properties Commission, other	See page 24
<ul style="list-style-type: none"> <li>Create separate Conservation Commissions.</li> </ul>	Selectmen	See page 19
<b>FISCAL/ECONOMIC</b>		
<ul style="list-style-type: none"> <li>Call for property tax and educational funding reform to eliminate pressure on towns to compete with each other to attract business in order to grow the Grand List.</li> </ul>	WINCOG, other	See page 9
<ul style="list-style-type: none"> <li>Consider intermunicipal revenue sharing to encourage economic development in towns with the infrastructure to support it while compensating rural towns for remaining rural.</li> </ul>	Economic Development Commission, Selectmen, WINCOG, other	See page 9
<ul style="list-style-type: none"> <li>Implement the strategies and partnerships outlined in the Northeastern Connecticut Comprehensive Economic Development Strategy and the Windham Region Council of Governments Economic Development Implementation Plan.</li> </ul>	Economic Development Commission, Selectmen, WINCOG, other	See page 9
<ul style="list-style-type: none"> <li>Conduct cost-benefit analyses to determine the fiscal benefits of open space on the tax base.</li> </ul>	Economic Development Commission, Selectmen, WINCOG, other	See page 19
<ul style="list-style-type: none"> <li>Use tax incentives and grants to provide financial assistance for the rehabilitation, restoration, and adaptive reuse of historic, derelict, or existing structures that contribute to the character of the community.</li> </ul>	Economic Development Commission, Selectmen, other	See page 12, 14, 24
<ul style="list-style-type: none"> <li>Create and develop a municipal open space acquisition fund.</li> </ul>	Selectmen	See page 19

<ul style="list-style-type: none"> <li>Pursue funding to rehabilitate or improve streetscapes, parks, and other public spaces in ways that enhance and contribute to community character.</li> </ul>	Economic Development Commission, Selectmen, WINCOG, other	See page 12, 14
<ul style="list-style-type: none"> <li>Pursue grant funding from state and regional agencies to aid in the protection of qualified <b>PRESERVATION AREAS</b>. Funding should be sought for any activity that may further the understanding of the need for open space.</li> </ul>	Conservation Commission, Selectmen, WINCOG, other	See page 19
<b>OPEN SPACE</b>		
<ul style="list-style-type: none"> <li>Pursue acquisition or protection of priority <b>PRESERVATION AREAS</b> for open space through either donation or sale to land preservation organizations such as Joshua's Trust and others or through the purchase or transfer of development rights.</li> </ul>	Conservation Commission, Selectmen, other	See page 19
<ul style="list-style-type: none"> <li>Extend and connect existing preserved open spaces to create interconnected blocks of protected land and create linkages between existing greenways such the Charter Oak Greenway and the Nipmuc Trail.</li> </ul>	Conservation Commission, Selectmen, other	See page 19
<ul style="list-style-type: none"> <li>Create a comprehensive registry of conservation easements on a regional and municipal level and use this registry in identifying preservation priorities.</li> </ul>	Conservation Commission, WINCOG, State	See page 19
<ul style="list-style-type: none"> <li>Encourage the creation of passive recreation areas.</li> </ul>	Conservation Commission, Selectmen, other	See page 19
<b>COMMUNITY CHARACTER</b>		
<ul style="list-style-type: none"> <li>Rehabilitate and improve streetscapes, town greens, and other important community places by planting trees, installing information boards, attractive signage, and downward directed lighting, and by providing public amenities such as benches, waste bins, and restrooms.</li> </ul>	Downtown Committees, NRZ's, Selectmen, other	See page 12, 14
<ul style="list-style-type: none"> <li>Utilities should be placed underground to remove visual clutter, contribute to historic character, and improve the overall quality of the streetscape.</li> </ul>	Downtown Committees, NRZ's, Selectmen, other	See page 12, 14
<b>TRANSPORTATION</b>		
<ul style="list-style-type: none"> <li>Assist municipalities with future road network planning to implement village-density development and promote connectivity and natural resource conservation.</li> </ul>	Planning Commission, Selectmen, Downtown Committees, NRZ's	See page 9
<ul style="list-style-type: none"> <li>Improve local public transportation services.</li> </ul>	WRTD	See page 12
<ul style="list-style-type: none"> <li>Improve inter-regional transit services that link Willimantic and Storrs with other urban areas.</li> </ul>	WRTD	See page 12
<ul style="list-style-type: none"> <li>Expand the successful pre-paid transit fares program.</li> </ul>	WRTD	See page 12
<ul style="list-style-type: none"> <li>Depending on the proposed use and location, development designs should consider pedestrian access and cohesion with existing residential neighborhoods or rural community centers.</li> </ul>	Zoning Commission	See page 12, 14
<ul style="list-style-type: none"> <li>Permit new loop and through roads as appropriate. New roads should contribute to rural character by avoiding excessive widths and by creating the least possible impact on existing topography, vegetation, and existing features. Cul-de-sacs, if necessary, should only be used for short road segments.</li> </ul>	Planning Commission, Selectmen	See page 22

## APPENDIX B

### METHODOLOGY TO PRIORITIZE PRESERVATION AREAS

This system was developed to prioritize the extensive natural resources in the Windham Region. The mapping generally indicates areas with multiple natural resource values on a regional scale.

Natural Resource map layers were overlaid in ArcView 9.3. Where layers overlapped, their respective resource values were added together.

NATURAL RESOURCE MAP LAYERS	RESOURCE VALUE
State Designated Greenways (depicted as 500' wide corridors)	2
Unfragmented Forest Tracts (> 500 acres and < 4% developed)	
Priority Forest Tracts	2
High Priority Forest Tracts	3
Undeveloped Prime & Important Farmland Soils (> 5 acres)	2
100 yr. Floodplain & Wetland Soils	1
Water Buffers (500' Lakes, 200' Ponds/Rivers, 100' Streams)	2
Public Water Supply Watershed	1
Aquifer Protection Areas and Potential Stratified Drift Aquifers	2
Areas Adjacent to Existing Permanently Protected Open Space	2

Areas with resource value of one were dropped from the Preservation Area category.

The final resource values range from two to fourteen and are divided into two categories:

Priority Preservation Areas = Values 2-3, and  
High Priority Preservation Areas = Values 4-14.

Lastly, the vector data was converted to a grid at a scale of one cell = 1/4 acre to make it appear more generalized.

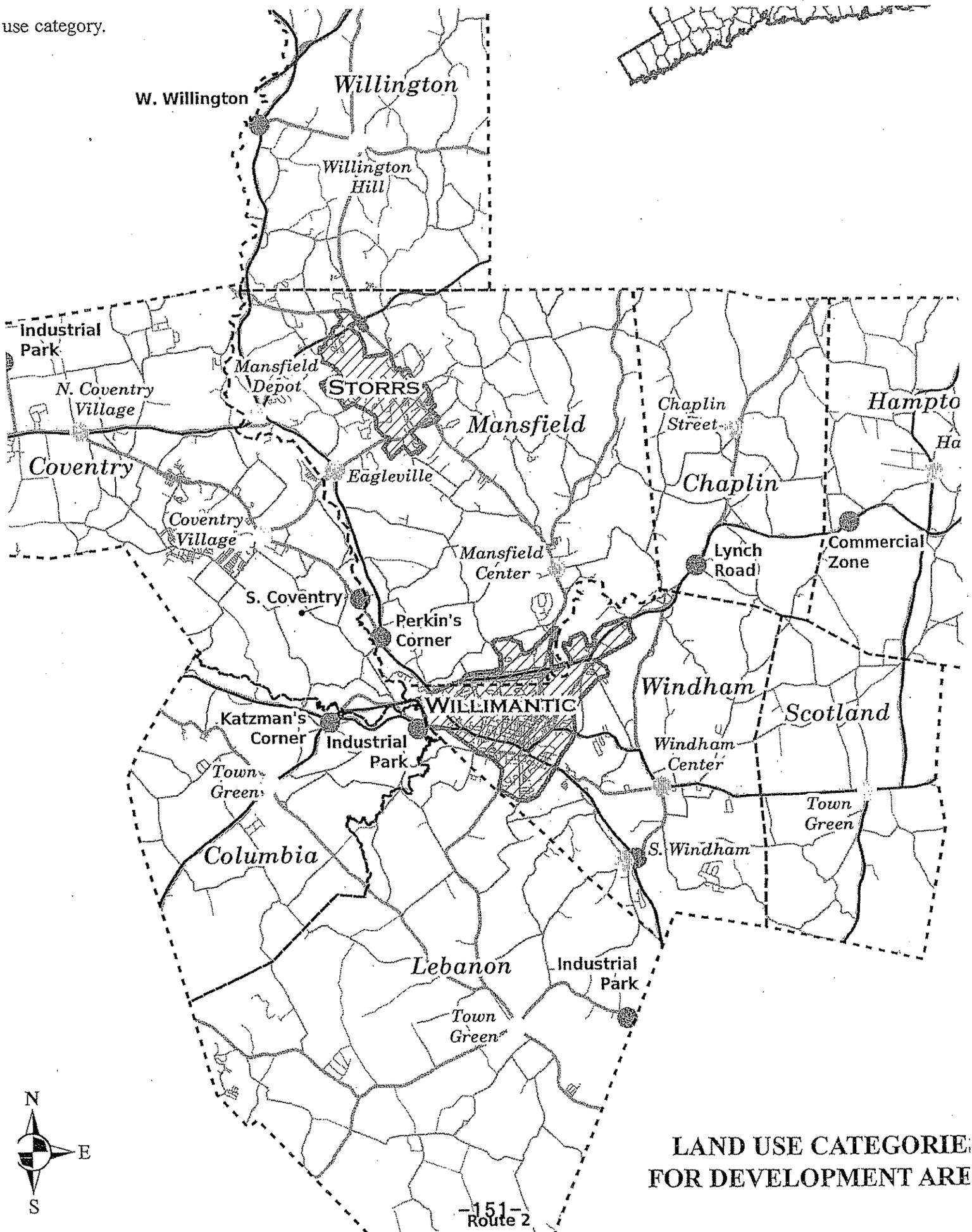
More specific data for site- and town-level resource analysis is available at the Windham Region Council of Governments.

APPENDIX C

INDEX OF COVER PHOTOS

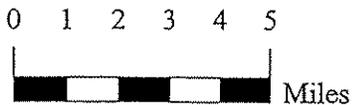
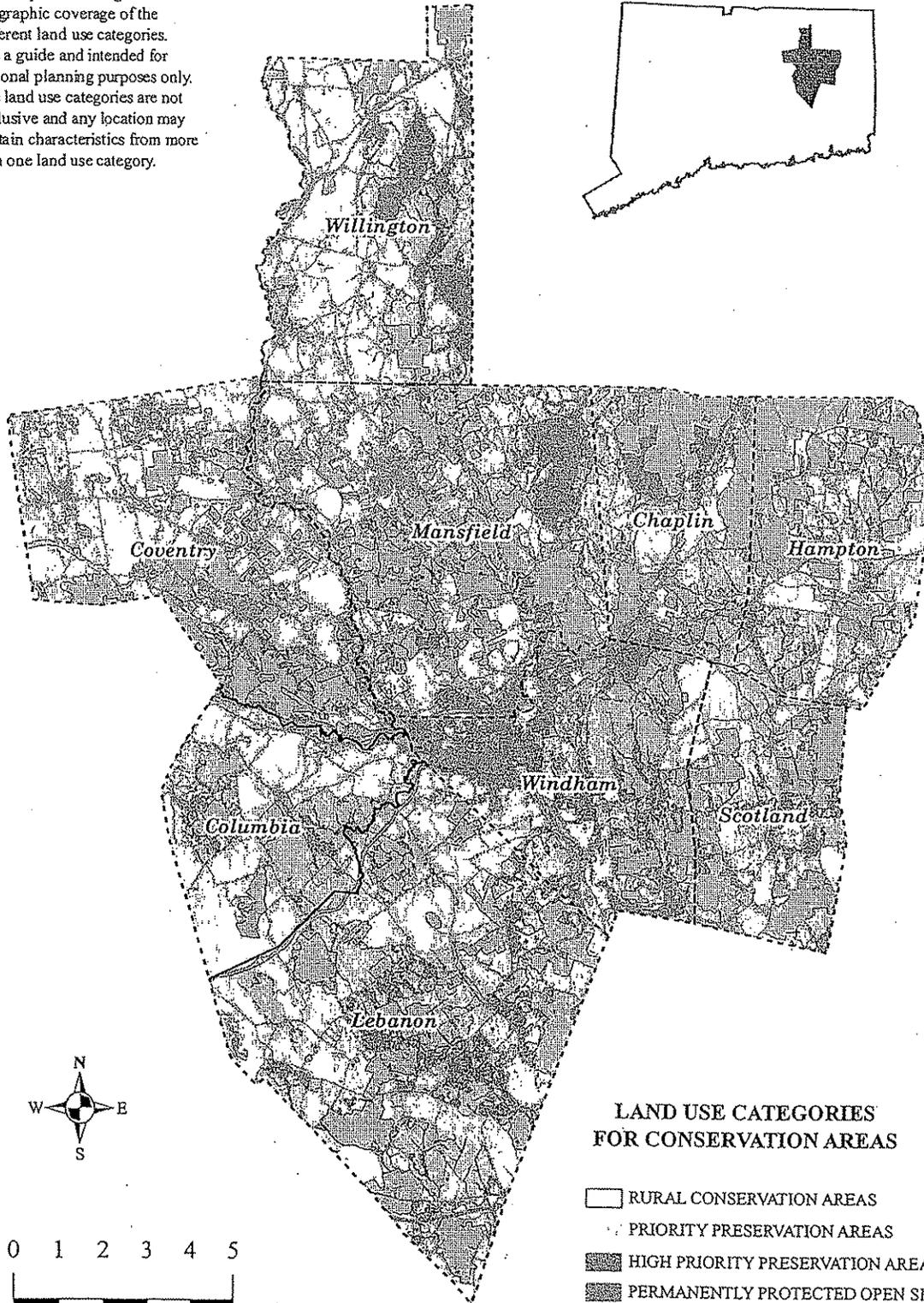
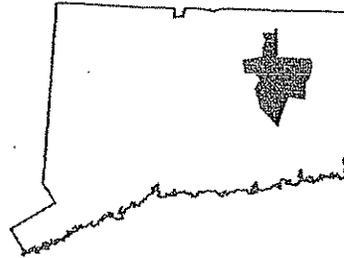
<p><b>COVENTRY</b></p> <p>Coventry Lake</p> <p><i>S. Gustafson</i></p>	<p><b>WILLINGTON</b></p> <p>Country Road</p> <p><i>Unknown</i></p>	<p><b>CHAPLIN</b></p> <p>Diana's Pool on Natchaug River</p> <p><i>S. Gustafson</i></p>
<p><b>COLUMBIA</b></p> <p>Gazebo on Town Green</p> <p><i>S. Gustafson</i></p>	<p><b>MANSFIELD</b></p> <p>Caboose at Depot Restaurant</p> <p><i>S. Gustafson</i></p>	<p><b>HAMPTON</b></p> <p>Stone Wall</p> <p><i>S. Gustafson</i></p>
<p><b>LEBANON</b></p> <p>Jonathan Trumbull Jr. House</p> <p><i>S. Gustafson</i></p>	<p><b>WINDHAM</b></p> <p>Windham Region Transit Bus</p> <p><i>J. Butts</i></p>	<p><b>SCOTLAND</b></p> <p>Scotland Cemetery</p> <p><i>J. Butts</i></p>

use category.



**LAND USE CATEGORIES  
FOR DEVELOPMENT AREA**

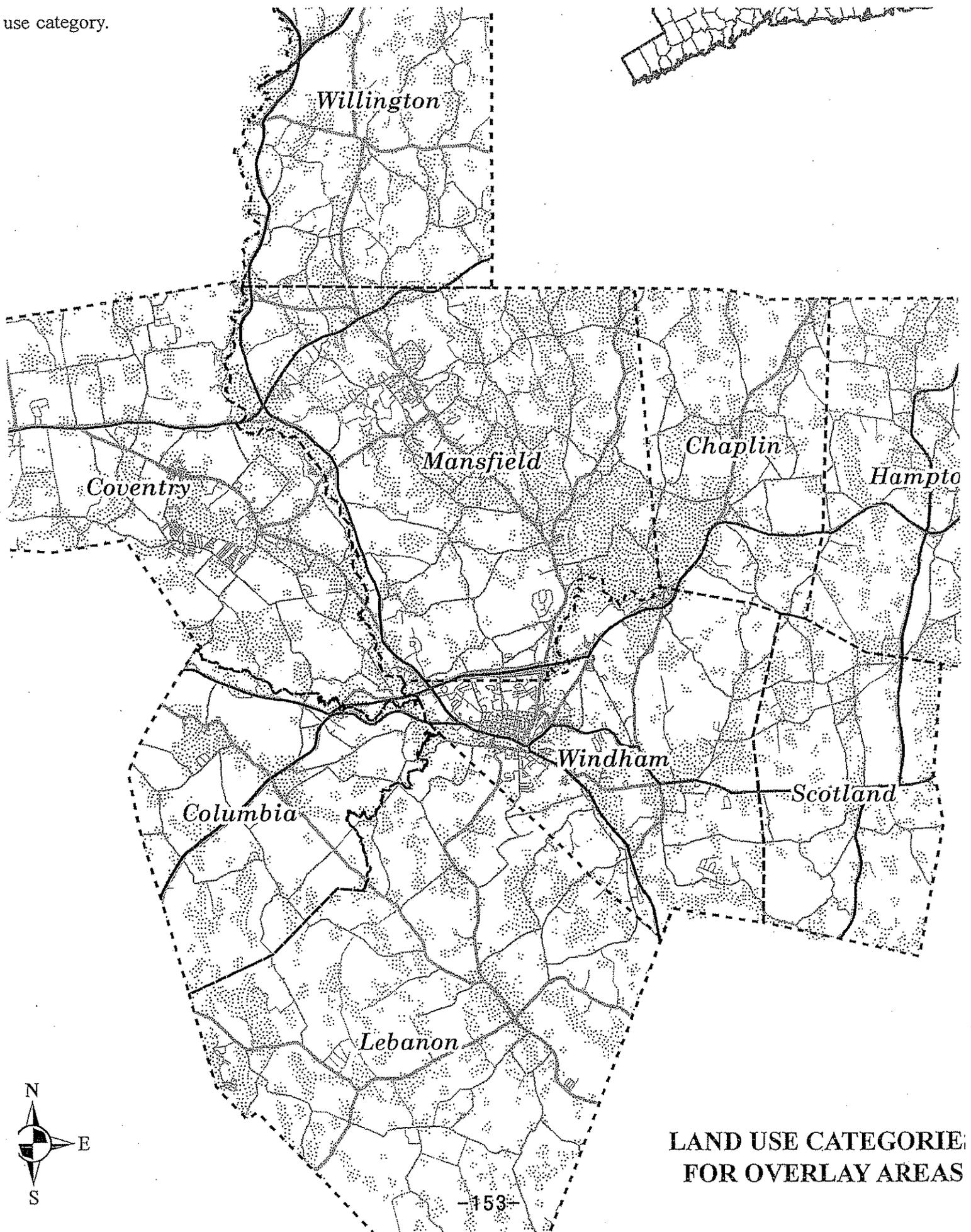
This map shows the general geographic coverage of the different land use categories. It is a guide and intended for regional planning purposes only. The land use categories are not exclusive and any location may contain characteristics from more than one land use category.



**LAND USE CATEGORIES FOR CONSERVATION AREAS**

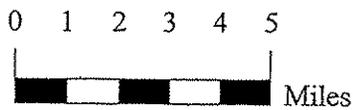
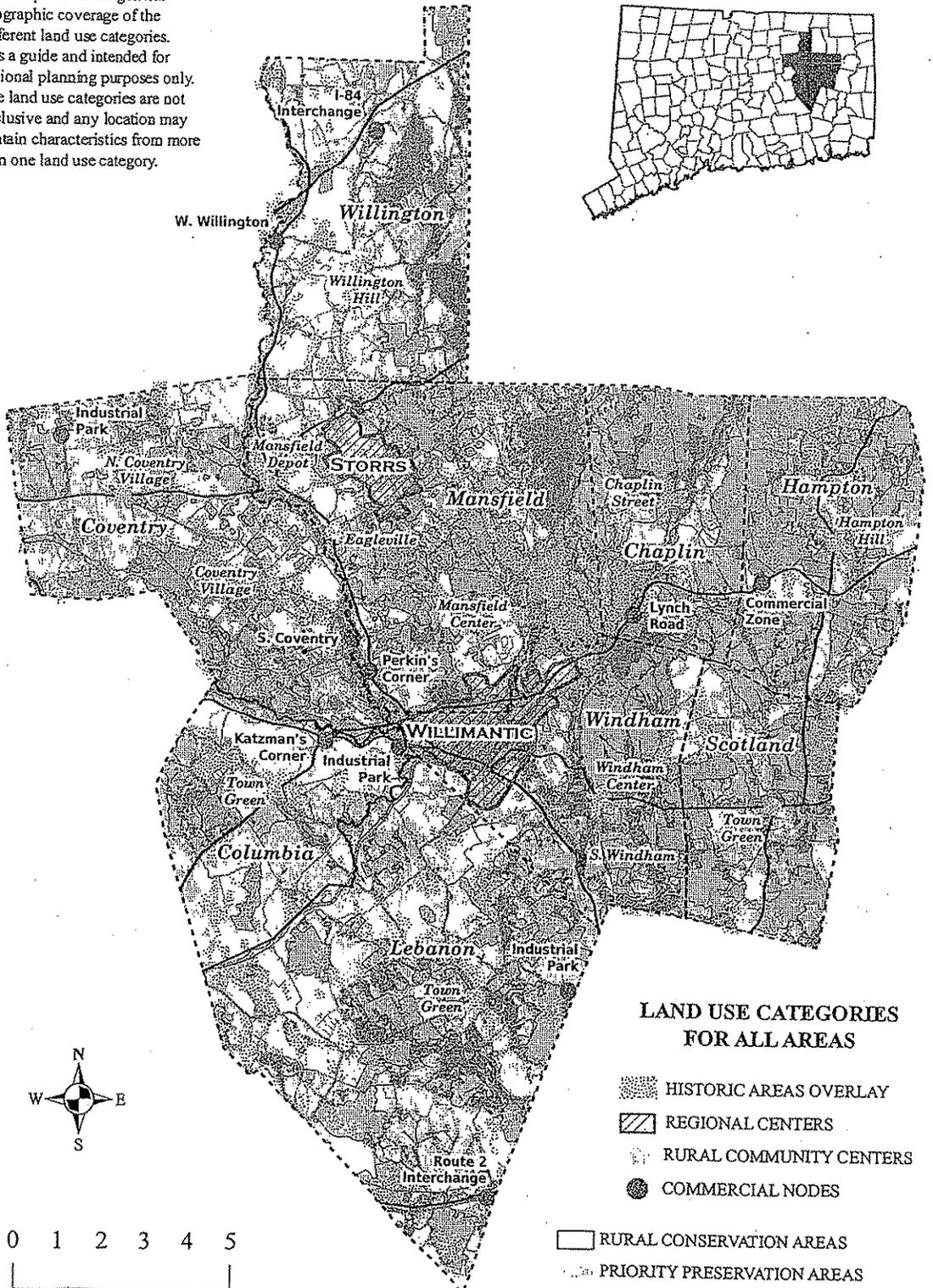
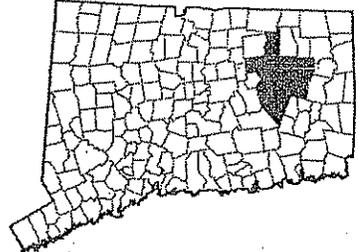
-  RURAL CONSERVATION AREAS
-  PRIORITY PRESERVATION AREAS
-  HIGH PRIORITY PRESERVATION AREAS
-  PERMANENTLY PROTECTED OPEN SPACE
-  DEVELOPED AREAS

use category.



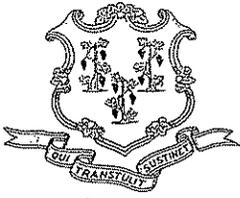
**LAND USE CATEGORIES  
FOR OVERLAY AREAS**

This map shows the general geographic coverage of the different land use categories. It is a guide and intended for regional planning purposes only. The land use categories are not exclusive and any location may contain characteristics from more than one land use category.



**LAND USE CATEGORIES FOR ALL AREAS**

-  HISTORIC AREAS OVERLAY
-  REGIONAL CENTERS
-  RURAL COMMUNITY CENTERS
-  COMMERCIAL NODES
-  RURAL CONSERVATION AREAS
-  PRIORITY PRESERVATION AREAS
-  HIGH PRIORITY PRESERVATION AREAS
-  PERMANENTLY PROTECTED OPEN SPACE



# STATE OF CONNECTICUT

Item #18

## DEPARTMENT OF PUBLIC HEALTH

REC'D JUN 10

DWS-2009-01

TO: Chief Elected Official

FROM: Darrell Smith  
Section Chief  
Drinking Water Section

DATE: June 4, 2009

SUBJECT: Public Act 09-30

Public Act 09-30 was signed into law by Governor M. Jodi Rell on May 20, 2009. This Act requires the Department of Public Health Drinking Water Section to notify Chief Elected Officials (CEO) when public water systems are in violation of national primary drinking water standards regulated by the Federal Safe Drinking Water Act. Each CEO will be notified of such a violation if the source of public drinking water is located within or provides drinking water service within their town. Notifications will be sent electronically whenever possible and will include a brief explanation of the violation and its potential impact upon public health. This department already provides notification of violations of regulated public drinking water standards to local health directors and will continue to do so. Notifying CEOs of violations of primary drinking water standards will ensure that town governments are made aware of drinking water quality issues that are of a public health concern in their town or city.

A Public Water System is defined as any drinking water system that serves at least 25 people per day or has at least 15 service connections. This includes community systems which serve residential customers as well as non-community systems which serve professional offices, schools, daycare centers, food services establishments and other non-residential developments.

Additional information about public drinking water systems can be found on the Drinking Water Section's webpage: [www.ct.gov/dph/publicdrinkingwater](http://www.ct.gov/dph/publicdrinkingwater). To view a complete listing of public water systems by type within your town go to the Drinking Water Section main page and follow the link for "Public Water Systems Classification and Inventory" under the "Public Water Systems" section. For a complete list of EPA national primary drinking water standards please visit the following link on the EPA's website: [www.epa.gov/safewater/contaminants/index.html](http://www.epa.gov/safewater/contaminants/index.html). If you have any questions concerning this notice or public water supply please contact Lori Mathieu of my staff at (860) 509-7333.

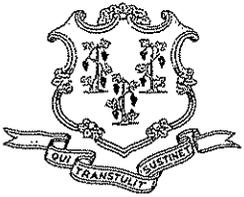
Cc: Ellen Blaschinski, Department of Public Health  
Local Health Departments

Phone: (860) 509-7333  
Telephone Device for the Deaf: (860) 509-7191



410 Capitol Avenue - MS # 51WAT  
P.O. Box 340308 Hartford, CT 06134

Affirmative Action / An Equal Opportunity Employer



# STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

## *Sample Letter*

Date

Chief Elected Official Name

City/Town Address

City/Town, Zip

Re: Notification of Violation of Federal Environmental Protection Agency (EPA)  
National Primary Drinking Water Standard.

Dear First Selectman **NAME**:

On May 20, 2009, Public Act 09-30 was signed into law by Governor Rell. This Public Act requires a chief elected official to be notified of a public water system violation if the source of public drinking water is located within or provides drinking water service within their town.

You are being notified that **PUBLIC WATER SYSTEM NAME** has incurred a violation of the EPA national primary drinking water standard for **PARAMETER**. The public water system and local health director have also been notified of this violation (see attached letter).

If you have any questions please give Mr. Gary Johnson of my staff a call at 860-509-7333.

On behalf of Commissioner J. Robert Galvin M.D., M.P.H.

---

Darrell B. Smith, Section Chief  
Drinking Water Section  
Regulatory Services Branch  
Department of Public Health

Phone: (860) 509-7333

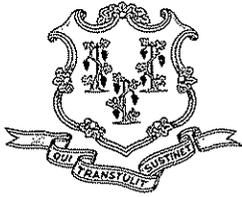


Telephone Device for the Deaf: (860) 509-7191

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P.O. Box 340308 Hartford, CT 06134

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# STATE OF CONNECTICUT

## EMPLOYMENT AND TRAINING COMMISSION

Item #19

WALLACE BARNES  
CHAIRMAN

June 9, 2009

Matthew Hart, Town Manager  
Town of Mansfield  
4 South Eagleville Rd.  
Mansfield, CT 06268

Dear Mr. Hart:

The federal Workforce Investment Act of 1998 (WIA) provides funding to states, regions and municipalities to support a variety of employment and training programs and services for adults and young people. The Connecticut Employment and Training Commission (CETC), which I currently chair, is responsible for seeing that these federal dollars reach those Connecticut residents most in need of job training and employment opportunities.

Unfortunately, these funds and the important programs they support are NOT now available in Connecticut. At a time when the state's unemployment rate is at historic levels, critical training programs will not be available on July 1<sup>st</sup>. With the summer rapidly coming upon us and young people ending another school year, there will be no federally funded summer youth employment opportunities awaiting them. The reason: inaction by the General Assembly – inaction that has serious implications for thousands of at-risk teenagers and their families and additional thousands of residents who have lost their jobs in this horrendous recession.

Specifically, the General Assembly failed to authorize receipt and use of Federal Workforce Investment Act (WIA) funds allocated to Connecticut for the period beginning July 1, 2009. Every year since the passage of this program in 1998, the legislature formally "appropriated" these funds as part of the state budget. The use of quotations is important since these are federal dollars, not state dollars, so technically they cannot be appropriated by the Connecticut legislature (in fact, they can only be appropriated as part of the federal budget). It also should be noted that this action by the General Assembly is not required under the Workforce Investment Act. It is a procedure of the legislature's own invention. Unfortunately, the Connecticut General Assembly did not act to appropriate the WIA funds by the close of the legislative session this year. As a consequence, the funds to support job training and summer work for teenagers are not available in Connecticut, even though the federal government already awarded these funds to the state.

But it gets worse. This year, due to the national economic recession, WIA funds to the states and local communities have been significantly supplemented by additional funding through

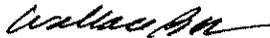
June 9, 2009

the American Recovery and Reinvestment Act of 2009 (ARRA). These funds are also currently unavailable because of legislative inaction.

No one questions the fact that these funds eventually will be approved by the General Assembly. The problem is, authorization is needed NOW. Summer jobs programs are supposed to be starting NOW. Hundreds of summer jobs worksites have been developed over the past month: parents, schools, local and state agencies have recruited, certified, enrolled and prepared 4,500 students for these federally-funded summer job opportunities. All is ready to go as soon as the school year ends – but the funding needs to be available. Our legislature needs to act.

CETC stands ready to support the efforts of the General Assembly to address this problem. Connecticut cannot afford to allow more time to elapse. We cannot put vulnerable youth, parents, families and workers at risk – especially now, when such programs are needed more than at any other time since the Great Depression. Focused, purposeful action needs to be taken now by the General Assembly to authorize the immediate use of these funds in Connecticut. I hope you will join with me in calling for urgent and immediate action by the members of the General Assembly to resolve this matter.

Sincerely,



Wallace Barnes  
Chairman, CETC



# COMMUNITY ENERGY

An Iberdrola Renewables Company

Item #20

May 15, 2009

Virginia Walton  
Town of Mansfield  
4 South Eagleville Road  
Storrs Mansfield, CT 06268

Thank you, Town of Mansfield, for choosing wind power!

Enclosed is your Renewable Energy Certificate for your 2008 purchase. This certificate verifies the total megawatt-hours (MWh) of renewable energy delivered into the United States electricity grid on your behalf.

Thank you for another successful year in 2008.

- More than 115,000 Community Energy residential and business customers supported the delivery of 1.6 billion kilowatt hours of renewable energy into the United States electric grid through the purchase of Renewable Energy Certificates – the equivalent output of 313 of the current-technology, 2-megawatt wind turbines.
- Customers including ING, The Estée Lauder Companies, and the University of Pennsylvania received national renewable energy leadership awards. In addition, customers including EarthColor (NJ), Dansko (PA) and Curtis Packaging (CT) won regional clean energy awards for their commitments to wind power.
- Our parent company, Iberdrola Renewables, added more than 1,300 megawatts of new wind power generation, including the 34.5 MW Casselman Wind Farm in Pennsylvania and the 72 MW Providence Heights Wind Farm in Illinois. Iberdrola Renewables also led the industry with the first company-wide avian and bat protection plan in the wind industry.

Celebrating 10 years in wind energy.

Community Energy will celebrate 10 years in wind energy this year, thanks to your commitment to lead renewable energy development with this purchase.

We look forward to supplying you with clean energy for years to come.

Sincerely,

Veronica Harris  
Small Business Account Manager  
[Veronica.Harris@NewWindEnergy.com](mailto:Veronica.Harris@NewWindEnergy.com)

# RENEWABLE ENERGY CERTIFICATE

*In satisfaction of 2008 purchases, this certificate verifies that wind and hydro generated electricity in the amount below was produced and delivered to the electric grids of the United States and further warrants that the Renewable Electricity Attributes to the extent such attributes exist or arise from and for such wind and hydro generated electricity have been or will be permanently retired on behalf of:*

*Town of Mansfield*

*The Renewable Electricity Attributes in Community Energy, Inc.'s portfolio of supply includes those generated by wind and hydro generation facilities located throughout the United States. In witness whereof, Community Energy, Inc. has caused this certificate to be signed and sealed by its authorized agent.*



**COMMUNITY  
ENERGY**

An Iberdrola Renewables Company

R. Brent Alderfer  
Executive Vice President

Certificate No.  
SB-128-2008

Purchase Amount  
452 MWh

Purchase Period  
January – December, 2008

**CONTENT LABEL<sup>1</sup>**

This is a renewable energy certificate (REC) product. For every unit of renewable electricity generated, an equivalent amount of RECs is produced. The purchase of RECs supports renewable electricity generation, which helps reduce conventional electricity generation in the region where the renewable generator is located. You will continue to receive a separate electricity bill from your utility.

Product	MWh	Generation Location	Generation Facilities <sup>2</sup>	Green-e Energy Certified <sup>3</sup>
National Wind	0	n/a	n/a	n/a
Regional Wind	226	IL, PA, WV	Mendota Hills, Mountaineer, Somerset Wind Farm	YES
Hydroelectric	226	ME, NH	Kelley's Falls, Salmon Falls	NO
<b>TOTAL MWh</b>	<b>452</b>			

1. Actual figures may vary according to resource availability.

2. Supply includes additional generation facilities not listed.

3. Green-e certified new renewables come from generation facilities that first began commercial operation on or after January 1, 1997.

For comparison, the average (2002-2006) mix of energy sources supplying the US includes: Coal (49%), Nuclear (20%), Oil (3%), Natural Gas (18%), Large Hydroelectric (7%), Other Fossil (1%), and Renewables (2%). (from U.S. Department of Energy/Energy Information Administration)

For specific information about this REC product, please contact Community Energy, 1.866.WIND.123 (1.866.946.3123), [www.newwindenergy.com](http://www.newwindenergy.com).



Green-e Energy certifies that NewWindEnergy® meets the minimum environmental and consumer protection standards established by the non-profit Center for Resource Solutions. For more information on Green-e Energy certification requirements, call 1-888-63-GREEN or log on to [www.green-e.org](http://www.green-e.org).

PAGE  
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# Another eatery signs on for new downtown Storrs

By **CAITLIN M. DINEEN**  
Chronicle Staff Writer **6/3**

**STORRS** — The biggest news announced during the Mansfield Downtown Partnership's annual meeting Tuesday was the receipt of a second letter of intent from another restaurant.

Mansfield Downtown Partnership Board of Directors President Philip Lodewick told the more than 50 in attendance that he received the letter from officials with Moe's Southwest Grill.

Moe's is a chain restaurant that sells typical TexMex fare including burritos, fajitas, nachos and quesadillas.

According to Lodewick, he received the letter Tuesday morning.

The first letter of intent was received in early May from owners of the Vanilla Bean Café, who said they are interested in building a similar style coffee shop in a "college town." The Pomfret-based café sells traditional American fare.

Both restaurants are to be located in the phase 1A portion of the proposed \$220 million Storrs Center project. Phase 1A is the north-end section of the project including Dog Lane.

The proposed project is a mix of residential developments, retail shops and commercial buildings to be built along Storrs Road from Dog Lane to South Eagleville Road.

Both letters of intent are considered "extremely encouraging," said partnership Executive Director Cynthia van Zelm.

According to van Zelm, Tuxedo, N.Y.-based Leyland Alliance, the development partner for the project, has been in negotiations with businesses for the past several months to coax future tenants for the project.

Critics of the project have said the difficult economy combined with the need to develop another commercial location in town — the intersection of route 44s and 195 — has them concerned about spending money on the expensive

project.

The Mansfield Downtown Partnership is a recipient of funding from the Town of Mansfield, which has been contested by some town residents.

For example, the proposed 2010 fiscal year town education/government budget has the partnership receiving \$125,000 in funding from the town. The Mansfield budget goes to referendum June 16.

An additional \$125,000 of funding will be provided by the University of Connecticut.

Meanwhile, members of the "Save Mansfield, CT" group have expressed their desire to have a non-binding advisory question referendum sent to voters asking their opinion about the project.

To date, there have been numerous forums for residents to learn more and discuss the project, but no formal poll has been taken by town officials.

Van Zelm said she thinks the two restaurant letters may be what

(Another eatery, Page 4)

# Another eatery eyes new downtown

(Continued from Page 1)

are needed to have the project move forward.

"I think certainly there's momentum," said van Zelm. "When you see two well-established restaurants, that's extremely encouraging."

According to van Zelm, both types of restaurants are what project officials hope to see more of. "It's just great to see," she said, adding project officials want a mix of regional and national businesses.

It is hoped the massive development will create a college town atmosphere that many critics say is missing at UConn.

However, none of the project's naysayers seemed to be in attendance during Tuesday's meeting, as members of the partnership's board of directors, partnership staff and general members applauded the progress of the project.

"Storrs Center is intended to be a place of

destination and community," said Lodewick. "This mixed-use residential, retail and commercial project will — by providing an array of needed restaurant, retail, cultural and social services — create the type of college town that draws residents and visitors together in mutual good company."

Project officials said there is one last pre-construction permit they require before the project can continue moving forward.

A permit from the state Traffic Commission is the final approval needed.

Van Zelm said the permit is required before improvements and construction to Route 195 across from E.O. Smith High School can begin.

According to van Zelm, she hopes the permit will be granted within the next few months.

Van Zelm said partnership officials hope to have a groundbreaking on phase 1A as early

as mid-2010.

However, this timeline may change because of waiting for permits and financing requirements. She said once ground is broken, the entire Storrs Center should be complete within five to seven years.

In addition to discussing regular business, three members of the partnership were recognized for their outstanding volunteerism — Kim Bova, Tom Birkenholz and Barry Schreier were applauded for their volunteering efforts with the partnership.

Partnership members also voted to change the organization's bylaws and added an additional position to the board of directors. Now there will be 19 directors versus the previous 18.

The new position will be filled by a university student who will be appointed to the board by board members.

## D19 has concerns about road plan

By CAITLIN M. DINEEN  
Chronicle Staff Writer 6/6

STORRS — Although Regional School District 19 Board of Education members say they were pleased with the potential changes to Route 195 in front of E.O. Smith High School, they have some concerns.

The town's proposed improvements to the western side of Route 195 include adding sidewalks, new pedestrian crosswalks and adding parking spaces along the side of the road.

According to D19 Superintendent Bruce Silva, the project will also include adding a rock wall and shrubbery along the edge of the school's property along the road.

"It's quite an elaborate plan," said Silva to board members during their Tuesday meeting.

Board members seemed split about the project.

Some expressed concerns, saying adding the parallel parking spots along the busy roadway may

be dangerous to students.

"I think a stone wall would be lovely, but parallel parking would be a nightmare," said board member Therese John.

According to John, parallel parking may cause traffic delays and adding cars alongside the road may make students less visible to drivers.

She said she was concerned about students cutting between parked cars to cross the road.

Board member Bob Kremer said he understood John's concerns, but he thinks adding parking would make the busy road — which serves as the main access point to the University of Connecticut — safer. "Research shows that when parallel parking is there, people slow down," Kremer said.

Board Chairman Francis Archambault said he originally agreed with John when he first learned of the project, but has since had a change of heart.

"I was initially against it," said

Archambault. "But it's going to improve the look of the front of the campus a lot."

The improvements are part of the town's Streetscape and Pedestrian Improvements Project, which still requires further approval from town residents.

Members of town council applied for federal funding in 2003 for the project, but were not originally selected to receive the funds.

In 2006, Coventry officials voted against putting up their share of the funding and it was then rewarded to Mansfield.

A town meeting will be held Monday at 7 p.m. in the E.O. Smith High School auditorium for residents to vote on bonding the town's share. The town is set to receive \$1.17 million in funding, but must provide \$302,000 as its funding match. The \$302,000 can be approved by consecutive action of the town council and a town meeting.

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## Opinion 6/8

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### Chronicle

Lucy B. Crosbie  
*President*

Kevin Crosbie  
*Publisher*

Charles C. Ryan  
*Editor*

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### Editorial

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## We offer these threads, needles

Threads to the "Save Mansfield, CT" citizens group that successfully petitioned the town's \$43.01 million town/school budget to a referendum slated for June 16. Originally approved at a town meeting May 12, Mansfield's budget would raise taxes for a house assessed at \$200,000 by \$94 this year — a product of a 0.47 hike in the mill rate. The town's recently revised charter (this is the second year the referendum rule has taken effect), allows residents to petition a budget to referendum. On June 1, it was learned the citizen group had enough signatures — a good sign for democracy in Mansfield. Let's hope the group is equally successful about a proposed vote to gauge public opinion regarding the often delayed — and costly — Mansfield Downtown Storrs project.

Needles, however, should go to the Mansfield charter stipulation that sends a budget rejected at referendum back to the town council for final adoption. While not unusual in larger cities boasting city councils, a legislative group as small as a town council should never be able to unilaterally adopt a budget under any circumstances. If voters say "no" June 16, the council can consider the budget rejection as input on where taxpayers stand and adopt a budget for 2009-10. This needs to change. While it guarantees Mansfield can avoid the debilitating, multi-referendum budget wars that can cripple a community, it also takes a bit of the control away from taxpayers. Multiple votes are an acceptable risk in the name of true democracy.

PAGE  
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**Opinion** 6/15

**Chronicle**

Lucy B. Crosbie  
*President*

Kevin Crosbie  
*Publisher*

Charles C. Ryan  
*Editor*

**Editorial**

# We offer these threads, needles

Needles to whoever is responsible for the theft of cash and books from the Mansfield Public Library's book sale earlier this month. Long a popular destination for the literary minded, this book sale is known as being a great place to find bargains and long-forgotten good reads. Sadly, an estimated \$4,000 in books and cash were stolen during the event June 6-7. The theft most affects the Friends of the Mansfield Public Library, the library's independent support group that raises funds for library needs not covered by taxpayers. But in reality, the biggest losers are the community members who cherish what a library has to offer. Let's hope the perpetrators are caught and the stolen items returned.

PAGE  
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# Four Corners fixes could cost \$14.1M

By CAITLIN M. DINEEN *6/10*  
Chronicle Staff Writer

MANSFIELD — Residents eager for the development and growth of the intersection of routes 44 and 195 — known commonly as “Four Corners” — will have to wait more than a year for any action to be taken.

Delays in development at the once-bustling intersection are not because there is no space for new businesses, it is because developers are deterred from developing in an area with poor septic systems and a lack of clean water.

“It is simply too costly to develop property without water,” said Mansfield Director of Public Works Lon Hultgren.

Members of the Four Corners Sewer Advisory

Committee told more than 40 people at a forum Tuesday they hope to change that in the future.

According to town council member and committee Chairman Gene Nesbitt, the committee is looking to add new water mains and sewer lines to the intersection.

This concept is nothing new, but Tuesday was the first chance for residents to learn firsthand about the project.

The proposed project — complete with a \$14.1-million price tag — currently hinges on an impending decision by University of Connecticut officials.

Nesbitt said the town's share of the project would, hopefully, be paid for with a mixture grants and bonding.

(Four Corners, Page 4)

## Four Corners fixes may cost \$14.1M

(Continued from Page 1)

According to Nesbitt, UConn officials have until July 2010 to determine if they need an additional water source for their campus.

If it is determined they do need additional water — which would be piped from the Snipsic Reservoir in Tolland by the Connecticut Water Co. — Mansfield would join the university and add additional mains to service properties at the intersection.

New water mains and sewers would replace private wells and septic systems.

However, the need to wait for a decision from UConn made some residents uneasy.

Resident Betty Wassmundt said she thought the project should be done independently of UConn.

“This should be a town project,” she said. “This shouldn't involve UConn.”

She said she didn't understand why town officials would be so dependent on UConn

when it was clear the intersection needed to be addressed.

“I'm missing something here,” said Wassmundt.

Hultgren quickly explained the town could not finance the project by itself and that was why UConn was a major player.

“They're the elephant, we're the tail,” said Hultgren.

“Our hope is that they will need water and they will pay a good share of the cost to bring that in.”

Although town officials could not speak for the university, they said they were confident UConn will utilize Connecticut Water's services in the future.

In addition to being confident UConn will need water, Nesbitt said he was hopeful it would all work out.

If it doesn't, the committee would go back to “square one,” he said, adding committee

members would need to find a different source for affordable water.

According to Hultgren, the state Department of Environmental Protection is aware of the intersection's water troubles and is keeping pressure on town officials to remediate the problem.

He said if the town does not act to fix the problems, it was likely the DEP would mandate the town address them.

A DEP official confirmed Tuesday the town was on the department's “list” and the agency will follow the progress of the town.

“We're working with them right now,” said Joseph Higgins, a DEP engineer for municipal facilities. “As far as we see, they're taking it seriously.”

Higgins was unable to give a timeline regarding possible DEP action should Mansfield not address the problem on their own within the next few years.

PAGE  
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Editor: 615

Don't be fooled. Mansfield's special town meeting on Monday at 7 p.m. at the E.O. Smith High School Auditorium isn't really about sidewalks and "streetscapes."

The \$302,000 bonding request the public will be asked to approve is about the Storrs Center project. If enough people attend and vote no, then this misguided project — which I define as one devoid of economic justification, subsidized by the Mansfield taxpayer at the behest of the University of Connecticut — can be stopped.

The only thing Mansfield loses by shutting this project down is owning two money-losing parking garages.

It is also desirable to have a large turnout with the public voting no at the budget referendum on Tuesday, June 16, from 6 a.m. to 8 p.m. at Audrey P. Beck Municipal Building.

The town council will interpret a "no" vote as a rejection of the Storrs Center project, not of the schools, senior center, library, public works, fire department or anything else.

David Freudmann  
Mansfield

PAGE  
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Editor: 6/9

Mansfield's budget approval process is different from other local towns. Since the town charter was revised two years ago, Mansfield residents now have an option of an advisory budget referendum.

The town manager starts the budget process by developing a budget proposal and presenting it to the public and to the town council. Then the town council gets input from Mansfield residents at public hearings, deliberates and makes changes and passes a proposed budget.

Then the Mansfield residents who attend the town meeting in May vote on the town council's proposed budget.

At a town meeting, Mansfield residents benefit from a presentation about the budget, an opportunity to ask questions about the budget and any discussion of motions to amend the budget.

Any Mansfield resident can make a motion to add or delete a specific amount of money to/from a specific program. At the May 12 town meeting, voters defeated two motions: one to delete all funds for the Storrs Center project and one to reduce the board of education budget by \$180,000. The town budget was passed without any changes. That town budget is final unless an optional budget referendum is held.

Under the revised town charter, at least 2 percent of Mansfield's registered voters must sign a petition calling for a budget referendum. This requirement was met, so the budget referendum will be held on Tuesday, June 16, at the Audrey P. Beck Municipal Building between 6 a.m. and 8 p.m. The ballot asks voters if they want to adopt or reject the town budget that was adopted at the town meeting.

Voters also respond to two questions inquiring, if the budget is defeated at the referen-

## Letters to the Editor

dum, is the amount of the budget too high or too low?

If the budget referendum voters approve the town budget, that budget is the official town budget. If the budget is defeated at the budget referendum, final decisions about the town budget are made by the town council. The town charter does not allow for another budget referendum.

A lot of work and scrutiny have gone into this frugal town budget with only a 0.47 mill increase. If the budget is defeated at the budget referendum, the Mansfield Town Council has no guidance about the voters' wishes for where and by how much to cut the budget.

I encourage all Mansfield residents to vote "yes" on the town budget at the June 16 budget referendum.

Cynara Stites  
Mansfield

PAGE  
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Editor: 6/10

There is no guarantee that the downtown project will be a success. And, if it isn't, we, the taxpayers of Mansfield, will be paying for it for many, many years to come.

Do we want this?  
Will the backers be around to help pay for it or will they retire or go elsewhere?  
Why are they afraid of a referendum?  
Many people feel that one should be held.  
Why can't we vote in our own voting places?  
Money isn't the problem when they can spend millions on a dream.

About 400 members out of 1,200 is only 3 percent of the town's voters. What do the other 97 percent want?

Put your thinking caps on and be heard.  
Do you think the average taxpayer can afford this?

Do you know where the money came from in the first place to start this project?

It's time for some serious thinking. Do you want to pay for the dream of a few people?

I, for one, don't approve of 3 percent of the people telling me how to spend my limited income.

Do you?

Doris Holmes  
Mansfield

Editor:

Vote "yes" again on June 16.  
Mansfield residents, who overwhelmingly

### Commentary

passed the town budget at the annual town meeting on May 12, need to vote again on June 16 between 6 a.m. and 8 p.m. at the Audrey P. Beck Municipal Building, 4 South Eagleville Road.

Despite overwhelming support for the town budget on May 12 — 463 voted "yes," only 89 voted "no" — a petition to move the budget to referendum has forced this second vote on June 16.

The Mansfield Town Council did an excellent job crafting a \$43M budget that is pru-

dent, yet forward-thinking, during these challenging economic times. In fact, the 2009-10 budget is 1.6 percent, or \$688,000, lower than the budget for the current fiscal year. The overwhelming "yes" vote demonstrated that Mansfield residents support their efforts and believe it is a responsible budget.

Smart Growth for Mansfield ([www.smart-growthformansfield.org](http://www.smart-growthformansfield.org)) supports the town budget and encourages everyone to vote "yes."

Mansfield residents, show your support and vote "yes" for the town budget June 16.

Deidre Goodrich  
Storrs

- 177 -

Item #28

**PAGE  
BREAK**

Editor: 6/11

I would like to comment on the most recent statements made by our mayor, Elizabeth "Betsy" Paterson, regarding the Storrs Downtown Project. By stating that it is "ludicrous" that taxpaying townspeople have been excluded from the Storrs center project, our elected official has ignored the most relevant fact of this issue: The townspeople/taxpayers have never had a vote on this issue.

Of course the town council has had public discussions of this project for many years now. The discussions have been mostly one sided. Many of the meetings are executive sessions, closed to the public, with the results of the meeting withheld from public view.

Of course the Mansfield Downtown Partnership has had their share of meetings as well to inform the public of the status of the project, with the goal seemingly to be to promote the project.

But the undeniable fact that the public has *never* had the opportunity to voice their opinion through the ballot box makes the mayor's comments "ludicrous." Consider for a moment who is on the board of directors for the Mansfield Downtown Partnership. Amongst the members are our mayor and councilor Betsy Paterson, councilors Greg Haddad and Bruce Clouette and Town Manager Matthew Hart.

These people represent the Town of Mansfield and the taxpayers.

Without a clear directive from the people, they are free to assume the majority is in favor of the project and they proceed accordingly.

So far, the Town of Mansfield has spent \$900,000 of taxpayer money on the downtown project with the University of Connecticut paying the same amount in matching funds. The money from UConn is money out of our pocket from the state and the money from the town is via taxes. *This is clearly taxation without representation.*

This project promises to generate \$2.6 million in tax revenue at full build out. I

have never heard any proponent discuss repayment of the monies already spent or how this \$2.6 million will reduce our taxes in any way. Simply put as "generating \$2.6 million" gives the impression of being good for the town but does not address how much will it cost us in the future.

How much of that money will be necessary for continued operations and maintenance, additional employee salaries and benefits and debt payments?

I have asked the council to take the lead in this project and finally allow the taxpayers to decide on the expenditure of millions and millions of dollars of tax money by bringing the issue to a referendum vote, not a town meeting where a very small percentage of voters can determine the fate of the majority.

Now is the time for a referendum. Let the people who pay the bills decide whether to sink or swim with this project.

**Ric Hossack**  
**Mansfield**

6/11  
Editor:

In 1979, I was working as director of community organizing for the Upper Albany Community Organization in Hartford's North End.

I would have been outraged to realize how, also about that time, Hartford's and Mansfield's state representatives (William DiBella and Jonathan Pelto) were arranging a special deal to bring home some ridiculous "bacon" (tax-break "heroin") for middle-class taxpayers of Mansfield. In my estimation, they cut this tax-break deal at the expense of poor people in Hartford and elsewhere in the state.

Apparently, it worked like this: middle class Mansfield would receive extra funds from the routine "payment in lieu of taxes" (PILOT) program paid for the University of Connecticut property in Mansfield. Eventually amounting to more than \$1.2 million, these bonus "poverty" funds were required to end whenever university student enrollment exceeded a certain percentage of town residents.

Students have been counted as "poor people" in order to account for tiny Mansfield paying for their various urban amenities (now all but entirely provided by university coffers for items such as UConn police and fire services, etc.).

If Mansfield was ever to ridiculously outrank Hartford and New Haven as any urban poverty center due to numbers of "poor" people, then a trigger was required to kick-in eliminating this "bonus" from Mansfield coffers.

That happened more than one year ago. Mansfield had a sudden loss in its revenues just then, as reported to taxpayers last year.

At a public information session on the town manager's budget this past April 2, Mansfield Town Manager Matt Hart said the following in response to questions about the viability of the two planned parking garages for the downtown project: "There is an abundance of free parking adjacent to the site, we need to work with nearby property owners to better manage their parking so as to maximize parking revenue."

In other words, Mansfield town bureaucrats will be working to eliminate whatever free parking there is now in the downtown of Storrs in order to make the expensive, planned parking garages economically viable. That, it seems to me, is suddenly a betrayal of the Mansfield area's own poor people.

Well, so much for the so-called "People's Republic of Mansfield ..."

Stephen T. Squires  
Willington

Editor: 6/15

A recent letter writer stated that the town meeting on the Mansfield budget was a show of "overwhelming support" of the budget. I don't know if the writer is aware that, excluding University of Connecticut students registered to vote in Mansfield, there are close to 10,000 registered voters in our town. Getting 500 to attend a town meeting is indeed a good turnout but it only represents about 5 percent of the voters. Hopefully a referendum on the budget will have a greater voter turnout and the vote will be representative of the entire town's thoughts. Wouldn't it be truly indicative of the towns-peoples' support or non-support if 80 percent (8,000) of the voters turned out to vote on the budget on Tuesday at town hall between 6 a.m. and 8 p.m.

Carol Pellegrine  
Storrs

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# Mansfield budget represents value

By ELIZABETH PATERSON <sup>6/15</sup>

On May 12, at Mansfield's town meeting, voters overwhelmingly supported Mansfield's budget.

The final vote was 463-89. An overwhelming 84 percent of voters agreed that the town council and board of education worked hard and delivered a budget that acknowledges the downturn in the national economy but still meets the expectations of Mansfield residents.

That evening, residents soundly defeated efforts to cut the school and town budgets even more.

Now, as allowed by our new town charter, a group of citizens have petitioned for a second vote, this time at referendum. Some have publicly stated goals of increasing class sizes in our schools, and cutting police and fire protection.

A vocal few want to eliminate any chance of lowering our dependence on state aid by opposing a well-planned, green and vibrant downtown.

I encourage all Mansfield voters to support the budget at referendum Tuesday.

At the town meeting, a responsible budget was approved that is less than the previous year — a total of more than \$688,000 less. Despite this reduction, Mansfield residents will continue to be able to depend on our local government for good schools, well-planned growth, and attentive services.

Residents should thank the municipal employees who stepped up to the plate in hard times and accepted a wage freeze and other concessions through their union.

Mansfield's professional management team, led by Town Manager Matt Hart, has also agreed to a wage freeze and concessions.

The sacrifices made by both management and employees are meaningful and magnanimous.

The savings achieved by their concessions

## Community voices

will offset further reductions in services.

A small tax increase, under a half mill, is necessary to balance the budget. Because of the slowdown in the economy we expect much less aid from the state and less interest income as well.

Added together, Mansfield has lost \$1.2 million in non-tax income. Cuts in spending made up more than half of this shortfall.

### What are we spending this year?

The General Fund budget approved at the town meeting is just over \$43 million, 1.6 percent less than last year.

- The Board of Education will spend \$20.6 million for our schools, a reduction of 1.6 percent (almost \$330,000).

- The Mansfield portion of Region 19's budget is \$9.9 million, a reduction of 1.9 percent (more than \$188,000).

- \$12.5 million, 1.3 percent (more than \$162,000) less than last year, will be spent on other municipal services, including public safety, public works, and other government operations.

### How does the economy affect our budget?

- The state is reducing aid to municipalities statewide and this loss is estimated to be \$770,000 for Mansfield.

- We anticipate a \$430,000 drop in other revenues, primarily interest income.

### What will happen to taxes?

- In order to make up for the shortfall from state aid and interest income, the mill rate will increase by 47 mills, or 1.88 percent despite the reduction in spending.

- This would increase the property taxes on an average home by only \$6.75 per month or \$81 per year.

### What cuts were made to schools?

The council and the board of education

worked carefully to reduce the school budget without making significant cuts to the service level that residents have come to expect. Highlights are:

- There will be a net reduction of two certified staff and seven non-certified positions. A slight decline in enrollment in our K-8 grades has helped make this possible. As a result, class sizes will stay the same. In fact, 100 percent of elementary school classes are currently projected to be within Mansfield's guidelines.

- The position of assistant superintendent will not be filled.

- Federal stimulus funding also helped reduce the burden on taxpayers, funding a portion of our special education and pre-school budgets.

- One less bus will be utilized.

- The technology budget was reduced.

- Mansfield's contribution to the Region 19 (E.O. Smith) budget has also declined primarily due to changes in enrollment.

### What cuts were made to the rest of the budget?

- Reductions were made to staffing levels in seven different departments and divisions.

- Cuts were made to the contributions made to area non-profit agencies that provide services to residents.

- More than \$95,000 in savings will be realized from wage freeze and concessions from town employees.

I believe the budget is worthy of support. By taking a responsible approach, and reducing spending where possible, the impact on local property taxes is minimal. For more information, you can view the entire budget on the town's web site [mansfieldct.org](http://mansfieldct.org). We hope you will vote Tuesday. Polls will be open from 6 a.m. to 8 p.m. All voting is at town hall and absentee ballots are also available at town hall.

*Paterson is mayor of Mansfield.*

**PAGE  
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# Mansfield Library <sup>6/9</sup> victimized

## Books, cash stolen

By CAITLIN M. DINEEN  
Chronicle Staff Writer

MANSFIELD — Although Mansfield Public Library officials remain mum on the subject, the first day of the weekend's book sale reportedly ended on a sad note as numerous books and other items were reported stolen.

State police from Troop C in Tolland were reportedly called a little after 4 p.m. when it was discovered several thousand dollars worth of books and other items were taken from the library.

Chairman of the Friends of the Mansfield Library group Elizabeth "Betsy" Hamill confirmed money and other items were taken from the event.

She said she was uncertain about the exact amount taken Saturday.

"It's a tragic loss," said Hamill this morning.

She said she would not say anything else on the subject.

According to Mansfield Mayor Elizabeth "Betsy" Paterson, she had not heard of the theft until this morning.

Paterson said it was unfortunate that anything was taken from the library group during its book sale.

"It's pretty crappy somebody would steal from the library," she said.

The Friends of the Mansfield Library group holds book sales three times a year with proceeds going directly to the library.

Book sales happen the first weekend in February, the first weekend in June and a "mini-sale" occurs during the town's "Festival on the Green" each September. They are well-attended events.

Phone calls to the library resulted in library staff saying there was "no comment" from library officials.

A phone call directed to Mansfield Public Library Director Louise Bailey was also refused by library staff.

State police could also not be reached for comment this morn-

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# Mansfield OKs streetscape proposal

By **CAITLIN M. DINEEN** 6/9  
Chronicle Staff Writer

**MANSFIELD** — More than 300 residents showed up at Monday's town meeting to appropriate \$302,000 in town funds for streetscape improvements along Route 195 and Flaherty Road.

The proposal was passed with a secret paper ballot, 270-58. Construction is expected to begin in 2010.

The town's share — combined with \$1.17 million in federal funding — will provide enough funds for the town's Streetscape and Pedestrian Improvement Project along Route 195.

Federal funding is available through a federal Transportation Enhancement Program grant.

The town's actual match for the fund is approximately \$293,000, but additional money was added into the amount for costs incurred when going

out to bond the project.

The project will include walkway and streetscape improvements on the western side of the road in front of E.O. Smith High School between Bolton Road and the Liberty Bank plaza.

Funding will be used to add sidewalks, street lighting, benches and various plantings. Additionally, two enhanced pedestrian crossings will be added.

Similar improvements will be made to Flaherty Road.

The meeting — which occurred in the E.O. Smith High School auditorium at 7 p.m. — lasted longer than most residents expected.

Although the meeting was slated to last approximately 30 minutes, residents waited until about 9 p.m. before the ballots were cast and tallied by town officials.

The process to determine if the vote  
(Mansfield, Page 4)



Roxanne Pandolfi  
A plan to create new sidewalks and enhance pedestrian crosswalks on Route 195 near E.O. Smith High School in Storrs was approved at a town meeting Monday.

# Mansfield OKs streetscape proposal

(Continued from Page 1)

should be done via paper added to the length of the meeting.

First a verbal vote was taken, but moderator and resident Carol Pellegrine said she could not determine which side won.

Then a hand vote was taken, again it was unclear which side was the majority. Finally, a body count was conducted and it was determined more people in attendance wanted the paper ballot.

Once discussion began, many residents said they were in favor of the project because it "made sense" to move forward.

Resident Lynn Stoddard said she thought there were two reasons to support the project: sidewalks help wean people from their vehicles and the amount of money sought was not a large sum.

"A little over \$300,000 to get

more than \$1 million seems to be a bang for the buck," said Stoddard.

In addition to the funding required by the town versus the amount of work they receive, residents who lived near Flaherty Road said it was not just about the funding, it was also about safety.

"We see it as an incredibly serious public safety issue," said resident Karla Fox, who lives on Storrs Heights Road, which is right off Flaherty Road.

According to Fox, many residents on both roads live close enough to walk to the bustling section of town that includes the high school, several small shops and the municipal building.

"Literally, people take their lives in their hands when they walk down (Flaherty Road)," she said.

Aside from the safety aspects, some residents said it was time to fix the sidewalks in front of the high school.

Mansfield Director of Public Works Director Lon Hultgren told residents the sidewalks along the western side of Route 195 had fallen into disrepair and town officials would begin looking to fix them whether or not the proposal passed Monday.

The thought of needing to spend money regardless did not fall on deaf ears.

"If we don't accept this grant, it won't save anyone any money," said resident Howard Raphaelson. "It will just go to the third one on the list."

Mansfield was not originally selected to receive the grant, but, when Coventry voted against putting up its local match, Mansfield

became the new recipient of the funding.

"We will spend less — I'm confident — if we do this instead of turn it down and pay for the sidewalks later," said Raphaelson.

To clear up confusion for some residents, it was explained before the vote that the project was not part of the proposed \$220 million Storrs Center project.

The proposed project is a mix of residential developments, retail shops and commercial buildings to be built along Storrs Road from Dog Lane to South Eagleville Road.

According to town council member Bruce Clouette, the project is meant to be complimentary to improvements to be made along the road by officials with the Storrs Center project.

# Mansfield to vote again on budget

By CAITLIN M. DINEEN *6/16*  
Chronicle Staff Writer

MANSFIELD — The proposed 2009-10 combined education/town spending plan is up to voters Tuesday as the budget was successfully petitioned to referendum for the second year in a row.

The referendum will occur between 6 a.m. and 8 p.m. with voting taking place in the Audrey P. Beck Municipal Building.

The \$43.01 million budget — which originally passed during the May 12 town meeting — is the second budget sent to referendum under the town's

recently revised charter. Despite the overall decrease in spending, the town's mill rate will increase due to state funding losses and less local tax revenue.

The town expects to see a \$1.2 million loss in revenue during fiscal year 2010.

The tax rate will increase 0.47 mills from 25.24 mills to 25.71 mills.

For a home assessed at \$200,000, taxpayers will see an increase of \$94 in taxes next year to \$5,142 if the budget is approved at referendum.

Last year, residents of the "Save Mansfield, CT" group sent the budget to referendum for the first time.

In order to successfully petition the budget, residents have 21 days following the town meeting to collect signatures of 2 percent of the registered voters in town.

Signatures were submitted June 1 and were verified by the town clerk the same day.

This year, 251 signatures were required, but more than 400 were collected and submitted.

(Mansfield, Page 4)

# Mansfield to vote again on budget

(Continued from Page 1)

Although the budget has been sent back to voters, there is a chance members of Mansfield's town council may have the final say on the budget.

The paper ballots for the referendum will ask residents if they are in favor of the currently adopted budget.

There will also be two advisory questions on the ballot:

- If the budget is defeated, is the town budget portion too high or too low?

- If the budget is defeated, is the

school budget portion too high or too low?

Town Manager Matthew Hart said if the budget is defeated Tuesday, it will be sent back to the town council for a final decision.

Even though the charter was revised to allow residents to send the budget to referendum, the town charter limits residents to one referendum.

With these charter revisions and stipulations, residents have one shot to revisit the budget after the town meeting.

According to Republican Re-

gistrar of Voters Beverly Miela, each referendum costs the town approximately \$2,000.

This covers costs incurred from employing election workers, ordering paper ballots and other miscellaneous referendum costs, said Miela.

Town Controller/Treasurer Cherie Trahan said the town does not have a specific line item in its budget for referendums, but the funds are there if a referendum does occur.

Trahan said costs for Tuesday's referendum were likely to be

paid from the registrar of voters account, town clerk's budget or other line items.

She said this year the town was put on a spending freeze once it was realized there were revenue shortfalls expected for fiscal year 2009.

However, as the budget was successfully petitioned, funds will be made available.

"If enough people in town are interested and want it to go to referendum, then that's something we need to do," said Trahan this morning.

PAGE  
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## Meeting to focus on Mansfield Four Corners

By **CAITLIN M. DINEEN**  
Chronicle Staff Writer **618**

**MANSFIELD** — Members of the town's Four Corners Sewer Advisory Committee have an informational session planned for Tuesday evening for residents to learn more about the once bustling intersection.

An informal meeting starts at 6:30 p.m. with the information session immediately following at 7 p.m.

Both meetings will take place in the council chambers of the Audrey P. Beck Municipal Building.

Although the session will focus on the history of the intersection, the current proposal for water and sewage, potential benefits of the project and possible challenges with the project, there will also be a question-and-answer period.

A release announcing the meeting stated the intersection has suffered "serious" water and environmental issues for the past 20 years.

The area is not served by sew-

ers. Rather, properties at the intersection have septic systems.

The advisory committee has been working since last year to bring new water mains and sewer lines to the intersection of Route 195 and Route 44 — commonly known as "four corners."

According to town officials, the committee is looking to fix contamination problems at the intersection.

"In fact," said council member and committee Chairman Gene Nesbitt. "The Town of Mansfield is currently under a stated mandate to either correct the problem or the Connecticut Department of Environmental Protection will require the town to proceed with remediation of the problem."

Nesbitt said it was important to educate and keep residents informed about the progress of the committee because they are the "major players" in the project.

He said when it comes to financing improvements at the intersection, residents will likely have the final say.

"At some point, decisions have to be made by the public," he said.

According to Nesbitt, it was necessary to get key stakeholders — both area residents and property owners near the intersection — involved early.

A similar information session was held in March for property owners near the intersection.

He said there are various reasons for residents to want to learn about the progress of the site.

Nesbitt said the combination of potential economic development, current environmental problems and synergy with the proposed Storrs Center project should be of interest to residents.

He said some residents have expressed concern the future growth at the intersection is competitive with the proposed \$220 million Storrs Center project, a proposed mixture of retail and living units to be built on Route 195, across from E.O. Smith High School.

However, Nesbitt said the projects are complimentary.

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## Town meeting takes aim at Route 195

By **CAITLIN M. DINEEN**  
Chronicle Staff Writer

MANSFIELD — A town meeting will be held Monday for residents to vote on whether the town should bond its share of a federal Transportation Enhancement Program grant regarding a Route 195 improvement plan.

The meeting will be in the E. O. Smith High School auditorium at 7 p.m.

Mansfield's share is \$302,000 and bonding for that amount can be approved by consecutive action of the town council and a town meeting. The town's share — combined with \$1.17 million in federal funding — will provide enough funds for the town's Streetscape and Pedestrian Improvement Project along Route 195.

The project will include walkway and streetscape improvements on the western side of the road in front of the high school

between Bolton Road and the Liberty Bank plaza.

Funding will be used to add sidewalks, street lighting, benches and various plantings. Additionally, two pedestrian crossings will be added.

More improvements will be made along Flaherty Road.

According to Mansfield Director of Public Works Lon Hultgren, the improvements to Flaherty Road will directly affect residents of Storrs Heights — which is located on Storrs Heights Road off Flaherty Road.

He said there were approximately 50 homes that are part of the complex and many of its residents walk to work.

"We've been working with (Storrs Heights officials) on the design," said Hultgren.

According to Hultgren, the project is not part of the proposed \$220 million Storrs Center proj-

ect, but is meant to be complimentary to that development.

"It's sort of right next door," he said. "It's across the street."

The proposed project is a mix of residential developments, retail shops and commercial buildings to be built along Storrs Road from Dog Lane to South Eagleville Road.

Hultgren said he heard some residents who are against the Storrs Center project have been advocating for people to vote against funding the streetscape.

He said since road improvements are not associated with the development project, the improvements will occur — despite the status of Storrs Center — if the funding is approved.

If funding is approved Monday, construction will not begin until 2010, said Hultgren. "It will still take a year to finish the design and get ready for it," he said.

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## Bringing sewers/water to Four Corners: town discussion on June 9

by: Brenda Sullivan | HTNP.com Editor Tuesday, June 9th, 2009



The Four Corners commercial area at the intersection of Routes 195 and 44. Photo © by Brenda Sullivan. Town residents, property owners and business owners will have an opportunity Tuesday, June 9 to ask questions about a proposal to improve sewer and water services to the Four Corners section of Mansfield, with an eye towards future development.

The meeting will be held in the Council Chambers of the Audrey P. Beck Municipal Building (the town hall building at 4 South Eagleville Road).

An informal discussion with the Four Corners Advisory Committee and town staff will begin at 6:30 p.m., followed at 7 p.m. by an informational session and a question and answer period.

The discussion will focus on background, the current proposal for public water and sewer at Four Corners, and the potential benefits of the project, as well as the challenges.

A detailed explanation of the Four Corners study is available on the town Web site or by clicking here.

\*Some frequently asked questions (FAQs) related to the study

- *How were the boundaries of the proposed 4-Corners Service District determined?*

The general outline of the district [follows guidelines in] the Town Plan of Development.

The study also looked at every lot [within those boundaries] to determine which had documented water pollution control problems and limited lot size.

The tentative boundaries of the service area were reviewed and revised by the Planning and Zoning Commission.

The Town's Four Corners Advisory Committee also is exploring whether slightly expanding the Sewer Service area would lower sewer assessments to all properties in the area.

- *Will there be opportunities to expand the proposed Service District to abutting properties?*

Yes, but once formally adopted, the Service District can be expanded only with the approval of the town's Water Pollution Control Authority (WPCA), which is not required to allow connections outside of the service area.

The Four Corners Advisory Committee also is considering a secondary service area extending south on Birch Road to serve the two apartment complexes (Clubhouse and Hunting Heights).

- *What kind of information did you get from the DEP water-quality monitoring program?*

The state Department of Environmental Protection water quality monitoring program of the contaminated wells near the Four-Corners intersection shows gradual improvement of the wells that were previously undrinkable. Levels of pollutants are now below standards, but they may not be used for drinking purposes to date.

- *What are the criteria for a "high water table"?*

Seasonal levels of ground water that get close enough to the surface to interfere with on-site septic systems. In general this would be a water table height within about 4 feet of the surface.

- *How are usage restrictions for a specific property determined?*

When the Health District determines that the septic system for a property will not support a higher (more water-producing) use, it restricts the property to low-water uses.

- *What are the estimated costs for replacement of a residential septic system? Of a commercial septic system?*

Replacement of a residential septic system in high-water-table areas costs from \$15,000 to \$20,000, with a 10- to 20-year life expectancy.

Commercial systems can cost from \$100,000 to \$500,000, depending on their size.

How long would it take to design and construct sewer and water systems in the Four-Corners district?

For sewers, about a year for design and a year to build. Installing water pipes is not as involved to design, but would take about the same amount of time to construct (water pipes should be installed at the same time as sewer pipes, to avoid paying twice for excavation costs.)

- *How would sewer and water construction affect local residences, business and traffic?*

Sewer and water lines would be installed in some of the main roads in the area and along some of the back lot lines. Roads should remain open to traffic, and driveways will be negotiable during construction.

- *How would a residential property connect to the new sewer system? What would happen to the old septic system?*

Most connections will be done by a contractor hired by each resident. Costs will range from \$2,000 to \$4,000 and up, depending on the length and depth of the connection. The old septic tank will need to be collapsed or filled.

- *How would the town obtain easements (right of way) for the sewer and water lines through each property?*

Where a main line (not the building service line) has to traverse a property, the town will need an easement. Easements are surveyed, appraised and then purchased for the appraised price. If a property owner does not agree to the appraised price, the easement can be condemned and acquired by the town through a process called eminent domain. When work is done, the area disturbed by construction will be restored.

- *What is the estimated cost of sewer and water service for the property owner connected to the system?*

Current sewer and water rates are about \$340/year for water and \$400/year for sewer; both are based on the property owner's water usage.

- *If a property with an existing functional well elects to connect to the public water system, what are the options for the private well?*

The well can remain, but it cannot be connected to the public water system.

- *Will the development of the Four Corners area have an impact on the Storrs Center development?*

Development of Four Corners and Storrs Center would be synergistic... both are integral components for enhancing the economic vitality of Mansfield.

Storrs Center is planned to be pedestrian-oriented, with planned commercial and residential development that promotes the concept of a town center for residents, visitors and students.

The Four Corners development would be accessed primarily by car, public transportation or bike, and would include a variety of commercial and residential development that will provide goods and services to fulfill various needs of the community and region.

- *What, if any, would be the impact on the Four Corners area and adjacent neighborhood in terms of traffic and quality of life issues?*

This area is currently bisected by two highly-traveled state highways; additional development in the area is not anticipated to make a substantial difference in traffic, noise or quality of life. And the redevelopment of some of the blighted and closed properties should increase the vitality and aesthetic appeal of the area.

- *What kind of contingency plan is there if there is a problem with water supply?*

At this time, the CT Water Company has plans to bring water into the Storrs area from their Snipsic Reservoir through Tolland. This water would supply UConn with water for its highest-use months (Sept and Oct) as well as make water available to the Four Corners area. As UConn completes its study of the Willimantic River, just how much water and how soon they will need it will be known. This decision should be made by mid-2010. CT Water is looking for some financial help (\$3M) to bring water to the area. It is anticipated that both the town and UConn will need to provide some support.

- *What is the process for bonding this project?*

The general process for bonding a project is: 1) The project is designed, costed-out and submitted to the Mansfield Town Council for approval. 2) If the Council approves it, the project is submitted to the Town's Bond Counsel. 3) The Bond Counsel writes a bond resolution for the project asking voters to appropriate the funds and to authorize the expenditure. 4) The Town Council adopts the bond resolution and schedules a referendum, with particular attention to notices, warnings, etc., that are required. 5) A referendum is held.

- *Are there any grants to help finance the water or sewer infrastructure?*

Mansfield has a standing request for a Clean Water Grants for this area's sewer collection system; thus far it has been below the priority funding cut-off level. The town has submitted the Four Corners water and sewer project for federal "earmark" funding, as well as stimulus funding. Since the project still has to be designed, stimulus funding this year is unlikely. However, the town is proceeding with design so that the project can be ready for future stimulus funds.

- *What is the time-line for the project?*

Design - which should take one year - is proceeding. And then the permits and review process would likely take several months. After most of the design is complete - and the UConn water supply/demand status is determined (July 2010), a bonding referendum could be scheduled. Construction would take a year after contracts were awarded. Hookups could begin as early as the fall of 2011.  
*[\*Editor's note: This is an edited version of the FAQs posted on the town Web site.]*

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## Budget clears referendum hurdle by almost 2-to-1 margin

by: Brenda Sullivan | HTNP.com Editor Tuesday, June 16th, 2009



There was less of a turnout than last year's budget referendum, but there was a much clearer margin when it came to the results of tonight's vote. In 2008, voters passed a \$43.7 million budget 1169 to 1094. Tonight, voters approved a \$43,010,137 budget - significantly less than 2008 - with 897 in favor and 474 opposed. The responses to the advisory questions were a little closer. Voters were asked, in the event the budget was voted down, if they felt the town operations side was too high/ too low. The response was 645 "too high" and 496 "too low" - and clearly, a number of voters chose not to weigh in on this question. Voters also were asked, in the event the budget failed, if they felt the education budget was too high/too low. The tally for this question was 434 "too high" and 646 "too low." Again, not everyone decided to cast a vote on this question. The referendum reaffirms the May 12 Annual Town Meeting paper-ballot vote, at which the budget passed 463 to 89 at the Annual Town Meeting held at the Mansfield Middle School. (See "Voters OK \$43 million budget," posted on May 12, 2009 in Mansfield Today) The referendum was called in response to a petition, with more than 400 signatures, circulated by the same group that petitioned for a referendum last year, Save Mansfield CT [[www.savemansfieldct.org](http://www.savemansfieldct.org)] The town operations part of the approved 2009/2010 budget is \$12,489,750 (a decrease of 1.3 percent), and the K-8 education portion is \$20,595,570 (a decrease of 1.6 percent). It is estimated the tax rate will increase because of an anticipated drop of more than \$1 million in state and federal revenues. The estimated tax increase is 0.47 mills, from 25.24 to 25.71 mills - or the equivalent of about \$94 in additional taxes for someone who owns a home assessed at \$200,000. Posted June 16, 2009

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## Four Corners sewer/water project could cost \$14 M

by: HTNP Staff Wednesday, June 10th, 2009



Town council member Gene Nesbitt is chair of the Four Corners Advisory Committee. Photo © Brenda Sullivan. Any development or growth of the intersection of routes 44 and 195 - known as Four Corners - will have to wait more than a year, not because there is no space for new businesses, but because property with poor septic systems and water-quality issues doesn't tend to draw developers.

At a public forum held on June 9, members of the Four Corners Sewer Advisory Committee told more than 40 people in attendance that they hope to change this picture.

The forum was a chance to present their proposal for a \$14.1 million project, one that is linked to pending information from a study of the University of Connecticut's water supply - because the project would involve tying into UConn's system. The town's share of the cost of the project, ideally, would be assisted with grants, in addition to bonds, said the advisory committee's Chair Gene Nesbitt.

Nesbitt said UConn has until July 2010 to determine if the campus needs an additional water source to meet its needs. If so, water would be piped from the Snipsic Reservoir in Tolland by the Connecticut Water Co.

And Mansfield would construct additional mains to service properties at Four Corners that would replace private wells and septic systems.

Partnering with UConn made one resident, Betty Wassmundt, uneasy. "This should be a town project," she said. "This shouldn't involve UConn."

Mansfield Public Works Director Lon Hultgren responded that the town cannot finance the project alone. "They're the elephant, we're the tail," he said, referring to UConn. "Our hope is that they will need water and they will pay a good share of the cost to bring that in."

If the university isn't involved, the committee will need to start over again and find a different source for affordable water. Hultgren added that the town is under pressure by the state Department of Environmental Protection (DEP) to address water-quality issues at Four Corners.

A DEP official confirmed Tuesday that the agency is monitoring the town's progress with addressing these issues. "We're working with them right now," said Joseph Higgins, a DEP engineer for municipal facilities. "As far as we see, they're taking it seriously."

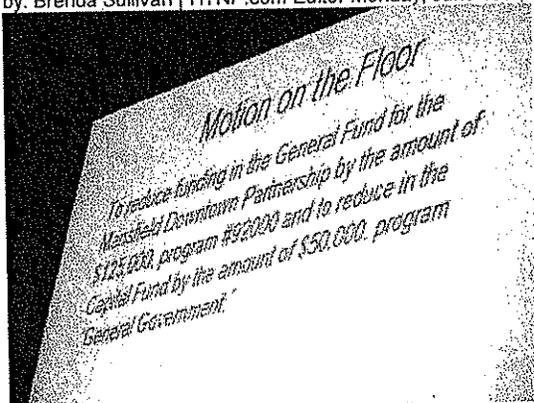
Higgins was unable to give a timeline within which the town would have to solve its water-quality issues before the DEP would take further action.

*Reported by Caitlin M. Dineen  
Posed June 10, 2009*

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## Referendum puts proposed \$43 million Mansfield budget to another test

by: Brenda Sullivan | HTNP.com Editor Monday, June 15th, 2009



At the May 12 Town Meeting, a motion was made to remove funding for the Storrs Center project. Photo © Brenda Sullivan.

What seemed like a done deal on May 12 is back before voters on Tuesday - and that is the 2009-2010 budget. The \$43,010,137 budget originally passed 463 to 89 at the Annual Town Meeting held at the Mansfield Middle School, at which the vote was taken via paper ballot. (See "Voters OK \$43 million budget," in *Mansfield Today*.)

Preceding the vote, a motion was made by David Freudmann to eliminate funding in the budget for the Storrs Center project, and another was made by Ric Hossack to reduce the education budget by \$150,000. Both failed. Voters will have another chance to make their wishes known, at a referendum that has been called under a section of the Town Charter that allows voters to petition for a referendum after a Town Meeting vote. More than 400 residents signed the petition - almost as many people as showed up at the Town Meeting - circulated by the same group that petitioned for a referendum last year, Save Mansfield CT [[www.savemansfieldct.org](http://www.savemansfieldct.org)] Only about 251 signatures were needed.

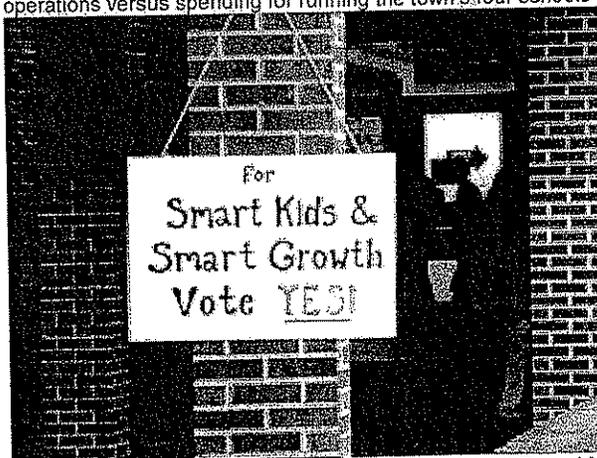
Polls will be open from 6 a.m. to 8 p.m. at the Audrey P. Beck Municipal Building (town hall), at the intersection of Routes 195 and 275 (South Eagleville Road).

This is the second year the budget has been sent to referendum via petition by Save Mansfield CT. Last year, more than 2,000 voters turned out and it was a close vote.

The June 24, 2008 referendum passed a \$43.7 million budget with a vote of 1169 to 1094. If the budget is defeated this year, it will be sent back to the Town Council for changes.

### **Town operations versus education**

The referendum will also include advisory questions that appear to reflect an ongoing schism between spending for town operations versus spending for running the town's four schools (excluding the high school).

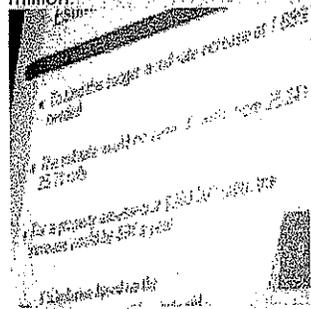


A sign outside Mansfield Middle School at the May 12 Town Meeting. Photo © Brenda Sullivan.

The questions ask voters whether they believe the town budget is too high (or too low), or if the education budget is too high (or too low) - when traditionally in most cities and towns in the state, the education portion of the budget is much higher than town operations.

In Mansfield's case, the town operations part of the proposed budget is \$12,489,750 (a decrease of 1.3 percent), and the K-8 education portion is \$20,595,570 (a decrease of 1.6 percent).

Despite efforts to cut costs on the town side - including layoffs and hiring freezes and employee concessions - the tax rate would increase (less than one mill) because of the drop in state and federal revenues amounting to approximately \$1.2 million.



The estimated mill rate increase based on \$1.2 million less in state funds. Photo © Brenda Sullivan.

The estimated tax increase would be 0.47 mills, from 25.24 to 25.71 mills - or the equivalent of about \$94 in additional taxes for someone who owns a home assessed at \$200,000.

Posted June 15, 2009

Also see related story, "Storrs Center defended as long-term solution to flagging funding," published May 13, 2009.

An overview of the proposed budget - as approved at the May 12, 2009 Town Meeting - is available on the town Web site at <http://www.mansfieldct.org/>

## 'Smart Growth for Mansfield' supports Streetscape Project

by: Barry A. Schreier | Smart Growth for Mansfield Monday, June 8th, 2009



Smart Growth for Mansfield (SGM), a group of local citizens invested in the smart development of Mansfield, fully supports the Mansfield Streetscape and Pedestrian Improvements project. We encourage all Mansfield residents to attend the town meeting at 7 p.m. on Monday, June 8 at E.O. Smith High School. Residents will have the opportunity to vote to authorize Mansfield to bond \$302,000 [and] to release nearly \$1.2 million in federal funds for walkways and streetscaping from E.O. Smith to Storrs Heights. The project supports a greener, safer, more attractive and more walkable town center for Mansfield. It also supports an extended town identity and connection to those who live in Storrs Heights, on Flaherty Road and on Hanks Hill Road. It brings the walkability already enjoyed by South Eagleville Road to Storrs Road [Route 195] and brings nearly \$1.2 million of federal money to Mansfield.

### History

The Mansfield Streetscape and Pedestrian Improvements project was submitted to the Windham Region Council of Government in 2003, and ranked behind a Coventry streetscape project. In 2006, the Coventry Town Council declined to match [the grant] and the award was turned over to Mansfield. In 2006, the Mansfield Town Council accepted the grant and approved the match. Because the council decided to authorize a bond, a town meeting is required.

### Scope of Project

The Mansfield Streetscape and Pedestrian Improvements project includes walkway and streetscape improvements on the west side of Route 195 - between Bolton Road and the Liberty Bank Plaza - and along Flaherty Road between Route 195 and Storrs Heights Road.

The streetscape elements include sidewalks, street lighting, benches and street trees/plantings.

Two enhanced pedestrian crossings - across Route 195 at Hanks Hill Road and at the Liberty Bank Plaza - are also included.

This project is separate from Storrs Center, but is complementary to Storrs Center. More improvements to Storrs Road/Route 195 will come in conjunction with Storrs Center and will be paid for by two grants which have been already awarded.

### Bond Authorization/Town Meeting

The town council passed two resolutions appropriating the federal share of the project for \$1,173,000 and appropriating the local share of \$302,000 via bonds/notes in the same amount to finance the appropriation.

A third resolution was adopted calling for the town meeting.

If voters at the town meeting approve the project, the final step will be for the council to authorize the expenditure.

Posted June 8, 2009

**From the Editor:** The adopted 2008/09 Capital Fund Budget includes the Mansfield Streetscape and Pedestrian Improvements project. To account for anticipated issuance costs, the local share of the project was adjusted to \$302,000. Also, the resolution that adopts the Capital Fund Budget states that, "the portion proposed to be funded by bonds shall be introduced for action pursuant to Section C407 of the Town Charter [which] provides that the issuance of bonds and the appropriation of the proceeds thereof, *in an amount not to exceed one percent of the annual budget*, may be authorized by the consecutive action of the Council and a Town Meeting.

One percent of the FY2008/09 Budget totals approximately \$437,000. Therefore, the \$302,000 local share can be authorized by consecutive action of the Council and a Town Meeting."

For a complete description of the proposal (in PDF format) click here.

For more information about "Smart Growth" groups and projects in Connecticut, click here

Or visit Smart Growth Online at <http://www.smartgrowth.org/news/bystate.asp?state=CT&res=1024>

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# Major pre-construction approval for Storrs Center is now in place

by: Brenda Sullivan | HTNP.com Editor Wednesday, June 17th, 2009

## Preliminary Schedule

2009				2010				2011				2012				2013				2014		
1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3
Storrs Road/Signwork																						
Town Square																						
				Market Square																		
								Village Street														
												Residential Neig										

The proposed timeline for phased development of the Storrs Center project. Photo by Brenda Sullivan.

The Connecticut State Traffic Commission (STC) on Tuesday approved plans submitted for improvements to Storrs Road (Route 195).

The Storrs Center project has now received all necessary permits to get construction work underway. The project's developers have been anxiously awaiting this approval.

Macon Toledano, speaking for Master Developer Leyland Alliance, referred to the wait of several months for this permit and said, "The commission's careful review of the application is appreciated. We are achieving our original goal of creating a "Main Street" environment that will allow us to integrate Storrs Road into the fabric of the civic core of Mansfield in such a way that it meets DOT needs and functions as a main street."

Executive Director of the Mansfield Downtown Partnership Cynthia van Zelm added, "The improvements to Storrs Road will play a key role in the civic life of Mansfield and in the success of Storrs Center."

The road work will include realigning Route 195 and adding dedicated turning lanes. Modifications to the intersection at Storrs Road and South Eagleville Road - and the intersection of Storrs Road and Bolton Road - are designed to improve traffic flow.

The South Eagleville intersection will be modified to include dedicated turning lanes. Dog Lane will be realigned - and the two lights at Dog Lane and Bolton Road will be replaced with one four way, lighted intersection at Bolton Road that will function as one of the main entryways to the Storrs Center "Town Square."

With an eye towards a more pedestrian-friendly "downtown," the plans include pedestrian crosswalks, installing or widening sidewalks, adding parallel parking zones, installing medians, landscaping along the street, defining building entry areas and partial burial of overhead power lines.

The addition of parallel parking zones will add more parking as well as contribute to traffic "calming"- or slowing traffic - and make it a safer area for pedestrians.

Last month, the Town of Mansfield selected BL Companies to undertake engineering and design of Storrs Road improvements.

Posted June 17, 2009

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## Voters approve \$1.47 million for Route 195 improvements

by: Caitlin M. Dineen | Staff Writer Sunday, June 14th, 2009



Funding for improvements to Route 195/Storrs Road and Flaherty Road was approved 270-58 by a paper ballot vote at a Town Meeting held June 9 at E. O. Smith High School. Voters approved spending \$1.17 million from a federal transportation grant, with a matching contribution by the town of \$302,000, for what's known as the Streetscape and Pedestrian Improvement Project. Work on the project is expected to begin in 2010.

The project will include walkway and streetscape improvements on the western side of Route 195/Storrs Road in front of E.O. Smith High School, between Bolton Road and the Liberty Bank plaza.

Funding will be used to add sidewalks, street lights, benches and plantings and two pedestrian crossings.

Similar improvements will be made to Flaherty Road.

During the discussion preceding the vote, many residents said they were in favor of the project because it "made sense" to move forward.

Lynn Stoddard said there are two reasons to support the project: sidewalks help get people out of their cars and walking, and the town's contribution was reasonable.

"A little over \$300,000 to get more than \$1 million seems to be a bang for the buck," said Stoddard.

### **A safer Flaherty Road**

Residents who lived near Flaherty Road also said the project would make the roadways safer. "We see it as an incredibly serious public safety issue," said resident Karla Fox, who lives on Storrs Heights Road, off of Flaherty Road.

Fox pointed out that many residents on both roads live close enough to walk to the section of town that includes the high school, several small shops and the municipal building but as things are now, she said, "Literally, people take their lives in their hands when they walk down (Flaherty Road)."

Some residents also said it was time to fix the sidewalks in front of the high school.

Public Works Director Lon Hultgren said the sidewalks along the western side of Route 195 had fallen into disrepair and that town officials planned to fix them whether or not Monday's vote had approved the federal grant.

Resident Howard Raphaelson added, "If we don't accept this grant, it won't save anyone any money... It will just go to the third one on the list," he said, referring to the fact that the town of Coventry previously rejected this grant.

"We will spend less, I'm confident, if we do this instead of turn it down and pay for the sidewalks later," Raphaelson said.

Before the vote, it was explained that the project is not part of the proposed \$220 million Storrs Center project, although Town Council member Bruce Clouette said the project is meant to be complimentary to the improvements on Route 195/Storrs Road that are planned.

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Also see: 'Smart Growth for Mansfield' supports streetscape project," in Mansfield Today, posted June 8, 2009.

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PAGE  
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